

# **IFC CONSTITUTION AND BYLAWS**

## **CONSTITUTION OF THE INTERFRATERNITY COUNCIL OF THE FLORIDA STATE UNIVERSITY**

### ***Preamble***

In order to promote and perpetuate the best interest of The Florida State University and the Greek letter social fraternities therein, to encourage the most complete intellectual, emotional, physical, and social development of the members of the fraternities, to ensure that the fraternities chartered by The Florida State University establish high standards and lofty pursuits, and to foster cooperation among said fraternities, University authorities and community, we do ordain and establish this Constitution of the Interfraternity Council of The Florida State University,

The Interfraternity Council of The Florida State University does not discriminate on the basis of age, color, race, national or ethnic origin, religion, or disability.

### ***Article I. Name and Purpose***

#### **Section I. Name**

This organization shall be known as the Interfraternity Council of the Florida State University and may be referred to as the IFC hereafter in this document.

#### **Section II. Purpose**

It shall be the purpose of this Council to:

A. Act as the supervising and advising body of all National Interfraternity Conference (NIC) recognized men's social fraternities.

B. Organize, standardize and regulate the recruitment and new member activities of said fraternities.

C. Promote positive interfraternity competition in scholarship, service, athletics, and any other events that may be deemed advisable for the betterment of the participants, fraternities, the University, and the community.

D. Encourage cooperation and harmony among member fraternities.

E. Provide educational programs and services for the member fraternities.

F. Serve as the liaison between the University authorities and member fraternities in matters of common interest.

G. Act as the judicial body for violations of the FSU Student Conduct Code and the Interfraternity Council policies.

## ***Article II. Membership***

### **Section I. Types of Membership**

Upon IFC and University approval, all National Interfraternity Conference recognized undergraduate social fraternities shall hold membership in the IFC. The two (2) types of membership in the IFC shall be the following:

1. Associate Membership (pertaining to a nationally affiliated organization that has not received the full charter from the National Organization).

2. Full Membership (pertaining to chapters which have the charters from their General Headquarters and University recognition).

## **Section II. Status of Membership**

A. In order for fraternity to continue as an active chapter on The Florida State University campus, said fraternity must be in good standing with the IFC.

B. To maintain Good Standing status, a chapter must meet the following requirements:

1. Meet the requirements set forth in the Scholarship Policy (Article II of the Bylaws).
2. Be in good standing with the University and the Chapter's General Headquarters.
3. Be registered through the Office of Student Activities and Organizations.
4. Be current with all document requests from the University and the IFC. This provision includes, but is not limited to Grade Release Forms, New Member Programs, Updated Rosters, and any other documents required by the IFC or the University.
5. Be no more than ten (10) days delinquent on all financial obligations to the IFC.

6. Adhere to the IFC Constitution and Bylaws.

7. Follow all local, state, federal laws, and policies of The Florida State University.

8. Adhere to The Florida State University's Student Code of Conduct.

9. All active members must be a fulltime registered students with Florida State University, or dually enrolled students with at least six [6] hours registered per semester at Florida State University and hours at a community college.

C. Chapters not meeting the requirements in Article II, Section II B, will be informed of their failure to perform at an acceptable level. A meeting with representatives from the chapter, the IFC Advisor, and a representative of the IFC Executive Board will take place to determine an appropriate course of action from the chapter.

D. Both Associate and Full members must be the requirements set forth in Article II, Section II.

### **Section III. Expansion/Colonization Procedures**

A. General Headquarters of a fraternity may petition for colonization was the IFC and The Florida State University as outlined in Article XIII, Section II of the Bylaws.

B. At the close of each semester, the IFC Voting Body will vote on the issue of expansion. With a majority vote, the IFC will send an expansion announcement to every national fraternity that is not recognized at Florida State.

C. Each interested fraternity will have the chance to make a presentation to the IFC Voting Body. After all completed presentations, the Voting Body will choose the fraternity they want to offer colonization to.

D. Fraternities that have previously been represented at Florida State can petition for recognition (see Article XI Section II) at any time and are not subject to the expansion policy.

### ***Article III. Organization and Vestment of Power***

The Organization and governing powers of the IFC shall be divided as follows:

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

All executive and administrative powers shall fall under the IFC Executive Board.

##### **A. Members of the Executive Board**

1. The Executive Board shall consist of the following voting members:

The President, Executive Vice President, Administrative Vice President, Vice President of Finances, Vice President of Membership, Director of Public Relations, and the Secretary.

##### **2. Qualifications**

All student members of the IFC Executive Board must meet the following qualifications:

- a. Be an undergraduate student at The Florida State University.
- b. Be in good standing with his fraternity.

- c. May not hold an Executive office in his own fraternity.
- d. Must have and maintain a 2.5 semester and cumulative GPA while in office.
- e. Must carry a minimum of 12 credit hours for each semester in office.
- f. Any Officer not meeting these requirements will be immediately removed from office.

## B. Duties

The duties of the Executive Board officers will include but not be limited to the following:

### 1. President

- a. Preside over all Voting Council and Executive Board meetings and prepare all agenda items.
- b. Act as the official representative for all outside bodies.
- c. Be responsible for carrying out the decision of the Voting Council.
- d. Appoint and disband committees with the aid of the Executive Board.
- e. Provide an annual report for the members and chapters.
- f. Meet weekly with the IFC advisor.
- g. Must participate in fraternity rush as a Rush Staff Officer.
- h. Maintain a minimum of ten (10) office hours in the IFC Office per week.
- i. Be the Presidents Council Chairman.
- j. Preside over all expansion activities.
- k. Serve on the IFC Rush Committee.

