INTERFRATERNITY COUNCIL 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, Vice President of Philanthropy, 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.

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

Section IV. The positions of President and Vice President of Philanthropy can only be held by a member of a nationally recognized fraternity.

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. This position can only be held by a member of a national fraternity. 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 Panhellenic 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 Panhellenic 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. Oversee the academic criteria, standards, and programs for the fraternity community.

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 Greek Life staff on planned events and programs. This position can only be held by a member of a national fraternity. 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 and IFC President.
Section IV. Vice President of Philanthropy – the Vice President of Philanthropy organizes, plans, and executes IFC and Greek-wide service events. The duties include, but are not limited to:

1. Serve on the executive board of IFC.
2. Responsible for organizing all IFC sponsored philanthropy and service events.
3. Maintain and update a calendar of Greek Life philanthropy events on campus.
4. Facilitate philanthropy meetings with the philanthropy chairs of all chapters, and acts as the liaison for all community service events and activities.
5. Research and develop community service programming for the IFC community.
6. Required to host at least one Greek or IFC philanthropy event per academic year.

Section V. 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.

Section VI. Secretary- the Secretary shall manage the IFC office operations, serve as a recorder for meetings, and. Other duties include:

1. Distribute meeting minutes to all IFC members, chapter Presidents, and IFC Advisors weekly.
2. Update all IFC and fraternity member contact information.
3. Ensure IFC website content is accurate and up to date. Inform the IFC Advisor if it is not.

ARTICLE VI – MEETINGS
Section I. Business meetings of the Council shall be held once a week during the academic school year, and will be held at 11AM on Thursdays.

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 – 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.

INTERFRATERNITY COUNCIL BYLAWS

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 cumulative GPA of 2.00 (for sophomores, juniors, seniors and transfer students); or
   (b) minimum high school GPA of 2.0 (for freshmen).
Section III. Each member fraternity will maintain an annual cumulative GPA of 2.5.
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 Office of Greek Life.

ARTICLE VI – ABSENCES
Section I. The absence of any member fraternity from any regular or special meeting, need to be emailed 48 hours (unless stated as an emergency) in advance to the IFC President, Secretary and IFC Advisor. After the first two unexcused absences, the Secretary will send a warning to the board member, and notify the IFC President and IFC Advisor. Three unexcused absences will result in removable off IFC board.

ARTICLE VII – DISTRIBUTION OF CONSTITUTION and BY-LAWS
Section I. The IFC’s most current Constitution and Bylaws will be printed and distributed to any fraternity member by requesting the document from the IFC President or Advisor. The IFC Constitution & Bylaws with also be posted on the IFC webpage of the Sacred Heart University Greek Life website.