INTERFRATERNITY COUNCIL

BY-LAWS AND CONSTITUTION

ST. CLOUD STATE UNIVERSITY

Revised: 11/21/16
Article I.  Finance

Section 1.01  Fiscal Year: The fiscal year of the St. Cloud State University IFC shall be from August 1st of that year to July 31st of the following year.

Section 1.02  Financial Policies: St. Cloud State University IFC shall comply with the SCSU Student Organization Financial Policies.

Section 1.03  Checks: Requests shall be made to the St. Cloud State University Business Office by the Vice President of Finance.

Section 1.01  Membership Dues:

(a) Amount shall be assessed each semester, with an amount per member not exceeding $30.00

(b) The amount to be paid in dues to IFC from each member is as follows: Dues shall be set by the IFC session immediately following the third week of classes each semester

(c) Spring semester dues shall be paid by the Friday of sixth week of classes in the Spring Semester by 5:00 PM

(d) Fall semester dues shall be paid in full by the Friday of the sixth week of classes by 5:00 PM. A deposit of the fall semester dues must be paid by the last Friday of April. The deposit amount shall be decided by the Executive Council by the second Friday of April.

(e) After the Friday of the sixth week of classes all late dues shall be fined $10.00 late fee for each business day they are late

Section 1.02  Selection of Officers

(a) The President of the SCSU Interfraternity Council shall be held by the following:

(i) Has served as an active member within his fraternal organization for two full semesters. These semesters must be within two years of running for the position.

(ii) Must have a Cumulative GPA OR Previous Semester GPA of 2.75 or higher

1) To ensure academic honesty, the IFC Advisor will do semester grade checks to verify the requirements are met
(b) The Executive Vice President, the Vice President of Recruitment, and the Vice President of Programming of the SCSU Interfraternity Council shall be held by the following:

(i) Has served as an active member within his fraternal organization for one full semester. This semester must be within two years of running for the position.

(ii) Must have a Cumulative GPA OR Previous Semester GPA of 2.75 of higher

1) To ensure academic honesty, the IFC Advisor will do semester grade checks to verify the requirements are met

Section 1.03 All other officer positions shall be held by the following:

(a) Must have an average GPA of 2.75 or high for at least the previous 1 semester.

(i) To ensure academic honesty, the IFC Advisor will do semester grade checks to verify the requirements are met

Article II. Officer Duties

Section 2.01 The President Shall:

(a) Have the overall responsibility for the operation of the SCSU IFC

(b) Comply with and uphold the North American Interfraternity Standards and Expectations

(c) Call and preside at all regular general assembly and special meetings of the SCSU IFC

(d) Meet once biweekly during the semester with the IFC advisor unless excused by the advisor.

(e) Review and approve all the IFC checks and contracts involving SCSU IFC executive board.

(f) Serve as the ex-officio of all IFC Committees with voice but not a vote; unless a tie-breaking vote is needed.

(g) Maintain a complete and up-to-date President's File which shall include a copy of the current SCSU IFC Constitution, Bylaws, and Standing Rules; the current Interfraternity Budget, the current SCSU Student Organization Guidebook, The North American Interfraternity Conference Standards, and the other pertinent materials

(h) Understand FIPG Policies and Procedures and know where to access them if needed
(i) Be up to date and knowledgeable of SCSU Student Code of Conduct

(j) Runs President’s Forum with the Panhellenic President at least once per month.

(k) Organize participation in the SCSU Annual Student Colloquium each April.

(l) Hold annual elections for each officer position with consistent updates to the application

(m) Be the tie breaking vote if any executive board votes results in a tie

(n) Maintain a record of attendance from each of the executive board members

(o) Maintain accountability of all reports from each executive position within the board

(p) Be the stand-in judicial chairman if the Executive Vice President is under trial or investigation for any incident

Section 2.02 The Executive Vice President shall:

(a) Perform the duties of the President in his absence, inability to serve or at his call. This includes the President residing from his position and until a formal election is held the executive vice president is to serve as the interim president

(b) Responsible for all matters pertaining to the ethical standards of the SCSU Interfraternity Council, values accountability of member organizations, and associate membership.

