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THE CONSTITUTION AND  
BYLAWS  
of the  
WESTERN MICHIGAN UNIVERSITY  
INTERFRATERNITY COUNCIL  
*(Revised Spring 2009)*

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## **ARTICLE I: ORGANIZATION**

### **Section 1 - Name**

- a. The name of this organization shall be the Interfraternity Council of Western Michigan University, herein referred to as IFC.

### **Section 2 - Purpose**

- a. The object and purpose of the IFC shall be to develop and maintain men's fraternity life, as well as, promote beneficial interfraternal relations, and in so doing:
  1. Help insure cooperation among fraternities at WMU.
  2. Discuss issues of mutual interest and present them to the member fraternities.
  3. Promote the interests of the member chapters.
  4. Promote the interests of WMU and its academic mission, and promote superior scholarship as basic to intellectual achievement.
  5. Cooperate with member fraternities, local community and the University administration in concern for high social and moral standards.
  6. Act in accordance with the North-American Interfraternity Conference (NIC) and its resolutions and policies.
  7. Act in accordance with policies and laws established by the Federal Government, the State of Michigan, and Western Michigan University

## **ARTICLE II: MEMBERSHIP**

### **Section 1 – Regular Membership**

- a. Regular membership shall be granted to those general NIC or FLA fraternities who have fulfilled the membership requirements set forth in *Section 2* of this Article.

### **Section 2 – Member Fraternities**

- a. Member Fraternities will consider the following to be the duties of a Regular Membership:
  1. Pay all dues and fines owed to the IFC as specified in rules and procedures.
  2. Abidance of this Constitution and the rules and procedures and the regulations adopted by the Council.
  3. Consideration, and possible cooperation, with administrative actions of the Executive Council.
  4. Maintain an updated list of all its current members, officers, and advisors with the Office of Fraternity and Sorority Life.
  5. Abide by all of the University regulations and policies.
  6. Encouragement of cooperation among member chapters
  7. Encouragement of scholarship and leadership among its members.
  8. Full cooperation with the rules and regulations set forth by GAMMA.
  9. Maintain accurate, updated roster with SALP office, updated at least once per semester by a date specified by the Greek Life Advisor or Greek Graduate Assistant.

- b. Regular member Fraternities shall have the following privileges:
  - 1. Have all privileges and rights under this constitution and the rules and procedures, except as limited by actions of the Judicial Board or the University.
  - 2. Receive coverage on par with any other member in all IFC publications that list or describe Member Fraternities.
  - 3. Participate in all IFC sponsored programs.
  - 4. Vote at meetings of the Council when properly represented and in good standing.
  - 5. Participate in the Fraternity division of Intramural sports.
  - 6. Have its members, if they are eligible; hold elected and appointed offices in the IFC.

### **Section 3 – Associate Member Fraternities**

- a. Associate members may include non-NIC fraternities, or fraternities not currently holding full membership in NIC.
- b. Privileges of an Associate Member Fraternity shall be limited to the following:
  - 1. Participate in all IFC events.
  - 2. Attend and speak at all IFC meetings.
  - 3. Participate in the Fraternity division of Intramural sports.
  - 4. Be eligible for IFC awards.
  - 5. Have all privileges and rights under this Constitution and rules and procedures except as limited by actions of the University.
  - 6. Receive coverage on par with any other member chapter in all IFC publications that list or describe Member Fraternities.
  - 7. Associate member chapters will not have a vote in IFC meetings
- c. An associate member Fraternity may gain regular member status in the Interfraternity Council providing they meet all of the following requirements:
  - 1. Total active membership of twenty undergraduate members for a period of two successive semesters.
  - 2. Attainment of an overall 2.5 minimum grade point average by the Fraternity for the above said period.
  - 3. Must be a chartered organization by a National Fraternity.
  - 4. A three-fourths vote of the regular member fraternities of the IFC

## **ARTICLE III: IFC EXECUTIVE BOARD**

### **Section 1 - Composition**

- a. The Executive Board shall consist of:
  - 1. President
  - 2. Executive Vice President
  - 3. Administrative Vice President
  - 4. Treasurer

