

# **Constitution of the Interfraternity Council at the University of Washington**

## ARTICLE I

### NAME

The name of this organization shall be INTERFRATERNITY COUNCIL (IFC) AT THE UNIVERSITY OF WASHINGTON, also referred to as the Interfraternity Council or IFC.

## ARTICLE II

### PURPOSE

The purpose of this organization shall be to provide a vital and articulate instrument for member fraternities in order to secure harmony in interfraternal relationships; to promote the welfare of the students within the individual fraternities; to help solve the problems common to all its members to their mutual benefit; to establish cooperation between the fraternities and the University administration, University community and the general public in order to support, encourage and promote the constant forward progress of the University of Washington for experience and knowledge.

## ARTICLE III

### MEMBERSHIP

#### Section 1.

The membership of the Interfraternity Council shall consist of National/International general college fraternities who have met the following requirements:

- a) The membership of this organization shall consist of all those general college fraternities which have successfully fulfilled all the requirements set aside by the University of Washington for registration as student organizations and have met the requirements of their national organization.
- b) Any new general college fraternity seeking membership in the Interfraternity Council shall submit a petition in writing to the Executive Council of the Interfraternity Council for investigation and recommendation.

- c) The recommendation of the Executive Council shall be submitted within two (2) weeks from the date of application to the Interfraternity Council which shall, by majority vote, approve said application.

#### Section 2.

All members, regardless of date of installation, will enjoy equal rights and privileges in the Interfraternity Council once they have been officially installed.

#### Section 3.

Each member fraternity shall be represented by its President or appropriate voting delegate.

#### Section 4.

A member fraternity shall be in good standing only if they have met all financial obligations to the Interfraternity Council.

#### Section 5.

Member fraternities are responsible for providing the Interfraternity Council with information on membership. This information includes: total membership, membership rosters, pledge cards, manpower analysis chapter officer information and alumni officer information at the request of the Interfraternity Council. Said information will be used solely for Interfraternity Council and Alumni Interfraternity Council purposes.

### ARTICLE IV

#### ORGANIZATION

#### Section 1

The members of the Executive Council shall consist of the President, Vice President for Standards, Vice President for Risk Management, Vice President for Membership Development, Vice President for Membership Recruitment, Vice President for Public Relations, Vice President for Greek Relations, and Vice President for Administration of the Interfraternity Council. Each member of the Executive Council shall be an active member of a constituent IFC fraternity.

#### Section 2

The President and all Vice Presidents must be a member of an IFC recognized chapter and have been duly initiated as a member in good standing of that chapter. All executive Council members must be enrolled as a full-time student at the University of Washington throughout their term.

### Section 3

No more than two members of the same chapter may be on the board at the same time. The offices of President, Vice President for Standards, Vice President for Membership Recruitment, and Vice President for Risk Management can not be from the same chapter, they must be filled by four different chapters. A Chapter President cannot hold the position of IFC President, IFC Vice President of Standards, IFC Vice President of Risk Management, or IFC Vice President for Membership Recruitment at the same time. If at any time the IFC President, IFC Vice President of Standards, IFC Vice President of Risk Management, or the IFC Vice President for Membership Recruitment is elected to Chapter President, an automatic vacancy will be created on the IFC Executive Board and a special election will be held. The officer's succession order is as follows: President, Vice President for Standards, Vice President for Risk Management, Vice President for Membership Recruitment, Vice President for Membership Development, Vice President for Public Relations, Vice President for Greek Relations, and Vice President of Administration.

### Section 4

Candidates for the Executive Council must be reviewed and approved by the Executive Council in office at the time of their nomination, and are subject to the approval of the legislative body. Nomination will be opened two meetings prior to elections and will be closed at the last meeting prior to the elections. All nominated candidates must submit their applications to the Executive Council at least one day prior to the final nominations. All candidates must be an initiated and actively affiliated dues paying member of a fraternity which is recognized member of the Interfraternity Council. The candidate must be an enrolled, full-time student at the University of Washington and maintains at least a 3.0 cumulative grade point average. He must maintain a 3.0 cumulative GPA for his entire tenure on the IFC Executive Board. If at any time an IFC Executive Board Member's quarter GPA fall between a 2.50-2.99, he will be placed on academic probation for one quarter. If his quarter GPA does not improve after one quarter, he will be removed from the IFC Executive Board, and a special election will be held to fill the vacancy. If at any time an IFC Executive Board member's quarter GPA drops below a 2.50, he will be removed from the Executive Board, and a special election will be held to be held to fill the vacancy.