### 2. Executive Vice President

- a. Assume the responsibilities of the President in his absence.

b. Serve as the Judicial Chairman of the Judicial Board as delineated in Article III, Section III of the Constitution.

c. Oversee the operations of the Risk Management/Police Relations Chairman and Committee.

d. Provide and make readily available to chapters all policies and procedures affecting said chapters, and provide training and education about these policies and procedures.

e. Ensure compliance of all IFC policies and procedures.

f. Review the Constitution and Bylaws annually with the Secretary.

g. Maintain a minimum of seven (7) office hours in the IFC Office per week.

h. Review and sign-off on fraternity Social Registration Forms.

i. Serve on the IFC rush committee.

### 3. Administrative Vice President

a. Assume the responsibilities of the President in his absence and the absence of the Executive Vice President.

b. Oversee the operations of the following IFC Committees and Chairmen unless otherwise noted in the Constitution and Bylaws:

1. Scholarship

2. Intramural

3. Programming/Special Events

4. Assistant to the Administrative Vice President

5. Ad Hoc Committees

c. Provide a report of committee activities at all Executive Board and Voting Council meetings.

d. Maintain regular a minimum of five (5) office hours in the IFC Office per week.

e. Serve on the IFC Rush Committee.

#### 4. Vice President of Finances

- a. Preside over all billing and fining of fraternities.
- b. Prepare and annual budget for approval of the Voting Council no later than the second meeting of the Fall semester.
- c. Regulate the expenditures of the IFC in accordance with the budget.
- d. Prepare and distribute a monthly written statement of the finances to the Executive Board.
- e. Oversee the operations of the Finance Board as delineated in Article IV of the Bylaws.
- f. Maintain a minimum of five (5) office hours in the IFC Office per week.
- g. Serve on the IFC Rush Committee.

#### 5. Vice President of Membership

- a. Preside over all formal and informal fraternity recruitment activities.
- b. Provide programs and resources on recruitment for all chapter members.
- c. Preside over all summer orientation recruitment presentations.
- d. Review and update all Rush Rules governing the member fraternities.
- e. Maintain a minimum of five (5) office hours in the IFC Office per week.
- f. Serve on the IFC Rush Committee.

#### 6. Director of Public Relations

- a. Provide monthly press release on the state of the Greek system to all area publications.
- b. Work in conjunction with all fraternity philanthropy chairmen to provide public relations for Greek philanthropic events.
- c. Maintain a minimum of five (5) office hours in the IFC Office per week.

- d. Co-editor of the monthly Greek newsletter, the Greek Grapevine.
- e. Serve on the IFC Rush Committee.
- f. Responsible for updating the Greek Life web site.

#### 7. Secretary

- a. Record all attendance and take minutes at all Executive Board and Voting Council meetings.
- b. Maintain and distribute current phone lists of IFC and chapter officers.
- c. Handle all office correspondence and supply needs.
- d. Type agendas for all meetings
- e. Review the Constitution and Bylaws annually with the Executive Vice President.
- f. Maintain a minimum of three (3) office hours in the IFC office per week.
- g. Within 48 hours of all IFC meetings, distribute minutes to chapters and Office of Greek Life.
- h. Prepare the agenda for IFC Voting Council Meetings.
- i. Responsible for providing and creating the IFC sections of the Greek Grapevine.

#### C. Meetings of the Executive Board

1. The Executive Board shall meet as deemed necessary by the President, but no less than once a week during the Fall and Spring semesters.

(Sunday evenings at 9:00 PM in the Greek Life Office)

2. The President may call special meetings of the Executive Board with 72 hours notice to all Executive Board members.

3. With a majority vote, the Executive Board may call special meetings.

#### D. Nominations, Elections, and Vacancies

1. Nominations for the eight (8) Executive Board positions shall take place during a regularly scheduled meeting of the Voting Council no later than the second week of November. Nominees must be present at the time of their nomination to accept, or must submit a written and signed testimony of acceptance.

2. All nominees must file for candidacy by Friday preceding the election in order to run for office.

3. Executive Board elections shall take place at the regularly scheduled meeting of the Voting Council immediately following nominations, and no later than the last week of November.

4. Nominees must present to the Voting Council his goals, ideas, and qualifications for the position he is running for at the meeting designated for elections.

5. A majority vote (50% + 1) is needed from the Voting Council to elect someone to office. Nominees are elected to serve one year terms on the Executive Board.

6. In the event of a tie during the election process, the IFC Executive Board (including the IFC President) will conduct the tie breaking vote (this is only if a tie occurs, less than a majority vote received during the election process will result in another vote by the IFC Voting Body).

7. If there are no nominees for an Executive Board position at the time of election, nominations from the floor shall be accepted.

8. In the event of a vacancy of an office, other than that of the President, the Executive Board may appoint and interim officer until the next Voting Council meeting when a special nomination and election will take place.

9. There shall be no more than two (2) members from the same chapter to serve on the IFC Executive Board.

10. There shall be no member of the IFC Executive Board from the same chapter as the President.

#### E. Removal of Officers

1. Failure of an IFC Executive Board Officer to uphold the duties outlined in Article III, Section I, may result in the removal of the officer.

2. Any officer of the Executive Board may be removed by a two thirds (2/3) of the total membership of the IFC Voting Council. A vote of removal may be called at any time during an IFC meeting.

### **Section II. Voting Council**

The Voting Council will serve as the supreme legislative body of the IFC.

A. The Voting Council shall consist of the President and an elected or appointed delegate from each chapter.

#### B. Qualifications

All student members of the IFC Voting Council must meet the following qualifications

1. Be an undergraduate student at Florida State University.
2. Be in good standing with his fraternity.
3. Must carry a minimum of twelve (12) credit hours for each semester in office.

## C. Meetings

### 1. Meeting times

The IFC Voting Council shall meet at least once every other week during the Fall and Spring semesters. Special meetings can be called by the IFC President with 72 hours notice.

