



## APPALACHIAN STATE UNIVERSITY

### CONSTITUTION *of the* INTERFRATERNITY COUNCIL

**Adopted Date: 1973**

**Revised Date: 10/26/2016**

#### **Preamble**

*We, the members of the Interfraternity Council of Appalachian State University, desiring to further the advancement of the North-American Interfraternity Conference, establish an internal organization, to adopt a system of self-governance and to establish rules and regulations, do hereby subscribe this Constitution to serve and promote the interest of each fraternity, the student body and Appalachian State University.*

#### **ARTICLE I. NAME**

This organization shall henceforth be known as the Interfraternity Council of Appalachian State University, hereafter referred to in this Constitution as the Interfraternity Council or the Council.

#### **ARTICLE II. AUTHORITY**

The Interfraternity Council shall be a council of Appalachian State University with the right and authority to exercise all rulings and procedures dealing specifically with the social fraternity system of Appalachian State University. This special council shall discharge its duties and responsibilities in accordance with the following Constitution.

#### **ARTICLE III. PURPOSE**

##### **3.01 It shall be the purpose of the Council to:**

- A. Act as a legislator on matters pertaining to Fraternity Life.
- B. Act as a forum for the exchange of ideas and the initiation of action between individual Fraternity and Sorority Organizations, between the Fraternity and Sorority Organization and the University community, and between the Fraternity and Sorority Organizations and the student body.
- C. Make recommendations to the Office of Campus Activities on matters concerning Fraternity and Sorority Life at Appalachian State University.
- D. Foster amicable relations amongst all Fraternity men at Appalachian State University.
- E. Hold member chapters accountable for their actions and hold them to the highest interpretation of the ideals on which their organizations were founded.

#### **ARTICLE IV. MEMBERSHIP**

- 4.01 Members** - The members of the Interfraternity Council shall be all social fraternities recognized by the Interfraternity Council and Appalachian State University.
- 4.02 Types of Members** - The Council shall be composed of two types of members, those with full membership and those with associate membership.
- A. Full members are fully chartered men's social fraternities that are recognized by the Interfraternity Council and Appalachian State University. Full members are allowed one vote on the Council.
  - B. Associate members are those members who are colonies or local fraternities that are recognized by the Interfraternity Council and Appalachian State University.
- 4.03 Voter Eligibility** - In order for a member fraternity to have a vote in the issues brought before the Council, either both of their registered representatives must themselves be present at the meeting or the President must be present.
- 4.04 Representation**
- A. All members will be represented by two delegates, which will be decided by each Council member organization according to their documents or procedures.
  - B. Each delegate must be an initiated member of their organization, unless they are representing a colonizing chapter.
  - C. Each delegate must be a full-time student at Appalachian State University.
  - D. Members must submit their delegate information to the Executive Vice President by the second regularly scheduled meeting of the spring semester.
- 4.05 Loss of Recognition** - A member organization may lose the Council recognition by a unanimous vote of all representatives present at a Council meeting, with the exception of the member organization in question.
- 4.06 Installation** - Any social fraternity formed after the adoption of this Constitution must follow the expansion and installation procedures outlined in Article XI and Article XII, respectively, of this Constitution.

## **ARTICLE V. OFFICERS**

- 5.01 Elected Officers** - The elected officers of the Interfraternity Council shall be the President, Executive Vice President, Vice President Standards, Vice President of Administration and Finance, Vice President of Membership, Vice President Programming, Vice President of Communication, Vice President of Academics, and Vice President of Community Relations.
- 5.02 To be eligible to run and to hold an office, a representative must:**
- A. Be in good standing with his respective Fraternity and Appalachian State University, and possess and maintain grade point average no less than a 2.6.
  - B. Be a full-time student at Appalachian State University.
  - C. Be an undergraduate for another full calendar year after his election.
  - D. Be a member of member organization that is recognized by the Interfraternity Council at Appalachian State University.