### Section 5

Elections conducted by the Interfraternity Council are to be held the eight week of fall quarter. The election of all positions shall be by majority vote of ballots, with one vote per IFC recognized chapter. New officers will be installed at the last scheduled IFC meeting of the Autumn Quarter.

### Section 6

A vacancy in any office of the Executive Council shall be filled by an election to be held during the next regular meeting of the Legislative Body after the vacancy occurs. The only exception to

this will in the event of vacancy in the office of President, in which case the Vice President for Standards shall automatically rise to that office with a Vice-Presidential election to follow.

#### Section 7

Any Executive Council member of the Interfraternity Council may be removed by a three-fourths (3/4) majority vote of the membership of the Interfraternity Council at any regular or special meeting, or automatically forfeit his position due to graduation or failure to be currently enrolled at the University of Washington.

#### Section 8

If a chapter President is elected to the positions of Vice President for Membership Development, Vice President for Public Relations, Vice President for Greek Relations, and Vice President for Administration must have an alternate to vote on behalf of the chapter.

#### Section 9

Members of the IFC Executive Board do not have a vote. The only instance in which a member of the IFC Executive Board will vote is when the IFC President casts a tie breaking vote.

#### Section 10

A. The Executive Council shall:

1. Appoint any committees which they deem necessary for efficient operation of the Interfraternity Council. Such committees could include membership recruitment, community relations, scholarship, philanthropy, inter-Greek liaison, etc..
2. Enforce all decisions of the Standards Board and Standards Commission.
3. Serve as non-voting members of all IFC Committees.
4. Assume responsibilities for the administrative functions of the Interfraternity Council including: the appointment of committee chairman, maintaining an IFC office, staffing and supplying said office.
5. Assume all powers delegated to it by the Legislative Body.
6. Have such authority as it deems necessary to enact legislation for the regulation of member fraternities in a situation where it is not possible to call a meeting of the Interfraternity Council.
7. Insure the enforcement of the Constitution, Bylaws, Code of Conduct and other Council regulations and to take necessary steps to strengthen respect for the Interfraternity Council and its laws.

8. Conduct elections of the Interfraternity Council. Adhering to regulations set forth by the Constitution and subject to the approval of the Legislative Body, the Executive Council shall devise a reasonable and fair method of conducting elections and shall complete said elections by the last meeting of the Autumn Quarter of each year.

B. The duties of the President Shall be:

1. Assume the general executive authority of the Interfraternity Council as delegated to him in the Constitution and by the Legislative Body.
2. Preside over all meetings of the IFC Executive Council and IFC Legislative Body (General Council).
3. Serve as chair of the Executive Council and represent the Interfraternity Council at the University of Washington on all committees, at any such functions he deems necessary and proper to carry out the duties of his office, and further the position of the IFC fraternities.
4. Establish all committees and appoint all committee chairs subject to the approval of the Legislative Body.
5. Serve as the chair of a Standards Commission. The Standards Commission serves as the board of appeals for decisions made by the IFC Standards Board. Ensure that decisions of the Standards Board have been carried out.
6. Appoint members to any commission or board that would directly affect the objectives and purposes of the fraternity community and the Interfraternity Council.
7. The President shall meet and work with his Panhellenic counterpart regularly.
8. Maintain and update a President's file which shall include the current Interfraternity Council at the University of Washington's constitution, By-Laws, Judicial Procedures, and Budget.
9. Conduct a Constitution and By-Law review at the beginning of Autumn Quarter.
10. Coordinate in conjunction with Panhellenic the installation of the new IFC officers and Pi Omicron Sigma recipients.
11. Coordinate an annual IFC Executive Board retreat for officers.
12. Maintain the IFC fraternity seats in ASUW student senate and delegate the seats fairly and accordingly.

13. The IFC President cannot be elected or hold the position of chapter President, Recruitment Chair, Risk Management Chair, or Judicial Chair of their chapter at anytime during their IFC term.
14. The office of IFC President cannot be filled by a member from the same chapter as the office of IFC Vice President for Standards, IFC Vice President for Risk Management and IFC Vice President for Recruitment.
15. Hold at least ten (10) office hours per week, in the IFC office, during the academic year; Autumn, Winter and Spring Quarters. Be available for meeting and office hours on a per-need basis during Summer Quarter.
16. The President shall be awarded a scholarship through IFC funds each quarter (except summer) of his term. The amount shall be equal to his minimum required office hours per quarter (explained above) at the present minimum wage.

