

**BY-LAWS OF THE INTERFRATERNITY COUNCIL  
AT NORTH CAROLINA STATE UNIVERSITY**

August 2017

**ARTICLE I – ROLE OF THE IFC REPRESENTATIVE**

**Section I. IFC Representative**

The duties and responsibilities of all IFC Representatives are as follows:

- 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.

**ARTICLE II – ROLE OF THE IFC EXECUTIVE BOARD OFFICERS**

**Section I. IFC President**

The duties and responsibilities of the IFC President are as follows:

- A. Assume the general executive authority of the InterFraternity Council as delegated to him in the IFC Constitution and By-laws, and by the IFC General Body.
- B. Serve as chair of the Executive Board and represent the InterFraternity Council on all committees, at any such functions, as he deems necessary and proper to carry out the duties of his office, and further the position of the IFC Fraternities.
- C. Provide guidance and focus to the efforts of the General Body and Executive Committee.
- D. Call and preside over all regular and special meetings of the General Body, Presidents Round-Table, and Executive Committee.
- E. Cast the final vote in the event of a tie.
- F. Establish all committees and appoint all committee chairs.
- G. Create and appoint such offices as he deems necessary and proper to carry out the duties of his office, and further the position of the IFC Fraternities.
- H. Ensure that all decisions of the Judicial Board have been fully carried out.
- I. Fill all vacancies to the Executive Board with approval of two thirds (2/3) of the IFC General Body.

- J. Build rapport and establish positive working relationships between IFC and Member Fraternity leaders.
- K. Serve as the official spokesperson for the fraternity community
- L. Appoint members to any commission or board that would directly affect the objectives and purposes of the Fraternity community and IFC.
- M. Establish positive working relationships with campus and local law enforcement agencies.
- N. Regularly interact with the leaders of other governing councils and campus organizations.
- O. Establish a working relationship with key college administrators.
- P. Establish a working relationship with and communicate campus data, issues, and trends in a timely manner to the NIC.
- Q. Maintain current information for accurate Member Fraternity rosters.

## **Section II. IFC Vice President of Standards**

The duties and responsibilities of the IFC Vice President of Standards are as follows:

- A. Assume all the powers and responsibilities delegated to the President in the absence of the President.
- B. Serve as chair of the IFC Judicial Board and serve as the nonvoting Chief Justice of all IFC Judicial Board hearings.
- C. Oversee and direct the actions of the Chapter Advisory Committee as a voting member of the committee.
- D. Investigate and refer to the IFC Judicial Board alleged violations of IFC policy, including but not limited to:
  1. the IFC Constitution, Bylaws, and policies;
  2. Federal, state, and local laws;
  3. the rules and regulations of North Carolina State University; and
  4. the general values-based conduct of fraternity men.
- E. Ensure proper filing and preparation for all judicial actions.
- F. Ensure compliance with all IFC judicial action imposed upon a Member Fraternity.
- G. Educate Member Fraternities on the IFC Constitution and Bylaws, judicial processes, and risk management policies.
- H. Conduct judicial policy and procedures training for new IFC Judicial Board justices.
- I. Assist in conflict mediation between Member Fraternities.
- J. Review and develop with the President plans for chapter expansion.
- K. Review all IFC governance documents, at least annually.

- L. Assist Greek Life Staff with the grading of each Member Fraternity's Greek Life Standards Packet.
- M. Perform any action delegated to him by the President or the IFC General Body.

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

The duties and responsibilities of the IFC Vice President of Recruitment are as follows:

- A. Coordinate IFC rush as well as yearround recruiting efforts.
- B. Serve as chair of the IFC Recruitment Committee.
- C. Utilize technology (social media, websites, etc.) in recruitment and marketing efforts.
- D. Produce and distribute promotional materials to all incoming students and unaffiliated students.
- E. Develop recruitment workshops and programs for Member Fraternities.
- F. Uphold the IFC Recruitment Policy and ensure no restrictive policies are placed on new member recruitment.
- G. Maintain an interest list of Potential New Members.
- H. Collect and maintain accurate New Member Rosters for each Member Fraternity.
- I. Provide advice and support to Member Fraternity recruitment officers.
- J. Perform any action delegated to him by the President or the IFC General Body.

