

IFC INTERFRATERNITY COUNCIL SACRED HEART UNIVERSITY

CONSTITUTION

Mission

We, the Interfraternity Council of Sacred Heart University, set forth this Constitution and By-Laws in order to cause closer working relationships and coordination among the member fraternities and with the Sacred Heart University community.

ARTICLE I – NAME

This organization shall be known as the Interfraternity Council (IFC) of Sacred Heart University.

ARTICLE II – OBJECTIVES

The objectives of this organization shall be to:

- a) promote the interests of Sacred Heart University.
- b) promote the interests of the member fraternities.
- c) promote the interests of college fraternities in general.
- d) promote mutual cooperation between the member fraternities and Sacred Heart University.
- e) insure cooperation between the member fraternities.
- f) discuss questions of mutual interest and present to the member fraternities such recommendations as the Council deems appropriate.

ARTICLE III – MEMBERSHIP

Section I. Any social fraternity at Sacred Heart University which is recognized as a student organization by the university.

Section II. Each member fraternity shall be represented by one voting member, chosen by the member fraternity. This individual cannot be an officer of the IFC.

Section III. Each member fraternity shall be entitled to one vote.

ARTICLE IV – OFFICERS

Section I. The officers of the council shall be a President, Executive Vice-President, Vice-President of Recruitment, Secretary and Treasurer, whose powers and duties shall be those usually pertaining to these officers.

Section II. Nominations for IFC officer positions shall be two weeks prior to the last business meeting of the calendar year. Elections shall take place in last business meeting of the calendar year. Installation of new officers shall take place the first business meeting of the new calendar year. The IFC Executive Board will be selected through application by the Office of Greek Life when the functioning board is not established.

Section III. Each officer must be elected by a majority of votes cast.

ARTICLE V- OFFICER JOB DESCRIPTIONS

Section I. *President-* the President is the leader of the Inter-fraternity Council at Sacred Heart University and is responsible for coordinating and working with officers in all aspects of council management. Other responsibilities include but are not limited to:

1. Preside over all General Assembly and Executive Council meetings.
2. Maintain high morale on the Executive Board by encouraging teamwork through productive and positive leadership.
3. Work with each member of the Executive Board to effectively fulfill their duties.
4. Communicate regularly with both Pan-Hellenic and Student Government organizations on campus.
5. Appoint temporary committees for special purposes and events.
6. Meet Weekly with the IFC Advisor.
7. Meet on a regular basis with member fraternity presidents.
8. Meet on a regular basis with the current Pan-Hellenic president.

Section II. *Executive Vice- President-* The Executive VP is the coordinator of the council. The position's responsibilities include:

1. Assuming the duties of the President at all events and functions where the President is not present.
2. Work with the President to prepare the workweek agenda before each semester.

3. Appoint IFC Representatives to Special Committees.
4. Facilitate and coordinate with committees all IFC retreats.
5. Meet weekly with the IFC Advisor.
6. Serve as the co-director of the All Greek Judicial Board with the Vice-President of the Pan-Hellenic Conference.

Section III. *Vice-President of Recruitment-* The VP of Recruitment works to develop and carry out the recruitment plan for each semester. The VP of Recruitment is in responsible for overseeing the recruitment of each organization. The VP can develop their own recruitment committee from the council, which will work to assist during the recruitment period. The VP must work with the IFC Advisor and Student Life Staff to approve all planned events and programs. The VP also has the following responsibilities:

1. Update and maintain the IFC recruitment resources such as the potential member database, fraternity information, recruitment schedules, and recruitment information.
2. Distribute or make available the recruitment list to all chapters.
3. Coordinate and monitor spring and fall recruitment activities sponsored by the IFC.
4. Meet with IFC Advisor.

Section IV. *Treasurer-* the Treasurer is responsible for the financial management of the council and has the following responsibilities:

1. Maintain financial records, including budgets, weekly and quarterly reports for the council.
2. Prepare and distribute IFC membership dues.
3. Coordinate all fundraising activities for the IFC.
4. Keeps current all financial responsibilities of the IFC.
5. Facilitate a roundtable each semester with Chapter treasurers.
6. Meet weekly with the IFC Advisor.

Section V. *Secretary-* the Secretary shall manage the IFC office operations, serve as a recorder for meetings, and oversee the IFC pages of the Greek Life website.