C. The Duties of the Vice President for Standards shall be:

1. Assume all responsibilities and powers delegated to him by the Constitution and the Legislative Body.
2. Assume all responsibilities and powers delegated to the President in the absence of the President.
3. Meet with Panhellenic counterpart regularly.
4. In charge of the administration and coordination of the Standards Board.
5. Receive charges against any fraternity and act thereon as prescribed by the Procedure for Initiating a Complaint.
6. Maintain and update files of each member's chapter's violations of IFC rules, codes, policies and regulations.
7. Train the IFC Standards Board.
8. Coordinate IFC's academic initiatives
9. Coordinate quarterly scholarship chair meetings.
10. Assist chapters in finding chapter advisors.
11. The Vice President for Standards cannot hold the office of chapter President, Recruitment Chair, Judicial Chair or Risk Management Chair.

12. The office of Vice President of Standards cannot be filled by a member that is from the same chapter as the office of IFC President, IFC Vice President for Risk Management or IFC Vice President of Recruitment.
13. Maintain at least six (6) office hours per week, in the IFC office, during the academic year. This includes autumn, winter and spring Quarters.
14. The Vice President for Standards shall be awarded a scholarship through IFC funds each quarter (except summer) of his term. The amount shall be equal to his minimum required office hours per quarter (explained above) at the present minimum wage.

D. The Duties of the Vice President for Risk Management shall be:

1. Assume all responsibilities and powers delegated to him by the Constitution and Legislative Body.
2. Assume responsibility for the investigation of complaints against the IFC and for its member chapters and report the findings to the IFC Executive Council and serve as Chief Investigator for the IFC Standards Board.
3. Facilitate risk management programming for chapter Social Chairs, Risk Management Chairs, and Presidents.
4. Coordinate and train the Investigations Board.
5. Review the IFC and the University of Washington's hazing, alcohol and judicial policies on a quarterly basis.
6. Serve on CASA, SACET and NCAAW committees as a representative for the IFC.
7. Coordinate and implement a fire safety program once a year.
8. The Vice President for Risk Management cannot hold the positions of chapter President, Recruitment Chair, Judicial Chair, or Risk Management Chair for their respective Chapter.
9. The Vice President of Risk Management cannot be filled by a member from the same chapter as the office of IFC President, IFC Vice President for Standards or IFC Vice President for Recruitment.
10. Maintain at least six (6) office hours per week, in the office, during the academic year. This includes autumn, winter and Spring Quarters.

11. The Vice President for Risk Management shall be awarded a scholarship through IFC funds each quarter (except summer) of his term. The amount shall be equal to his minimum required office hours per quarter (explained above) at the present minimum wage.

E. The Duties of the Vice President for Membership Recruitment shall be:

1. Assume all responsibilities and powers delegated to him by the Constitution and the Legislative Body.
2. Coordinate the Interfraternity Council year-round recruitment effort, publicity and logistics. This position requires Seattle summer residency.
3. Interpret and deliver opinions to the Investigations Board and Standards Board concerning recruitment guidelines and violations.
4. Work with Panhellenic counterparts regularly.
5. Schedule and implement meetings with all recruitment chairs during the summer recruitment period.
6. Plan and implement programs for recruitment chairs.
7. Oversee and facilitate summer educational and parent orientations.
8. In conjunction with the IFC Vice President for Public Relations, design and develop recruitment and marketing materials.
9. Coordinate, in conjunction with the Panhellenic Association and the IFC Vice President for Greek Relations the annual Greek Weekend program.
10. The office of Vice President of Recruitment cannot hold the position of President or Recruitment Chair for their chapter.
11. The office of IFC Vice President for Recruitment cannot be a member of the same chapter as the office of IFC President, IFC Vice President for Standards or IFC Vice President for Risk Management.
12. Maintain at least six (6) office hours per week, in the office, during the academic year. This includes autumn, winter and Spring Quarters.
13. Maintain a minimum of ten (10) office hours per week, in the IFC office, during summer quarter.
14. The Vice President for Recruitment shall be awarded a scholarship through IFC funds each quarter of his term. The amount shall be equal to his minimum

required office hours per quarter (explained above) at the present minimum wage. During the Summer Quarter, he shall receive a \$2000.00 salary though IFC funds to be paid as follows: \$500.00 each on the 30ths of June, July, August and September.

F. The Duties of the Vice President for Membership Development shall be:

1. Assume all responsibilities and powers delegated to him by the Constitution and the Legislative Body.
2. Coordinate the Interfraternity Council's recognition and awards program.
3. Coordinate the Interfraternity Council's membership development initiatives and programs.
4. Coordinate the Interfraternity Council's Greek leadership programs
5. In the event that the IFC President's chapter is involved in a Standards Commission, the IFC Vice President for Membership Development will fill in as chair.
6. Meet with New Member Educators on a quarterly basis.
7. Coordinate New Member Day and New Member Academy
8. Meet with Panhellenic counterpart regularly.
9. Maintain at least six (6) office hours per week, in the IFC office, during the academic year. This includes autumn, winter, and spring Quarters.
10. The Vice President for Membership Development shall be awarded a scholarship through IFC funds each quarter (except summer) of his term. The amount shall be equal to his minimum required office hours per quarter (explained above) at the present minimum wage.