### **Section IV. IFC Vice President of Finance**

The duties and responsibilities of the IFC Vice President of Finance are as follows:

- A. Serve as chair of any financial related ad hoc committees.
- B. Submit a budget by the end of each semester for the following semester to the IFC General Body for approval.
- C. Collect IFC Member Fraternity dues or other assessments as needed.
- D. Maintain accurate records throughout the year through invoicing and receipts.
- E. Review and approve all IFC Expenditure Request Forms and IFC Reimbursement Request Forms.
- F. Make all disbursements with a cosigner.
- G. Prepare financial statements monthly and at the end of each term for distribution to all Member Fraternities.
- H. Make bank deposits when necessary and in a timely manner.
- I. Provide advice and support to Member Fraternity financial officers.
- J. Perform any action delegated to him by the President or the IFC General Body.

#### **Section V. IFC Vice President of Scholarship**

The duties and responsibilities of the IFC Vice President of Scholarship are as follows:

- A. Chair the IFC Scholarship Committee.
- B. Coordinate a scholarship chair orientation program for Member Fraternities.
- C. Collect and distribute academic performance rankings.
- D. Publish important academic dates and deadlines.
- E. 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.
- F. Work individually with member fraternity scholarship chairs below the allmen's grade point average.
- G. Build and maintain relationships with faculty, academic offices, and academic honorary societies.
- H. Provide advice and support to Member Fraternity scholarship officers.

#### **Section VI. IFC Vice President of Programming**

The duties and responsibilities of the IFC Vice President of Programming are as follows:

- A. Chair the IFC Programming and IFC Philanthropy and Service Committees.
- B. Be responsible for planning, organizing, and implementing all IFC events and sponsorships.
- C. In conjunction with the Vice President of Finance formulate a budget for each event.
- D. Organize, develop, and implement a new member orientation program.
- E. Develop opportunities for continuing member education by collaborating with alumni, North Carolina State University 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. Develop service projects and philanthropic events with Member Fraternities.
- G. Provide advice and support to Member Fraternity member development, philanthropy, and service officers.
- H. Assume responsibility for coordinating, as an equal partner, the University's Greek Week with the Panhellenic Association, National PanHellenic Council, and the Multicultural Greek Council as applicable.
- I. Perform any action delegated to him by the President or the IFC General Body.

#### **Section VII. IFC Vice President of Communication**

The duties and responsibilities of the IFC Vice President of Communication are as follows:

- A. Serve as secretary of the IFC General Body.

- B. Chair the IFC Public Relations Committee.
- C. Keep and distribute within a reasonable time the minutes of all IFC meetings.
- D. Keep an accurate roll of all representatives present during all official InterFraternity meetings.
- E. Perform all administrative duties to facilitate the operations of the IFC.
- F. Develop and execute a public relations and social media strategy.
- G. Maintain the IFC Website.
- H. Collect and report Member Fraternity community service hours, philanthropic dollars, and activities.
- I. Collect and disseminate information on the fraternity community to all campus and community media sources.
- J. Keep the media informed on upcoming events or potential news.
- K. Establish a positive working relationship with external constituents.
- L. Assist in the development of various IFC publications and outreach programs.
- M. Provide advice and support to Member Fraternity communication and newsletter chairs.
- N. Perform any action delegated to him by the President or the IFC General Body.

