



# STANDARD OPERATING PROCEDURES: IFC CONSTITUTION & BYLAWS

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# CONSTITUTION

## OF THE INTERFRATERNITY COUNCIL AT UNIVERSITY OF NORTH GEORGIA

### MISSION

We, the Interfraternity Council at the University of North Georgia set forth this Constitution and Bylaws in order to cause closer working relationships and coordination among its member chapters and **The University of North Georgia (UNG)**, in accordance with the policies and standards established by the North American Interfraternity Conference (NIC). We, the Interfraternity Council (IFC) exists to advance conditions conducive to the success of its member chapters and to promote the progress of the fraternity experience. With this aim, the IFC actively encourages interfraternalism and collaboration with other fraternity/sorority governing councils and student governance bodies. Maintaining a positive working relationship and partnership with the campus administration, alumni, NIC and inter/national headquarters of member chapters is critical toward elevating the role of the IFC.

### ARTICLE I – NAME

This organization shall be known as the Interfraternity Council (IFC) at **the University of the North Georgia**.

### ARTICLE II – PURPOSE OF THE IFC

Fraternities thrive when they embrace their responsibilities, while ardently advocating for their fundamental rights.

We, the Interfraternity Council at **the University of North Georgia** believe in:

- A. Citizenship: Fraternity men must be responsible, respectful and inclusive citizens of their community.
- B. Accountability: Fraternity men have the responsibility to hold each other accountable to their fraternal ideals and expectations.
- C. Choice: Fraternities have the responsibility and right to select men who align with their ideals and expectations.
- D. Opportunity: Every man has the right to seek membership in a fraternal experience on terms he determines best fit his needs.
- E. Fairness: For justice to effectively be administered, fraternity members and organizations must provide and be afforded fundamental due process rights.
- F. Interfraternalism: NIC member chapters stand in solidarity for fellow member chapters that meet NIC Standards.

The purpose of the IFC shall be to:

- A. Provide a sovereign peer governance structure for its member chapters;
- B. Enforce and hold member chapters accountable to the IFC Code of Conduct and other governing documents;
- C. Develop policies and procedures to provide safe and healthy membership experiences;
- D. Develop policies and procedures to provide safe and healthy social experiences;
- E. Advocate for appropriate levels of university financial and staffing support;

- F. Promote the interests of its member chapters;
- G. Promote the interests of men's fraternities in general;
- H. Discuss questions of mutual interest and present to its member chapters such recommendations as the IFC deems appropriate;
- I. Promote the interests of **the UNG**;
- J. Promote cooperation between its member chapters;
- K. Promote cooperation between the IFC, fellow governing councils, and student organizations at **UNG**; and
- L. Promote cooperation between the IFC and **UNG**, its students, faculty, staff, and local community.

## **ARTICLE III – IFC MEMBERSHIP**

### **Section I. Membership Eligibility**

- A. Membership in the IFC is open to chapters and associate members of fraternities at **UNG**, as follows:
  - 1. Any chapter or newly established chapter of a North American Interfraternity Conference (NIC) member organization shall hold membership in the IFC.
  - 2. Any chapter or newly established chapter of a local, state, regional, or inter/national fraternity, which is not a member of the NIC, may hold membership in the IFC.
- B. The IFC will not recognize chapters that have been suspended or have had the charter revoked by the inter/national organization, or not in good standing with **UNG**

### **Section II. Membership Classification for Member Chapters**

The membership classification of member chapters shall be as follows

- A. Full Member: Any fraternity chapter (including non-NIC organizations) who have adopted all NIC Standards, are affiliated with an Inter/national organization, and are men's fraternities.
- B. Associate Member: Any fraternity may be granted this membership status if the organization does not meet the above criteria.
- C. Only members from Full IFC member organizations are permitted to serve as IFC officers, serve on the Judicial Board, or vote on Constitution and Bylaw amendments.

For the purpose of this Constitution and the IFC Bylaws, both Full Members and Associate Members are referred to as member chapters.

### **Section III. Member Chapter Minimum Expectations**

Each member chapter shall adhere to and abide by the following minimum expectations:

- A. Each member chapter shall comply with all policies set forth by:
  - 1. The North American Interfraternity Conference (NIC).
  - 2. The IFC Constitution, Bylaws, Code of Conduct, and other policies.
  - 3. The rules and regulations of **UNG** unless they are in violation of NIC standards or practices. In this case, NIC Standards shall overrule.
  - 4. The general values-based conduct of fraternity men.
- B. Each member chapter shall maintain a minimum chapter annual cumulative GPA of 2.70 and a minimum new member class GPA of 2.70 or be at/or above the institution's all-men's grade point average if that grade point average is below a 2.70.
- C. Each member chapter shall be current on all IFC dues owed.
- D. Each member chapter shall submit required membership rosters to the IFC advisor, as follows:

1. Initiated Member Roster: Initiated Member Rosters shall be submitted within one week of the beginning of each **Semester**.
  2. New Member Roster: New Member Rosters shall be submitted within one week of new member education.
- E. Each member chapter shall comply with the attendance policies for the IFC General Body and the IFC Judicial Board, as outlined within this Constitution.

A member chapter which has failed to meet any of the minimum expectations outlined in this Section shall be referred to the IFC Vice President of Judicial Affairs for potential judicial review.

#### **Section IV. Membership Status for Member Chapters**

The membership status of member chapters shall be as follows:

- A. Good Standing: A member chapter shall be deemed to be in Good Standing if the member chapter is not currently operating under Non-Status Sanctions or Status Sanctions, as defined within the IFC Bylaws, and is currently meeting the minimum expectations outlined in Section II of this Article.
- B. Good Standing on Probation: A member chapter shall be deemed to be in Good Standing on Probation if the member chapter is currently operating under Non-Status Sanctions and currently meets the minimum expectations outlined in Section II of this Article.
- C. Poor Standing: A member chapter shall be deemed to be in Poor Standing if the member chapter has been placed under Suspension by the IFC or has currently failed to meet the minimum expectations outlined in Section II of this Article.

#### **Section V. Individual Member Definitions**

For the purpose of this Constitution and Bylaws, and with an understanding that each member chapter may have its own terminology for internal use, individuals will be defined as follows:

- A. Initiated Member: An Initiated Member shall be defined as any man who has been initiated into any fraternity at **UNG**.
- B. New Member: A New Member shall be defined as any man who has accepted a bid to join a fraternity at **UNG**, but has not been initiated into that fraternity.
- C. Potential New Member: A Potential New Member shall be defined as any man who has signed up for rush at **UNG**.

#### **Section VI. IFC Affirmation and Adoption of NIC Standards**

The member fraternities of the NIC have passed minimum standards for all NIC member fraternities. These do not preclude the IFC or member chapters from adopting higher or additional standards. The IFC can amend its Constitution and Bylaws, adopt policies and pass resolutions, so long as those do not conflict with existing NIC Standards established to improve all facets of the fraternity experience. Further, the IFC and its member chapters will actively support and pass no policy that infringes on the associational rights of member chapters.