G. The Duties of the Vice President for Public Relations shall be:

1. Assume all responsibilities and powers delegated to him by the Constitution and the Legislative Body.
2. Coordinate all neighbor, community, university and public relations programs of the Interfraternity Council.
3. Serve as regular liaison to the University of Washington administration and committees, University District Chamber of Commerce, University District

Neighborhood Association, State of Washington, King County and City of Seattle Public Safety agencies.

4. Maintain an ongoing relationship with *The Daily*. This includes attending *The Daily* staff meetings and helping to ensure Greeks are represented on the student media staff.
5. Serve as editor of all Greek Publications.
6. Update the IFC website regularly.
7. Develop all marketing materials for the IFC in conjunction with the respective IFC Vice president if needed.
8. Work with Panhellenic counterpart regularly.
9. Maintain at least six (6) office hours per week, in the IFC office during the academic year. This includes autumn, winter and spring Quarters.
10. The Vice President for Public Relations shall be awarded a scholarship through IFC funds each quarter (except summer) of his term. The amount shall be equal to his minimum required office hours per quarter (explained above) at the present minimum wage.

H. The Duties of the Vice President for Greek Relations shall be:

1. Assume all responsibilities and powers delegated to him by the Constitution and Legislative Body.
2. Coordinate, in conjunction with Panhellenic Association the development and implementation of Greek community wide events like Homecoming and Greek Week.
3. Serve as chair to the Interfraternity Council Homecoming and Greek Week Committees. Supervise and coordinate the efforts of Homecoming and Greek Week Chairmen.
4. Work with the Vice President for Recruitment to coordinate Greek Weekend.
5. Sit on campus wide committees such as Fall Fling, Dawg Daze, Homecoming, Spring Fling, etc.
6. Serve as liaison to the National Pan-Hellenic Council and United Greek Council.
7. Serve on the Philanthropy Task Force.

8. Conduct a quarterly round table for philanthropy chairmen.
9. Coordinate an IMA sports awards program.
10. Work with Panhellenic counterpart regularly.
11. Collect and distribute to IFC member chapters opportunities for philanthropic and community service opportunities. Coordinate, in conjunction with Panhellenic Association, the annual Philanthropy Fair.
12. Coordinate fraternity brotherhood exchange program.
13. Maintain at least six (6) office hours per week, in the IFC office, during the academic year. This includes the Autumn, Winter and Spring Quarters.
14. The Vice President for Greek Relations shall be awarded a scholarship through IFC funds each quarter (except summer) of his term. The amount shall be equal to his minimum required office hours per quarter (explained above) at the present minimum wage.

I. The Duties of the Vice President of Administration shall be:

1. Assume all responsibilities and powers delegated to him by the Constitution and the Legislative Body.
2. Be responsible for the collection and disbursement of all Interfraternity Council funds.
3. Submit a budget each quarter to the Legislative Body at the first meeting of each quarter for approval.
4. Present a monthly financial statement to the IFC Executive Council.
5. Keep accurate minutes of all meetings of the Interfraternity Council and see that these minutes are distributed to each member fraternity within a reasonable time.
6. Keep an accurate roll of all representatives present during official Interfraternity Council meetings.
7. Maintain accurate IFC files, membership rosters and chapter officer contact information within the IFC Office.
8. Coordinate, in conjunction with the Fraternity Advisor, the purchase and distribution of office equipment and supplies.

9. Coordinate, in conjunction with the Vice President for Standards, the collection of fines and distribution of fines into the IFC Recruitment Scholarship fund.
10. Maintain at least six (6) office hours per week, in the IFC office, during the academic year. This includes Autumn, Winter and Spring Quarters.
11. The Vice President for Administration shall be awarded a scholarship through IFC funds each quarter (except summer) of his term. The amount shall be equal to his minimum required office hours per quarter (explained above) at the present minimum wage.

## ARTICLE VI

### THE LEGISLATIVE BODY

#### Section 1.

The legislative power of the Interfraternity Council shall be vested in the Legislative Body. The official delegate shall be the President of each member fraternity who must be an active and initiated brother enrolled in the University of Washington. In the absence of the President, the chapter's official alternate delegate shall be a member of the Executive Council of his fraternity.