### **5.03 Elections of Officers**

- A. Applications for officer positions shall open the fourth to last regularly scheduled meeting in the fall semester.
- B. Applications shall close one week after their opening, on the third to last regularly scheduled meeting in the fall semester.
- C. Applications will be submitted online, and will consist of various questions to be determined by the Slating Committee, and will mandate that a resume must be submitted alongside the application to be considered for any office.
- D. Individuals will specify on their application, which position(s) they would like to hold, and will also indicate whether or not they would be willing to hold any positions besides their preferred choices.
- E. Elections shall take place the second to last regularly scheduled meeting in the fall semester.
- F. On the date of election, the Slating Committee will present the slate in its entirety to the council, and shall be voted on as a whole and is approved with two-thirds of the voting delegates' votes.
- G. In the case that the slate does not obtain two-thirds of the vote, anyone seeking an Executive Board position that was not slated can be nominated. To be nominated from the floor, the candidate must have turned in an application and been interviewed by the Slating Committee for an Executive Board position. Candidates will be required to give speeches for each position they are nominated for. The speeches are not to exceed two minutes in length and must include the candidate's leadership abilities and experiences as well as her goals for the position. Candidates will have the opportunity to provide a speech for each individual position they accept a nomination for. Voting will be done through secret ballot. All officers will be elected by a simple majority. Each office must be voted on individually. In the event of a tie, voting will continue until the tie is broken. The candidates are subject to a question and answer session at the discretion of the voting delegates.
- H. Installation of Officers shall be at the last regularly scheduled meeting in the fall semester.
- I. Officers' term in office shall last from December in the semester they are elected until the following December.
- J. No member organization shall hold more than two officer positions on the Council.
- K. President and Vice President of Administration and Finance may not be members of the same organization
- L. A President, Vice President, Pledge Educator, or Treasurer may be a member of the Interfraternity Council as long as they do not hold the President, Executive Vice President, Vice President of Standards, or Vice President of Administration and Finance

**5.04 Officer Vacancy** - In the event that an officer position becomes vacant, nominations for that position shall occur at the meeting of the announcement of the vacancy and last until the following regularly scheduled meeting. Elections for that position shall occur at the following regularly scheduled Council meeting following the announcement.

**5.05 Disaffiliation** - Officers shall be disaffiliated from their fraternities for the purposes of Council and Council meetings.

**5.06 Removal from Office** - Impeachment proceedings may be brought against any officer by presenting a petition to the Executive Vice President. Such a petition must specify the charges against the accused officer and must be signed by one half of the Council delegates Upon receipt of a petition for impeachment, the Council President shall call a special meeting of the Council, and will give a one week notice as to the day, time and location of the meeting. The officer in question may be removed by a two-thirds vote of all member present at the special meeting.

## **ARTICLE VI. THE INTERFRATERNITY COUNCIL**

**6.01 Membership** - The Interfraternity Council shall be comprised of the President, Executive Vice President, Vice President Standards, Vice President of Administration and Finance, Vice President of Membership, Vice President Programming, Vice President of Communication, Vice President of Academics, and Vice President of Community Relations

**6.02 Chair of the Interfraternity Council** - The President of the Interfraternity Council shall be the chair of the Interfraternity Council meetings and the Vice President of Administration and Finance shall be the Recorder of the Interfraternity Council meetings.

**6.03 Duties** - The duties of the Interfraternity Council shall be to assist the President in the planning, adoption, and execution of the policies and programs for the betterment of the Council:

- A. Shall hold at least a weekly meeting.
- B. All proposed laws, procedures and plans adopted by the Interfraternity Council shall be submitted to the Interfraternity Council for final approval.
- C. It shall determine, formulate, and establish policies under which the Council is represented in its contact with other organizations on campus.
- D. It shall prepare at least two weeks before the installation meeting a transition guide for the next Interfraternity Council, to aid them as they start their terms.

## **ARTICLE VII. INTERFRATERNITY COUNCIL MEETINGS**

**7.01 Occurrence** - Excluding Summer Semester, there shall be a weekly meeting of the Interfraternity Council. Exceptions to this rule are when a meeting falls when University classes are not in session, or if the meeting falls on the last regularly scheduled meeting of a month.

**7.02 Location** - The selection of the meeting place and time for all Council meetings shall be left to the Interfraternity Council, and shall be the same every week, unless notified by the Interfraternity Council President.

**7.03 Absences** - Member organizations are allowed two absences from Council meetings each semester. If a member organization misses more than two meetings, they will be in violation of this Constitution and will subject to a fine imposed by the Interfraternity Conduct Review Board.

## ARTICLE VIII. COMMITTEES

### 8.01 **The Council shall consist of two types of committees, standing committees and ad-hoc committees.**

- A. The standing committees of the Council include the Recruitment Committee and the Slating Committee.
- B. The ad-hoc committees of the Council shall be the Greek Week Committee, Finance Committee, New Member Education Committee and any other committee the Council or Council deems necessary.

### 8.02 **Membership**

- A. Committee membership is open to all Council representatives and any interested organization member.
- B. Each Committee shall be comprised of one delegate from each recognized fraternity.
- C. Individuals who hold positions on the executive board of the Interfraternity Council shall be allowed to sit on committees, if their own organization selects them to stand on a particular committee.