5. Vice President of Education
  6. Vice President of Risk Management
  7. Vice President of Recruitment
  8. Vice President of Communications
  9. Vice President of Service
  10. Vice President of Campus Programming
- b. Executive Board Member Duties:
1. Remain an unbiased member of the fraternity community.
  2. Support the success of the fraternity & sorority community.
  3. Maintain a 2.5 (4.0) cumulative GPA.
  4. Develop, maintain, an uphold goals for their particular office.
  5. Hold office hours in the IFC office, totaling at least 2 hours per week.
  6. Attend every meeting of the IFC, except in cases of excused absence.
  7. Serve as the Liaison between the IFC and the WMU community.
  8. Shall conduct chapter officer round table meetings to discuss officer related issues.
  9. Shall remain disaffiliated during IFC organized recruitment.
  10. Uphold the Constitution and by-laws of the IFC.
- c. Officer Dismissal/Impeachment
1. Any officer failing to maintain a 2.5 cumulative GPA will be automatically dismissed.
  2. A member of the IFC Executive Board may be removed from office for poor officer performance or conduct not becoming an IFC member with a 3/4th vote of the IFC Delegate Body.
- d. Officer Vacancy
1. When an officer vacancy occurs, it will be the responsibility of the IFC President with the advisement of the IFC advisor to appoint a new officer.

## **ARTICLE IV: OFFICERS**

### **Section 1 – Officer Duties**

- a. The President shall:
  1. Call and preside at all regular and special meetings of the IFC.
  2. Call and facilitate all IFC Executive Board & Council meetings.
  3. Represent the interests of the IFC and its member chapters.
  4. Report as required to the IFC Advisor.
  5. Maintain complete and up-to-date copies of the current WMU IFC Constitution; the current IFC budget; and other pertinent materials.
  6. Perform all other duties related to this office.
- b. The Executive Vice President shall:
  1. Perform the duties of the President in his absence, inability to serve, or at his call.

2. Coordinate all IFC Judicial Procedures and oversee the selection, training, and functions of the IFC Judicial Board and its delegates.
  3. Coordinate IFC Constitutional Revisions as appropriate.
  4. Perform all other duties related to this office.
- c. The Administrative Vice President shall:
1. Attend all Western Student Association (WSA) meetings and participate in WSA committees, where he will express the interests of the Greek Community.
  2. Provide a report concerning WSA meetings and issues to the IFC.
  3. Coordinate a roundtable meeting with chapter WSA delegates from IFC member chapters to educate them on policies and rights.
  4. Keep attendance records of IFC members at WSA.
  5. Be a University Liaison and represent IFC interests on various university committees.
  6. Be responsible for the official correspondence of the IFC unless provided for otherwise.
  7. Report back to IFC and its member chapters on university issues relevant to the community.
  8. Perform all other duties related to this office.
- d. The Vice President of Education shall:
1. Plan and coordinate all new membership education sessions and retreats.
  2. Plan and coordinate all IFC educational programs and sessions.
  3. Be responsible for planning scholarship programs for the IFC each semester.
  4. Perform all other duties related to this office.
- e. The Vice President of Risk Management shall:
1. Work to uphold the Risk Management Policy in all applicable situations.
  2. Co-Coordinate Greeks Advocating the Mature Management of Alcohol (GAMMA)
  3. Maintain, implement, and provide educational programming in the area of risk management, guiding the joint Risk Management Policy.
  4. Recognize Chapters with exemplary enforcement of Risk Management Policies.
  5. Coordinate with Vice President of Education a yearly speaker on legal liability issues.
  6. Maintain and distribute a Risk Management policy to all chapters.
  7. Educate chapters on Risk Management policy.
  8. Perform all other duties related to this office.
- f. The Vice President of Recruitment shall:
1. Be responsible for the overall coordination of the IFC organized recruitment
  2. Facilitate the approval of chapter promotions/publications regarding recruitment
  3. Facilitate recruitment workshops for members of IFC chapters

4. Perform all other related duties of this office

g. The Vice President of Communications shall:

1. Keep an up-to-date roll of the Interfraternity delegates and chapter executive board rosters, and call roll at all regular and special meetings.
2. Arrange for all rooms for all regular meetings.
3. Take full minutes of all meetings of the IFC and record all action taken by the Executive Board and distribute that information to the member chapters of IFC every two weeks.
4. Be responsible for all public relations and publicity of the IFC.
5. Perform all other duties related to this office.

h. The Vice President of Service shall:

1. Be responsible for copying and distributing all information sent to the IFC on campus and community service projects to each member chapter.
2. Coordinate a minimum of (1) one community-wide service project each semester
3. Coordinate the completion of Greek Community Service Reports and report to the Fraternity & Sorority Life Graduate Assistant weekly on IFC community service completed.
4. Perform all other duties related to this office.

i. The Vice President of Programming shall:

1. Be responsible for coordinating events related to building relationship with WMU faculty and staff.
2. Perform all other duties related to this office.

