

Interfraternity Council Constitution

Updated Fall 2019

Article I: Name The name of this organization is the Interfraternity Council of the University of Northern Iowa and will be hereafter referred to as IFC.

Article II: Purpose It shall be the purpose of the IFC of the University of Northern Iowa, as a voluntary Association of the national fraternities, to promote fraternal values, to provide value in accordance with the ideals of the University, to promote intellectual, scholastic, cultural, and social growth, promote habits of mental and physical health, encourage the development of powers of judgment, and the knowledge and skills of the students, the faculty and the administration.

Article III: Officers.

Section 1. The IFC Executive Committee shall consist of the President, Vice President of Administration, Vice President of Finance, Vice President of Programming, Vice President of Recruitment, Vice President of Marketing and Public Relations, and Vice President of Scholarship.

Paragraph 1. This will also serve as the order of succession.

Section 2. Qualifications for Executive Committee Officers.

Paragraph 1. A candidate is an initiated member of a university recognized fraternity.

Line 1. They must also be apart of an IFC member chapter.

Paragraph 2. A candidate is in good standing with his fraternity, the IFC and the University of Northern Iowa.

Paragraph 3. He must be enrolled as a full-time student (12 hours) at the University of Northern Iowa, Allen College, Hawkeye Community College, or Kaplan University during the entire period of his service as an IFC Executive Committee Officer.

Paragraph 4. A candidate for office shall have a 2.75 cumulative grade point average (GPA) or above and must maintain this GPA throughout the officer's term.

Paragraph 5. A candidate may not be President of his respective fraternity in the Spring or Fall semester subsequent to his election as an IFC Executive Committee Officer.

Paragraph 6. A candidate must have at least one year of experience in the University of Northern Iowa Fraternity community.

Section 3. General Duties for All Executive Officers

Paragraph 1. Attend all IFC meetings (executive, roundtables, committees, etc)

Paragraph 2. Serve a minimum of 2 office hours per week.

Paragraph 3. Attend all scheduled meetings with the Fraternity and Sorority Life Advisor(s) on a regular basis.

Paragraph 4. Assist in IFC recruitment and actively help IFC with Admissions events throughout the academic year.

Paragraph 5. Attend and participate in conferences as appropriate.

Paragraph 6. Maintain a cumulative grade point average at or above a 2.75 throughout the officer's term.

Paragraph 7. Work jointly and have an open relationship with the IFC, Panhellenic Council, Fraternity and Sorority Life Advisor(s), and University Administrators.

Paragraph 8. All IFC meetings shall be held at a time where all executives, chapter delegates, and Fraternity and Sorority Life Advisor can meet

Paragraph 9. All IFC Executive Committee meetings shall be held when all executives and Fraternity and Sorority Life Advisor can meet

Paragraph 10. All Vice Presidents must report to the President of IFC.

Section 4. President

Paragraph 1. Preside over all regular and special meetings of IFC and shall call special meetings whenever he deems it necessary by giving member fraternities 24-hour notice.

Paragraph 2. Represent the IFC on any University matters pertaining to the IFC and will participate on available University-wide committees.

Paragraph 3. Work closely with the Fraternity and Sorority Life Advisor(s), President of Panhellenic Council, and any other faculty or administrative personnel as an official representative of the IFC.

Paragraph 4. Have overall responsibility for the operation of the IFC and perform any other duties deemed necessary by the IFC or stated in the Constitution or Bylaws of the IFC.

Paragraph 5. Coordinate community expansion efforts.

Paragraph 6. Preside as chairman at all meetings of the Executive Committee.

Paragraph 7. Step in as Interfraternity Judicial Board Chief Justice if the Vice President of Administration's chapter is under investigation.

Paragraph 8. Must be familiar with all policies and procedures of the IFC and North-American Interfraternity Conference.

Paragraph 9. Know how to conduct a hearing for chapters being investigated.

Paragraph 10. Assist the IFC Task Force in whatever capacity is needed.

Section 5. Vice President of Administration

Paragraph 1. Be familiar with all of the IFC policies and actions by the IFC president.

Paragraph 2. Assume the duties of the President in the event of his absence for any reason.

Paragraph 3. Enforce all policies and procedures of the IFC and revise these as deemed necessary.