## ARTICLE IX. FINANCES

### 9.01 **Dues**

- A. The dues of the Council shall be \$13.50 per chapter member and \$150.00 base fee for each chapter per semester.
- B. If these dues are not paid in full by the date requested, the respective chapter will be levied a weekly fine of 10% of the amount owed on their invoice.
- C. In order to cover costs of special situations beyond the budgeted funds, the Interfraternity Council must approve a dues increase by a two-thirds vote of all members.

### 9.02 **Budget**

- A. The Vice President of Administration and Finance is charged with the responsibility of formulating and supervising the Council's annual budget. The Vice President of Administration and Finance may establish an ad-hoc Finance Committee as he sees fit to aid in his responsibilities.
- B. The Interfraternity Council will have a fiscal year that runs from July 1 through June 31.
- C. The budget for the following year must be approved by the last regularly scheduled Interfraternity Council meeting of the spring semester.
- D. Failure to approve the budget will result in the establishment of a stopgap budget that will utilize existing account funds until all funds are depleted. Once funds are depleted, all expenditures will be ceased until a new budget is passed.

### 9.03 **Fines**

- A. Failure to pay outstanding dues and fines within fifteen business days following notification of the amounts owed will result in lost voting rights at Council meetings, and the member organization in violation will not be eligible to participate in fraternity and sorority life functions.

- B. Fines may be established by the Interfraternity Council in accordance with this Constitution and the By-Laws of the Council.
- C. All fines collected by the council shall be put into the Interfraternity Council scholarship fund.

## **ARTICLE X. FRATERNITY CONDUCT**

**10.01 Jurisdiction** - All member Fraternities, those on probationary membership and petitioning colonies of the Interfraternity Council at the Appalachian State University are subject to the jurisdiction of University Policies, Organizational Code of Conduct, as well as this Constitution, as a provision of their membership in the Interfraternity Council.

### **10.02 Interfraternity Conduct Review Board**

- A. Organizations who have failed to comply with Organizational Code of Conduct, or with the rules outlined in this constitution, shall be subject to a hearing with the Interfraternity Conduct Review Board.
- B. The Interfraternity Conduct Review Board shall consist of five chapter delegates, selected at random amongst all chapter delegates, with exception to the organization facing trial. The review board will be overseen by the Vice-President of Standards, who will not have be allowed to vote.
- C. The Interfraternity Conduct Review Board shall have the power to administer sanctions and fines to individual organizations with a majority vote among the current board members.

## **ARTICLE XI. INTERFRATERNITY COUNCIL EXPANSION**

**11.01 Beginning the Process** - When it has been determined, that a new social fraternity is needed to strengthen the fraternity and sorority community at Appalachian State University, the Interfraternity Council will aid the process by establishing an Expansion Committee.

### **11.02 The Expansion Committee**

**A. Authority**

The Expansion Committee will be responsible for assisting and researching a potential fraternity, or list of fraternities, throughout the expansion process.

**B. The Expansion Committee shall be formed at the request of:**

1. Any men's social fraternity; or,
2. The Interfraternity Council; or,
3. The Interfraternity Council of Appalachian State University, by a majority vote.

**C. Membership**

1. The Interfraternity Council President will appoint an expansion committee, which will consist of:
  - a. Three members of the current executive board: the President, Executive Vice President and the Vice President of Administration and Finance.
  - b. Four organization presidents who will be able to see the expansion process through; and,
  - c. Four ad-hoc members who will be able to see the expansion process though; and,
  - d. The Assistant Director for Fraternity and Sorority Life.
2. The Council Executive Vice President shall serve as the Chair of this committee.
3. The Vice President of Administration and Finance shall serve as the Recorder of this committee.

**D. The expansion process and the time line for new members will fall under the joint discretion of the Expansion Committee, the Interfraternity Council and the Office for Campus Activities.**

**E. Process for Expansion**

1. The Expansion Committee will contact those organizations that have expressed interest in expanding at Appalachian State University and any other social fraternity the Committee deems necessary. They will request that each social fraternity submit information pertinent to their fraternity, as outlined in Appendix B.
2. The Expansion Committee will review all materials received, and select those social fraternities they wish to invite to campus for a presentation.
3. Social fraternities that are invited to campus will make presentation to the fraternity and sorority life community on their organization and their colonization process. The presentation procedure is outlined in Appendix B of this Constitution.
4. Those fraternities that are invited to campus must submit a formal request for colonization, which must be submitted to the Assistant Director for Fraternity and Sorority Life.

