

Southeast Missouri State University Interfraternity Council Constitution

Updated November 2010

ARTICLE ONE: Name

This organization shall be known as the Interfraternity Council (IFC) of Southeast Missouri State University.

ARTICLE TWO: Purpose

- The purpose of the Interfraternity Council shall be to govern, develop and maintain fraternity life and Interfraternity relations at a high level of accomplishment and, in so doing, to:
- foster a spirit of friendliness and cooperative helpfulness among all fraternities on the campus;
- consider the goals and ideals of member groups as continually applicable to
- campus and personal life;
- promote superior scholarship as basic to intellectual achievement;
- cooperate with member fraternities and the University administration in concern for and maintenance of, high social and moral standards;
- provide programs and services to the member fraternities;
- act in accordance with such rules established by the Interfraternity Council;

ARTICLE THREE: Membership

Section 1: Membership in the IFC shall include all local undergraduate chapters of inter/national social fraternities as recognized by the IFC and Southeast Missouri State University.

Section 2: Colonies of fraternities may participate actively in IFC. The Colony may have a voice, but may not vote on IFC business. When the colony receives its inter/national charter, it will become a full voting member of IFC. If after one year the colony does not receive its charter, IFC may grant the colony full voting privileges.

Section 3: Procedure for colonization (see Procedures for Expansion, adopted November 1989).

Section 4: It shall be necessary for the application of any inter/national fraternity or colony of a national fraternity to receive an affirmative vote of two-thirds of the IFC membership to receive full membership.

Section 5: Each Fraternity shall be represented by two (2) delegates in active status, good standing with their respective chapter and the university, chosen by the individual fraternity in the manner of their choice. One will serve as Head Delegate, he will serve as an IFC Cabinet member, and will have a year long term from the Spring to the Fall. The other will serve as Assistant Delegate and his term will last for a semester.

Section 6: Each fraternity shall be entitled to one (1) vote, to be cast by the head delegate of each fraternity.

Section 7: IFC officers shall not be considered as voting representatives of the fraternity to which they belong.

ARTICLE FOUR: Officers

Section 1. The executive council shall be composed of the elected officers of the Council. This includes the President, Vice President of Internal Affairs, Vice President of Administration, Vice President of Recruitment and Retention, Vice President of Community Relations, Vice President of Education and the Vice President for Risk Awareness.

Section 2. Applications for IFC Executive Board will be available the first meeting of October and due 2 weeks later. Interviews will be conducted the first week of November. Any chapter who does not currently have a member of their fraternity on the IFC Executive Board may have their President or another suitable delegate from their chapter participate in the interview process and assembling of a slate. If an IFC Executive Board member chooses to run again, he may not participate in the interview process and also may not vote. His chapter can send another voting delegate in his place. If any IFC Executive Board member or chapter delegate fails to be present during the interviews, that person forfeits their vote. The slate will then be voted on at the next IFC meeting. Installation of new officers will be the last week of November.

Section 3: Eligibility: All elected and appointed officers and chairmen of IFC shall:

- Have a cumulative GPA of 2.5
- Be a full time student and must be in good standing with the university
- Be in good standing with chapter
- Have served as IFC delegate, IFC executive officer, or chapter executive officer prior to election
- Not hold one of the two highest ranking executive positions in your chapter or Recruitment chair.

Should such an officer or chair receive a semester GPA below a 2.5 while in office, they will be removed from their positions. No more than two members shall fill offices of the IFC from any one-member fraternity. If an IFC executive member is elected to the office of president, recruitment chair or second highest ranking officer of his chapter during his term as an IFC Executive Board Officer, he shall relinquish his IFC position. The remaining Executive Board members will appoint a suitable replacement.

Section 4. Voting Procedure: A ballot system shall be used for the election of officers. A majority vote is required for the election of officers.

Section 5. Term of office: The officers shall hold office for a term of one year or until their successors have been elected and installed.

Section 6. Vacancies: Should the office of President be vacated, the Vice-President of Internal Affairs shall succeed to the office of President with a simple majority approval vote. Should another office become vacant, the executive board shall open the position for application and appoint a new member.