(c) Determine the rule of order at the beginning of each semester during the leadership retreat

(d) Responsible for being the judicial board chairman on the executive board

(e) Work closely the Greek Programming Board and each fraternity when hosting and facilitating Risk Management Education Workshops or presentations

(h) Promote and educate on the anti-hazing policies of SCSU.

(i) Assist the Fraternity & Sorority Community Advisor in the signing of anti-hazing agreement forms by the member organizations of the IFC. The executive vice president must be accountable for each fraternal member to sign and turn in an anti-hazing form before any new membership begins in each organization.

(j) Serve as ex-officio of Interfraternity Council Judicial Board with voice but not vote, unless there is a tie.
(k) Maintain responsibility for annual bylaw revisions, as well as being knowledgeable of current bylaws set in place

Section 2.03  The Vice President of Finance:

(a) Perform the duties of the President in his absence, inability to serve or at his call, if the Vice President is not is available.

(b) Responsible for the supervision of the finances of the SCSU Interfraternity Council.

(c) Responsible for the preparation of the annual budget and, following its approval by the Interfraternity Council, for providing a copy to each SCSU IFC officer and each Interfraternity Council member fraternity within one week of its approval.

(d) Receive all payments due to the Interfraternity Council collect all dues and give receipts.

(e) Responsible for the prompt payment of all bills of the SCSU Interfraternity Council.

(f) Maintain an up-to-date financial record; give a financial report every week that Interfraternity Council is in session and an annual report at the close of his term of office.

(g) Comply with an annual audit and reconciliation of the SCSU IFC financial records with the SCSU Business Office, DEPARTMENT OF CAMPUS INVOLVEMENT, and the IFC Advisor.

(h) Enforce all fines that were established for organizations who do not pay on time

(i) Review all transactions with the IFC president and maintain budgets and records

(j) Prepare financial reports for Greek leader retreats, as well as plan ways to implement a method for saving money.

Section 2.04  Vice President of Administration

(a) Keep an up-to-date roll call of the fraternities of the Interfraternity Council and call it at all council meetings.

(b) Keep current statistics concerning the number of initiated members and new members of each Interfraternity Council member’s fraternities.

(c) Keep full minutes of all meetings of the SCSU Interfraternity Council and a record of all action taken by the Executive Board.
(i) Minutes shall be sent to all member fraternity Delegates and Presidents, IFC Executive Board members, Advisors, etc. within 3 days of the meeting.

(ii) Send recording of all actions taken by the executive board to the Executive Vice President.

(d) Maintain a complete and up-to-date file, which shall include the minutes of the meetings of the SCSU Interfraternity Council and the Interfraternity Council minutes from its date of organization; copies of all contracts made by the Interfraternity Council; current correspondence.

(e) Responsible for the official correspondence of the Interfraternity Council unless provided for otherwise.

Section 2.05 The Vice President of Recruitment and New Member Development shall:

(a) Comply with and uphold the North American Interfraternity Standards and Expectations.

(b) Maintain a disciplined bid acceptance reporting system in cooperation with the policies of SCSU DEPARTMENT OF CAMPUS INVOLVEMENT and the Interfraternity Council advisor.

(c) Ensure that proper verification of academic grade eligibility is upheld to the North American Interfraternity Council Standards and Expectations on GPA standards of membership in a NORTH-AMERICAN INTERFRATERNITY CONFERENCE member Fraternity.

(d) Sets dates for Recruitment week for the upcoming spring and fall semesters by the time of Greek leader retreat.

(e) Sets up one major all fraternity recruitment event per semester; and maintains accountability of each chapter to be present with the numbers of active members pre-established to be there.

(f) Reserves appropriate space for Fraternity Recruitment Week, including, but not limited to: tables, kiosks, rooms, Atwood Mall, technology, space and buildings on campus, etc.

(g) Produces appropriate Fraternity Recruitment Week promotional materials, including, but not limited to: posters, signage, social media, SCSU Websites, table tents, handouts etc.