## **ARTICLE III – ROLE OF THE IFC JUSTICE**

### **Section I. IFC Justice**

The duties and responsibilities of an IFC Justice are as follows:

- A. Serve as an impartial justice, as called, on IFC Judicial Board hearings.
- B. Uphold:
  - 1. the IFC Constitution, By-laws, Code of Conduct, and policies;
  - 2. the rules and regulations of North Carolina State University; and
  - 3. the general valuesbased conduct of fraternity men.
- C. Maintain confidentiality in all judicial hearings, matters, and deliberations.

## **ARTICLE IV – ROLE OF IFC STANDING COMMITTEES**

### **Section I. IFC Recruitment Committee**

The IFC Recruitment Committee shall assist the IFC Vice President of Recruitment in the development and implementation of activities, programs, and resources that foster its Member Fraternities' ability to

implement a successful and quality recruitment effort while ensuring no restrictive policies are imposed on new member recruitment.

#### **Section II. IFC Scholarship Committee**

The IFC Scholarship Committee shall assist the IFC Vice President of Scholarship in the development and implementation of activities, programs, and resources that promote academic achievement within its Member Fraternities.

#### **Section III. IFC Programming Committee**

The IFC Programming Committee shall assist the IFC Vice President of Programming in the development and implementation of activities, programs, and resources for continuing member development covering topics such as alcohol consumption, career preparation, civic engagement, hazing, leadership development, sexual assault/abuse, and values and ethics. The Committee shall also assist in the planning and creation of councilwide and/or Greek wide events.

#### **Section IV. IFC Public Relations Committee**

The IFC Public Relations Committee shall assist the IFC Vice President of Communication in the development and implementation of a semiannual IFC Newsletter and IFC Website that promotes the fraternity community and the encouragement of Member Fraternity involvement in service and philanthropic endeavors that enhance the reputation of the fraternity community at North Carolina State University.

#### **Section V. IFC Philanthropy and Service Committee**

The IFC Philanthropy and Service Committee shall assist the IFC Vice President of Programming in the development and implementation of service and philanthropic endeavors that enhance the reputation and experience of the fraternity community and Member Fraternities at North Carolina State University.

## **ARTICLE V – ROLE OF THE IFC ADVISOR**

#### **Section I. IFC Advisor**

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 Fraternities.
- B. Advise financial processes.
- C. Coordinate life safety, facility management, and risk management programs in conjunction with local agencies.
- D. 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:

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

## **Section II. Annual Data Reporting to the NIC**

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

- A. Campus, All Men's, All Fraternity, and individual Member Fraternity GPA by semester.
- B. Total number of men who pledged all Member Fraternities each academic year.
- C. Total number of men who were initiated in all Member Fraternities each academic year.
- D. Percentage of fraternity men compared to the total number of all men at North Carolina State University.
- E. Total number of chapter and colonies opened and closed in each academic year.
- F. Total number of Greek life full-time professionals at North Carolina State University.
- G. Graduation rate of fraternity men compared to the total number of all men at North Carolina State University.

## **ARTICLE VI – FINANCIAL MANAGEMENT POLICY**

### **Section I. Fiscal Year**

The IFC Fiscal Year shall be from May to May.

## **Section II. IFC Annual Budget**

The Vice President of Finance shall propose a budget for the upcoming semester to the IFC Executive Board before the last General Body meeting of the current semester. Upon adoption by the IFC Executive Board, the budget shall be presented to the IFC General Body for ratification.

The budget will make allocation for the IFC Officers and Advisors to attend the Association of Fraternal Value and Leadership (AFLV) annual conference. Such allocation shall include registration, transportation, lodging and meals.

Copies of the approved budget and per capita assessment shall be sent to the Greek Life Office and Member Fraternities.

## **Section III. IFC Contingency Account**

The IFC Budget shall include a rolling Contingency Account that holds 15% of the semester budget or \$2500.00, whichever is greater, in reserve funds. 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. Use of the reserve funds shall require a two-thirds (2/3) approval of the IFC Presidents. At the beginning of each semester a deposit will be made into the Contingency Account in an amount of up to \$500.00 until the Contingency account is brought back to the 15% or \$2500.00 threshold.