Section 7. Removal of Officers:

- Upon petition by a simple majority of the member fraternities of IFC, the question of impeachment may be brought before the IFC. At this time the charges of impeachment shall be presented in writing to IFC.

- Discussion and debate shall take place directly following the charges of impeachment. The officer in question has the right to defend himself against the charges.
- At the following meeting, the final vote shall be taken.
- Upon the affirmation vote of two-thirds of the IFC membership for impeachment, the officer shall be removed from office.
- Should an officer be impeached, the Executive Board shall open the position for application and appoint a new member. Should the office of President be vacated, the Vice President of Internal Affairs shall succeed the office of President with a simple majority approval vote.

ARTICLE FIVE: Officers Duties

Section 1. Duties of the President

The IFC President shall:

- Preside at all IFC meetings
- Appoint all committees and their chairmen
- Serve as an ex-officio member of all committees
- Have the power to appoint temporary officers necessitated by a special issue or concern
- Have the power to break tie votes
- Represent the fraternity system to the university administration
- Represent IFC at Presidents' Council
- Coordinate the election process including applications, interviews, and ballots
- Assist in the transition of officers

Section 2. Duties of the Vice President of Internal Affairs

The Vice President of Internal Affairs shall:

- Preside at IFC meetings in the absence of the President and assume presidency should the office become vacant for any reason prior to general elections
- Conduct trainings for designated IFC hearing officers and chapter standard boards
- Maintain and recommend revisions to the IFC constitution and by-laws

Section 3. Duties of the Vice President of Administration

The Vice President of Administration shall:

- Record the minutes of each general, Executive and special meetings
- Provide IFC members, chapters and advisors with a copy of all the minutes
- Prepare the ballots for the officers elections
- Prepare all correspondence
- Prepare agendas for meetings
- Collect all dues and assessments as designated by the council
- Present a financial report each meeting
- Pay all financial accounts of the IFC and keep an accurate accounting of expenditures and receipts
- Prepare an itemized year end report of expenditures
- Prepare an annual budget
- Chair fundraising efforts for IFC
- Responsible for all thank you and congratulatory correspondence
- Assist the Vice President of Community Relations with website maintenance as requested

Section 4. Duties of the Vice President of Recruitment and Retention

The Vice President of Recruitment and Retention shall:

- Develop comprehensive marketing plan recruitment for the fraternity system, including all associated components
- Coordinate fall and spring recruitment program for IFC
- Educate chapters and membership on recruitment policies and procedures
- Conduct chapter recruitment chair meetings with appropriate frequency
- Organize and train Recruitment Enforcement Board
- Work with chapters requesting assistance with recruitment
- Create and edit recruitment promotional material with appropriate other Council(s)
- Monitor recruitment functions to see that fraternities are following the guidelines set by the IFC
- Update recruitment and retention statistics for each fraternity, on a semester basis
- Assist the VP of Education in coordinating Greek Foundations

Section 5. Duties of the Vice President of Risk Awareness

The Vice President of Risk Awareness shall:

- Conduct risk management workshops
- Insure that all fraternities are following the Risk Management policies established by their headquarters
- Coordinate, along with the VP of Education, Minimum Standards speakers which address issues and trends such as alcohol, fire safety, hazing and sexual abuse
- Help in coordinating other risk management educational programs and hazing prevention programs with other on-campus organizations

Section 6. Duties of the Vice President of Community Relations

The Vice President of Community Relations shall:

- Coordinate public relation efforts of the IFC to the University and the Cape Girardeau community
- Serve as Co-President of the Greek Marketing Team
- Serve as the website maintenance chair
- Conduct roundtables for member chapters each semester on each of the following topics: Public Relations, Community Service, Philanthropy
- Coordinate community service events for the fraternity system
- Liaison to community service agencies
- Coordinate one IFC-sponsored service event that all IFC chapters will participate in
- Serve as a member and oversee the Activities Review Board, responsible for establishing Greek Calendar for the Year
- Promote all IFC related events
- Make sure IFC is represented in Panhellenic meetings

Section 7. Duties of the Vice President of Education

The Vice President of Education shall:

- Along with the VP of Recruitment and Retention and Pan-Hellenic, coordinate Greek Foundations

- Coordinate a New Member Education workshop for the fall and spring semesters
- Coordinate Scholastic Chairman Workshops along with Pan-Hellenic
- Complete periodic evaluations of chapter scholastic programs
- Promote scholarship for the fraternity system and coordinate scholastic awards

ARTICLE SIX: Finances

Section 1. All money collected from the chapters shall be recorded and then deposited in the IFC account.