**F. Presentations for Potential Social Fraternities shall follow the rules outlined in Appendix B.**

**G. Bringing Potential Social Fraternities to Appalachian State University**

1. After all presentations have been made, the Expansion Committee will prepare a timeline to bring potential social fraternities to Appalachian State University.

2. Once a timeline has been created, it must be approved by the Interfraternity Council and the Office for Campus Activities.
  3. Upon approval by the Council and Office for Campus Activities, written information and confirmation letters will be sent to those fraternities who have been invited to Colonize at Appalachian State University.
- H. Upon arrival at Appalachian State University, the potential social fraternity must follow the colonization process outlined in Article XI of this Constitution.

## **ARTICLE XII. INSTALLATION**

- 12.01 Qualification** - A colony or local fraternity must operate successfully for two consecutive semesters, not including summer sessions, before it may be chartered by the Interfraternity Council. Organization approval must be obtained from the Interfraternity Council and the Assistant Director for Fraternity and Sorority Life.
- 12.02 Petition for Charter** - A petition for charter must be submitted to the Interfraternity Council and the Assistant Director for Fraternity and Sorority Life at least one month prior to the chartering date. The petition should include the following information outlined in Appendix B.
- 12.03 Minimum Membership** - The colony or local fraternity must have a minimum of 25 men who meet the Council membership or initiation standards, with at least two-thirds planning to return the following semester.
- 12.04 Failure to Charter** - Any colony that fails to charter within four consecutive semesters, excluding summer sessions, will have its recognition declined, resulting in the closing of the colony or local fraternity.

## **ARTICLE XIII. AMENDMENTS**

This Constitution may be amended by a vote of three-fourths of the voting membership of the Interfraternity Council. Each amendment must be laid on the table two weeks before a final action is taken.

## **ARTICLE XIV. DISSOLUTION**

Should the Interfraternity Council of Appalachian State University ever cease to exist, all assets under its jurisdiction at the said time shall be transferred to an Appalachian State University Scholarship fund for academic recognition.

## **ARTICLE XV. RATIFICATION**

This Constitution was updated and shall become effective MONTH DAY, YEAR as ratified by a three-fourths vote of the Interfraternity Council membership and supersede all previous procedures.





## APPALACHIAN STATE UNIVERSITY

### BY-LAWS of the INTERFRATERNITY COUNCIL

Adopted February 16, 2015

#### ARTICLE I. STANDING RULES

##### 1.01 **Meetings**

- A. Regular meetings of the Council shall be held once every week during the Academic Year. In the event that a Council meeting falls on a University Holiday, there will be no meeting that week, unless rescheduled by a  $\frac{3}{4}$  vote of the Council. Special meetings may be called as outlined within the Interfraternity Council Constitution or this document.
- B. The time and date of the meeting will be decided at the first meeting of each semester.
- C. Special Meetings
  1. The President shall have the power to call the Council into special session, as he deems necessary providing, however, all members shall be given five business days' advance notice as to the time and place of all special meetings.
  2. The Council may at any time request that the President call a special meeting provided such a request be in the form of a petition signed by representatives of one-half of the member fraternities. Said request shall be mandatory upon the President.
  3. The Assistant Director for Fraternity and Sorority Life may at any time request that the President call a special meeting.
  4. Any business conducted in special sessions for which there was not given five business days' notice to each member fraternity shall be invalid.

##### 1.02 **Order of Business**

- A. The order of business for all meetings of the Interfraternity Council shall be:
  1. Call the meeting to order.
  2. Roll Call
  3. Recognition of Guests
  4. Guest Speakers
  5. Advisor Reports
  6. Officer Reports
  7. Committee Reports
  8. Chapter Reports
  9. Old Business
  10. New business

11. Discussion
12. Adjournment
13. Decorum

B. All members of the Interfraternity Council shall observe decency of speech, leave the meetings to engage in conversation to relevant to the meeting and avoid disrespect of personalities.

**1.03 Quorum**

- A. Two-thirds or more of the total membership of the Interfraternity Council shall constitute a quorum for the transaction of business
- B. Any motion that is approved by a majority of members present at any meeting, at which there is a quorum, shall be considered an act of the Interfraternity Council.

**1.04 Parliamentary Procedures** - All Interfraternity Council meetings shall follow Robert’s Rules of Order Newly Revised.