## **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. Expenditure Approval**

The IFC President, IFC Vice President of Finance, and IFC Advisor shall approve all budgetary expenditures. Requests for budgetary expenditures shall be made utilizing the IFC Expenditure Request Form. All expenditure requests shall be submitted at least two weeks prior to the date of the requested disbursement.

## **Section VI. 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, IFC Vice President of Finance, and IFC Advisor.

## **Section VII. Signature Requirements for Financial Accounts and Transactions**

The IFC President, IFC Vice President of Finance, and IFC Advisor will have signing authority on the IFC checking account; two of the three signatures are required for a check or disbursement to be issued.

## **Section VIII. 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 IX. 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.

#### **Section X. Independent Annual Financial Audit**

An independent audit of all IFC financial accounts shall occur within two weeks of the end of the fiscal year by a certified public accountant.

## **ARTICLE VII – MEMBER FRATERNITY FINANCIAL OBLIGATIONS**

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

The semester dues for each Member Fraternity shall be fixed at \$15 per Active Member and New Member. Dues will be levied no later than the first month of each semester. All fees shall be collected within thirty (30) days from the date of billing.

#### **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 an ad hoc IFC Finance Committee 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 ad hoc IFC Finance Committee and propose an amendment to the dues amount to the IFC General Body.
- C. A two-thirds (2/3) vote of the IFC President's Round Table is required to amend the IFC Member Fraternity dues amount.

#### **Section III. IFC Active Member Fraternity Dues Assessment**

The aggregate total of dues assessed shall be based upon each Member Fraternity's semester Active Member Roster that is filed with the Greek Life Office in accordance with the requirements of Article III, Section III D) of the Constitution. The IFC Vice President of Finance shall invoice each Member Fraternity within one week of receipt of an Active Member Roster. Invoices shall be paid within two weeks of assessment.

#### **Section IV. IFC New Member Fraternity Dues Assessment**

The aggregate total of dues assessed shall be based upon each Member Fraternity's previous semester New Member Roster that is filed with the Greek Life Office in accordance with the requirements of Article III, Section III D) of the Constitution. The IFC Vice President of Finance shall invoice each Member Fraternity at the time of the IFC Active Member Fraternity Dues Assessment. Invoices shall be paid within two weeks of assessment.

#### **Section V. New IFC Member Fraternity Dues**

Any New IFC Member Fraternities shall be granted a waiver of dues for their first semester on campus, with their first dues payment being due following their second full semester on campus.

#### **Section VI. Fines**

The IFC Vice President of Finance may impose such fines as he deems necessary to insure Member Fraternity

adherence to the IFC Constitution and Bylaws. Specific cases include, but are not limited to:

A. \$25 per Member Fraternity IFC General Body absence over the allowed one absence and two proxy limit.

B. \$20 per New Member who does not attend New Member Institute without preapproved excuse.

### **Section VI. 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 Vice President of Standards for possible judicial action. **Any returned checks shall be subject to a 5% penalty plus any bank fees incurred by IFC.**

## **ARTICLE VIII – IFC CODE OF CONDUCT**

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

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.

### **Section II. Membership Education**

Any membership education program should strive for the familiarization of each new member/associate with the members of the chapter and with other new member/associates. Such a program should be meaningful, constructive, and in no way detrimental to the academic pursuits of the individual. Membership education includes any activity organized by the chapter, individual members, or by the new members/associates. Membership education programs should last no longer than the twelve weeks as permitted in Rule 11.56.4 Section 1.1.5 of the PRR of the North Carolina State University.

### **Section III. Definition of Hazing**

No Member Fraternity, chapter, colony, student, brother, pledge, associate/new member, or alumnus shall conduct nor condone hazing activities.