The IFC will pay annual dues to the NIC and affirms and adopts the NIC Standards, and each member chapter shall be required to meet the following in order to maintain IFC membership:

- A. Each member chapter shall communicate its values through its Ritual at least once annually;
- B. Each member chapter shall communicate to its Initiated Members and New Members the importance and benefits derived from continuous membership education throughout the undergraduate experience and encourage or require its Initiated Members and New Members to participate in educational programming,

whether conducted by the chapter, the Interfraternity Council, **UNG**, or independent organizations covering the following topics:

1. Academic Achievement and Student Success
  2. Alcohol and Drug Use and Awareness
  3. Career Preparation
  4. Civic Engagement
  5. Hazing Awareness
  6. Leadership Development
  7. Diversity and Inclusion
  8. Sexual Violence Awareness
  9. Values and Ethics
- C. Each member chapter and the IFC shall support student choice
1. Each member chapter shall only offer bids to join the fraternity to Potential New Members who meet the following academic requirement:
    - i. A minimum collegiate grade point average of 2.50 is required.
- D. Each member chapter shall maintain an annual cumulative grade point average of a 2.70 or be at/or above the institution's all-men's grade point average if that grade point average is below a 2.70.
- E. Each member chapter shall maintain an annual cumulative grade point average for new members class of a 2.70 or be at/or above the institution's all-men's grade point average if that grade point average is below a 2.70.
- F. Each member chapter shall maintain a minimum chapter graduation rate of **70%** for four-years and **80%** for six-years.
- G. Each member chapter shall have New Member education programs lasting no longer than eight weeks.
- H. Each member chapter shall prohibit women's auxiliary groups, such as "little sisters", sweethearts, fraternity representatives not within the fraternity.
- I. Each member chapter shall have and follow risk management policies covering the following areas:
1. Alcohol and Drugs
  2. Hazing
  3. Sexual Violence
  4. Fire, Health and Safety
- J. Each member chapter shall support responsible growth, which recognizes:
1. Recognition by the IFC and university are two distinct processes with potentially different outcomes, though it is best for students when organizations recognized by the IFC are also recognized by the university.
  2. Accordingly, all IFC member chapters shall support the responsible growth of other NIC fraternities provided that each organization:
    - i. Pro-actively communicates in good faith.
    - ii. Considers any available readiness assessment, utilizing metrics determined in conjunction with the NIC.
    - iii. Does not have any outstanding, documented health and safety violation.
- K. Upon completion of these abovementioned responsible growth expectations:
1. Any NIC member fraternity, upon expressing interest to establish a chapter, must be given a time by the IFC for the expansion to occur. The IFC can determine the best academic term for

- the expansion, but the expansion must occur within a four-year period from when the IFC is first notified of interest by the NIC member fraternity.
2. NIC member fraternity with an interest group already formed will be granted IFC recognition, though the IFC may elect to have an associate member status provided reasonable written expectations and metrics are established to move from associate member status to full member status.
  3. The IFC will never take a vote on recognition or expansion for an NIC member fraternity.
  4. The IFC will never require NIC member fraternities to present an expansion proposal to the IFC, although the IFC can require the NIC fraternity to submit documentation or do a virtual presentation to determine the best academic term for expansion.
  5. Full membership in the IFC is limited to those fraternities (including non-NIC organizations), who have adopted all NIC Standards, are affiliated with an inter/national organization, and are men's fraternities. Associate membership may be granted to organizations that do not meet the above criteria. Only members from full IFC member organizations are permitted to serve as IFC officers, serve on the Judicial Board, or vote on Constitution and Bylaw amendments.
- L. Each member chapter shall support open recruitment, which is defined as the ability of each member chapter to recruit for membership any male who meets the minimum grade point average requirement for joining, without restrictions on the date, time and place of membership invitation, extension and acceptance.
  - M. Each member chapter shall prohibit the use of alcohol and drugs by all Initiated Members, New Members and Potential New Members during all recruitment activities including, but not limited to bid day events, big brother events and initiation-related activities.
  - N. Each member chapter shall seek to reduce the availability and presence of alcohol in the chapter house.
  - O. Each member chapter shall prohibit the use of alcohol and drugs by all Initiated Members and New Members during all New Member educational programming/orientation activities.
  - P. Each member chapter shall adopt a statement in support of environments that are free of hazing and sexual misconduct, as defined by their inter/national organization, within all aspects of formal and informal chapter operations.
  - Q. Each member chapter shall establish a medical Good Samaritan policy.
  - R. Each member fraternity and the IFC and each of its member chapters must carry sufficient liability insurance coverage.
  - S. Each member chapter and the IFC shall work with the campus to provide health and safety education and training provided for all chapters each term.
  - T. Each member chapter and the IFC shall establish a strategic communication plan for the IFC and its member chapters that addresses protocol for crisis response, social media, marketing and media engagement.

## **ARTICLE IV – IFC GENERAL BODY**

### **Section I. IFC General Body**

The powers of the IFC shall be vested in the IFC General Body. The IFC General Body shall be the governing legislative body responsible for the general policies of the IFC, for electing its Executive Board, and for instructing its Executive Board as to the activities and operations of the IFC. All such activities shall respect

the individual sovereignty and associational rights of each member chapter and shall not relinquish any governance authority to any other governing body.

## **Section II. IFC General Body Composition**

The IFC General Body shall be composed of voting IFC Representatives, in addition to each member chapter president.

## **Section III. IFC Representatives**

Each member chapter shall have one IFC Representative, in addition to its president, who serves on the IFC General Body.

## **Section IV. IFC Alternate Representatives**

Each member chapter may also choose an IFC Alternate Representative, preferably its vice president, who shall represent that member chapter in the IFC General Body in the absence of its IFC Representative.

## **Section V. IFC Representative and Alternate Representative Eligibility**

In order to serve as the IFC Representative or Alternate Representative, individuals must meet the following requirements:

- A. Be an Initiated Member or New Member, in good standing, of a member chapter.
- B. Maintain good academic standing with the UNG.
- C. Be devoted to the general ideals and principles of fraternity life and conduct himself in a professional manner consistent with the Mission and Purpose of the IFC, as defined within this Constitution.
- D. Have a working knowledge of the IFC Constitution and Bylaws, UNG policies, NIC Standards, and NIC Alcohol & Drug Guidelines.
- E. Not be a current member of the IFC Executive Board or currently serve as his member chapter's IFC Judicial Board Justice.

## **Section VI. Term of Office of IFC Representatives**

The term of office for IFC Representatives, preferably the member chapter presidents, shall be one academic year or until their resignation or replacement under the procedures determined by each member chapter; or upon his election to serve on the IFC Executive Board or as his member chapter's IFC Justice for the IFC Judicial Board.

## **Section VII. IFC General Body Meeting Policies**

The IFC General Body shall conduct its meetings according to the following requirements:

- A. The most recent edition of Robert's Rules of Order shall be used to run all meetings.
- B. A majority of member chapters present shall constitute a quorum in order to conduct IFC General Body business.
- C. The IFC General Body shall conduct regularly scheduled business meetings at least twice a month during the academic year.
- D. Special meetings may be called by the IFC President at any time or at the request of two member chapters, with notice of the time, location, and purpose of the special meeting provided to all member chapters at least 72 hours in advance.

- E. Each member chapter's IFC Representative or Alternate Representative is required to attend all meetings of the IFC. More than two absences per semester shall result in the member chapter being fined

### **Section VIII. IFC General Body Voting Policies**

The IFC General Body shall operate utilizing the following voting policies:

- A. Each member chapter, in good standing, shall have one vote.
- B. Individuals holding IFC Executive Board positions are entitled to vote.
- C. In the event of a tie, the IFC President shall cast the deciding vote.
- D. With the exception of the election of IFC Executive Board positions, there shall be no secret ballot votes.
- E. No Fraternity may have more than 2 members on the IFC executive board during the same term.

## **ARTICLE V – IFC EXECUTIVE BOARD**

### **Section I. IFC Executive Board**

The IFC Executive Board shall be responsible for carrying out the purpose and policies of the IFC and for its day-to-day operations and activities, as directed by the IFC General Body.