**ARTICLE II. OFFICERS**

**2.01 Elected Officers** - The elected officers of the Interfraternity Council shall be the President, Executive Vice President, Vice President Standards, Vice President of Administration and Finance, Vice President of Membership, Vice President Programming, Vice President of Communication, Vice President of Academics, and Vice President of Community Relations.

**2.02 Order of Ascendance** - The Order of Ascendance of the Chair of the Interfraternity Council Meeting shall be the President, Executive Vice President, Vice President of Standards and the Vice President of Administration and Finance. If none of the above listed officers are present at the Interfraternity Council Meetings, the Council shall break into committee meetings.

**2.03 Election of Officers**

- A. The election of officers shall follow the process outlined in Article V Section 5.04 of the Council Constitution.
- B. All candidates for office shall be entitled to the right to give a speech and answer questions.
  1. Each speech shall last no more than five minutes. IN the event of a run-off election, each individual is entitled to a three-minute speech.
  2. Any question asked of one candidate for a particular office, shall be asked of all candidates running for that same office.
- C. All Interfraternity Council officer positions must be filled by the last academic class day of the fall semester.

**2.04 The elected officer’s duties shall be as follows.**

- A. All elected officials of the Interfraternity Council are required to keep two office hours a week. All office hours must be recorded on the time sheet for the Interfraternity Council.
- B. All elected officers shall submit weekly written reports to the Vice Presidents of Administration and Finance no later than noon on the day of regularly scheduled Interfraternity Council Meetings. Ever officer shall give a brief overview of their report to the Interfraternity Council at the regularly scheduled meetings.

**2.05 The elected officer's responsibilities shall be as follows.**

A. President

1. Shall be chief presiding officer at all Interfraternity Council Meetings and Interfraternity Council Meetings;
2. Shall have no vote in the Interfraternity Council Meetings or in the Interfraternity Council, unless he is breaking a tie;
3. Shall act in the best interests of the Interfraternity Council at all times;
4. Shall have the power to remove all committee members with the approval of the Interfraternity Council;
5. Shall be the official representative of the Interfraternity Council at all university, community or regional functions and meetings that the Interfraternity Council attends unless otherwise designated;
6. Shall meet with the Assistant Director for Fraternity and Sorority Life before any recommendation is formally presented;
7. Perform all other duties that his office may require.

B. Executive Vice President

1. Shall be familiar with the duties, functions, and responsibilities of the Interfraternity Council president and assume those duties in his absence;
2. Shall serve as the chairman of all standing and ad-hoc committees
3. Perform all other duties that his office may require;
4. Shall maintain a master copy of the Interfraternity Council Constitution, By-Laws and record and revisions or amendments directly onto the master copy;
5. Shall oversee the by-law revision committee that will meet annually during the spring semester.
6. Will oversee and coordinate all elections, including serving as chair of the Slating Committee.

C. Vice President of Standards

1. Shall be responsible for insuring the enforcement of and compliance with all Interfraternity Council and Appalachian State University policies and guidelines; including serving as chair of the Interfraternity Conduct Review Board.
2. Shall serve as the Sergeant-at-Arms of the Interfraternity Council;
3. Shall be responsible for the education of the member organizations on Interfraternity Council and Appalachian State University policies and guidelines;
4. Perform all other duties that his office may require.

D. Vice President of Administration and Finance

1. Shall keep concise minutes of all Interfraternity Council business meetings and distribute these to the Student Government Council Vice President, Panhellenic Council, National Panhellenic Council, the Fraternity and Sorority Life Advisor and each member organization;
2. Shall keep a written record of minutes, along with a record book;
3. Shall preserve and maintain all Interfraternity Council documents, letters and correspondence received;
4. Shall maintain a current record of all organization active and associate members each semester;
5. Shall serve as the recorder of Interfraternity Council and Interfraternity Council;
6. Shall develop an Interfraternity Council budget;