Hazing activities are defined as according to FIPG Risk Management Policy:

“Any action take or situation created, intentionally, whether on or off fraternity premises, to produce or that causes mental or physical discomfort, embarrassment, harassment, or ridicule. Such activities may include but are not limited to the following: use of alcohol; paddling in any form; creation of excessive fatigue; physical and psychological shocks; quests, treasure hunts, scavenger hunts, road trips or any other such activities carried on outside or inside the confines of the chapter house; kidnappings, whether by pledges, associate/new members or active members; wearing of public apparel which is conspicuous and not normally in good taste; engaging in public stunts and buffoonery; morally degrading or humiliating games and activities; and any other such activities that are not consistent with academic achievement, fraternal law, ritual or policy, or the regulations and policies of the educational institution, or applicable state law.”

Hazing activities defined by the PRR of North Carolina State University, Policy 11.25.1 Section 14.1.11:

“Any act that injures, degrades, harasses, or disgraces any person. A criminal conviction for hazing or aiding and abetting others in the commission of this offense requires expulsion from the University.”

## **ARTICLE IX – IFC JUDICIAL POLICY**

### **Section I. IFC Judicial Powers and Responsibilities**

Per Article VII, Section II of the IFC Constitution, the IFC shall be a selfgoverning organization with an independent Judicial Board who shall have jurisdiction over cases involving alleged member fraternity violations of IFC policy, including but not limited to:

- A. The IFC Constitution, By-laws, Code of Conduct, and other policies.
- B. The rules and regulations of North Carolina State University.
- C. Chapter Performance of Standards as relating to the North Carolina State University Standards Program.
- D. Violations of any City, County, State, or National Laws and Policies.
- E. Violations of association by a Member Fraternity with fraternity organizations who were never recognized by the University and/or IFC, or have been formally unrecognized by the University and/or IFC.
- F. Violations of any other IFC or Greek Life policies not already aforementioned.
- G. The general valuesbased conduct of fraternity men.
- H. Any other situations deemed suitable for hearing by the IFC General Body.

Individual members of IFC organizations will be adjudicated through their respective chapters’ judicial processes and/or the University’s Student Conduct Office. All alleged violations of the Student Code of Conduct including hazing) will be reported to the Student Conduct office.

### **Section II. Due Process**

In appearing before the Judicial Board, each Member Fraternity 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 By-laws;
- 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 By-laws;
- F. Right to appeal the decision, as outlined in the By-laws.
- G. Right against double jeopardy.

### **Section III. Filing of Complaints**

Any individual or group may file a complaint against a Member Fraternity, 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 Standards. The IFC Vice President of Standards shall promptly review and investigate the allegation. Upon determination that an allegation has merit, the IFC Vice President of Standards may charge a Member Fraternity with a violation.

The IFC General Body reserves the right to compel the Judicial Board to investigate any complaints with a two-thirds (2/3) vote. Investigations must begin within three (3) days of awareness of the alleged infraction(s). Member Fraternities must be charged within fifteen (15) days of an investigation beginning.

### **Section IV. Notification of Charges**

Once the IFC Vice President of Standards has determined the filed complaint has merit, the Member Fraternity is to be provided written notification of the charges at least one week in advance of the hearing. This written notification shall include the following:

- A. Date, time and location of their informal judicial hearing;
- B. Description of the alleged violation; and
- C. Due Process Rights.

### **Section V. Investigatory Evidence**

All evidence related to a complaint shall be compiled and presented to all parties prior to any Informal Judicial Hearing or Formal Judicial Board Hearing. All evidence shall be directly related to the complaint(s) alleged against the Member Fraternity and shall be approved by the IFC Vice President of Standards prior to circulation.