(h) Promotes “Go Greek”; implements Greek 101 into each semester for new members.
(i) Acknowledges all Fraternity Recruitment Week Events, by submitting them on the SCSU Greek Website

(j) Oversees education of the NORTH-AMERICAN INTERFRATERNITY CONFERENCE national fraternity chapters, pertaining to safe recruiting and awareness of FIPG recruitment rules and regulations.

(k) Hold meetings with the chapters’ new member educators as co-chair of a standing leadership team/committee.

(l) Oversees education of the NORTH-AMERICAN INTERFRATERNITY CONFERENCE national fraternity chapters, pertaining to safe recruiting and awareness of NORTH-AMERICAN INTERFRATERNITY CONFERENCE recruitment rules and regulations.

(m) Obtains and sends out a 3.0 GPA list of eligible recruits for the NORTH-AMERICAN INTERFRATERNITY CONFERENCE Fraternities

  (i) Will work with IFC Adviser to obtain such lists

(n) Hosts and facilitates a Recruitment Workshop for Fraternities prior to Recruitment Week. This will be established and presented to each chapter’s recruitment chair(s) and will set a mandatory number of active members to attend.

Section 2.06 The Vice President of Programming:

(a) Serve as liaison to IFC and the Greek Programming Board along with the PANHELLENIC COUNCIL V.P. of Programming

(b) Keep the IFC informed of the programming committee and communicate the needs of the IFC and Men’s Fraternity Community.

(c) Responsible for coordinating and organizing events and programs on topics of relevance and importance to the SCSU Interfraternity Council through the Greek Programming Board and the IFC recommendations.

(d) Responsible for coordinating the social and programming initiatives.

(e) Responsible for all matters pertaining to the public relations of the SCSU Interfraternity Council

(f) Inform the news media of favorable publicity about the SCSU Interfraternity Council and its member fraternities.

(g) Responsible for the planning and dissemination of information pertaining to Greek week
Section 2.07  The Vice President of Philanthropies

(a) Serve as the IFC chairman for all philanthropies and fundraisers for SCSU IFC

(b) Maintain a record and file for the VP of Finance for all funds raised for SCSU IFC, as well as all funds expended

(c) Plan and execute at least one all-Greek philanthropy per term

(d) Plan and execute at least one IFC fundraiser per term

(e) Incorporate ideas and make plans that can carry over to different terms

(f) Work with each chapter’s philanthropy chairs to aid and assist in promoting their philanthropies

Article III. The Executive Board

Section 3.01  In the event of a vacancy on the Executive Board, the President may appoint an interim officer, with the approval of the executive board, until a new officer is elected

Section 3.02  The Executive Board Shall:

(a) Appoint all special committees and their chairs, and in making these appointments, recognize representation from all member fraternities.

(b) Comply with and uphold the North American Interfraternity Standards and Expectations.

(c) Administer routine weekly business meetings of Interfraternity Council when advisable and such other business that has been approved for action by the Interfraternity Council vote.

(d) Report all action taken by the Executive Board at the next regular meeting of the Interfraternity Council through the Vice President of Administration and record the action in the minutes of that meeting.

(e) Host an Officer Orientation & Planning Retreat each semester.

(f) Develop Goals each semester for the executive board, the individual officers and include this in a semester peer review.
Article IV. Officer Impeachment and Removal

Section 4.01 If an officer’s performance is not as stated in the constitution or bylaws, or he is not fulfilling his duties as an officer, then a motion from the Executive Board shall be accepted. The Executive Board will have the voting rights for the removal, rather than the chapter delegates.

Section 4.02 If a member of the general assembly wishes to impeach a member of the IFC executive board, then a formal letter of intention stating the charges must be submitted to the Executive Vice President, or President. The officer shall be given the opportunity to defend his position before the motion is brought to a vote. The vote shall then go back to the chapters that are members of the SCSU Interfraternity Council, and 2/3 of the IFC voting body shall need to be in support of the motion in order to remove the accused from office. If a tie is in place, the tying vote will be a majority vote from the IFC executive board, with exception of the president. If that vote results in another tie, the president will have the final tie breaking vote.