7. Shall work with the Vice President of Membership to develop council recruitment budget;
  8. Shall maintain current and accurate records and ledgers on all financial transactions of the Interfraternity Council;
  9. Shall collect and disburse all funds approved by the Interfraternity Council;
  10. Shall be required to co-sign all financial account transactions of the Interfraternity Council with the President;
  11. Shall present a monthly financial report and statement to the Interfraternity Council;
  12. Shall deliver all funds, vouchers bonds, checks, records, software and codes and books to his successor;
  13. Shall be chairman of the Budget and Finance Committee, charged with the responsibility for and coordination of an Interfraternity Council budget;
  14. Perform all other duties that his office may require.
- E. Vice President of Membership
1. Shall be responsible for the development and execution of the Interfraternity Council Recruitment Processes;
  2. Shall work with the Vice President of Administration and Finance to develop a council recruitment budget;
  3. Shall serve as chairman of the Interfraternity Council Recruitment Committee;
  4. Shall as chairman of the Interfraternity Council New Member Education Committee;
  5. Perform all other duties that his office may require.
- F. Vice President of Programming
1. Shall serve as co-chairman of the Greek Week committee with the National Pan-Hellenic Council representative and Panhellenic Council Vice President of Programming;
  2. Shall appoint Interfraternity Council representatives to the Greek Week committee as approved by the Interfraternity Council;
  3. Shall serve as co-chairman of the Greek Leadership Summit with the National Pan-Hellenic Council representative and Panhellenic Council Vice president of Programming;
  4. Shall serve as co-chairman for the Annual Greek Awards program with the National Pan-Hellenic Council representative and Panhellenic Council Vice President of Programming;
  5. Shall serve as the chair of the Interfraternity Council Programming Committee;
  6. Perform all other duties that his office may require.
- G. Vice President of Communications
1. Shall act as chief communications officer of the Interfraternity Council;
  2. Shall be responsible for the dissemination of information about the Fraternity community to the public;
  3. Shall serve as webmaster for the Interfraternity Council webpage;
  4. Shall act as the official correspondent for the Interfraternity Council and act on all correspondence received;
  5. Shall keep records and photos of fraternity and sorority related events;
  6. Perform all other duties that his office may require.
- H. Vice-President of Academic Affairs
1. Responsible for organizing educational seminars or programs available to Greek organizations and the rest of the student body of Appalachian State University in collaboration with the Panhellenic Vice President of Academic Affairs

2. Responsible for setting academic goals for the Interfraternity Council/Council
  3. Responsible for working with the Interfraternity Council VP of Recruitment to set academic standards for potential new members and to see that these standards are met
  4. Responsible for keeping Greeks aware of their academic obligations and providing campus resources to organizations who need help maintaining academic standards
  5. Conducts roundtables for member scholarship chairs at least once each month
  6. Establish a Scholarship for members of the Interfraternity Council.
  7. Whoever holds this position must have a cumulative GPA of a 3.0 prior to running for office.
- I. Vice President of Community Relations
1. Responsible for planning and managing programs/events that bring publicity towards Appalachian State Greek Life and improve its image in the local community.
  2. Manage friendly contacts with business, local officials, and the University on behalf of Greek Life.
  3. Informing and involving the local community in events on and off campus.
  4. Organizing one event each semester that raises money for Fraternity and Sorority life's chosen philanthropy.
  5. Promoting philanthropy and community service among fraternities and sororities.
  6. Shall assist in coordination of all Interfraternity Council sponsored service events, including the service day in Greek Week

## **ARTICLE III. COMMITTEES**

- 3.01 Types of Committees** - The Interfraternity Council shall consist of two types of committees: standing committees and ad-hoc committees.
- 3.02 Committee Responsibilities** - Each committee will utilize the current descriptions found within this Article.
- 3.03 Ad-Hoc Committees** - Ad-hoc committees may be appointed at the direction of the Interfraternity Council and their term of appointment shall be designated in the appointment.
- 3.04 Committee Duties**
- A. All standing committees shall meet at a minimum of two times each semester, unless the nature of that committee requires only one per semester.
  - B. All committees shall have at a minimum a representative from each organization under the Interfraternity Council.
  - C. All committees shall submit a committee report to the Vice President of Administration and Finance no later than two business days following the committee meeting. The committee report shall outline everything that was discussed in the meeting and any action that the committee plans to take.
- 3.05 The general responsibilities of the standing committees shall be as follows:**
- A. Greek Week Committee shall be responsible for the planning and operation of all Greek Week activities.
  - B. The Recruitment Committee is charged with formulating and presenting a recruitment plan to the Interfraternity Council for discussion and voting no later than one month prior to the end of the preceding semester. This recruitment plan will detail all recruitment dates, rules, and regulations by which all Interfraternity Council affiliated organizations must adhere. Following the vote on the recruitment plan, the established plan may not be altered until after the end of the recruitment period that was voted on. This committee also has the power to plan, supervise and orchestrate any recruitment and recruitment related activities. This committee shall be comprised of every Interfraternity Council organization's recruitment chair.
  - C. By-Law revision committee shall be responsible for annually reviewing the by-laws and making necessary revisions.
  - D. Finance Committee shall be responsible for all Interfraternity Council organizations financial obligations.
  - E. New Member Education Committee shall be responsible for overseeing all new member education programs and shall be made up of all new member educators for every Interfraternity Council organization.
  - F. The Slating Committee shall oversee all matters dealing with elections, and will conduct interviews with all applicants for officer positions.