### **Section II. IFC Executive Board Composition**

The IFC Executive Board shall be composed of the following positions with duties and responsibilities outlined within the IFC Bylaws:

- A. President
- B. Executive Vice President & Judicial Affairs
- C. Vice President of Recruitment
- D. Vice President of Finance
- E. Vice President of Operations
- F. Vice President of New Member Development
- G. Vice President of Academics
- H. Vice President of Activities
- I. Vice President of Campus Relations
- J. Vice President of Service and Philanthropy

### **Section III. IFC Executive Board Eligibility**

In order to be elected and serve as a member of the IFC Executive Board, individuals must meet the following requirements:

- A. Be an Initiated Member, in good standing, of a member chapter.
- B. Maintain good academic standing with the **UNG**, with a minimum of a 2.5 cumulative GPA.
- C. Be devoted to the general ideals and principles of fraternity life and conduct himself in a professional manner consistent with the Mission and Purpose of the IFC, as defined within this Constitution.
- D. Have a working knowledge of the IFC Constitution and Bylaws, **UNG** policies, NIC Standards, and NIC Alcohol & Drug Guidelines.
- F. Not currently serve as his member chapter's IFC Representative, Alternate Representative, or IFC Judicial Board Justice.
- G. Must complete formal judicial policies and procedures training.



- H. Must have been an active member of his chapter for at least 1 full year.

#### **Section IV. IFC Executive Board Meeting Policies**

The IFC Executive Board shall conduct its meetings according to the following requirements:

- A. The most recent edition of Robert's Rules of Order shall be used to run all meetings.
- B. A majority of IFC Executive Board members present shall constitute a quorum in order to conduct IFC Executive Board business.
- C. The IFC Executive Board shall conduct regularly scheduled meetings on a bi-weekly basis.
- D. Special meetings may be called by the IFC President with notice of the time, location, and purpose of the special meeting provided to each IFC Executive Board member at least 72 hours in advance.
- I. Each IFC Executive Board member is required to attend all meetings of the IFC Executive Board and all meetings of the IFC General Body. Absences may result in removal from office.

#### **Section V. IFC Executive Board Voting Policies**

The IFC Executive Board shall operate utilizing the following voting policies during IFC Executive Board meetings:

- A. Each IFC Executive Board member shall have one vote.
- B. The IFC President should refrain from casting his vote except for in the event of a tie. In such instances, the IFC President shall cast the deciding vote.
- C. There shall be no secret ballot votes.

#### **Section VI. IFC Executive Board Election Policies**

The following policies and procedures shall be utilized for the election and removal of IFC Executive Board officers:

##### **§ I. Procedures**

- A. Applications for IFC executive board positions are posted the first week of October.
- B. Current IFC executive board will host interviews for applicants by the third week of October.
- C. Current IFC executive board presents candidates to IFC general body at the following general body meeting.
- D. Each IFC executive board officer shall be elected by a majority of the votes cast by the IFC general body.
- E. If a member of a fraternity is elected the president of their organization, they will not be allowed to concurrently serve as an Executive Member of the Interfraternity Council.

##### **§ I. Policies**

- F. Any individual serving in an IFC Executive Board position may be removed from his position by a 2/3 quorum vote of the IFC Executive Board, as well as presented to IFC general body for a quorum vote.
- G. In the event of a vacancy in any IFC Executive Board position, the vacancy will be announced at the upcoming IFC meeting, and election will be held one week later.
- H. Should a vacancy occur in the office of the IFC President, a special election shall be held one week later.

#### **Section VII. Report of IFC Officers**

A report of any newly elected or appointed IFC Executive Board officers shall be submitted to the NIC within one week of the election or appointment.

## **ARTICLE VII – CONSTITUTIONAL AMENDMENTS**

### **Section I. Constitutional Amendments**

This Constitution may be amended by a three-fourths (3/4) affirmative vote of the IFC General Body provided notice of the proposed amendment has been provided to member chapters at the preceding regularly scheduled business meeting of the IFC General Body.

### **Section II. Adoption**

This Constitution shall become effective and shall supersede all previous Constitutions of the IFC when adopted by a three-fourths (3/4) affirmative vote of the IFC General Body.

# **BYLAWS**

## **Article I – Definitions**

Active member:

- A member that is fully involved in the chapter operations
- A member that is pursuing a degree at the university
- A member that pays chapter dues
- A member that is not in their first semester of membership

New Member:

- An active member that is in their first semester of membership

Inactivated Member or Alumni:

- A member who is on leave with regards to internships, overseas, student teaching and professional programs that keeps them enrolled in the University System from the member chapter

Interest Group:

- A group of men who are pursuing affiliation with international/national fraternity as well as IFC recognition of establishment at UNG

Chapter:

- An international/national fraternity member organization that is registered as a student organization and recognized by the UNG IFC.

## **Article II – ROLE OF THE IFC EXECUTIVE BOARD OFFICERS, PRESIDENTS, & DELEGATES**

### **Section I. IFC President**

- A. Preside at all meetings of the General Body and Executive Board.
- B. Provide guidance and focus to the efforts of the General Body and Executive Board.

- C. Cast the final vote in the event of a tie.
- D. Communicate regularly with the IFC advisor.
- E. Work with the Panhellenic Council President to ensure stability and unity within the UNG fraternity/sorority community.
- F. Be the spokesperson for the Interfraternity Council and the fraternity/sorority system as a whole.
- G. Be a positive role model for fraternity men and especially the Council.
- H. Meet with officers and representatives as needed to ensure they know what is expected of them and ensure that they are current with planning events and programs.
- I. Establish positive working relationships with campus and local law enforcement agencies.
- J. Build rapport and establish positive working relationships between IFC and member fraternity leaders.
- K. Establish a working relationship with and communicate campus data, issues, and trends in a timely manner to the NIC.
- L. Be familiar with all governing documents of IFC.
- M. Perform all other duties as assigned.
- N. Actively engage in student relations across each UNG campus.
- O. Schedule meetings with upper administration on a semesterly basis in an effort to communicate the needs of the fraternity community.

## **Section II. Executive Vice President & Judicial Affairs**

- A. Perform the duties of the president in his absence, inability to serve or at his call.
- B. Educate member chapters on the NIC Health and Safety Guidelines, the IFC Constitution and Bylaws, judicial processes, and risk management policies.
- C. Assist member chapters in the implementation of and compliance with the NIC Alcohol & Drug Guidelines.
- D. Coordinate Health and Safety efforts with other councils and stakeholders.
- E. Assist in the management of the social event registration and monitoring process.
- F. Provide support to chapter Risk Management and Health and Safety Officers.
- G. Serve as chair of the IFC Judicial Board and serve as the non-voting Chief Justice of all IFC Judicial Board hearings.
- H. Investigate and refer to the IFC Judicial Board alleged violations.
- I. Ensure proper filing and preparation for all judicial actions.
- J. Ensure compliance with all IFC judicial action imposed upon a member chapter.
- K. Conduct judicial policy and procedures training for new IFC Judicial Board justices.
- L. Assist in conflict mediation between member chapters.
- M. Review all IFC governance documents, at least annually.
- N. Perform all other duties as assigned.

## **Section III. Vice President of Recruitment**

- A. Work with member chapters to establish a recruitment process that meets the needs of chapters and potential new members, as well as provides opportunities for interested men to learn about the fraternity experience.
- B. Will focus on fostering interest in joining fraternities and marketing the fraternity experience to incoming students and potential new members.
- C. Serve as chair of the IFC Recruitment Committee.
- D. Utilize technology (social media, etc.) in recruitment and marketing efforts.

- E. Produce and distribute promotional materials to all incoming students and unaffiliated students.
- F. Uphold the IFC Recruitment Policy and ensure no restrictive policies are placed on new member recruitment and will not restrict the ability of chapters to distribute bids outside of any designated recruitment period.
- G. Maintain an interest list of Potential New Members.
- H. Collect and maintain accurate New Member Rosters for each member chapter.
- I. Provide advice and support to member chapter recruitment officers.
- J. Perform all other duties as assigned.