Article V. Executive Board Vacancy

Section 5.01 In the case that an officer is unable to fulfill his duties, he shall have the option to resign. A formal letter of resignation may be submitted to the Interfraternity Council and the resignation can become effective. The reasons for his resignation shall be included in the letter. If an executive board member misses two consecutive general IFC meetings and has failed to notify any of the executive board members in advance, resignation may be assumed and processed accordingly by the other executive board members.

(a) In the case that an officer does not fulfill his duties for the benefit of Interfraternal relations, members of the Interfraternity Executive Board, the Interfraternity Council or individual chapters may initiate impeachment proceedings.

(b) Written notification of the request for impeachment shall be sent to the Interfraternity Council Advisor and/or the Interfraternity Council President.

(c) The Interfraternity President shall arrange an emergency meeting of the Interfraternity Executive Board.

(d) All persons involved in the request for impeachment shall attend this meeting.
If a chapter has initiated the request, the chapter shall send its President and an Interfraternity delegate.

The Executive Vice President shall preside over this meeting, but may not hold a vote unless a tie is present.

At this meeting, the officer involved shall be permitted to present his side of the incident and to participate in the discussions of charges, but he shall not have a vote on any final resolutions or recommendations. The remaining officers shall attempt to find an amicable solution to the problem.

If no amicable solution can be found, the Interfraternity Council, through procedure shall determine if the charges are justified. At this time, the officer involved shall be given the opportunity to resign. If the accused disinclines to resign and if the council, by a 2/3 vote, votes in favor of impeachment, then the officer in question shall be declared removed from office. The Council shall then determine the date by which the officer shall leave. The incident is then closed.

Section 5.02 Any vacancy of an executive officer shall be filled within three (3) weeks by an open election in an Interfraternity Council meeting.

(a) If the Interfraternity President resigns or is impeached, the Executive Vice President shall assume his duties and the office of Executive Vice President shall be filled by the Vice President of Finance. A formal election is to be held for the vacant positions unless otherwise discussed and agreed upon by the executive board and the chapter delegates with a majority vote.

Section 5.03 If the Vice President of Recruitment and Member Development resigns or is impeached, and the Vice President of Programming, at the discretion of the Interfraternity advisor, shall fill his office. The vacancy left by this officer shall be filled by an open election unless otherwise discussed and agreed upon with a majority vote.

Article VI. Delegate Responsibilities

Section 6.01 Delegates shall:

(a) Attend all Interfraternity general assembly meetings as a consistent member of the SCSU Interfraternity council.

(i) If a member fraternity fails to have a delegate present it shall be recorded at the beginning of each meeting during role call
(ii) Upon the 3rd absence and every after that a member fraternity does not have a delegate present, that member fraternity shall be fined $10.00

(iii) Exception may be granted by the IFC President with at least 24 hour notice

(b) Attend relevant area conferences and workshops. If he cannot attend, an interim delegate may attend in his place.

(c) Give a detailed and through report of respective fraternity operations at IFC general assembly meetings.

(d) Present regular Interfraternity reports at chapter meetings.

(e) Responsible to vote on behalf of his respective member fraternity on all Interfraternity matters.

Article VII. New Member Candidate Period and Initiation

Section 7.01 A man must be a regularly enrolled student with a minimum cumulative 2.5 GPA and/or semester 2.5 GPA to be eligible for recruitment and member in a North American Interfraternity Conference member organization.

(a) An Interfraternity Council member fraternity may not issue an invitation to membership or formally pledge a man until he has been matriculated as a full time student of SCSU.

(b) An Interfraternity Council member fraternity may not issue an invitation to membership or formally pledge a man until he has completed grade verification and the respective candidate has been cleared for academic eligibility according to the NORTH-AMERICAN INTERFRATERNITY CONFERENCE Standards.