#### Section 2.

No member of the IFC Executive Council shall serve as delegate to the Legislative Body during his term of office.

#### Section 3.

The official delegates shall exercise the power to vote. No vote shall be cast by a fraternity in the absence of the official delegate or is official alternate. A written proxy from the chapter president must accompany the official alternate.

#### Section 4.

Each chapter shall be entitled to one vote on all matters concerning the IFC fraternities.

#### Section 5.

The Legislative Body shall have the power to hear and approve the quarterly Interfraternity Council budget, to set and collect dues from members on a per capita basis, to approve appointments to all committees, to amend this constitution, to establish standing rules and pass all guidelines that shall be necessary and proper to secure the purposes of the Interfraternity Council.

#### Section 6.

In case of emergencies where assessments are necessary in order to cover expenses, pro-rata assessments among the fraternities of the Interfraternity Council may be made by a two-thirds (2/3) vote of the Legislative Body.

## Article VII

### STANDARDS BOARD

#### Section 1. Authority

The Standards Board shall be vested with the power to hear all cases brought to the Interfraternity Council by the Investigations Board, the Office for the Vice President of Student Affairs, UW or Seattle Police departments, or any other concerned party. It shall also be charged with the responsibility to enforce all regulations and policies of the Interfraternity Council.

#### Section 2. Membership

The membership of the Standards Board, which shall be chaired by the Interfraternity Council Vice President for Standards (non-voting member) shall consist of the Interfraternity Council Vice President for Risk Management (non-voting member) and seven undergraduate chapter representatives, no two of which may be affiliated with the same fraternity. Questions of affiliation shall be decided by the Interfraternity Council President.

#### Section 3. Eligibility

To be eligible for membership on the Standards Board a candidate must be a fully matriculated University of Washington student who has attended the University of Washington for at least one year and is an initiated member of their respective fraternity. Candidates must also have and maintain a 2.5 cumulative Grade Point Average.

#### Section 4. Selection

Sub. Sec. A: Only one person will be allowed to apply to the Standards Board per chapter. The Interfraternity Council Advisor, Interfraternity Council President, Interfraternity Council Vice President for Standards, and Interfraternity Council Vice President for Risk Management will be in charge of narrowing the field of applicants to twelve people when applicable.

Sub Sec. B: Candidates will be elected by the General Council. Each delegate of the general council shall be allowed five votes, with the seven candidates receiving the most votes being elected to the Standards Board. In the event of a tie, there will be a runoff vote.

#### Section 5. Term of Office

Each member of the Board shall serve for one calendar year following their election. The date of the elections shall be determined by the IFC President. If at any time a member of the Board fails to meet the eligibility requirements set forth in Article VIII, Section 3 or resigns his position, he shall be removed from the board and the Interfraternity Advisor, Interfraternity Council President, Interfraternity Council Vice President for Standards, and the Interfraternity Council Vice President for Risk Management shall appoint an eligible replacement. This appointment shall take place by reopening the search to all chapters not already represented, who will then be narrowed by the officers listed above, or by determining and appointing the individual that received the highest amount of votes in the previous election but was not elected.

#### Section 6. Voting

Each member of the board shall be entitled to one vote and all decisions shall require a majority vote. In the events that a case shall concern a chapter who has a representative on the Standards Board that representative will not serve on that case, including the Interfraternity Council President, Vice President for Standards, or Vice President for Risk Management. In the event of a tie, the Interfraternity Council Vice President for Standards (or the individual chairing the meeting) shall cast the majority vote.

#### Section 7. Quorum

A quorum will consist of five members excluding the Interfraternity Council Vice President for Standards and the Interfraternity Council Vice President for Risk Management.

#### Section 8. Operation

The Standards Board shall operate based upon judicial procedures. The Interfraternity Council Vice President for Standards shall act as Chairman of the Board in all cases and all members (excluding the Interfraternity Council Vice President for Risk Management) shall act as the deliberating members. For any case that comes before the Standards Board five members shall be selected to hear the case with one alternate selected as well. No member of the board shall be affiliated with the chapter concerned. The five members shall be selected by random and will be eligible to serve a second session once every member of the board has served a session. The IFC's case shall be directed by the Interfraternity Council Vice President for Risk Management when information gathered by the Investigations board is available; otherwise the Interfraternity Council Vice President for Standards shall read charges from the Office for the Vice President of Student Affairs or the UW or Seattle Police department. A student delegate who is an initiated member of the accused chapter shall direct the fraternity's case. The Interfraternity Council Vice President for Risk Management will be charged with taking minutes for each hearing unless he presents the IFC's case, in which case it will be the Interfraternity Council Vice President for Administration's or a non-voting, non-affiliated member of the Standards Board's responsibility to take minutes.