Section 2. A \$7.00 assessment per man (active or associate) per semester will be collected by IFC at the completion of Rush each semester.

Section 3. Section 3. The Vice President of Administration shall sanction any fraternity failing to pay dues or fines within two weeks of the billing date accordingly. After two weeks delinquent, a twenty-five dollar fine will be assessed at each IFC meeting until account is current. After four weeks delinquent the chapter will lose recognition from the IFC.

Section 4. All issues concerning payment of money, such as Recruitment fees, chapter dues and other assessments must be submitted to IFC in writing at a meeting at least one week before a vote is taken. A two-thirds vote of those present is required for passage of any assessment or other payment from the chapters to IFC.

ARTICLE SEVEN: Meetings

Section 1. Regular meetings of the IFC shall be held weekly during the academic year.

Section 2. The President of IFC may call a special meeting by giving 24 hours notification by email or any other means of communication.

Section 3. A majority of voting members of the IFC shall constitute a quorum. A quorum must be present for the IFC to enact any ruling or to transact formal business of the IFC.

ARTICLE EIGHT: Judicial

Section 1. The IFC Judicial Board shall be established to deal with violations of the IFC Constitution and By-laws.

Section 2. In case of a disagreement between two fraternities or an alleged violation of the Constitution, By-laws, rules and/or regulations of this council, the Vice President of Internal Affairs, acting as the Chief Judicial Officer, and the IFC advisor will have a private meeting with the members or Presidents' of the groups involved. If the disagreement cannot be resolved, it may be referred to the IFC.

Section 3. The IFC Judicial Board shall be composed of the following members:

- The Vice President of Internal Affairs of the IFC who will act as the Chief Justice and will not vote unless there is a tie.
- The IFC advisor will serve as an advisor to the council.
- Chapter Presidents or an approved alternative will make up the membership of the IFC Judicial Board.
- IFC Executive Board members may be present with a voice, but not with a vote. If there is a

conflict of interest with any of the members of the Executive Board, then the advisor may select an appropriate alternative.

- In the absence of the Vice President of Internal Affairs of the IFC, a replacement must be chosen to take the vacant seat. The IFC Executive Board will fill this vacancy no less than three business days prior to the hearing.

Section 4: All appeals must be sent to the director of the University Center within five working days of the written decision made by the IFC Judicial board.

Section 5. The IFC Judicial Board and the IFC Executive Council shall be governed by the established procedures as set forth in the By-laws.

ARTICLE NINE: Committees

Section 1. IFC can establish any committee it feels necessary.

Section 2. The IFC President shall appoint the chairman and members of these committees.

ARTICLE TEN: Amendments

Section 1. Proposed amendments to this Constitution must be submitted in writing at meeting at least one week before a vote is taken.

Section 2. A two-thirds vote is required for the passage of any amendment.

Section 3. The Vice President of Administration of IFC shall keep a record of all amendments enacted by the IFC and shall provide each IFC member, the IFC advisor(s) and the Southeast Missouri State Student Government with copies of the amendments.

ARTICLE ELEVEN: Interfraternity Council Membership Standards

Section 1. Chapter Minimum Standards - The Interfraternity, Panhellenic and Pan-hellenic Councils believe that in order to ensure continued success of the Southeast Missouri State University Greek system, all chapters must achieve a minimum level of accomplishment. On a semesterly basis, each Executive Council will examine the documents submitted by the chapters to determine achievement or compliance with the standards listed below. After thorough evaluations, the appropriate Executive Council will make recommendations to the groups, which fail to achieve the minimum standards. These standards have been developed and ratified within the Southeast Greek community to ensure our continued growth and prosperity.