#### **Section IV. Vice President of Operations**

- A. Be responsible for all IFC correspondence and take minutes of all meetings to be distributed within 72 hours to all members of the General Body, Executive Board, Member Fraternity presidents, and IFC Advisor.
- B. Maintain a contact list composed of IFC Executive Board, Member Fraternity Presidents, Panhellenic President, IFC Advisor and other necessary persons.
- C. Keep an up-to-date attendance record of the Member Fraternity delegates at all meetings and mandatory events. Work with the VP of Finance and VP of Internal Operations to enforce the attendance policy.
- D. Keep an up-to-date notebook, which includes minutes from all meetings, budget information, agendas, recruitment information, NIC Standards, the UNG Interfraternity Council Constitution and Bylaws, and any other relevant information.
- E. Perform all other duties usually pertaining to this office.

#### **Section V. Vice President of Community Relations**

- A. Coordinate the publicity efforts on behalf of the Interfraternity Council, including but not limited to, correspondence with campus and area publications about IFC events.
- B. Work on publications that will increase awareness and positive publicity for fraternities and IFC.
- C. Maintain the social media efforts of the Interfraternity Council.
- D. Maintain the Interfraternity Council UNG Connect website.
- E. Coordinate with the Vice President of Recruitment for publicity pertaining to IFC recruitment.
- F. Coordinate the publicity efforts on behalf of Fraternity & Sorority Life with the Panhellenic Council counterpart who is also responsible for publicity.
- G. Coordinate with the Panhellenic Vice President of Campus Relations to create and distribute the fraternity and sorority newsletter.
- H. Perform all other duties as assigned.

#### **Section VI. Vice President of Finance**

- A. Be responsible for the collection and expenditures of all monies.
- B. Be responsible for the preparation of the annual budget, providing a copy to each President of each member fraternity and to each IFC Delegate.
- C. Maintain an up-to-date financial record and file a financial report monthly to the General Body as well as an annual report at the close of his term of office.
- D. Make bank deposits when necessary and in a timely manner.
- E. Perform all other duties usually pertaining to this office.

## **Section VII. Vice President of Scholarship (Academics)**

- A. Coordinate a scholarship chair orientation program for member chapters.
- B. Collect and distribute academic performance rankings.
- C. Publish important academic dates and deadlines.
- D. Collect and distribute information about campus academic services, such as tutors, the writing lab, math lab, learning assistance programs, interest tests, career counseling, placement workshops, and library resources.
- E. Work individually with member chapter scholarship chairs below the all-men's grade point average.
- F. Build and maintain relationships with faculty, academic offices, and academic honorary societies.
- G. Provide advice and support to member chapter scholarship officers.

## **Section VIII. Vice President of Activities**

- A. Coordinate IFC and chapter participation in campus-wide events (i.e. Greekapalooza, Open Houses, etc.)
- B. Work in conjunction with the Panhellenic VP of Activities to chair Greek Week, including the coordination of all events, activities and programs.
- C. Organize and coordinate the annual awards ceremony.
- D. Make all arrangements for programs sponsored by the Interfraternity Council.
- E. Perform all other duties as assigned.

## **Section IX. Vice President of Service and Philanthropy**

- A. Plan all IFC philanthropic and service projects.
- B. Maintain an up-to-date list of community partners and service opportunities.
- C. Collect data on amount of service hours completed and all donated good
- D. Maintain a calendar of all fraternity chapter philanthropy events.
- E. Promote education about philanthropy and ensure awareness of local philanthropies that IFC supports.
- F. Perform all other duties as assigned.

## **Section X. Vice President of Member Development**

- A. Develop best practices for new member and member education programs for member chapters.
- B. Review all new member education plans for each chapter at the start of each semester in conjunction with the IFC Advisor.
- C. Collect and report new member retention, academic, and involvement statistics.
- D. Organize, develop, and implement the New Member 101 program in conjunction with Fraternity and Sorority Life.
- E. Develop opportunities for continuing member education by collaborating with alumni, University of North Georgia offices and departments, and student organizations to offer educational programming covering the following topics: academic achievement, alcohol consumption, career preparation, civic engagement, hazing, leadership development, sexual assault/abuse, and values and ethics.
- F. Provide advice and support to member chapter member development officers.
- G. Organize regular meetings for chapter's new member educators.
- H. Maintain a file of all member fraternities' national new member education requirements.
- I. Perform all other duties as assigned.

## **Section XI. IFC Delegate**

- A. Serve as a representative and voice for his Member Fraternity's concerns regarding the fraternity community.
- B. Represent the larger fraternity community's interests.
- C. Inform his Member Fraternity of the actions, discussions and workings of the IFC General Body.
- D. Serve as a liaison between the IFC General Body and his respective Member Fraternity.
- E. Serve as an active member of IFC Standing Committees and Ad Hoc Committees, as necessary.
- F. Represent the highest ideals of fraternity life to the greater campus community.
- G. Must attend all IFC General Body Meetings; in the case of an absence, he is required to send someone from the chapter as his proxy.
- H. Must attend the executive council meetings of his fraternity for better communication between IFC and its member fraternities.
- I. If a Delegate is not performing his duties the IFC Executive Board will notify the Member Fraternity with a recommendation for his removal from office.

## **Section XII. Committee Member**

- A. Serve as a representative and voice for his Member Fraternity's concerns regarding the fraternity community.
- B. Represent the larger fraternity community's interests.
- C. Inform his Member Fraternity of the actions, discussions and workings of the IFC General Body.
- D. Serve as a liaison between the IFC General Body and his respective Member Fraternity.
- E. Serve as an active member of IFC Standing Committees and Ad Hoc Committees, as necessary.
- F. Represent the highest ideals of fraternity life to the greater campus community.
- G. If a Committee Member is not performing his duties the IFC Executive Board will notify the Member Fraternity with a recommendation for his removal from office.

# **Article III – ROLE OF THE IFC ADVISOR**

## **Section I: IFC Advisor**

The IFC Advisor should work to support all NIC Standards, policies and practices. In addition, in accordance with the Standards and Guidelines for Fraternity and Sorority Advising Programs of the Council for the Advancement of Standards in Higher Education (CAS), the duties and responsibilities of the IFC Advisor are as follows:

- A. Advise the IFC and its member chapters.
- B. Advise and consult with the IFC Judicial Board on all conduct cases.
- C. Advise financial processes.
- D. Coordinate life safety, facility management, and risk management programs in conjunction with local agencies.
- E. Facilitate or provide resources, including potential presenters of campus or national renown to conduct workshops, programs, retreats, and seminars on relevant topics, including the following:
  - i. Multicultural Competence
  - ii. Leadership Development
  - iii. Recruitment and Intake
  - iv. Risk Management

- F. Monitor membership and academic retention by member chapter and the entire community for purposes of improving academic support and recommending intervention strategies.
- G. Gather and disseminate information via meetings, websites, newsletters, social media venues, and/or information bulletins to the various entities in fraternity life.
- H. Provide assistance and advice in planning and assessing IFC and member chapter programs.
- I. Organize and facilitate leadership programs, retreats, and workshops.
- J. Connect the Members and New Members of member chapters to leadership opportunities across campus, in the local community, and within their inter/national organizations.
- K. Publish or share documents that focus on current events, leadership opportunities, trends, and other information regarding fraternity life.
- L. Provide for the recording and archiving of information about the fraternal community and encourage member chapter leaders to do the same within their organizations.