#### Section 9. Meeting

The Standards Board shall meet whenever it is necessary for a case to be heard.

## Section 10. Case Level

Once all of the evidence is gathered by the Vice President for Risk Management it is presented to the Standards Board as a new case. The Standards Board is vested with the power to observe the evidence and determine whether the case should be opened and if so opened as a Level 1 or Level 2 case. A level of a case is determined by the severity of the charge or of past offenses during the present academic year. An offense is defined as but not limited to, a situation in which the chapter in question is found by the Standards Board to be in violation of the charge(s) in accordance with all UW, IFC, FIPG and state rules, regulations, policies or laws. If the case is opened by the Standards Board then the IFC Vice President for Standards is responsible for notifying the charged fraternity of their upcoming hearing.

## Section 11 Level 1 Case

A Level 1 case shall be initially determined by the IFC Standards Board. A Level 1 case can be defined as but not limited to Alcohol violations (first and second offenses per academic year), Social Function violations i.e. failure to register a party, failure to obtain a banquet permit, etc (first and second offenses per academic year), and Dry Recruitment violations (first offense per academic year). Once a case is assigned as Level 1 the Vice President for Risk Management is responsible for issuing a charge letter to the charged fraternity. The fraternity will have the opportunity to submit a written response and/or send one (1) delegate to physically appear before the board and further defend their fraternity against the allegations. The maximum penalty for a Level 1 case is a \$500 fine and Social Probation for up to 2 quarters.

### Level 1 Appeal

If the charged fraternity is found in violation of the charges by the Standards Board the fraternity will have the opportunity to appeal to the IFC President within ten days of their hearing. The basis of this appeal may be severity of sanctions, procedural error, or new evidence. The Interfraternity Council Vice President for Risk Management will be responsible for setting a date for the appeals hearing. The appeals hearing will be chaired by the IFC Vice President for Risk Management (non-voting member) and the appeals board will consist of one AIFC member, one chapter President (chosen at random), and a Student Activities Advisor. The Vice President for Administration will also be present at the hearing for the purpose of taking minutes. All members of the Level 1 appeals board will be responsible for closely reviewing the minutes from the original hearing. Both the charged fraternity and the IFC will be allowed up to three representatives at the hearing and only student delegates may deliver their respective cases. Both parties will be allotted twenty minutes to present their arguments individually to the board. It is the Chairman's responsibility to enforce the time restrictions for this hearing. While in deliberations the board may make the following decisions: affirm the original decision, affirm the original decision and reduce sanctions, or reverse the original decision. The findings of the board will be the final word on all proceedings.

## Section 12 Level 2 Case

A Level 2 case shall be initially determined by the IFC Standards Board. A Level 2 Case can be defined as, but not limited to Alcohol violations (third offense or beyond per academic year), Social Function Violations (third offense or beyond per academic year), Dry Recruitment violations (second offense or beyond per academic year), Hazing violations, and/or Probation/Suspension violations. In the event that the case is designated as Level 2 then the Vice President for Risk Management is responsible for issuing a charge letter and the Vice President for Standards is responsible for scheduling a date for a formal hearing. The chapter involved will be allowed three (3) representatives to be present at the hearing which must be comprised of at least one student from the chapter. No guests and/or spectators will be permitted inside the hearing and only the student(s) representing the charged fraternity will be given the opportunity to present their case to the Standards Board. Any and all communication between IFC and the charged fraternity will be directed through the IFC Vice President for Standards. Any questions for the IFC Advisor and/or IFC President will also be directed through the Vice President for Standards. All evidence and witnesses that will be used by the IFC shall be submitted to the charged fraternity by the IFC Vice President for Standards no later than forty-eight hours before the set date of the hearing. The charged fraternity is also expected to submit their three (3) representatives, witnesses and evidence to the IFC Vice President for Standards forty-eight hours before the hearing. If any representatives, evidence and/or witnesses are not submitted by this deadline then the representatives, witnesses and/or evidence will be excused by the Vice President for Standards before the hearing commences.

During the hearing the IFC will have the Vice President for Standards, Vice President for Risk Management, Vice President for Administration (for the sole purpose of taking minutes) and the five randomly selected members of the Standards Board. If the Vice President for Administration can not attend then a non-voting Standards Board member will be assigned to take his place. For each party's opening statements they will be allotted ten minutes for their opening statements. Fifteen minutes will be allowed for each party's witnesses and exhibits to be presented to the Standards Board. For the closing statement each party will be permitted to use ten minutes before the Standards Board enters into deliberations. The maximum penalty for a Level 2 case is expulsion.