(c) A new member may be initiated whenever he has met the requirements of the fraternity to which he has pledged and does not violate NORTH-AMERICAN INTERFRATERNITY CONFERENCE Standards.

(d) Failure to comply shall put the chapter on probationary status pending a Judicial Board referral and/or notice to the member fraternity's Inter/national headquarters, and the NORTH-AMERICAN INTERFRATERNITY CONFERENCE for Standards violation.

Article VIII. Judicial Board

Section 8.01 The Judicial Board Shall
(a) Hear all cases involving misconduct of member fraternities and violations of FIPG and SCSU guidelines

(b) Rule and enforce appropriate sanctions upon those convicted

(c) Hear all appeals

(d) Give an unbiased verdict in all cases

(e) Must be held by the Executive Vice President

(f) If the Executive Vice President is under trial, the SCSU IFC President shall be acting judicial chairman

Section 8.02 Judicial Board composition

(a) The Executive Vice President shall chair the Judicial Board with a voice, but no vote except in the case of a tie

(b) Each Chapter’s Risk Management Chair shall serve as a justice.

(i) If the Risk Management chair is unable to attend then an alternate may be approved by the President and Executive Vice President, unless one of these positions is on trial in which case the Vice President of Finance would be the second approving vote.

Section 8.03 Judicial Board Quorum

(a) In order to conduct an official judicial hearing all member fraternities’ Risk Management Chairs, or approved substitute, and the Executive Vice President must be present.

Section 8.04 Judicial Procedure

(a) A meeting shall be arranged by the Judicial Board and the President of the Member Fraternity in question, and any witness called by the Judicial Board or Member Fraternity in question.

(b) The Executive Vice President must inform the President of the member fraternity in question of the charges

(c) The President of the Member Fraternity in question shall make a plea of guilty or not guilty

(d) The President of the Member Fraternity in question shall be given 30 minutes to present his chapter’s case
(e) The Judicial board shall listen to up to 30 minutes of witness testimony

(f) Following the testimony, the Judicial Board shall privately deliberate in order to reach a verdict. A verdict is considered to be a majority vote of the Judicial Board for guilty or not guilty.

(g) The verdict must be recorded on a form titled “Verdict Form” to be filed by the Chief Justice. The “Verdict Form” is to be maintained and updated by the Chief Justice.

(h) The Chief Justice must notify the member of the verdict within 48 hours of a verdict having been reached.

Section 8.05 Sentencing

(a) Academic Probation

(i) The Member Fraternity shall not have any non-academic mixers for no less than one full semester and no more than two full semesters. During which time they may still have brotherhood events and are welcome at all Pan-IFC and Greek events.

(ii) A member study hour requirement may also be set in addition.

(iii) A fine may also be set by the judicial board that shall be calculated by no more than $20.00 per member of the fraternity in question.

(b) Social Probation

(i) The member fraternity shall have no mixers or non-academic brotherhood events including formal for no less than one full semester and no more than two full semesters. During which time they may still have brotherhood events and are welcome at all Pan-IFC and Greek events, unless specified otherwise in the verdict.

(ii) A fine may also be set by the judicial board that shall be calculated by no more than $20.00 per member of the fraternity in question.

(c) Suspension

(i) The member fraternity shall be suspended from operation; this includes all events except brotherhoods unless otherwise specified in the verdict. Members are not allowed at IFC or Pan-Greek Events. This shall last a minimum of one full semester and a maximum of 2 full semesters.

1) The Member Fraternities' nationals shall be contacted with all information.

2) The member fraternity must have been placed on either Academic Probation, Social Probation, or Suspension within 6 semesters, in order to be suspended.
(ii) A fine may also be set by the judicial board that shall be calculated by no more than $20.00 per member of the fraternity in question.

(d) Expulsion

(i) The member fraternity shall be expelled from the SCSU IFC and shall no longer be recognized by IFC.

1) The member fraternities’ nationals shall be contacted with all information.

2) The member fraternity must have been placed on suspension within the past 4 semesters in order to be expelled.