## **Section II: Annual Reporting to the NIC**

In accordance with the NIC Standards, IFC Advisors shall assist the IFC in providing the following data to the NIC each term:

- A. The all-university, all-men's, all-fraternity, and individual member chapter grade point averages, reported each term.
- B. The total number of men who pledged all member chapters during each academic year.
- C. The total number of men who were initiated in all member chapters during each academic year.
- D. The percentage of fraternity men compared to the total number of all men enrolled at University of North Georgia during each academic year.
- E. The total number of chapters and colonies opened and closed during each academic year.
- F. The total number of full-time professionals employed by the University of North Georgia who work directly within fraternity and sorority life, during each academic year.

## **Article IV – FINANCIAL MANAGEMENT POLICY**

### **Section I: Fiscal Year**

The IFC Fiscal Year shall be from July 1 to June 30.

### **Section II: IFC Annual Budget**

The Vice President of Operations shall propose an annual budget to the IFC Executive Board by the second business meeting of January. Upon adoption by the IFC Executive Board, the budget shall be presented to the IFC General Body for ratification.

### **Section III: IFC Contingency Account**

The IFC Budget shall include a contingency account that equals 10-15% of the overall expenses. The contingency account shall be utilized for cost overruns in budgeted areas and/or unanticipated, unbudgeted items, such as new IFC programs developed after the budget was finalized. At the end of the fiscal year, any amount remaining in the IFC Contingency Account shall be carried over to the next fiscal year.

### **Section IV: Appropriate Use of IFC Funds**

IFC funds are under the jurisdiction of the IFC member fraternities and shall only be used in a manner that benefits the fraternity community and that is congruent with the values of fraternity life. IFC funds shall not be used to purchase alcoholic beverages.

#### **Section V: Requests for Reimbursement**

Individuals or member fraternities conducting business on behalf of the IFC may request a reimbursement for their expenses utilizing the IFC Reimbursement Request Form. All reimbursement requests shall be submitted within two weeks of the purchase and are subject to the approval of the IFC President and IFC Vice President of Operations.

#### **Section VI: Financial Reporting**

The IFC Vice President of Finance shall provide a financial report to the IFC General Body, on a monthly basis, including all income and expenses during the given period of time and in relation to the overall budget for each line item.

#### **Section VII: Financial Record Keeping**

The IFC Vice President of Finance shall maintain accurate and organized financial records consisting of all receipts and invoices, copies of all monetary disbursements and deposits, IFC financial forms and reports, actual dues levied, canceled checks, ledgers, and journals.

### **Article V – MEMBER FRATERNITY FINANCIAL OBLIGATIONS**

#### **Section I: IFC Active Member Fraternity Dues**

The semester dues for each member fraternity shall be \$17 per active member, unless that organization's GPA average is more than the average degree-seeking Male, at which the member dues will be \$12 : due February 15th and September 15th.

- A. Dues for interest groups (or new groups) will begin 1 semester after recognition of campus and national status by FSL Advisor and their General Headquarters.
- B. If a chapter is pending investigation before and after dues have been charged, chapter will be expected to pay dues. If the investigation formally initiates before the charge date, they will not be expected to pay dues until the investigation concludes.
- C. If a chapter is under suspension and or investigation for more than 2/3 of the semester, dues will not be charged.
- D. If the chapter becomes active in the semester following suspension/investigation, their case will be reviewed by the FSL advisor and Executive Board with regards to the chapter paying dues for the current semester.

#### **Section II: Establishment of IFC Member Fraternity Dues**

Any proposed amendment to the established per active member dues in Section I of this Article shall be initiated utilizing the following protocol:

- A. If the IFC Executive Board determines a need to amend the established per active member dues amount, it shall charge the IFC Vice President of Operations with assessing the current dues amount and providing a recommendation for possible amendments.
- B. The IFC Executive Board shall consider any recommendations made by the IFC Vice President of Operations and propose an amendment to the dues amount to the IFC General Body.



- C. A 2/3 vote of the IFC general body is required to amend the IFC member fraternity dues amount.

### **Section III: IFC Member Fraternity Dues Assessment**

The aggregate total of dues assessed shall be based upon each member fraternity's semester member roster that is filed with the Fraternity and Sorority Life. The IFC Vice President of Operations shall invoice each member fraternity within one month from the first day of classes resuming. Invoices shall be paid within two weeks of receipt.

### **Section IV: New Member Dues**

The member fraternity is responsible for a \$20 per new member to be paid within two weeks after the initiation due date. A roster of new members must be filed with the IFC Vice President of Recruitment and Fraternity and Sorority Life. The IFC Vice President of Operations shall invoice each member fraternity within one week of bid day. In the case of men extended bids after bid day each term, the chapter will be billed one month before the end of the semester. Invoices shall be paid within two weeks of receipt.

### **Section V: Delinquent Payments**

Any amount unpaid by the due date shall result in a 10% penalty and loss of representation in the IFC general body until payment has been made. Any amount unpaid within one month of the due date shall result in the member fraternity being referred to the IFC Executive Vice President for possible judicial action.

## **Article VI – IFC CODE OF CONDUCT**

### **Section I: IFC Code of Conduct**

The IFC Code of Conduct is a critical component to the IFC being a peer-governing organization and holding member chapters accountable to established fraternity community expectations, values, and policies. As members of the IFC, we, the member fraternities, hereby agree to and adopt the following code of conduct:

- A. We will know and understand the ideals expressed in our fraternity rituals and will strive to incorporate them in our daily lives.
- B. We will strive for academic achievement and practice academic integrity.
- C. We will respect the dignity of all persons; therefore, we will not physically, mentally, psychologically, or sexually abuse or harm any human being.
- D. We will protect the health and safety of all human beings.
- E. We will respect our property and the property of others; therefore, we will neither abuse nor tolerate the abuse of property.
- F. We will meet our financial obligations in a timely manner.
- G. We will neither use nor support the use of illegal drugs; we will neither misuse nor support the misuse of alcohol.
- H. We acknowledge that a clean and attractive environment is essential to both physical and mental health; therefore, we will do all in our power to see that our properties are properly cleaned and maintained.
- I. We will challenge all fraternity members to abide by these fraternal expectations and will confront those who violate them.

## Article VII: Judicial Board

### Section I: IFC Judicial Board Jurisdiction

The IFC shall be a peer-governing organization, which shall have jurisdiction over cases involving alleged member chapter violations, including but not limited to:

- A. The IFC Constitution, Bylaws, Code of Conduct, and other policies.
- B. The rules and regulations of the University of North Georgia.
- C. The general values-based conduct of fraternity men.

The IFC Judicial Board shall work with the campus to implement a comprehensive conduct program that enhances peer-governance; respects the authority of the campus to adjudicate alleged violations of the Student Code of Conduct; and avoids multiple, overlapping conduct processes.

- A. The IFC shall develop an agreement with the campus that identifies the role of each judicial body in adjudicating allegations of chapter-level misconduct.
- B. The IFC Standards Board shall defer to the campus to investigate and adjudicate hazing and sexual misconduct allegations, or any other allegation that is being investigated and/or adjudicated through the campus' conduct process.
- C. For all other instances—outside of hazing and sexual misconduct—the Standards Board has the autonomy and responsibility to adjudicate chapter-level violations.

Furthermore, the Judicial Board shall, at the request of the IFC Executive Council, or Fraternity and Sorority Life, be called to a "Special Session" to determine issues dealing with, but not limited to:

- A. Interpretation of *The Constitution and Bylaws of the Interfraternity Council*
- B. Eligibility of Candidates for Office
- C. Impeachment Proceedings of Officers

### Section II: Justice Eligibility

The following stipulations and criteria are set in place to validate membership on the Judicial Board:

- A. Be an active member, in good standing, of an IFC member chapter.
- B. Maintain good academic standing with the institution.
- C. Be devoted to the general ideals and principles of fraternity life and conduct himself in a professional manner consistent with the mission and purpose of the IFC, as defined within this Constitution.
- D. Have a working knowledge of the IFC Constitution and Bylaws, University of North Georgia policies, NIC Standards, and the IFC Standard Operating Procedures.
- E. Must be a current member of the IFC Executive Board, yet not a member of the accused chapter.