#### Level 2 Appeal

If the charged fraternity is found in violation of the charges by the Standards Board the fraternity will have the opportunity to appeal to the IFC President within ten days of their hearing. The basis of this appeal may be severity of sanctions, procedural error, or new evidence. The Interfraternity Council President will be responsible for setting a date for the appeals hearing. The appeal will be chaired by the IFC President (non voting member) and the appeals board will consist of two AIFC members and three chapter presidents chosen at random. The Vice President for Administration will also be present at the hearing for the purpose of taking minutes. Both the charged fraternity and the IFC will be allotted thirty minutes to present their arguments individually to the Level 2 Appeals Board. It is the Chairman's responsibility to enforce the time restrictions for this hearing. While in deliberations the board may make the following decisions: affirm the original decision, affirm the original decision and reduce sanctions, or reverse the original decision. The findings of the board will be the final word on all proceedings.

#### Section 13. Sanctions

If the chapter is found in violation of the charges presented against them then the Vice President for Standards is responsible for issuing a sanction letter to the fraternity. The sanctions, if any, take effect immediately following the hearing. If the chapter submits an appeal the original sanctions are still to be upheld until the appeal is formally heard by the Level 1 or Level 2 Appeals Board. The Vice President for Standards is vested with the power to set a deadline for sanctions to be fulfilled by the chapter when applicable (i.e. fines, educational classes, etc).

The following sanctions or any combination thereof may be imposed by the Standards Board. The sanctions imposed must be completed by the deadline set by the Vice President for Standards. If not the Standards Board reserves the right to further review the case and add further sanctions onto the sanctions that were not completed.

Expulsion - from the Interfraternity Council and request of the National or International Fraternity that a charter revocation be considered. To be brought about in the most extreme cases when a fraternity has brought great discredit to the fraternity community or when constant and repeated violations without abatement. A chapter may not be expelled by the Standards Board for more than two quarters without the approval of the General Council. The Standards Board has the ability to levy any sanctions which they feel is appropriate under IFC Policies/Constitution.

Suspension - to be brought about in less extreme cases than expulsion. The period of suspension will be determined by the Standards Board at the time of the hearing and is exclusive of any vacation period during which time the fraternity in violation holds no pledge education functions and/or programs which violate the UW, IFC, and FIPG definitions of hazing. In addition the fraternity in violation may not hold social functions either in its chapter house, in concert with another chapter or allocate fees towards having social affairs in any other location. A chapter may not be suspended by the IFC Standards Board for more than two quarters without the approval of the General Council. The Standards Board has the ability to levy any sanctions which they feel is appropriate under IFC Policies/Constitution.

Deferred Suspension - to occur in less extreme cases than suspension. The period of deferred suspension will be determined by the Standards Board at the time of the hearing and is exclusive of any vacation period. During this time, the chapter loses all voting privileges at General Council meetings and may not be eligible for the IFC Executive Board or any affiliated constituents (i.e. Standards Board, Investigations Board). If the chapter violates the terms of its sanctions, the fraternity will be immediately placed under suspension for an undetermined amount of time. At the next scheduled Standards Board hearing, the Board will deliberate and decide the length of the chapter's suspension.

Probation – to occur in less extreme cases than suspension. The period of probation will be determined by the Standards Board at the time of the hearing. If a chapter violates IFC or University policies within their probationary period their status may be elevated

to suspension or expulsion by the Standards Board. The three levels of probation include:

*Hazing Probation* – a period exclusive of any vacation period during which time the fraternity in violation holds no pledge education functions and/or programs which violate the UW, IFC and FIPG definitions of hazing. The duration of hazing probation shall be set by the Standards Board and shall not exceed one academic year for one offense.

*Primary Social Probation* – a period exclusive of any vacation period in which the fraternity in violation holds no social functions either in its chapter house, in concert with another chapter or allocates fees towards having social affairs in any other location. The duration of primary social probation shall be set by the Standards Board and shall not exceed two quarters for one offense. With exception, each fraternity under primary social probation in one approved social function per quarter. The chapter must seek approval from the IFC VP for Standards at least four weeks prior to the scheduled event.

*Secondary Social Probation* - a period from 7:00pm Sunday through 5:00pm Friday exclusive of any vacation periods during which time the fraternity holds no social functions either in its chapter house, in concert with another chapter or allocates fees towards having social affairs in any other location. The duration of secondary social probation shall not exceed two quarters for one offense.

Reprimand - The chapter in question will receive a letter from the Standards Board respectively citing the reasons for the reprimand and cautioning the chapter that any further actions of this kind may result in a more severe penalty.