### 2. Meeting Order

Robert's Rule of Order shall govern the procedure of all meetings of the Voting Council. In case of a conflict between the IFC Constitution and Bylaws and Robert's Rule of Order, the Constitution and Bylaws will take precedence.

### 3. Voting

- a. Each chapter will have one (1) vote at the Voting Council meetings.
- b. Chapters with the President or Delegate absent from the Voting Council meetings will not be allowed to vote.
- c. With 48 hours notice to the IFC Secretary, a Delegate or chapter President may send an alternate in his place. This alternate will serve in the role of the absent member in voting circumstances.
- d. Votes may only take place at meetings where there is a quorum. Quorum shall be two thirds (2/3) of the voting membership of the Voting Council.

e. In case of a tie, a second vote will be taken of the Voting Council, if a tie remains, a vote will be taken of the Executive Board. The majority vote of the Executive Board will break the tie.

#### 4. Absences

a. Fraternities with no voting representatives present at a Voting Council meeting will be considered absent for that meeting.

b. Each chapter is allowed a maximum of two absences per semester. Additional absences will result in a fine of \$25 per absence.

#### 5. President's Council

a. All fraternity Presidents shall be a member of the IFC President's Council.

b. This Council shall meet no less than bi-weekly.

c. The President's Council Chairman shall be selected by the Executive Board and serve at its discretion.

#### 6. Voting Procedure

All votes taken by the Interfraternity Council will follow the following guidelines:

a. A five-minute [5] opening will be given to the petitioning party, plus two [2] minutes for questions.

b. Three [3] rounds of alternating pro-con debate. Each round will be given three [3] minutes for pro and three [3] minutes for con.

c. The petitioning group will get three [3] minutes for closing.

d. This procedure can be changed by a majority vote of the Voting Council.

### **Section III. Judicial Board**

All formal judicial powers and interpretations of the Constitution and Bylaws shall come under the jurisdiction of the IFC Judicial Board.

#### A. Membership

1. The IFC Judicial Board shall be comprised of a number of Justices equal to or exceeding the number of active fraternities at FSU. These Justices are selected from active chapters of the IFC and every attempt will be made to select at least one representative from each active chapter. However, an IFC chapter does not need to be represented on the IFC Judicial Board if no qualified candidates apply. The IFC Executive President will serve as the Judicial Board Chairman and Chief Justice.

#### 2. Qualifications

Justices of the IFC Judicial Board must meet the following requirements:

- a. Judicial Board members must have and maintain a 2.5 cumulative GPA.
- b. Judicial Board members must be in good standing with their fraternity chapter.

3. With the exception of the IFC Executive Vice President, no member of the IFC Executive Board may serve on the Judicial Board during their term in office.

#### B. Selection

1. The justices shall be selected through an application and interview process by the IFC Executive Vice President, IFC President, and the IFC Advisor(s) or the Greek Life Graduate Assistant.

2. The Justices shall serve at the discretion of the IFC Executive Board.

#### C. Procedures

1. A signed, written notice of a violation of the IFC Constitution and Bylaws or the FSU Student Council Conduct Code by a fraternity may result in a formal hearing of the IFC Judicial Board.

2. Upon receipt of a signed, written notice of a violation, the IFC Judicial Chairman, IFC Advisor, and Director of Students Rights and Responsibilities shall meet to determine the following:

a. Whether there is enough information to warrant formal charges.

b. Whether formal charges should be brought forward against the organization as an organizational event, or individuals.

Including but not limited to:

1. Would it appear like an organizational event to an outsider?

2. Was there a substantial amount of membership involved?

3. Did the officers have knowledge of the event?

4. Was the event announced in chapter?

5. Were chapter funds collected?

c. What specific charges, if any, should be brought forward?

d. The date of the hearing, if formal charges for an organization are being brought forward.

3. If formal charges are being brought forward, a charge letter is sent to the organization specifying the charges and the date and time of the hearing.

4. An information session will be made available for the chapter's use through the IFC Advisor.

5. Upon the request of the chapter, and the agreement of the IFC Chief Justice and the IFC Advisor, a chapter may have their case heard through a Summary Adjudication as delineated in the Student Code of Conduct.

6. The IFC Judicial Board hearings will be heard by a minimum of four justices and the chairman. A representative from the Office of Greek Life or the Office of Students Rights and Responsibilities must be present.

7. IFC hearing procedures will follow the steps delineated in the FSU Student Conduct Code.

8. All deliberations are to be kept strictly confidential.

9. After the hearing and deliberation, a recommendation on findings and sanctions will be given by the IFC Judicial Board to the Director of Student Rights and Responsibilities.

10. Upon the request of the chapter, and the agreement of the IFC Judicial Board Chair and the IFC Advisor, a chapter may have their case heard through a Summary Adjudication as delineated in the Student Conduct Code.

11. Appeals may be made to the Dean of Students up to five (5) class days after receiving notification of a decision. All appeal procedures will be in accordance to the Student Conduct Code.

12. The Vice President of Student Affairs reserves the right to take direct jurisdiction of any stage of the Judicial process.

#### D. Rights of the Accused Organization

1. To have in writing the specific offenses and rule(s) and regulation(s) which have allegedly been violated.

2. To have an advisor or legal counsel present at the hearing. The advisor may, or legal counsel, may not represent the chapter before the Judicial Board unless expressly authorized by the Judicial Board. The representative of the chapter must speak for himself.

3. To receive notice of a formal hearing at least seven days prior to the adjudication of the case.

4. To know the accuser(s) charges, and witnesses at least three days before said hearing.

5. To challenge the selection of an IFC Justice upon written petition submitted to the Chief Justice and the Dean of Students at least 48 hours prior to the adjudication of the case. The challenge must have substantiated fact to show a predisposed bias or other extenuating circumstance for the replacement of the Justice.