### Section III: Term of Offices for Justices and Vacancies

The term of office for IFC Justices shall be for one year or until their graduation, resignation, or replacement under; or upon his election to serve on the IFC Executive Board or as his member chapter's IFC Representative or Alternate Representative for the IFC General Body.

### Section IV: Justice Selection Process, Vacancies, and Removal

Selection of Justices shall be the responsibility of each fraternity of the IFC. These members shall be selected within two weeks of the new IFC officer's term. There shall be no more than one member per fraternity on the Judicial Board at any given time

- A. If and when a vacancy occurs on the Judicial Board, the chapter is responsible for appoint another Justice
- B. Following a just cause, a Judiciary member may be removed by a 2/3 vote of the Executive Officers of the IFC and the remaining Justices.

### **Section V: IFC Judicial Board Hearing Voting Policies**

All IFC Judicial Board hearings shall operate utilizing the following voting policies:

- A. Each IFC Justice serving on a hearing shall have one vote.
- B. A majority vote shall govern all actions of an IFC Judicial Board.

## **Article VIII: IFC Judicial Board Procedures**

### **Section I. Due Process**

In appearing before the Judicial Board, each member chapter shall be granted certain rights termed "due process." Those rights are:

- A. Right to be notified, in writing, of all charges, as outlined in the Bylaws;
- B. Right to present a defense, including the calling of witnesses;
- C. Right to question witnesses;
- D. Right to be accompanied by an advisor for advisory purposes only, but not for representation;
- E. Right to be notified, in writing, of all findings and sanctions imposed, as outlined in the Bylaws;
- F. Right to appeal the decision, as outlined in the Bylaws.
- G. Right to be free from double jeopardy.

### **Section II. Filing of Complaints**

Any individual or group may file a complaint against a member chapter, specifying in writing the particular alleged acts of the accused. This must be done by submitting an IFC Judicial Complaint Form to the IFC Vice President of Judicial Affairs. The IFC Executive Vice President & Judicial Affairs shall promptly review and investigate the allegation. Upon determination that an allegation contains information sufficient to warrant further adjudication, the IFC Executive Vice President & Judicial Affairs may charge a member chapter with a violation.

### **Section III. Notification of Charges**

Once the IFC Executive Vice President & Judicial Affairs has determined the filed complaint has merit, the member chapter and its inter/national organization is to be provided written notification of the charges at least two weeks in advance of the hearing. This written notification shall include the following:

- A. Date, time and location of their Informal Resolution Hearing;
- B. Description of the alleged violation; and
- C. Due process rights.

### **Section IV. Investigatory Evidence**

All evidence related to a complaint shall be compiled and presented to all parties at least one week prior to any informal Resolution Hearing or formal Judicial Board hearing. All evidence shall be directly related to the complaint(s) alleged against the member chapter and shall be approved by the IFC Executive Vice President & Judicial Affairs prior to circulation.

## **Section V. Informal Resolution Hearing**

Upon a finding of the IFC Executive Vice President & Judicial Affairs that a filed complaint contains information sufficient to warrant further adjudication, he may offer the charged member fraternity the opportunity to participate in an Informal Resolution Hearing unless he feels that potential sanctions could include suspension or loss of IFC recognition.

In cases in which the charged member chapter accepts an Informal Resolution Hearing, the IFC Executive Vice President & Judicial Affairs shall meet with a representative of the charged member chapter to discuss the allegations of the complaint. Within three (3) business days of the Informal Resolution Hearing, the IFC Executive Vice President & Judicial Affairs may dismiss the complaint with a finding of no violations, provide the charged member chapter with his finding of violations and recommendation for a resolution through disciplinary or corrective sanctions. The charged member chapter has three (3) business days to accept or reject the terms of resolution. If the charged member chapter accepts the resolution, the charged member chapter waives all rights of appeal and the outcome is final.

If the charged member chapter rejects offer of an Informal Resolution Hearing or the resolution, a Formal IFC Judicial Board Hearing will be convened to hear the case.

## **Section VI. Prohibited Sanctions for Informal Resolution Hearing**

The IFC Executive Vice President & Judicial Affairs shall not recommend suspension or loss of IFC recognition through an Informal Resolution Hearing. Should the IFC Executive Vice President & Judicial Affairs believe suspension or loss of IFC recognition is warranted, the case shall automatically be referred to a Formal IFC Judicial Board Hearing.

## **Section VII. Formal IFC Judicial Board Hearing**

If:

- A. The charged member chapter rejects having an Informal Resolution Hearing;
- B. The charged member chapter rejects the findings and/or sanctions of the Informal Resolution Hearing
- C. The IFC Executive Vice President & Judicial Affairs determines the allegation is egregious enough to warrant potential suspension or loss of IFC recognition; or
- D. The IFC Executive Vice President & Judicial Affairs chose not to offer an Informal Resolution Hearing;

The IFC Executive Vice President & Judicial Affairs shall convene a Formal IFC Judicial Board Hearing.

The IFC Executive Vice President & Judicial Affairs will select five (5) Judicial Board justices, as predetermined by an alphabetical rotation of the member chapters, to hear the case. In the event the IFC Judicial Board rotation for service in a hearing falls upon an IFC Justice whose member chapter is involved in the alleged violation, the rotation will skip to the next member chapter in the alphabetical rotation.

The IFC Executive Vice President & Judicial Affairs shall serve as a non-voting Chief Justice and preside over all formal Judicial Board hearings.

## **Section VIII. Formal IFC Judicial Board Hearing Proceedings**

For all IFC Judicial Board hearings, the following procedures shall be followed:

- A. **Participants:** Attendance at all IFC Judicial Board hearings shall be limited to the member chapters involved, any witnesses, the IFC Justices assigned to serve on the Judicial Board for the hearing, and the IFC Vice President of Judicial Affairs. At the discretion of the IFC Vice President of Judicial Affairs, witnesses may be excluded from the hearing room until it is his or her turn to testify. Additionally, the charged member chapter may be accompanied by its chapter advisor during any Judicial Board hearing. The chapter advisor must be registered as the official chapter advisor of the member chapter. The chapter advisor shall only act in an advisory capacity and is not allowed to conduct any portion of the chapter's presentation.
- B. **Confidentiality:** All individuals involved in a hearing are required to agree to a statement of confidentiality. Individuals shall not disclose information regarding the following:
  - 1. Any individuals, member chapters, or IFC Justices involved.
  - 2. Details of the proceedings
  - 3. Witness testimony.
- C. **Hearing Process:**
  - 1. **Initiation of the Hearing:** The IFC Executive Vice President & Judicial Affairs shall inform all individuals present that the hearing will be conducted in an orderly manner and any person causing disruption will be asked to leave. Additionally, he shall advise the charged member chapter of the formality of the hearing and the necessity of all parties to be truthful.
  - 2. **Overview of Judicial Hearing Process:** The IFC Executive Vice President & Judicial Affairs shall outline the process for the remainder of the hearing as follows:
    - a. Presentation of alleged charges, violations, and investigatory evidence against the charged member chapter shall be presented by the IFC Vice President of Judicial Affairs:
      - i. Charged member chapter may ask questions;
      - ii. IFC Justices may ask questions;
    - b. Presentation of charged member chapter:
      - i. IFC Justices may ask questions;
    - c. Calling of Witnesses
      - i. Charged member chapter may ask questions;
      - ii. IFC Justices may ask questions;
    - d. Charged member chapter may give final statement;
    - e. IFC Justices deliberate in closed session to determine findings of responsibility and if necessary, appropriate sanction(s).