Paragraph 4. Serve as an ex-officio representative of the IFC Judicial Board.

Paragraph 5. Hold at least one meeting with the Associate Justices each semester.

Paragraph 6. Review notification forms on a weekly basis and go over each submitted form with the Fraternity and Sorority Life Advisor(s).

Line 1. Contact chapters if their social notification form needs changes or additions.

Paragraph 7. Provide social calendars after each social roundtable

Paragraph 8. Will temporarily step down if their respective chapter is going through an informal or formal hearing by the Interfraternity Judicial Board.

Paragraph 9. Assist the IFC Task Force in whatever capacity is needed.

Paragraph 10. Enforce and follow all policies set forth by the IFC, which includes but is not limited to: IFC Bylaws, IFC Social Policy, the IFC Judicial Constitution.

Section 4. Vice President of Finance

Paragraph 1. Assess member fraternities for their IFC semesterly dues.

Paragraph 2. Collect all assessments and fines of the IFC.

Paragraph 3. Pay the bills approved by the members of the IFC in a timely fashion.

Paragraph 4. Prepare a written budget of proposed expenditures and present it at the fourth (4th) regularly held IFC meeting.

Paragraph 5. Serve as the secretary at all regular and special meetings of the IFC, as well as the IFC Executive Committee meetings. As well as all other pertinent material, before the next regular meeting.

Paragraph 6. Be responsible for the agenda and minutes of all IFC meetings, make arrangements to distribute these minutes, as well as all other pertinent materials.

Line 1. E-mail agenda and minutes, to the IFC Executive Committee, Chapter Delegates, Fraternity and Sorority Life Advisor(s), and interested faculty or students, no later than 5 p.m. on the day following meeting.

Paragraph 7. Maintain a complete up-to-date file that will include minutes of all IFC meetings, officer reports, and all other pertinent materials.

Paragraph 8. Register IFC with the North-American Interfraternity Conference as needed.

Section 7. Vice President of Scholarship

Paragraph 1. Work closely with chapters on academic probation to develop a suitable scholarship program to meet IFC requirements.

Paragraph 2. Hold and facilitate monthly scholarship round tables for chapter scholarship chairs.

Paragraph 3. Update the Academic Policy article of the bylaws when deemed necessary.

Paragraph 4. Provide chapters of university scholarship resources available to them when requested.

Paragraph 5. Obtain academic goals/initiatives from each chapter's scholarship chair at the beginning of each semester and see if they met their goals at the end of each semester.

Paragraph 6. Assist the IFC Task Force in whatever capacity is needed.

Section 8. Vice President of Programming

Paragraph 1. Coordinate events geared toward Greek unity, Fraternity and Sorority unity, the diversity initiative, and collaboration with other student organizations on campus.

Paragraph 2. Will coordinate New Member Orientation with a representative from Panhellenic Council.

Paragraph 3. Will schedule at least 1 (one) all-fraternity event each semester in the following three categories:

- Social: event geared towards strengthening bonds and relationships between chapters by holding a fun event open to all chapters.
- Philanthropy: event hosted with purpose of unifying all chapters behind a common philanthropy.
- Leadership/ Member Development: Events geared towards the development of leadership or other skills among members in the fraternity community.

Line 1. All events planned for the community with IFC shall always be substance free. Substance free shall be defined as: without illicit drugs, alcohol, or tobacco/nicotine products. This includes, but is not limited to, the sale, use, promotion, or any other kind of involvement of the aforementioned items.

Paragraph 4. Provide advice and support to chapters Programming officers as requested.

Paragraph 5. Be a member of the Greek Week Committee.

Paragraph 6. Assist the IFC Task Force in whatever capacity is needed.

Section 9. Vice President of Recruitment.

Paragraph 1. Set forth policies governing recruitment in a manner he deems necessary. These rules shall be approved by the IFC.

Paragraph 2. Must be present, or facilitate representation at, all outreach events (summer orientation sessions, UNI Now events, transfer orientations, etc.) and coordinate/finalize fall recruitment before spring semester ends.

Paragraph 3. Coordinate orientation and info-sessions.

Paragraph 4. Revise the IFC recruitment policy as needed.

Paragraph 5. Establish and chair a Recruitment Committee consisting of a minimum of one (1) members from each chapter.