6. To cross-examine all witnesses.

7. To be provided with a tape recording of the proceedings, if so requested.

8. To call witnesses and present evidence in the chapter's behalf.

9. To waive the right to a formal hearing as noted in Article III, Section III- C (8) of the IFC Constitution.

#### E. Penalties

The following is a list of possible sanctions, which may, alone or in combination, be recommended by the Judicial Board. The Judicial Board is not limited to the recommended sanctions in the following list.

1. Expulsion from the University – a permanent dismissal from the University with no opportunity for re-chartering.
  
2. Dismissal is a separation from the University for an indefinite period of time. Readmission is possible.
  
3. Suspension is a separation from the University for a specific period, no to exceed two years. A suspension restricts all fraternity activities for the specific period of time. A limited suspension may allow specific fraternity activities that will be determined by the Judicial Board.
  
4. Probation
  - a. Disciplinary Probation- A period of time during which any further violation of the Student Conduct Code or Interfraternity Council Constitution puts the organization's status with the University in Jeopardy. If the organization is found "responsible" for another violation of the Student Conduct Code or Interfraternity Council Constitution during the period of Disciplinary Probation, serious consideration will be given to imposing a sanction of Suspension, Dismissal, or Expulsion from the University.
  - b. Conduct Probation- a period of time during which any further violation of the Student Code of Conduct or Interfraternity Council Consitution may result in more serious sanctions being imposed.
  - c. Social Probation- Can be used to limit and/or restrict social functions.
  - d. Intramural Probation- Can be used to limit and/or restrict intramural participation.
  - e. Event Probation- Can be used to limit and/or restrict other campus and chapter events.
  
5. Fines- with a maximum fine of \$500
  
6. Projects deemed educational and constructive by the Judicial Board.

# **BYLAWS OF THE INTERFRATERNITY COUNCIL OF THE FLORIDA STATE UNIVERSITY**

## ***Article I. Committees***

### **Section I. Vested Powers**

A. The Executive Board shall establish standing and ad hoc committees to assist them in the administrative duties of the IFC.

B. Unless otherwise noted, Committee Chairman shall be interviewed by the Administrative Vice President and appointed by the Executive Board.

C. The Risk Management/Police Relations Committee Chairman shall be interviewed by the Executive Vice President and appointed by the Executive Board.

D. The Community Relations Committee Chairman and the Greek Relations Committee Chairman shall be interviewed by the Director of Public Relations and appointed by the Executive Board.

### **Section II. Qualifications**

All Committee Chairmen must:

A. Be an undergraduate student at Florida State University.

B. Be in good standing with his fraternity and the University.

C. Have and maintain a 2.25 semester and cumulative GPA while in office.

D. Carry a minimum of twelve (12) credit hours for each semester in office.

### **Section III. Duties**

Aside from their specific job descriptions, all Committee Chairmen must fulfill the following responsibilities:

A. Submit a monthly report of activities, expenditures, and upcoming events to the Executive Board.

B. Attend bi-weekly cabinet meetings with the IFC Administrative Vice President. This provision does not apply to the Community Relations Committee Chairman, the Greek Relations Committee Chairman, and the Risk Management/Police Relations Committee Chairman. These three committee chairmen must meet with their respective Executive Board supervisors delineated in Article III Section I-B of the Constitution.

C. Maintain a minimum of two (2) office hours per week to be kept in the IFC office.

### **Section IV. Removal**

Any Committee Chairman can be removed from his position by the majority vote of the Executive Board.

### **Section V. Contractual Obligation**

No Committee Chairman may contractually obligate the IFC without the approval of the Executive Board.

## **Section VI. Standing Committees**

The following are established committees of the IFC:

### **A. Scholarship**

The duties of the Scholarship Chairman shall be to:

1. Maintain accurate fraternity rosters on the University computer.
2. Meet with the Scholarship Chairmen of each chapter two (2) times a semester. Any absence will count as an absence toward IFC meetings.

### **B. Intramurals**

The duties of the Intramural Chairmen shall be to:

Be responsible to submit ineligible players to the Intramural Office.

Act as the liaison between the Intramurals Office and the Interfraternity Council.

Announce schedules, deadlines, and meetings for all intramural sports to fraternity members.

Identify and promote intramural champions through awards and recognition.

### C. Risk Management/Police Relations

The duties of the Risk Management/Police Relations Chairman shall be to:

Provide education and resources for chapters on the topic of risk management.

Collect and keep track of Social Event Registration Forms for fraternity social functions.

Collect all guest lists from chapters as stipulated in the Alcohol Policy.

Work under the Executive Vice President of IFC.

### D. Community Relations

The duties of the Community Relations Chairman shall be to:

1. Identify community service opportunities and announce them to fraternity members at IFC meetings.
2. Promote upcoming IFC events and activities through the media and report coverage to IFC.
3. Act as the IFC contact to the Greek Life Newsletter.

## E. Programming

The duties of the Programming Chairman shall be to:

1. Help to coordinate all educational programs, guest speakers, and campus visits related to the Interfraternity Council.

## F. Greek Relations

The duties of the Greek Relations Committee shall be to:

1. Work directly with the Director of Public Relations.
2. Plan and coordinate events to promote unity and good relations among the different Greek organizations as well as any events deemed beneficial, to the fraternity system, by the IFC Executive Board.
3. Promote positive relationships among IFC Chapters.

## *Article II. Scholarship Policy*

### **Section I. Grade Point Calculation**

The University Registrar will complete the grade point average for chapter each Fall and Spring semesters. The calculation will take place no longer than three (3) weeks after the end of the said semesters. It is the chapters' responsibility to make sure that the rosters are accurate with the University before the computer runs their grades.