## **Section IX. Conflicts of Interest**

In the event the IFC Vice President of Judicial Affairs' member chapter is involved in the alleged violation, the highest ranking IFC Executive Board officer, starting with the IFC President, as listed in Article V, Section II of the IFC Constitution, shall serve in his stead.

## **Section X. Prohibition on Recruitment Restrictions as a Sanction**

The IFC Judicial Board may impose educational and punitive sanctions, as prescribed in the IFC Bylaws, but under no circumstances may it prohibit a Member Fraternity's ability to recruit.

## **Section XI. Non-Status Sanctions**

The IFC Judicial Board may impose sanctions that are punitive and/or educational, but not solely financial and do not restrict recruitment. The following are sanctions that may be imposed by the IFC Judicial Board and/or IFC Executive Vice President & Judicial Affairs (including, but not limited to):

- A. Letter of apology
- B. Fines
- C. Restitution
- D. Educational programming
- E. Public service to the campus or community
- F. Meetings with campus office/departments
- G. Loss of social event and/or campus event privileges
- H. Loss of eligibility for IFC Awards
- I. Censure

## **Section XII. Status Sanctions**

In the event of an egregious violation, the following are sanctions that may be imposed by the IFC Judicial Board for a specified period of time:

- A. Suspension: Loss of IFC voting rights and removal from good standing status, and any additional Non-Status Sanctions.
- B. Loss of IFC Recognition: Loss of IFC recognition and its rights and privileges.

When adjudicating a potential violation that may result in suspension/loss of recognition from the IFC for the member chapter, the Judicial Board shall work collaboratively with the inter/national organization and campus.

## **Section XIII: Levels of Offenses and Associated Fines**

There are five levels of offenses and associated fines/sanctions that include but are not limited to the following:

- A. Level 1: Misuse of public relations materials and social media
  - i. 1<sup>st</sup> offense: Up to \$5 per chapter fine
  - ii. 2<sup>nd</sup> offense: Up to \$10 per chapter fine and/or 1 semester probation
  - iii. 3<sup>rd</sup> offense: Up to \$20 per chapter fine and/or 1 year probation and/or community service
- B. Level 2: Recruitment violations (see article X, section V)
  - i. 1<sup>st</sup> offense: Up to \$20 per chapter fine
  - ii. 2<sup>nd</sup> offense: Up to \$30 per chapter fine and/or semester probation
  - iii. 3<sup>rd</sup> offense: Up to \$40 per chapter fine and/or probation and/or community service
- C. Level 3: Disorderly conduct (including fighting), theft, and vandalism
  - i. 1<sup>st</sup> offense: Up to \$20 per chapter fine and/or community service
  - ii. 2<sup>nd</sup> offense: Up to \$30 per chapter fine and/or probation and/or community service
  - iii. 3<sup>rd</sup> offense: Up to \$40 per chapter and/or probation and/or community service
- D. Level 4: FIPG policies
  - i. 1<sup>st</sup> offense: Up to \$10 per chapter fine and community service
  - ii. 2<sup>nd</sup> offense: Up to \$20 per chapter fine and/or 1 semester probation and/or community service
- E. Level 5: Illegal drugs, firearms, and weapons
  - i. The Judicial Board shall determine the sanction with the advice of the IFC Advisor.
- F. Special: Absence from general body, inactive participation in events, and special circumstances
  - i. \$25 for each general body meeting missed after 1 warning;
  - ii. \$25 for each in attendance of IFC and FSL sponsored events.

## **Section XIV. Duration of Sanctions**

Judicial action shall specify the duration and deadlines of any sanctions imposed. After such specified time, if the member chapter has fulfilled the requirements of the sanctions imposed, the member chapter shall return to good standing. In the event the member chapter does not fulfill all of the requirements of the sanctions imposed, the IFC Vice President of Judicial Affairs shall convene a Formal IFC Judicial Board Hearing to determine future course of action.

#### **Section XV. Notification of Findings**

Within three (3) business days of any Informal Resolution Hearing or Formal Judicial Hearing, the IFC Vice President of Judicial Affairs shall communicate in writing to the charged member chapter, its inter/national organization, and its chapter advisor, as well as any relevant University of North Georgia administrators, the alleged violation, the findings of the hearing, and any sanction(s) imposed.

The IFC Vice President of Judicial Affairs shall notify the IFC General Body of any sanctions imposed upon a member chapter through any Informal or Formal Judicial Hearing.

#### **Section XVI. Appeals**

The IFC Judicial Board's decision is subject to appeal by a member chapter within two weeks of receiving written notification of the decision. Appeals shall be made in writing to the IFC President and shall be made solely on the following grounds or be dismissed:

- A. Error in the charge and/or Judicial Board Hearing process that materially affected the outcome.
- B. The severity of the sanction did not match the severity of the violation.
- C. New information that could not have been discovered prior to the IFC Judicial Board Hearing through the exercise of reasonable diligence.

Sanctions imposed through the Judicial Process shall stand until an appeal is heard.

#### **Section XVII. Non-Status Sanctions Appeals**

The IFC Executive Board shall hear appeals for Non-Status Sanctions. The IFC Vice President of Judicial Affairs shall first present the IFC Judicial Board's decision and rationale for its actions. The appealing member chapter shall then be afforded the opportunity to present its reasoning for seeking a reconsideration of the IFC Judicial Board's actions. The appealing chapter must be given at least one week's notice of the time, place, and procedure of the appeal hearing. Any individual from the appealing member chapter serving on the IFC Executive Board shall not participate in the appeal proceedings. The IFC Executive Board may either dismiss the charge(s) with no sanctions or alter the sanctions imposed by the Formal IFC Judicial Board Hearing. Any alterations must be approved by at least two thirds (2/3) of the IFC Executive Board. The decision of the IFC Executive Board shall be final for Non-Status Sanctions.

#### **Section XVIII. Status Sanctions Appeals**

The IFC General Body shall hear appeals for Status Sanctions. The IFC Vice President of Judicial Affairs shall first present the IFC Judicial Board's decision and rationale for its actions. The appealing member chapter shall then be afforded the opportunity to present its reasoning for seeking a reconsideration of the decision. The appealing chapter must be given at least one week's notice of the time, place, and procedure of the appeal hearing. Upon completion of the member chapter appeal presentation, all representatives of the Member Fraternity shall be dismissed from the meeting, including the member chapter's IFC Representative and Alternate Representative.

The IFC General Body shall first vote on whether to discuss dismissal or alteration of the status sanction, which shall require a two-thirds (2/3) vote. In the event the IFC General Body votes to discuss dismissal or alteration, the IFC General Body shall determine by a two-thirds (2/3) vote to either dismiss the charge(s) with no sanctions or to alter the sanctions imposed. If a two thirds (2/3) majority cannot be achieved for dismissal or alteration of the sanctions, the initial sanctions will remain in place.

The decision of the IFC General Body shall be final with no further appeal rights.

## **Article IX – EXPANSION POLICY**

### **Section I: Expansion Philosophy**

In accordance with the North-American Interfraternity Conference’s Position on Open Expansion, the IFC at the University of North Georgia believes the best interests of higher education and of the fraternity movement are served through the establishment of new chapters that provide a fraternal experience for an increasing number of college men. Expansion gives men more choices; it brings new influence and direction to a campus fraternal community; it provides new leadership and renewed motivation. To that end, the member fraternities of the IFC:

- A. Will not prohibit an inter/national organization from selecting undergraduates for the purpose of establishing a chapter on the campus; and
- B. Will not deter expansion by withholding membership in the IFC for any inter/national member organization.