### **Section VI. Informal Judicial Hearing**

Upon a finding of the IFC Vice President of Standards that a filed complaint has merit, he shall offer the charged Member Fraternity the opportunity to participate in an Informal Judicial Hearing. In cases in which the charged Member Fraternity accepts an Informal Judicial Hearing, the IFC Vice President of Standards shall meet with a representative of the charged Member Fraternity to discuss the allegations of the complaint. Within three (3) business days of the Informal Judicial Hearing, the IFC Vice President of Standards may dismiss the complaint with a finding of no violations or provide the charged Member Fraternity with his finding of violations and recommendation for a resolution through disciplinary sanctions. The charged

Member Fraternity has three 3) business days to accept or reject the terms of resolution. If the charged Member Fraternity accepts the resolution, the charged Member Fraternity waives all rights of appeal and the outcome is final. If the charged Member Fraternity rejects the resolution, a Formal IFC Judicial Board Hearing will be convened to hear the case.

### **Section VII. Prohibited Sanctions for Informal Judicial Hearings**

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

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

If:

- A. the charged Member Fraternity rejects having an Informal Judicial Hearing;
- B. the charged Member Fraternity rejects the Informal Judicial Hearing recommendation for resolution; or
- C. the IFC Vice President of Standards determines the allegation is egregious enough to warrant potential suspension or loss of IFC recognition; the IFC Vice President of Standards shall convene a Formal IFC Judicial Board Hearing.

In accordance with Article VII, Section VII, of the IFC Constitution, the IFC Vice President of Standards will select five (5) Judicial Board justices, as predetermined by an alphabetical rotation of the IFC Justices, to hear the case. In the event the IFC Judicial Board rotation for service on a Judicial Board hearing falls upon an IFC Justice whose Member Fraternity is involved in the alleged violation, the rotation will skip to the next Justice in the alphabetical rotation. The IFC Vice President of Standards shall serve as a nonvoting Chief Justice and the procedural officer for all Judicial Board hearings.

### **Section IX. 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 Fraternities involved, any witnesses, the IFC Justices assigned to serve on the Judicial Board for the hearing, Greek Life staff, the IFC President, and the IFC Vice President of Standards, and the Chapter Advisory Committee Chair. Additionally, the charged Member Fraternity 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 Fraternity.
- 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 Fraternities, or IFC Justices involved.
  - 2. Details of the proceedings
  - 3. Witness testimony.
- C. Hearing Process:
  - 1. Initiation of the Hearing: The IFC Vice President of Standards 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 Fraternity of the formality of the hearing and the necessity of all parties to be truthful.

2. Overview of Judicial Hearing Process: The IFC Vice President of Standards 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 Fraternity shall be presented by the IFC Vice President of Standards:
  - i. Charged Member Fraternity may ask questions;
  - ii. IFC Justices may ask questions;
- b. Presentation of charged Member Fraternity:
  - i. IFC Justices may ask questions;
- c. Calling of Witnesses
  - i. Charged Member Fraternity may ask questions;
  - ii. IFC Justices may ask questions;
- d. Charged Member Fraternity may give final statement;
- e. IFC Justices deliberate in closed session to determine findings of responsibility and if necessary, appropriate sanction s).

#### **Section X. Conflicts of Interest**

In the event the IFC Vice President of Standards' Member Fraternity 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 XI. Non-Status Sanctions**

The following are sanctions that may be imposed by the IFC Judicial Board and/or IFC Vice President of Standards 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
- J. Additional Academic or Standards requirements
- K. Referral to the IFC Chapter Advisory Committee

#### **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, placement on Poor Standing status, and any additional sanctions listed in NonStatus Sanctions.
- B. Loss of IFC Recognition: Loss of IFC recognition and its rights and privileges. Removal of a Full Member requires a threequarters (3/4) approval vote by the IFC General Body.

#### **Section XIII. Duration of Sanctions**

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

#### **Section XIV. Notification of Findings**

Within three (3) business days of any Informal or Formal Judicial Hearing, the IFC Vice President of Standards shall communicate in writing to the charged Member Fraternity and its chapter advisor, as well as any relevant North Carolina State University administrators, the alleged violation, the findings of the hearing, and any sanction(s) imposed. The IFC Vice President of Standards shall notify the IFC General Body of any sanctions imposed upon a Member Fraternity through any Informal or Formal Judicial Hearing.