Paragraph 6. Will hold a minimum of one (1) Recruitment Roundtables per semester.

Line 1. Which will include Recruitment Chairs and interested members in recruitment.

Paragraph 7. The Vice President of Recruitment Position may be held as a co-chair if deemed necessary by IFC.

Paragraph 8. Assist the IFC Task Force in whatever capacity is needed.

Section 10. Vice President of Public Relations

Paragraph 1. Design, publish, and distribute such materials (e.g. Greek Life, Northern Iowan Ads, FSL newsletter) as deemed by the body of the IFC. The FSL Newsletter will be distributed at the beginning and end of the Fall semester as well as the end of the Spring semester.

Paragraph 2. Design promotional materials with the Panhellenic Vice President of Public Relations to be updated on a yearly basis.

Paragraph 3. Locate, design, and publish all press release opportunities on behalf of the IFC.

Paragraph 4. Update and post on FSL/IFC social media.

Paragraph 5. Coordinate with the PR chairs of every chapter to establish a PR Committee. Chair the PR Committee and host roundtables as deemed necessary.

Section 11. Multiple officers No one person can hold more than one Executive Committee position at the same time.

Article IV: Membership requirements.

Section 1. There shall be two (2) classes of membership in IFC: full, and Associate.

Section 2. Full membership is defined as: A nationally-recognized fraternity who abides by the Constitution and Bylaws of the University of Northern Iowa IFC.

Section 3. Associate Membership is defined as: A chapter who is trying to obtain full membership whether or not they are associated with North-American Interfraternity Conference.

Section 4. In order to continue as an active fraternity on the University of Northern Iowa campus, a fraternity must be in good standing with the IFC and the University.

Section 5. Good standing is defined as:

Paragraph 1. Abiding by all University policies.

Paragraph 2. Abiding by the Constitution and Bylaws of the IFC.

Paragraph 3. Abiding by all rules, regulations and policies adopted by this Council or any of its appointed representatives.

Article V Bad Standing

Section 1. Academic Bad Standing

Paragraph 1. Definition: A chapter is on Academic Bad Standing if they are placed on Academic Guidance or Academic Probation by IFC Executive Committee.

Paragraph 2. A chapter must follow the guidelines set out by Article X in order to still be able to have a vote at IFC meetings and on IFC related topics.

Paragraph 3. If a chapter does not follow the guidelines of their probation then they will lose their vote for IFC and will not be allowed to host any type A social events.

Section 2. Conduct Bad Standing

Paragraph 1. Definition: A chapter is on Conduct Bad Standing if they are placed on any disciplinary probation by the University, or placed on Conduct Bad Standing by Interfraternity Judicial Board.

Paragraph 2. A chapter shall still have a vote on the IFC as long as they are abiding to the sanctions and/or restrictions placed on them by the University or Interfraternity Judicial Board.

Paragraph 3. A chapter can lose their vote on IFC if they do not follow their sanctions and/or restrictions, or if noted by the Interfraternity Judicial Board.

Section 3. Financial Bad Standing

Paragraph 1. Definition: A chapter is on Financial Bad Standing if they are more than two (2) weeks late on any payment to IFC.

Paragraph 2. If a chapter is on Financial Bad Standing then all social events will be canceled until removed from Financial Bad Standing.

Paragraph 3. A chapter shall still have a vote on IFC as long as they have met with the VP of Finance and set up a payment plan approved by the IFC Executive Committee.

Line 1. They must continue to follow the payment plan. If they stop making payments, they will be put back on Financial Bad Standing.

Article VI: Inclusion Statement. In no aspect of its programs shall there be any difference in the treatment of persons on the basis of race, creed, color, religion, national origin, age, sex*, disability, genetic information, status as a U.S. veteran, service in the U.S. military, sexual orientation, gender identity, associational preferences, or any other classification which would deprive the person of consideration as an individual. Fraternities and sororities may, however, pursuant to 20 U.S.C. 1681(a)(6)(A), limit membership on the basis of sex.

Article VII: Amendments

Section 1. A proposed change in or addition to the Bylaws shall be submitted in writing to the Executive Committee of the IFC.

Section 2. Bylaws may be adopted, changed, or added to by a two-thirds (2/3) majority of all members of the IFC.

Paragraph 1. Amendments require two readings before a vote.