## **Section II. Awards and Recognition**

The IFC shall recognize academic achievement in the following ways:

- A. Awards to chapters and new member classes with the highest GPA for each semester.
- B. Awards the chapter with the most improved GPA for each semester.
- C. Newspaper ads showing all members and new members on the University's Deans List.
- D. By presenting one (1) Outstanding Scholarship for both the Fall and Spring semesters for \$250 each to members of the Fraternity System. This award shall be based on GPA and an application process. This process must be lead by the Scholarship Chairman and the IFC Executive Board.
- E. IFC shall award the chapter with the highest GPA a 25% discount on dues for the following semester.
- F. Scholarships will be awarded to all IFC Executive Board members who maintain high academic standing at the beginning of each semester.

President \$300

Executive Vice President \$300

Administrative Vice President \$200

Vice President of Finance \$250

Vice President of Membership \$200

Secretary \$150

Director of Public Relations \$150

### **Section III. Requirements**

A. Maintain an organizational GPA of 2.5 each semester.

B. Maintain a new member GPA of 2.5 each semester.

### **Section IV. Sanctions**

Chapters not meeting the requirements in Article II, Section III (A, B) will face the following sanctions.

A. Chapters failing to meet said requirements for one semester must meet with the IFC Advisor, the IFC Administrative Vice- President, and the Chapter Advisor to create an IFC existed program (having a National Representative come to the Chapter and give a Scholarship Program) that addresses the scholarship and/or new member education needs for the chapter. This meeting is to take place no later than two (2) weeks into the following semester.

B. Chapters failing to meet said requirements for two (2) consecutive semesters shall be given the following sanctions:

1. The chapter must meet with the IFC Advisor, the IFC Administrative Vice- President, and the Chapter Advisor to create an IFC existed program that addresses the scholarship and/or new member education needs for the chapter. This meeting is to take place no later than two (2) weeks into the following semester.

2. The chapter will only be allowed two (2) social functions per semester until an organizational GPA of 2.25 is reached.

C. Individual fraternity members who do not maintain a 2.25 GPA shall not be allowed to participate in fraternity Intramurals.

### ***Article III. New Members***

#### **Section I. Pledge Eligibility**

In an effort to establish Rush Policy that all fraternities are able to abide by, the member chapters of the Florida State University IFC will adhere to the following guidelines in commencing any activity that would lead toward active membership status (either pledging or initiating):

A. The rushee or new member must be a currently enrolled Florida State University student that is "degree seeking." Degree seeking is defined as a full-time student seeking either a Bachelor of Arts or a Bachelor of Science Degree.

B. The rushee or new member can also be enrolled or registered in the Florida State University/ FAMU/ TCC co-op program with a six (6) written credit hour minimum at Florida State University.

C. Auditing a class at FSU without the before mentioned six (6) credit hour requirement will not qualify any rushee for new member status.

D. If any member of your organization was initially registered with Florida State University and transfers to either TCC or FAMU for academic reasons, they must be taken off the fraternity roster.

E. At the beginning of every school year, each organization of the FSU Interfraternity Council must submit a roster to the IFC a listing of all currently initiated new members.

#### ***Article IV. Finances***

##### **Section I. Purpose**

The Interfraternity Council Finance Code is designated to provide a set of guidelines for the financial management of the organization in accordance with the Student Government Association rules and bylaws established and agreed upon by the IFC members.

##### **Section II. Guidelines**

A. All Student Government funds are to be used in accordance with SGA Finance Code and Student Activities and Organizations Accounting procedures. All self-generated funds are to be used in accordance with Student Activities and Organizations Accounting procedures.

B. The President and Treasurer must sign all checks to disperse funds.

C. Dues should be paid by the fourth (4th) regular IFC meeting of the semester. Chapters who are not able to pay their dues should meet with the IFC Treasurer.

D. Dues increases and decreases are to be approved by a majority vote of quorum of the IFC members present for the vote.

E. Dues are currently eight (8) dollars per rostered member.

F. All funds dispersed are to have proper receipts to verify what IFC funds are used for.

G. All funds are to be dispersed in a timely manner to insure IFC credit in the community.

H. No Greek Council or co-sponsored events are to be run through the IFC account. These special events must run through the Greek Council checking account (i.e. GCLC, Homecoming, etc..).

I. IFC officers are the official representatives of the IFC at the Southeastern Interfraternity Conference (SEIFC); therefore, their registration and hotel fees are to be provided out of the Student Government Funds.

J. At the Treasurer's discretion, funds may be used for executive council meetings, committee meetings, and Judicial Board hearings to provide food and refreshments, provided the expenditure is approved by the IFC Executive Board.

K. Chapters are to provide a list of all active brothers and new members to the IFC every semester to verify membership.

L. Any chapter unable to pay dues because of financial delinquency must petition to the IFC Executive Board for relief in writing. The Executive Board will make a decision concerning the matter.

M. The Finance Board is the IFC Executive Board.

N. During regular IFC meetings, a member may call for an audit of the IFC funds. This must be voted on and passed by a simple majority vote, and this must be voted on during the meeting the audit has been requested.

O. An audit must be reviewed by (2) members of non-representative chapters, two (2) Executive Board members, and the IFC advisor.

P. An end of the semester budget must be presented by the last regular IFC meeting. Any deviation from the original budget should be made public at the next meeting.

Q. In the event that the Vice President of Finance recommends a dues increase, the proposed increase must be presented to the President's Council at a special session before the next Interfraternity Council Voting Meeting.

#### ***Article V. Recruitment Rules***

#### **Section I. Recruitment Policy**

A. A recruitment function is any activity sponsored by an IFC fraternity in which potential members are invited with intent of rushing.

B. Any fraternity found in violation of Article II. Sec (B). 9, will have a recommended sanction of one year Social, Philanthropic, Intramural, Homecoming, and Dance Marathon suspension from the University.