Hearings that result in Member Fraternity suspension or in the recommendation for removal shall be communicated to the relevant inter/national fraternity headquarters in writing within three (3) business days of any Formal Judicial Hearing.

#### **Section XV. Appeals**

The IFC Judicial Board's decision is subject to appeal by a Member Fraternity 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:

- 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 XVI. NonStatus Sanctions Appeals**



The IFC Executive Board shall hear appeals for NonStatus Sanctions. The IFC Vice President of Standards shall first present the IFC Judicial Board's decision and rationale for its actions. The appealing Member Fraternity shall then be afforded the opportunity to present its reasoning for seeking a reconsideration of the IFC Judicial Board's actions. Any individual from the appealing Member Fraternity 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 to alter the sanctions imposed by a two-thirds (2/3) vote. The decision of the IFC Executive Board shall be final for NonStatus Sanctions.

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

The IFC General Body shall hear appeals for Status Sanctions. The IFC Vice President of Standards shall first present the IFC Judicial Board's decision and rationale for its actions. The appealing Member Fraternity shall then be afforded the opportunity to present its reasoning for seeking a reconsideration of the decision. Upon completion of the Member Fraternity appeal presentation, all representatives of the Member Fraternity shall be dismissed from the meeting, including the Member Fraternity's IFC Representative. The IFC General Body shall first vote on whether to uphold the status sanction, which shall require a two-thirds (2/3) vote. In the event the IFC General Body fails to uphold the decision, 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. The decision of the IFC General Body shall be final with no further appeal rights.

## **ARTICLE X – EXPANSION POLICY**

#### **Section I. Expansion Philosophy**

In accordance with the North American InterFraternity Conference's Position on Open Expansion, the IFC at North Carolina State University 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. Expansion Processes**

There are several routes for an expansion to occur, including:

- A. **Open Invitation to Colonize:** In the event the IFC wishes to seek expansion opportunities, a formal invitation shall be sent to inter/national organizations requesting Letters of Intent. The IFC President shall contact the North American InterFraternity Conference (NIC) for assistance with communicating with inter/national organizations. If multiple inter/national organizations submit Letters of Intent, the IFC President will coordinate with the inter/national organizations and the NIC to establish an agreeable timeline for expansion.
- B. **Inter/national Fraternity Colonization:** If an inter/national fraternity petitions to join the IFC, a Letter of Intent shall be sent to the IFC President and the Greek Life Office.
- C. **Student Interest Group Colonization:** A group of enrolled students at North Carolina State University may choose to form a chapter that is affiliated with an inter/national organization and may seek membership in the IFC as a result of that affiliation. The group of interested students shall submit a Petition for

Associate Member status to the IFC President and Greek Life Office that includes a Letter of Endorsement from the inter/national organization.

Upon approval by the IFC Executive Board and the Greek Life Office of the Letter of Intent or Petition for Associate Member status, the new fraternity shall:

- D. Schedule a meeting between the chapter, IFC Executive Board, and the Greek Life Office.
- E. Give a presentation to the voting members of the IFC General Body at an IFC meeting including:
  - 1. Background of the organization,
  - 2. Reason for interest in colony status, and
  - 3. Goals for next year as a chapter on Associate Member status.
- F. Complete all of the University's requirements for a new campus organization.

Once all of these steps are complete, following NIC Standards, the IFC General Body shall grant the organization Associate Membership.

### **Section III. 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 as stated in Article III, Section III and IV and the NIC Standards as stated in Article III, Section VIII of the IFC Constitution

Upon receipt of the Letter of Intent, the IFC President shall notify the IFC General Body of the inter/national fraternity's intent and the process by which the inter/national organization intends to colonize.