### **Section II: Letter of Intent**

A Letter of Intent shall consist of information pertinent to educating the fraternity community on the inter/national organization, including:

- A. Overview of the fraternity’s history, mission, and values;
- B. Summary of the colonization plan, including: outline of the colonization timeline, inter/national and/or local support, and contact information; and
- C. Statement of agreement with the minimum expectations and the NIC standards as stated in the IFC Constitution.

## **Article X – RECRUITMENT POLICY**

### **Section I: IFC Sponsored Recruitment**

Under the guidance of the IFC Vice President of Recruitment, the IFC shall designate periods of time during each semester when the IFC will assist member fraternities by advertising their recruitment events, hosting campus-wide recruitment events, and educating potential new members on the fraternity community.

The IFC Vice President of Recruitment shall solicit and maintain a potential new member roster, which shall be a roster of men interested in fraternity recruitment, and shall make that list available to each member fraternity.

### **Section II: Member Fraternity Recruitment**

Each member fraternity shall develop recruitment events, materials, and activities that are:



- A. Values-based;
- B. Alcohol-free and illegal substance-free, including drinking games (with or without alcohol);
- C. Generally in good taste;
- D. Not derogatory, degrading, or slanderous; and
- E. In support of the National Panhellenic Conference's unanimous agreement X that supports each College Panhellenic in denouncing the participation of undergraduate Panhellenic women in men's recruitment.
- F. From the first official day of academic classes through the conclusion of Bid Day, all events hosted, sponsored, or co-sponsored by any member fraternity must take place at a licensed third-party venue. No events during this period may be held at chapter houses, fraternity-affiliated residences, or any non-licensed private property. The only exception to this requirement shall be brotherhood events conducted exclusively for initiated members of the chapter; such events must be reported in advance to the Interfraternity Council for approval. Violations of this bylaw will be subject to disciplinary action as outlined in the IFC Judicial Code.
- G. \*Fines will be determined by Judicial Board.

### **Section III: IFC Regulations**

IFC Recruitment Regulations shall be outlined in the IFC Standing Rules for Recruitment and will be updated annually by the IFC Vice President of Recruitment and the member fraternity recruitment chairmen.

### **Section IV: Corps of Cadets Guidelines**

Submitted by the Military Department – (same for all Greek organizations)

- A. No fraternity/sorority Life literature or information may be distributed or discussed in an ROTC atmosphere (i.e. cadet residence halls, during PT, during Drill, etc.)
- B. Cadets may not fraternize with upperclassmen in their chain of command.
- C. No person in a candidate's direct chain of command (i.e. SL 1SG, CO, etc.) should try to influence a potential new member's decision about fraternity/sorority Life or recruitment. They can only answer questions and give general information regarding the fraternity/sorority system as a whole.
- D. Cadets may not use rank to pressure any potential new member nor grant special privileges to cadets in their fraternity/sorority.

### **Section V: Bidding**

- A. A non-distribution period will be established by the general body for the first two-three weeks at the beginning of each semester allowing for potential new members to register on campus director, member fraternities to conduct recruitment events, and for potential new members to have the opportunity to interact with many member fraternities.
- B. If a potential new member registered in a previous semester for recruitment and either did not receive a bid, received a bid and declined or withdrew from a new member process, still needs to register and be verified in each new semester before receiving a bid or re-activating a bid.
- C. Member fraternities will discontinue extending bids after approximately a month and a half on a date established by the general body in order for the appropriate and timely completion of the new member process.
- D. Bids are due to the IFC office 9 am the day before bid day.
- E. Chapters have a no contact period with potential new members starting 24 hours before bid day.

- F. Potential New Members must confirm which chapter they are accepting to the IFC advisor within 3 hours.
- G. Once a potential new member has accepted a bid during one semester, he will not be able to accept another bid if he chooses to withdraw from the new member process until the next semester.
- H. No Fraternities may host a recruitment event the day before Bid Day.

#### **Section VI: New Member Disassociation/Dropping**

- A. A new member shall reserve the right to disassociate/drop from the new member process of any member fraternity at any time.
- B. Each member fraternity shall submit a membership release form on UNG Connect within one week of a new member release or withdrawal from the member fraternity.

#### **Section VII: Comity**

No member fraternity shall initiate communication with a new member of another member fraternity about disassociation/de-pledging in order to become a new member or member of their own member fraternity.

#### **Section VIII: Intake**

Member fraternities whose Headquarter structure requires that they participate in an intake process must follow the intake and new member guidelines as established by the Office of Fraternity & Sorority Life. They will also not have a vote in recruitment procedures that do not pertain to their recruitment/intake practices.

#### **Section IX: Registration Requirements**

- A. All Potential New Members (PNMs) must be registered in ChapterBuilder prior to the issuance and acceptance of a bid.
  - a. If a PNM accepts a bid without being properly registered in ChapterBuilder by Bid Day, the chapter extending and accepting the bid shall be held responsible.
  - b. Any chapter in violation of this policy will be assessed a fine of \$40 per infraction.
  - c. Fines must be paid within thirty (30) days of notice from the IFC Vice President of Recruitment. Failure to pay fines within the allotted timeframe may result in additional sanctions, including but not limited to suspension of recruitment privileges.
  - d. The IFC Recruitment Committee shall be responsible for monitoring and enforcing this bylaw.
- B. All recruitment events must be registered in UNG Connect prior to the start of the recruitment season.
  - a. Once the official recruitment calendar is released by the IFC Vice President of Recruitment, chapters may immediately schedule and register their events in UNG Connect.
  - b. Recruitment events are due two weeks prior to the recruitment season and are subject to cancelation by the IFC Executive Board.
  - c. Recruitment events are defined as any activity, formal or informal, in which PNMs are invited or expected to attend for the purpose of interaction with chapter members.
  - d. Failure to register every recruitment event in UNG Connect will result in a fine of \$50 per violation.

- e. Fines must be paid within thirty (30) days of notice from the IFC Vice President of Recruitment. Additional sanctions may apply for repeated or unpaid violations.

## **Article XI – RISK MANAGEMENT POLICIES**

All fraternities will abide by the policies and procedures set for them by the student handbook of University of North Georgia and will be expected to attend any risk management seminars. Any violations will be sent in front of the Judicial Board.

## **Article XII – UNG FRATERNITY AND SORORITY LIFE CODE OF ETHICS**

We, the undergraduate members of the UNG fraternity/sorority community, agree to:

- A. Show respect for all members of the UNG fraternity/sorority community, non-affiliated students, UNG faculty/staff and community members
- B. Promote positive interaction with all potential new members
- C. Demonstrate and promote a positive fraternity/sorority image through actions and words
- D. Promote unity within the UNG fraternity/sorority community
- E. Serve as advocates for the UNG fraternity/sorority community on and off campus
- F. Promote opportunities for academic excellence, service, campus involvement and leadership

## **Article XIII – PUBLICATION AND DISTRIBUTION OF THE CONSTITUTION AND BYLAWS**

### **Section I: Publication and Distribution of Constitution and Bylaws**

- A. The IFC's current constitution and bylaws shall be published on the IFC UNG Connect page.
- B. An updated copy of the IFC constitution and bylaws will be electronically distributed to each member fraternity and the NIC after any amendment is adopted.

## **Article XIV – AMENDMENTS**

### **Section I: Amendments**

These bylaws may be amended by a two-thirds (2/3) affirmative vote of the IFC general body provided notice of the proposed amendment has provided to member fraternities at the preceding regularly scheduled business meeting.

### **Section II: Adoption**

These bylaws shall become effective and shall supersede all previous bylaws of the IFC when adopted by a two-thirds (2/3) affirmative vote of the IFC general body.

*Reviewed: November 9, 2020*

*Approved: November 9, 2020*

*Revised: October 13, 2025*

*Approved: November 10, 2025*