In-Kind Restitution - The chapter in question will be required to reimburse the injured party or parties by giving an amount of money for damages, and/or required to perform appropriate services determined by the Standards Board.

Evaluation and Positive Action Program - Upon consideration of violations of policy or failure to meet existing standards, the Standards Board may require chapter officers to meet with the IFC Executive Board, IFC Advisor and the Alumni Interfraternity Council to adopt and implement a written program of chapter evaluation and positive action. This program will be geared to the correction of substandard performance in any area of the evaluation of the chapter's standards.

Monetary Fines - The chapter in question will be required to pay a monetary fine to the Interfraternity Council or other designated program, organization or effort. Fine amounts cannot exceed \$1,000.00 without approval of the IFC Executive Board.

Community Service - The chapter and/or fraternity members in question will be required to perform community service at an agency specified by the Standards Board. Hours per member and pledge/associate cannot exceed 10 without approval of the IFC Executive Board.

Education - Educational programs, seminars, or guest speakers sponsored by the chapter in violation may be required for chapter members, new members/associate members, or the Greek community. The chapter in violation may be required to pay for part or the full amount of speaker fees, travel expenses, and lodging.

Additional Sanctions - Potential sanctions are not limited to the aforementioned. The Standards Board reserves the right to apply any sanctions not classifiable by the definitions listed above. Any unclassifiable sanctions are subject to approval by the General Council.

Any and all sanctions levied by the Standards Board will take effect immediately following the hearing. The IFC VP for Risk Management will be responsible for preparing a summary of the case which shall include: Name of Chapter, Alleged Offense and Date of Offense, Plea, Verdict, and Sanctions. A detailed transcript of all proceedings will be prepared and filed in the respective chapter's disciplinary file. All discipline files are confidential.

## ARTICLE XII

### FINANCIAL PROCEDURE

#### Section 1. Annual Budget and Dues

- a. The annual budget based on a per capita assessment shall be prepared by the IFC Treasurer of the Executive Council and shall be submitted to the IFC Legislative Body for approval during the first meeting of each quarter.
- b. Each fraternity will be assessed a \$155.00 per quarter (\$620.00 annually) and \$35.00 per associate or pledge member at the time of each pledging and \$10 per member.
- c. Copies of the approved budget and per capita assessment shall be sent to all member fraternities.
- d. Dues will be levied no later than the first month of each quarter. All fees shall be collected within ten (10) days from the date of billing.
- e. The Spring Quarter budget will make allocations for the IFC officers and advisor to attend the Western Greek Conference Leadership Academy. Such allocations shall include registration, transportation, lodging and meals.

#### Section 2. Storage of Funds

Storage of Interfraternity Council funds shall be with an off-campus approved banking facility.

#### Section 3. Special Financial Requests

All expenses not provided for the annual budget will be presented to the Legislative Body by the IFC Treasurer. In cases where the original requests were made of the IFC, special will be referred to the majority vote member present at the meeting.

## ARTICLE IX

### MEETING

#### Section 1. Time of Meetings

1. A regular meeting shall be held once every two weeks during the academic year at t time set by the Executive Council.
2. Special meeting shall be held at the discretion of the President, or upon request of seven (7) members of the Legislative Body. Notification of such meeting shall be made at least twenty-four (24) hours in advance.
3. The Interfraternity Executive Council shall conduct a meeting every week at a time set by the Executive Council.

#### Section2. Quorum

A quorum consist of two-thirds of the member chapter's representatives. Quorum shall be necessary for conducting business and enacting legislation.

#### Section 3. Procedure

All regulations and special meeting shall be conducted in accordance with Robert's Rules of Order unless otherwise provided in the Constitution.

#### Section 4. Restrictions of the Participants

Any person affiliated with a member fraternity of the Interfraternity Council shall have the right to attend any regular or special meeting of the Legislative Body. In the absence of its authorized representative, the member fraternity loses its right to vote.

## ARTICLE X

### ADOPTION OF BY-LAWS

#### Section 1. Amendments

Such amendments must be passes by two-thirds (2/3) vote of the quorum present at the meeting. Amendments shall be submitted in written form to the Legislative Body during a regular session.

After presentation, the proposed amendment shall be tabled for one meeting during which time the fraternity representatives shall obtain from his chapter an affirmative or negative vote. Amendments must be ratified within sixty (60) days after presentation or such proposed amendments shall not be considered further.

## Section 2. Repeal of Constitution Articles

A motion to repeal an article or section thereof must be tabled for two weeks before it can be voted on by the Legislative Body. Such a motion will require two-thirds (2/3) vote of representatives at the meeting.