### **Section IV. Petition for Associate Member Status**

A Petition for Associate Member status shall consist of information pertinent to educating the fraternity community on the chapter and the sponsoring inter/national organization, including:

- A. Name of the Chapter;
- B. The names of its members and their student classifications;
- C. The names of its alumni advisors and/or National Headquarters liaisons;
- D. A copy of its local Constitution, Bylaws, and all other nonesoteric governing documents;
- E. A statement of its purpose;
- F. A Letter of Endorsement from the inter/national organization,
- G. A record of its activities since its local inception.

Upon receipt of the Petition for Associate Member status, the IFC President shall notify the IFC General Body of the chapter and inter/national fraternity's intent.

#### **Section V. Granting of Associate Member Status**

Associate Membership grants the Member Fraternity all rights, privileges, and responsibilities under the IFC Constitution and ByLaws, except that it does not have voting privileges, cannot hold IFC Executive Board positions, nor have an IFC Judicial Board Justice.

#### **Section VI. Granting of Full Member Status**

To become a Full Member, an Associate Member must:

- A. Be fully chartered on the university's campus by an inter/national fraternal organization.
- B. Have been an Associate Member with the IFC for at least one year from the time the petition for Associate Member status was accepted by the IFC Executive Board; during that time have met all of the obligations outlined in the Constitution and By-laws, in particular Article III, Section III and IV of the IFC Constitution.
- C. Receive a majority vote of the IFC General Body, voting in a regular session to affirm membership.

## **ARTICLE XI – RECRUITMENT POLICY**

### **Section I. Recruitment Philosophy**

The IFC supports open recruitment and believes a man shall be free to join a Member Fraternity at a time that is mutually beneficial to both himself and the Member Fraternity.

### **Section II. Membership GPA Requirements**

Any Potential New Member shall meet the following GPA requirement in order to be accepted as a New Member by any Member Fraternity:

- A. a minimum high school weighted GPA of 3.50 for first semester freshmen; or
- B. a minimum college GPA of 2.50.

### **Section III. 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 campuswide 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 IV. Year#Round Recruitment**

Member fraternities are encouraged to participate in yearround recruitment and shall establish recruitment practices and timelines as determined to best serve that Member Fraternity.

## **Section V. Member Fraternity Recruitment**

Each Member Fraternity shall develop recruitment events, materials, and activities that are:

A. Valuesbased;

B. Alcoholfree and illegal substancefree;

C. Generally in good taste;

D. Not derogatory, degrading, or slanderous; and

## **Section VI. Bidding**

Each Member Fraternity shall reserve the right to extend or retract a bid utilizing a process and timeline as determined by that Member Fraternity. Each Potential New Member shall reserve the right to accept or decline any bid at any time without any penalty or pressure placed upon the Potential New Member.

## **Section VII. Report of New Members**

Each Member Fraternity shall submit a New Member Roster to the Greek Life Office within one week of pledging any New Member.

## **Section VIII. New Member Disassociation / Depledging**

A New Member shall reserve the right to disassociate / de-pledge from the new member process of any Member Fraternity at any time and may accept a bid from another Member Fraternity at any time following that disassociation / depledging. Each Member Fraternity shall submit an updated New Member Roster to the Greek Life Office within one week of any New Member disassociating / depledging.

## **Section IX. Comity**

No Member Fraternity shall initiate communication with a New Member or Member of another Member Fraternity about disassociation / depledging in order to become a New Member or Member of their own Member Fraternity.

# **ARTICLE XII – PUBLICATION AND DISTRIBUTION OF CONSTITUTION AND BYLAWS**

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

The IFC's current Constitution and Bylaws shall be published on the IFC website. 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 XIII – 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 By-laws shall become effective and shall supersede all previous By-laws of the IFC when adopted by a two-thirds (2/3) affirmative vote of the IFC General Body.