Section 3. All Bylaws, unless having gone through revision, shall remain as adopted for each successive term.

Paragraph 1. Changes to the IFC bylaws will go into effect immediately unless stated otherwise.

Section 4. The Vice President of Administration shall update the Bylaws on a yearly basis or as needed.

Section 5. Informal amendment process of a bylaw

Paragraph 1. If a member chapter would like to informally amend a bylaw it must be reported to the VP of Administration and voted on by the IFC Executive Committee. The VP of Administration must respond within two (2) weeks of the submission.

Line 1. If the amendment is accepted, it will be brought to the IFC and voted on as usual.

Line 2. If the amendment is denied, it will not be brought to the IFC.

Section 6. Formal amendment process of a bylaw

Paragraph 1. If a member chapter's informal amendment submission is denied then they have the opportunity to formally appeal which must be stated in an IFC meeting.

Paragraph 2. This will then be taken to the Interfraternity Judicial Board and will be voted to amend the bylaw or to deny the appeal.

Paragraph 3. The decision of the IJB will be final and the submission cannot be appealed further.

Article VIII: Finances

Section 1. The IFC semesterly budget will be set by the fourth (4th) week of each semester.

Paragraph 1. Each semester's budget will be voted on after the second reading.

Section 2. Any chapter not having one (1) member present at any IFC meeting will be fined \$20.

Paragraph 1. If a chapter were to miss 4 IFC meetings, the chapter will be taken to the Interfraternity Judicial Board.

Section 3. Any chapter not having one (1) member present at any IFC required sub-committee meeting will be fined \$20.

Paragraph 1. Required sub-committee meetings include, but are not limited to, all policy reviews, all roundtables, and all committee meetings.

Section 4. A member Chapter has two (2) weeks to pay an IFC bill after receiving their bill during a regular IFC meeting. If the bill is not paid within two (2) weeks, a chapter will be placed on financial bad standing, unless a payment plan has been set up with, and approved by the VP of Finance.

Section 5. When the IFC deems an event an All Fraternity Event, all active and/or initiated chapter members are required to be in attendance. For every member not in attendance, a fine will be assessed to the chapter of \$5 per member that does not attend the All Fraternity Event unless they pass an excuse.

Ex: 58 man chapter, 46 attend Greek Speaker, chapter would be fined \$60.

Line 1. Dates must be set a month in advance.

Line 2. An excuse will be accepted or denied by the majority of the IFC Executive Committee.

Section 6. When the IFC deems a philanthropy an All Fraternity Philanthropy, all chapters will be held responsible to field the required amount of members for said event. For every member not in attendance of his scheduled time, a fine will be assessed to the chapter of \$10 per member that does not attend the All Fraternity Philanthropy unless they pass an excuse.

Ex: 10 required spots, 7 attend, chapter would be fined \$30

Line 1. Dates must be set a month in advance.

Line 2. An excuse will be accepted or denied by the majority of the IFC Executive Committee.

Section 7. Dues for member chapters

Paragraph 1. The dues of each IFC member fraternity shall be an assessment of \$14 per member (active/associate/pledge/new) for each semester.

Paragraph 2. Each IFC member chapter shall receive the bill the first IFC meeting following the two (2) week recruitment period and the bill shall be paid two (2) calendar weeks from issue date.

Paragraph 3. Chapters will be billed for additional new member through the semester with a running invoice of each member.

Paragraph 4. Dues shall be reviewed in the Spring semester of every year for the next fall semester.

Paragraph 5. If a chapter failed to pay their fines, dues, or any other payment, then a 5% interest will be charged for each week that the chapter fails to pay up to 25% of total dues.

Line 1. Interest charge can be waived if approved by the IFC VP of Finance.

Line 2. Failure to pay after the 25% interest, a chapter will be placed on immediate suspension until the chapter no longer has outstanding fines.

Paragraph 6. \$1 of dues per member shall be set aside for Greek Week. Greek Week's Finance chair will be required to work with the VP of Finance on creating a budget in order to receive this money.

Article IX: Robert's Rules of Order

In cases where there is no direct conflict, Robert's Rules of Order shall be used as the governing document of order. If such rules conflict with the Constitution and/or Bylaws of the IFC, the Constitution and/or Bylaws shall have overriding power.