- Maintenance of chapter and new member grade point average of 2.65
- Involvement in at least two-community or campus service projects per semester at least, one of which includes 75% of membership.
- Attendance at two IFC sponsored or endorsed educational programs per semester. At least 75% of chapter membership must be in attendance. The IFC Executive Officers shall monitor attendance. Chapters wishing to use their own programs to fulfill this requirement must submit them to the Executive Council for approval prior to the event.
- Evidence of a positive new member program. (To be on file with the IFC advisor and updated on an annual basis)
- 50% of your chapter must have membership in other campus activities.
- Demonstration that the chapter has an up-to-date local Constitution and Bylaws. (To be on file with the IFC advisor)

- Defined set of chapter goals and objectives. (To be shared and discussed with the IFC advisor on a semesterly basis)
- Involvement of at least one local alumni/advisor.

Areas of assumed compliance:

- Operation in accordance with National Constitution and By-laws;
- Compliance with University policies, procedures and requests for information, and operation within Interfraternity, Panhellenic and Pan-Hellenic Councils Constitution and By-laws;
- Acceptance of responsibilities for all financial obligation incurred by the fraternity or sorority including Interfraternity, Panhellenic and Pan-Hellenic Council dues, and;
- Acceptance of responsibility for insuring the actions of members and guests related to chapter sponsored activities; events and programs are consistent with the University's policies, procedures and expectations.

Section 2. Code of Conduct

- Each chapter will strive for academic achievement and practice academic integrity.
- Each chapter will respect the dignity of all persons; therefore, the chapter will not physically, psychology or sexually abuse or haze any human.
- Each chapter will protect the health and safety of all human beings.
- Each chapter will respect its property and the property of others; therefore, the chapter will neither abuse nor tolerate the abuse of property.
- Each chapter will meet its-financial obligations in a timely manner.
- Each chapter will neither use nor support the use if illegal drugs; each chapter will neither abuse nor tolerate the abuse of alcohol.
- Each chapter will acknowledge that a clean and attractive environment is essential to both physical and mental health; therefore, each chapter will do all in its power to see that the chapter property is properly cleaned and maintained.
- Each chapter will strive to be productive members of the Greek community; each chapter will actively be involved in the IFC and support member chapters of the Greek system.
- Each chapter will challenge all fraternity members to abide by these fraternity obligations and will confront those who violate them.

Section 3. Risk Management Guidelines.

All Southeast Missouri State University Interfraternity, Pan-Hellenic and Panhellenic Council member chapters shall abide by all university, national organization, local, state and federal laws and policies. The possession, sale, use and consumption of alcoholic beverages while on chapter premises, during an official fraternity event, or any situation sponsored or endorsed by the chapter, must be in compliance with any and all laws of the state, country, city and university, as well as their national organization risk management policy. IFC and Panhellenic chapters are responsible for monitoring their own chapter social functions.

Hazing

- No chapter shall conduct hazing activities. Hazing is defined as: any action taken or situation created, intentionally, weather on or off fraternity premises which endangers the physical safety of another person; produces mental or physical discomfort; causes embarrassment, fright, humiliation or ridicule; or degrades the individual.
- Such activities may include but are not limited to the following: a) the required consumption of any liquid, solid or gas matter, b) any activity which might reasonably be expected to require an unreasonable or inordinate amount of the individuals time, impair the individual's

academic efforts or cause excessive fatigue; c) any form of physical abuse; d) any activity which are contrary to the individual's genuine moral and/or religious beliefs or inconsistent with fraternal law, ritual or policy or policies/regulations of the University; e) any act inconsistent with Missouri House Bill Number 126, enacted by the 84th General Assembly of the Missouri State Legislature.

Sexual Abuse

- No chapter shall participate in any form of sexually abusive behavior, whether physical, mental or emotional. This includes any actions, which are demeaning to women, including but not limited to date rape, gang rape, verbal harassment, or publications that diminish the integrity of individuals.

ARTICLE TWELVE: By-laws

Section 1. The IFC shall have the power through its legislative capacity to enact and amend by-laws to this constitution by a two-thirds vote of its members present at any regular or special meeting.

Section 2. The Vice President of Administration of the IFC shall keep record of all bylaws enacted by the IFC and shall provide each member and the IFC advisor(s) with copies of these.