C. There will be no alcoholic beverages at any recruitment function; therefore, for the duration of the Official Rush Week, which is determined by the Interfraternity Council, all fraternity activities will be dry.

D. Women may not be used as entertainment.

E. Recruitment advertisements may not have any pictures of or references to alcohol and may not be offensive and/or degrading.

F. All recruitment advertisements must be truthful and verifiable by the Office of Greek Life.

G. References to specific sororities will be prohibited (this request is in support of Panhellenic Rush rules).

H. The use of professional entertainment will be promoted only on weekends (Friday and Saturdays).

I. All IFC recognized fraternities are subject to these policies regardless of place of residence or location of sponsored activity.

## **Section II. Violations**

Any fraternity in violation of the recruitment policy is subject to be brought up before the IFC Judicial Board.

## **Article VI. Alcohol Policy**

Greek Letter organizations strive to ensure the safety of their members and guests, as well as to provide an opportunity for responsible social interaction. The Florida State University Interfraternity Council/ Panhellenic Council Alcohol Policy serves to complement and require compliance with all federal, state, local and university policies, and to provide parameters for the social events of Greek letter organizations. The Greek system also expects alcohol education from their member chapters and recognizes abstinence from alcohol as a healthy choice for its members.

The Interfraternity Council and Panhellenic Council also recognizes the importance of chapter National Headquarters and their alcohol policies, and remind fraternities and sororities at Florida State University that they are responsible for following their respective national/ international policies dealing with risk management and alcohol as a supplement to the Interfraternity and Panhellenic Alcohol Policy.

### **Section I. Registration of Events**

A. All chapter social events where alcohol is present, both on or off campus, must be registered with the Interfraternity Council.

B. Social Event Registration Forms must be turned in to room 4300 of the University Center at least 48 hours prior to social functions.

C. For events at a fraternity house where alcohol is present, a guest list form must be turned into the Greek council office by 5:00 p.m. for week day events. The actual attendance list must be turned into the Greek council office the first school day after the event.

D. Socials between fraternities and sororities that take place at a fraternity house must be registered as non-alcoholic functions.

### **Section II. Events where alcohol is present must conform to one of the following guidelines:**

A. BYOB Guidelines.

Each person is responsible for bringing his/her own personal consumption beverages. No more than one 12 pack of twelve ounce beers. One 8-pack of twelve ounce wine coolers, one 4-pack of eight ounce wine, or 8 ounces of pre-measured hard alcohol; 100 proof or less.

All glass products allowed to enter the function must be poured into a plastic cup before distribution.

The chapter collects and controls the dispersion of each individual's alcohol through a check in/ticket system.

The host organization(s) is responsible for the identifying those participants who are of legal drinking age (banding, stamping, etc..).

B. Third party vendor guidelines:

1. A licensed, insured company caters and serves the function and alcohol. The company must be licensed and insured as required by the state and local ordinances.

2. The sponsorship or co-sponsorship of a function at a bar, tavern, or similar establishment is prohibited.

3. Chapters are prohibited from entering into arrangements with the catering company to provide them a set amount of alcohol. This is the same as purchasing alcohol with chapter funds. The catering company must be paid for services only, not the purchase of alcohol in any manner.

### **Section III. Use/Purchase of Alcohol**

A. No organization shall furnish or cause to be furnished any alcoholic beverage to any person.

B. Common sources of alcohol such as kegs, alcoholic punch, unmonitored bulk containers of alcohol, etc. are prohibited.

C. Alcohol may not be directly or indirectly purchased by chapter funds (no slush funds, no passing the hat, etc.).

D. No individuals under the legal drinking age will be permitted to bring alcohol to a function, to consume alcohol at the function, or be allowed to remain at a function if found in possession of alcohol.

E. Social events which encourage drinking, drinking games, drinking contests, and/or drunkenness are prohibited.

F. If a person chooses to leave the function and wishes to claim their remaining alcohol, they may do so only upon exiting the premises and turning in all their remaining tickets.

#### **Section IV. Alcohol is prohibited from the following events:**

A. Any new member events.

B. Any formal or informal recruitment events.

#### **Section V. Preparties and postparties for events are strictly prohibited**

A. An event that occurs directly before or after a fraternity function.

B. A substantial amount of chapter membership is in attendance.

C. Chapter funds or passing of the hat have been used to prepare for this function.

D. Chapter event where alcohol is present that has not been registered with the Interfraternity Council.

### **Section VI. Entrances/Exits**

There shall be only one non-emergency entrance/exit to the event, and the chapter is responsible for creating temporary boundaries for the function when none exist.

### **Section VII. Monitoring the function**

There shall be a minimum of one licensed security guard at all fraternity house events where alcohol is present that is responsible for monitoring the function and checking identification of all people who enter the function . In addition, there must be security at all fraternity events, taking place at third party vendors, when alcohol is present. For the purposes of this Section, the monitoring process shall be defined to be the physical activity of walking through all areas of the function performing a visible check in order to look for: underage drinkers, persons in distress, the presence of illegal drugs, and/or any other activity believed to be illegal or a risk to the proper functioning of the event. The sponsoring fraternity shall be responsible for informing the security guard of his duties.

### **Section VIII. All social events where alcohol is present must be closed events.**

A. The total number of guests at a social event, excluding functions held at a third party vendor, may not exceed three (3) times the membership of the sponsoring organization. Alumni of the local chapter and parents of current chapter members must be signed in at the door and are excluded from the guest limit of 3 times the membership.

B. Unrestricted invitational advertisement of social events where alcohol will be present is prohibited, except for events that take place at a third party vendor. The presence or reference to alcohol in any advertisement of a function is also prohibited.