Other duties include:

1. Maintain official records and membership rolls of member fraternities for at least 5 years. These membership documents should be updated on a consistent basis, and must have contact information for all members.
2. Distribution of meeting minutes to Chapter Presidents on a weekly basis.
3. Serve as the liaison between member fraternities and the web design team.
4. Update all officer notebooks and maintain the IFC Constitution and Policies of the IFC, both in hard copy form and on the web site.

5. Meet weekly with IFC Advisor.

ARTICLE VI – MEETINGS

Section I. Business meetings of the Council shall be held once a week during the academic school year.

Section II. Special meetings may be called by the President of the Council at any time, and must be called by the President at the request of any two member fraternities.

Section III. Notification of regularly scheduled meetings shall be done at the beginning of the current semester utilizing communication addressed to the president of each member fraternity.

Section IV. Notification of special meetings shall be done via email or direct communication with an official officer of each member fraternity.

ARTICLE VII – IFC JUDICIAL BOARD

Section I. The IFC Judicial Board shall be composed of a member from each fraternity appointed by the chapter President.

Section II. When a violation is brought up against a specific member fraternity, that fraternity's representative will be removed from the board of review.

Section III. The Vice President of IFC will be at all judicial meetings as an unbiased party. They will not be a voting member unless in cases of a tie, where they will have a deciding vote.

Section IV. In the event of an alleged violation of the IFC Constitution or By-Laws, or the rules or regulations of this IFC, the matter will be referred to the Judicial Board for prompt review and rendering of an opinion.

Section V. The Judicial Board's decision is subject to appeal by a member fraternity. The appeal shall be heard by all representatives of the member fraternities and may be sustained by a 2/3 vote of the representatives.

Section VI. In the case of a hazing violation, the All Greek Judicial Board shall immediately bring the report to the attention of the Greek Life Advisor and Office of Student Life.

ARTICLE VIII – AMENDMENTS

Section I. This Constitution may be amended by a three-fourths vote of representatives of the member fraternities. The amendment must be submitted in writing to the Council and to the presidents of the member fraternities at least two weeks prior to the business meeting at which the vote is taken.

BY-LAWS of the

INTERFRATERNITY COUNCIL OF SACRED HEART UNIVERSITY

ARTICLE I -- QUORUM

Section I. A quorum is a simple majority of the member fraternities.

ARTICLE II – PLACE OF MEETING

Section I. The council president will designate the meeting location.

ARTICLE III – DUTIES OF THE MEMBER FRATERNITIES

Section I. It shall be the duty of the member fraternities to uphold and abide by the Constitution, By-Laws, and rules and regulations of the Council.

Section II. It shall be the duty of the member fraternities to have a representative present at every regular and every special meeting of the Council.

ARTICLE IV – RULES OF ORDER

Section I. Robert's Rules of Order shall be used to run all business meetings.

ARTICLE V – MEMBER FRATERNITY POLICIES

Section I. Each member fraternity will support open expansion by NIC fraternities onto the Sacred Heart University campus.

Section II. Each fraternity new member will have one of the following:

- a) minimum college GPA of 2.00; or
- b) has a GPA at or above the campus all-men's average thereafter.

Section III. Each member fraternity will maintain an annual cumulative GPA of either:

- a) a minimum 2.5, or
- b) at or above each campus all-men's average

Section IV. Each member fraternity's new member program shall last no longer than eight weeks.

Section V. Each member fraternity will not have a women's auxiliary group, such as "little sisters."

Section VI. Each member fraternity will have risk management policies that address alcohol use, fire safety, hazing, and sexual assault/abuse.

Section VII. Each member fraternity will be alcohol free at all rush/recruitment activities including formal, informal and summer break recruitment activities.

Section VIII. Each member fraternity events within the new member program will not include alcohol, drugs or any other illegal substance.

Section IX: Each member fraternity will be required to attend any events or programs deemed "mandatory" by the IFC and/or the Sacred Heart University Student Life Department.

ARTICLE VI – ABSENCES

Section I. The absence of any member fraternity from any regular or special meeting of the Council shall result in the levying of a fine initially in the amount of \$25 and doubling with each subsequent absence. For example, the first missed meeting would result in a fine of \$25; the second missed meeting would result in a fine of \$50; the third missed meeting would result in a fine of \$100, and so on. The fine is not appealable.

ARTICLE VII – DISTRIBUTION OF CONSTITUTION and BY-LAWS

Section I. The IFC's most current Constitution and By-Laws will be printed and distributed to each member fraternities' members (actives and new members) by November 1st of each year.

Section II. Any member fraternity can submit a request to the IFC to receive a replacement copy of the most current Constitution and By-Laws at any time. There is no fee involved in this process.