## **ARTICLE IV. WRITTEN MOTIONS**

- 4.01 Timeline for Submission** - All written motions presented to the Council must be submitted in writing to the Vice President of Administration and Finance at least one week prior to its presentation.
- 4.02 Form** - All written motions must be presented as written legislation and follow the outline located in Appendix C of this document.
- 4.03 Vote of Approval** - All issues put to a vote shall be considered approved when a single majority of those present cast a vote in favor of the issue, except when provided otherwise in this Constitution.
- 4.04 Financial Motions** - On issues of a financial nature, for which there will be a direct assessment levied upon individual fraternity men, shall require two readings at two separate Council meetings.
- 4.05 Rush Proposals** - All legislative motions concerning rush proposals presented to the Council must pass by a 2/3 majority of the member fraternities present and eligible to vote, provided a quorum is present.

## ARTICLE V. RECRUITMENT

- 5.01 Fraternities Rights** - The Interfraternity Council supports and protects the rights of its individual member fraternities to recruit new members into their organization.
- 5.02 Council's Duties** - The Council is charged with developing, planning, implementing, and evaluating the Council Recruitment program including all rules, regulations, activities, and promotion associated with Recruitment. All are subject to approval by the Council.
- 5.03 Council's Duties** - The Council is supportive of the concept of a system-wide dry recruitment program and will promote and assist with its implementation at the organization level.
- 5.04 Fraternity Recruitment is open to:**
- A. Any first semester freshman with a high school GPA of 3.00 or higher; or,
  - B. Any transfer student; or,
  - C. Any male student that has 12 completed semester hours with a GPA of 2.5 or higher at Appalachian State University.
- 5.05 Prospective New Members** - All prospective recruits must register through the Fraternity and Sorority Life webpage prior to receiving a bid in order to ensure eligibility.
- 5.06 Recruitment Function Defined** - A recruitment function is defined as any activity whose purpose is to promote a particular Interfraternity Council organization to prospective members. This includes any organization sponsored event and any activities undertaken by individual organization members, regardless of time of year.
- 5.07 Violations** - Any violation of the dry recruitment policy will be subject to a hearing with the Interfraternity Conduct Review Board

- 5.08 Bids** - Any form of bid, written or oral, may not be issued to a prospective member prior to the date and time established by the Council during structured recruitment periods and designated periods prior to structured recruitment. Bids may be extended to eligible prospects outside of these designated periods.
- 5.09 Rules** - All recruitment activities must comply with state, local and federal laws. Activities must also comply with the Interfraternity Council's Constitution, the Interfraternity Council's Bylaws and of the Interfraternity Council and each fraternity's respective national fraternity.
- 5.10 Campus Policies** - Organizations must follow campus policies regarding the posting of fliers, sandwich boards and posters for recruitment. Bi-folds, tri-folds, letters, and banners may be used under the direction of the Interfraternity Council. There is neither a designated maximum amount nor a size restriction relating to these forms of advertising.
- A. Each organization is responsible for their advertisements and the Council will not be responsible for anything lost or damaged.
  - B. If there is sufficient evidence that any fraternity is caught vandalizing or tampering with another fraternity's advertisement, the entire organization will be held responsible and punishments will be determined on a case-by-case basis by the Organizational Conduct Board or the Interfraternity Conduct Review Board.

## **ARTICLE VI. PROSPECTIVE NEW MEMBERS**

### **6.01 Rush Requirements**

- A. Associate members must have met eligibility requirements to receive a bid to become a new member.
- B. If the potential new member transfers from another institution, he is exempted from the GPA requirement for their first semester at Appalachian State University if he completed a full course load at his prior institution.
- C. All prospective pledges or associate members must be registered through the Fraternity and Sorority Life webpage registration process. If a chapter fails to register a prospective member or extends a bid to an ineligible student, the Interfraternity Council Executive Board reserves the right to terminate the new member's pledge period, in addition to other sanctions.
- D. New member education programs may last a maximum of eight weeks, and must conclude by the date established by the Interfraternity Council each semester.