C. Host organizations are responsible for all guests at the function.

D. All functions must end by 2:00am.

#### **Section IX. Alternative Consumables (stated in the FSU alcohol policy)**

A. Non-Alcoholic beverages must be available for the duration of the BYOB function.

B. Non-Salty foods must be available for the duration of the BYOB function.

#### **Section X. Education**

A. Beginning August 15th of the Fall semester chapters are prohibited from having a social function until their President, Social Chairman, Risk Manager, New Member Educator and New Member Class have attended the Fall Risk Management Seminar provided by the Student Activities and Organization's Office. Chapters are also prohibited from having a social function in the Spring semester until their President, Social Chairman, Risk Manager and twenty (20) percent of their registered chapter have attended the Spring Risk Management Seminar provided by the Office of Greek Life.

## **Section XI. House Party Ban**

A. All fraternity open-house parties are hereby banned.

B. For the purposes of clarification of this Section, the only fraternity house BYOB function which is permitted is one where only fraternity members and their dates (three per active member) are present.

C. This Section is repealed on the date of the Spring 1999 Risk Management Seminar. On or before the aforesaid date, the IFC Voting Body may hold a re-vote in order to continue, or discontinue, the ban. If no vote is held at that time, it shall be determined that the fraternity open-house party ban is indefinitely continued.

## ***Article VII. Hazing***

“Hazing” means any action, activity, or situation which recklessly, negligently, or intentionally endangers the mental or physical health or safety of a person for the purpose of initiation or admission into or affiliation with any organization operating under the sanction of the University, hereinafter referred to as “university organizations.”

### **Section I. All NIC Chapters in good standing with the Interfraternity Council will abide by the Florida State University Hazing Policy.**

1. Any person suffering or witnessing a hazing activity is encouraged to report the incident to appropriate University Officials in the Office of the Dean of Students.
2. Pledge education or new member programs and activities must not

interfere with the rights and activities of others and should always reflect the best interest of the members of the organization it represents and the University community as a whole.

3. Initiation week activities should be scheduled in a way so as to not interfere with or be detrimental to academic performance of organization members or perspective members. Initiation week activities shall not be scheduled during the week prior to or the week of final exams. Initiation weeks shall not be referred to as “Hell Week.”

4. Hazing shall include, but not be limited to forcing, requiring, or expecting New Members, Associate Members, Perspective Members, or Initiated Members of University Organizations to participate in the following actions or activities:

4.1 Drinking alcohol or any other substance.

4.2 Using any drug, narcotic, or controlled substance.

4.3 Eating spoiled foods, raw onions, goldfish, or anything a reasonable person wouldn't eat.

4.4 Dropping food or other substances [eggs, grapes, liver, etc.] into another person's mouth.

4.5 Tying a person to a chair, pole, anchor, tree, or any other object, or to another person.

4.6 Causing excessive fatigue through physical exercise or psychological shock.

4.7 Branding.

4.8 Paddling, whipping, or beating of any nature.

4.9 Performing calisthenics [sit-ups, push-ups, runs, etc.]

4.10 Pushing, shoving, tackling, or any other physical abuses.

4.11 Throwing anything [whipped cream, garbage, water, paint, eggs, etc.] at a person or group of people.

4.12 Exposing oneself indecently or appearing nude in any way that is considered by a reasonable person to be offensive.

4.13 Subjecting a person or a group to verbal harassment.

- 4.14 The use of demeaning names.
- 4.15 Misleading new members in an effort to convince them that they will not be initiated, that they will be hurt during initiation, or any other activity that would cause extreme stress.
- 4.16 Carrying any items[shields, paddles, bricks, etc.] that serve no constructive purpose or that are designed to punish or embarrass the carrier.
- 4.17 Walking new members or initiated members at off intervals, or permitting fewer than six continual hours of sleep each night.
- 4.18 Conducting activities that do not allow adequate time for studying.
- 4.19 Wearing apparel or accessories that are demeaning and not normally in taste, or wearing items that cause discomfort.
- 4.20 Defacing property [trees, grounds, buildings, cars, or other University or private property].
- 4.21 Stealing property [composites, trophies, etc.]
- 4.22 Compelling a person or a group to remain at a certain place, or transporting a person or a group anywhere without their consent [road trips, kidnaps, etc.].
- 4.23 Assigning or endorsing pranks [stealing, panty raids, harassing other organizations, etc.]
- 4.24 Engaging in public stunts, buffoonery, or any other embarrassing activities.
- 4.25 Yelling when entering, traveling through, or leaving any public building.
- 4.26 “Trashing” any area intentionally for the purpose of annoying others or for having others clean the “trashed” area.
- 4.27 Not allowing new members to talk for an extended period of time for no constructive purpose.
- 4.28 Having new members perform personal chores or errands.
- 4.29 Blindfolding and parading individuals in public areas, blindfolding and transporting in motor vehicles, or privately conducting blindfolded activities that serve no constructive purpose.
- 4.30 Answering phones or doors with a prescribed chant, riddle, song, or rhyme.

4.31 Allowing new members to use only a particular door when entering or leaving any building, or to use certain stairway within a building.

4.32 Conducting quests, treasure hunts, scavenger hunts, paddle hunts, or similar activities in a non-constructive manner.

4.33 Exposure to the elements.

4.34 Conducting “interrogations,” “lineups,” or any other non-constructive questioning.

### ***Article VIII. Activities Review Council***

#### **Section I. Purpose**

The purpose of the Activities Review Council (ARC) Committee is to review and regulate proposed Greek sponsored activities in order to assure that they have been properly planned and that they follow the guidelines specified by the ARC Handbook. This includes making sure that events are fair, tasteful, nondiscriminatory and only serve to uphold and promote the prestigious image of the Greek community here at Florida State University.