(ii) A fine may also be set by the judicial board that shall be calculated by no more than $20.00 per member of the fraternity in question.

Article IX. Special Situations & Events

Section 9.01 In the event that a “special issue” concerning SCSU IFC Fraternities arises, the IFC President may call a men’s Presidents’ Council meeting to address the issue.

(a) All rules concerning these special issues agreed upon by chapter presidents shall be binding for all fraternities.

(b) The IFC may deem a situation or event an emergency or an immediate chapter emergency, and temporary suspend an individual fraternity pending an investigation and/or further examination by the SCSU and or the IFC.

(c) Length of Suspension during investigation: 14 Days

Article X. Appeals

Section 10.01 Member Fraternities may appeal decisions of the IFC Judicial Board to the IFC Executive Board.

Section 10.02 The same procedure in Section 9.05 shall apply with the following exceptions;

(a) The IFC President shall serve as the chair

(b) The IFC Executive Vice President shall serve as the Judicial Board Advisor
(c) All Other officers shall serve as justices

Section 10.03 Appeals are limited to one per case unless special permission is granted by the Greek Adviser.

Article XI. Hazing

Section 11.01 All forms of hazing and/or pre-initiation activities, which are defined as hazing, are not allowed and are unacceptable to the SCSU Fraternity Community. Hazing is defined as any action taken or situation created intentionally, whether on or off fraternity premises, to produce mental or physical discomfort, embarrassment, harassment or ridicule. Such activities and situations include creation, but are not limited to, or excessive fatigue, physical and psychological shocks; wearing, publicly, apparel which is conspicuous and not normally in good taste; engaging in public stunts and jokes morally degrading or humiliating games and activities; late night sessions which interfere with scholastic activities, and any of these activities which are not consistent with the regulations and policies of SCSU, the antihazing agreement, the North American Interfraternity Conference Standards and each individual fraternity Inter/national policies.

Article XII. Anti-Discrimination

Section 12.01 It is the policy of the SCSU Interfraternity Council that no person on the basis of race, color, religion, national origin, ancestry, age, weight, height, familial status, political affiliation, marital status, disability, or sexual orientation shall be discriminated against in educational programs, facilities, activities or admission.

(a) Title IX of the Civil Rights Act of 1974 provides for an exemption of fraternities to maintain a requirement of male gender in order to be a member of a men's NORTHAMERICAN INTERFRATERNITY CONFERENCE fraternity.

Article XIII. SCSU Panhellenic Council

Section 13.01 Positive working relations are to be maintained with the SCSU Panhellenic Council.
Section 13.02 The Interfraternity Council and the Panhellenic Council and Executive Boards shall meet jointly at the discretion of the Presidents of the two organizations.

Section 13.03 Dates are to be set at the beginning of each semester.

Section 13.04 SCSU hosts a joint committee model that is shared by the IFC and Panhellenic Council and officers of its member organizations. Cooperation and co-chair duties shall be shared by these two organizations through the Greek Programming Board.

Article XIV. SCSU Greek Programming Board

Section 14.01 Positive working relations are to be maintained with the SCSU Greek Programming Board.

(a) The Vice President of Programming shall be the IFC Liaison to the Greek Programming Board along with the V.P. Programming of the SCSU PANHELLENIC COUNCIL.

(b) The Greek Programming Board’s authority is granted through a joint agreement between the SCSU IFC and the SCSU PANHELLENIC COUNCIL governing councils.

(c) The Greek Programming Board serves as the steering committee for the IFC/PANHELLENIC COUNCIL joint committee(s).

Article XV. Amendment

Section 15.01 These bylaws may be amended by 2/3 vote of the voting members of Interfraternity Council provided notice of the proposed amendment has been given in writing at the preceding regular meeting.

Article XVI. Dissolution Clause

Section 16.01 Upon the dissolution of the SCSU Interfraternity Council, the funds that belong to the council shall be kept in safe keeping by SCSU for the reestablishment of a future council. If a council is not reorganized after 10 years, SCSU may use the funds to develop additional Greek leadership programs for SCSU.