### **6.02 Initiation Requirements**

- A. The prospective initiate must be a matriculated student in good academic standing at Appalachian State University with a cumulative 2.5 GPA or higher, with the exception of transfers and first semester freshman. First semester freshman must have a cumulative 3.0 high school GPA.
- B. The prospective initiate must be registered with the Office of Fraternity and Sorority Life.
- C. Initiation must take place immediately following the eight-week new member education period. Exceptions to this policy may be granted when an organization's national policies prohibit initiation of first semester freshmen or on a case-by-case basis, which will be granted by the Interfraternity Council.



## **ARTICLE VII. AMENDMENTS**

These procedures may be amended by a two-thirds vote of the voting membership of the Interfraternity Council. Each amendment must be laid on the table two weeks, or until the next meeting, prior to the final action being taken.

## **ARTICLE VIII. RATIFICATION**

These procedures shall become effective when approved by a three-fourths majority of the voting members of the Council. These bylaws supersede all previous bylaws. These by-laws were last updated March 2, 2016.

## **Appendix A: Expansion and Installation**

### **Pertinent Information for Expansion**

- 1) How nationals will support their organization to aid the establishment of a colony
- 2) Alumni support in the surrounding community
- 3) The number of alumni in the surrounding community
- 4) Risk management and alcohol awareness policies
- 5) Leadership and new member educational programs
- 6) Any other information that is important in getting to know how the organization plans to expand at Appalachian State University

### **Presentations**

Presentations for Potential Social Fraternities shall follow the rules outlined in this Appendix. Presentations are organized and scheduled by the Expansion Committee at the convenience of the social fraternity being invited. Invitations to presentations will go out to fraternity and sorority chapter presidents and their advisors.

The presentations made by the national fraternity must include the following information when applicable. A checklist of expectations will be provided by the expansion committee to the national fraternity.

- 1) Logistical Information:
  - a) Name of fraternity; and,
  - b) Founding date and location; and,
  - c) Current number of colonies; and,
  - d) Current number of undergraduate members and alumni; and,
  - e) Average organization size; and,
  - f) Number of chapters closed in the last five years and reasons for closing; and,
  - g) Membership Costs: new member, initiation, insurance and regular dues.
- 2) Program Policies:
  - a) Position on risk management, and its correspondence with the current Appalachian State University Risk Management practices; and,
  - b) Position on hazing; and,

- c) Length and focus of new member education; and,
- d) Minimum standards for potential new members; and,
- e) Scholarship program; and,
- f) Community service program; and,
- g) Constitution and By-Law highlights; and,
- h) How the organization plans to meet and potentially exceed the Standards of Excellence program for Appalachian State University's Fraternity and Sorority Life.

3) Colonization:

- a) List and status of colonies established in the last five years; and,
- b) Procedures for colonization, potential time-line if applicable; and,
- c) Ongoing support for colony:
  - i) Consultant visits*
  - ii) Recruitment support*
  - iii) Additional resources*
- d) Criteria for chartering.

4) Organizational Support:

- a) List of all organizations and locations; and,
- b) Volunteer support at the district and local level.

5) Resources:

- a) International or National Headquarters
  - i) Foundation scholarship and loans*
  - ii) Housing support and International or National Housing Corporation*
  - iii) Leadership schools or conventions*
  - iv) Publications*
- b) Boone, NC
  - i) Nearest chapter*
  - ii) Number of alumni in the Boone area*

*iii) Contact information of committed alumni*

**Petition to Charter**

A petition for charter must be submitted to the IFC and the Greek Advisor at least one month prior to the chartering date. The petition should include the following information:

- 1) A list of colony members and pledges, their academic standing classifications, and positions held in the organization;
- 2) Bylaws of the colony;
- 3) History of accomplishments of the colony;
- 4) Financial reports for the preceding semester or year, including the balance sheet, income statement, expense statement, and a written budget;
- 5) A letter of approval and support from the national fraternity assuring that the colony is being chartered by the national fraternity;
- 6) Any additional letters of approval, recommendations, or support that the colony wishes to enclose, and any additional information requested;
- 7) A faculty advisor who meets the established university requirements;
- 8) A 2.50 cumulative G.P.A for the entire colony.



**BILL**

**BILL TO BE ENTITLED:**

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**Short Title:**

**Introduced by:**

**Sponsored by:**

**First Proposal:**

**Version Date:**

**Referred to: \_\_\_\_\_**

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- 1 **WHEREAS,**
- 2
- 3 **WHEREAS,**
- 4
- 5 **RESOLVED,**
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| Interfraternity Council Summary |                |                  |
|---------------------------------|----------------|------------------|
| In Favor: _____                 | Opposed: _____ | Abstained: _____ |
| President: _____                |                | Date: _____      |
| Executive V.P.: _____           |                | Date: _____      |