#### **Section II. Jurisdiction**

All IFC fraternities must adhere to the guidelines stated in the ARC Handbook. The ARC Handbook will be included at the end of the IFC Bylaws.

### ***Article IX. Intramurals***

#### **Section I. Point System**

The Intramural point system is to be voted on by the Intramural delegates at the Intramural Representative meeting.

#### A. Fraternity Points

1. Football 150 points
2. Volleyball 100 points
3. Racquetball 75 points
4. Golf 100 points
5. Soccer 150 points
6. Reservation Run 50 points
7. Table Tennis 50 points
8. Swimming 75 points
9. Meetings 5 points

#### B. Guidelines

1. Any member on the fraternity active roster meeting the following criteria is eligible to participate in fraternity Intramurals.
2. Students must be taking a minimum of six hours to participate for the fraternity.
3. Students must maintain a 2.25 GPA per semester to be eligible.

4. First place trophies will be awarded for each sport for both divisions. Orders must be placed no more than two weeks after the semester has ended.

5. There shall be two divisions: Garnet and Gold.

6. IFC shall award the overall division champions.

7. The Intramural Office Bylaws apply unless otherwise stated in the IFC Bylaws.

8. All protests must go through the Intramural Office.

### *Article X. Auxiliary Organizations*

#### **Section I. Statement Against**

The Interfraternity Council may not allow any of its fraternities to have little sister organizations and/or other auxiliary organizations. Fraternities may not take little sisters either.

### *Article XI. Expansion Policy*

#### **Section I. The Interfraternity Council will have an expansion policy directed towards national Organizations.**

A. At the end of each semester, the Interfraternity Council Voting Body will vote on entertaining the issue of expansion.

B. With a 50% + 1 vote of quorum, the expansion committee (IFC Vice President of Membership, IFC President, IFC Executive Vice President, Chairman of President's Council, and the Director of Greek Life) will draft a letter to each organization not represented at Florida State.

C. At that time, each interested organization will have the opportunity to make a presentation to the Interfraternity Council Voting Body.

D. Upon completion of the presentations, each presenting organization that receives a 50% + 1 majority vote will then be recognized for colonization by the national organization.

## **Section II. Inter/National Organization Interest**

Inter/National Fraternities interested in colonizing at the FSU campus must follow the following process.

A. Write a letter of interest in colonization to the IFC President and the IFC Advisor.

B. Meet with the IFC Expansion Committee (IFC President, IFC

Executive Vice President, IFC Vice President of Membership and the Director of Greek Life) to petition IFC for Membership.

C. Upon the approval of the Expansion Committee, the chapter will be presented for the approval at the next IFC meeting.

D. A majority vote (50%+1) is needed to approve the new organization as a member of the IFC.

E. Register as an interest group with the Office of Greek Life.

### **Section III. Petition for Recognition**

Formal Presentation:

1. (Inter)National Fraternity

a. Size and age of the (Inter)National Fraternity

b. Number and location of chapters

c. Plans for future expansion

d. In the case of re-colonization, include a history of the group on campus, explaining the reason for the chapter's leaving campus, and what actions will be taken to insure that the group will be an asset to the Interfraternity Council.

2. Academics

a. Copy of the National Scholarship Program

b. Requirements to pledge, to be initiated, to hold office, and to be in good standing

c. Scholarships, if any, awarded by the National Fraternity

3. Required Documents

a. Recruitment Policy and standards

b. Hazing Policy

c. Risk Management Policy and programs

d. Alcohol and Substance Abuse Policies and programs

e. National Constitution

f. Quarterly Magazine

4. All presentations are limited to no more than one hour and thirty minutes. Following this one hour and thirty minute formal presentation, there will be an additional thirty minutes of time for the members of the Interfraternity Council to ask questions of the petitioning group.

#### Interfraternity Council Requirements:

1. If petitioning group is voted down by the Voting Council of the Interfraternity Council, then that group must wait a total of three semesters (not including summers) following their presentation before applying for re-colonization. (Three semesters means that if the presentation occurs in the Fall semesters at anytime, then the group cannot petition again until three semesters have passed, i.e. Spring, Fall and a second Spring semester, the fraternity would be eligible again in the following fall). There is no limit as to how many times a group can petition for re-colonization.

2. If voted in by the Voting Council of the Interfraternity Council, the following colony requirements must be met:

a. Compliance with the Florida State University Student Code of Conduct

b. Compliance with the Constitution and By-laws of the Interfraternity Council

c. Earn a grade point average that is higher than the All Fraternity grade point average

d. Visits by a national leadership consultant at least twice a semester

e. A counselor or advisor who directs the organization closely

f. Responsibility to be at each IFC meeting

g. Responsibility for 100% of the colony's membership to be in attendance at the required Risk Management meeting held by the Interfraternity Council and the Office of Greek Life.

\*\*Colonies will be on a probationary period for a minimum of one semester before they can be admitted as a full member in the Interfraternity Council. If voted down by the Voting Council of Interfraternity Council for admission into full membership after one semester of probation is complete, then the colony will remain on probation until such time as full membership is granted. Colonies may only ask to be voted into full membership once per semester. A colony may only be permitted to be on the probationary period for a total of 4 semesters. After which time, if full membership still has not been granted, then the fraternity must go through the entire process from the beginning.

## ***Article XII. Constitution and Bylaws***

### **Section I. Distribution**

The Constitution and Bylaws shall be distributed to all IFC Officers, chapter President, and filed with the Office of Student Activities and Organizations each year.

### **Section II. Amendments**

1. Additions or amendments to the Constitution and/or Bylaws may be made by a 2/3 vote of the voting council.
2. The Constitution and Bylaws must be reviewed by the end of each of IFC Executive Board's term.
3. All Constitution amendments must be tabled for one regular IFC meeting and must be written form for final vote.