j. The Vice President of Programming shall:

1. Co-Coordinate Greek Week, with Panhellenic Council counterpart.
2. Co-Coordinate Greek involvement in annual Homecoming Week, with Panhellenic counterpart.
3. Co-Coordinate Greek involvement in WMU Fall Welcome Program, with Panhellenic counterpart.
4. Oversee involvement of the IFC in Intramural Sports.
5. Maintain contact with Campus Recreation.
6. Maintain records of the IFC athletic points.
7. Attend all Campus Activities Board (CAB) meetings and participate in CAB committees, where he will express the interests of the IFC Community.
8. Be responsible for coordinating events related to building relationship with WMU faculty and staff.
9. Perform all other duties related to this office.

k. The Treasurer shall:

1. Be responsible for the general supervision of the finances of the Interfraternity Council.

2. Be responsible for the preparation of the fiscal year budget and, following its approval by the IFC Advisor, provide a copy to each chapter.
3. Receive all payments due to the IFC, collect all dues and recruitment money, and give receipts.
4. Report back to IFC member chapters on financial status of the IFC
5. Be responsible for the prompt payment of all bills of the IFC.
6. Maintain up-to-date financial records.
7. Coordinate any fundraising activities of the IFC
8. Perform all other duties related to this office.

## **ARTICLE V: ELECTIONS**

### **Section 1 – Application and Nominations**

- a. All candidates must fill out and turn in an application for the IFC Executive Board prior to elections. Failure to do so will disqualify a candidate from running for any position.
- b. The due date of the application will be specified by the IFC President, and will be at least two weeks prior to the elections. The date will be listed on the application.

### **Section 2 – IFC Executive Board Role**

- a. Candidates will be interviewed prior to the General Election meeting by members of the current IFC Executive Board.
- b. Current IFC Executive Board members who have submitted an application to be part of the incoming IFC Executive Board will not be permitted to participate in the interview process of prospective IFC Executive Board members.

### **Section 3 - Slating**

- a. Based on applications and interviews, the IFC Executive Board will create a slate of applicants that they feel are exceptionally qualified to run for an office.
- b. After interviews, all interviewers will rank candidates applying for positions, and create the slate. Each position will have up to two, or in special cases, three candidates slated (a special case may be a situation where a past board member is running, and other qualified applicants ought to be slated).
- c. The slating list will be made available to Chapter Delegates and/or Presidents at least one week prior to elections, either at a meeting or via e-mail, so that any potential problems may be addressed prior to elections.
- d. An individual may be slated for more than one position.

### **Section 4 – Elections**

- a. Candidates will be elected in the following order:
  1. President
  2. Executive Vice President
  3. Administrative Vice President
  4. Treasurer
  5. Risk Manager
  6. Vice President of Recruitment
  7. Vice President of Communications
  8. Vice President of Campus Programming
  9. Vice President of Service

## 10. Vice President of Education

### b. Speeches

1. Speeches will take place at the meeting prior to the actual election, to allow time for chapters to discuss the candidates.
2. All candidates for a particular position will speak in alphabetical order.
3. The speeches for President will not exceed five minutes.
4. The speeches for all other offices will not exceed three minutes.
5. Following each candidate's speech, up to two minutes will be given to field questions from the legislative body.
6. During the speeches for each respective office, each candidate running for said office will wait outside the room of elections, entering only to give his speech.

### c. Discussion of Candidates

8. Following each candidate for President's speech, a maximum of five statements, may be made about the candidate and these statements each will not exceed one minute.
9. Following each candidate speech for each office (except President), a maximum of three statements, may be made about the candidate and these statements each will not exceed one minute.

### d. Voting

1. Delegates will vote for each position by secret, written ballot. The delegate will write his first choice for the position.
2. A simple majority of all chapters is sufficient to elect an officer. In the event that more than two candidates are slated for a position and a majority vote is not received during the initial vote, the lowest vote getter will be removed and a second vote will be taken.
3. The IFC President and the Executive Vice President will count the votes. In the event a candidate for the position being voted on is from the same chapter as either of these officers, another officer on the board will take the place of the biased officer.

## **ARTICLE VI: DELEGATES**

### **Section 1 – Eligibility and Responsibility**

- a. Chapter Delegates will be the authorized voting member in all IFC Formal business.
- b. Chapters may choose their Delegates by any means they desire, but a majority vote of the chapter membership is recommended.
- c. If a Delegate is unable to attend a Delegates' meeting, he will send another member of his chapter as his substitute. The Delegate or the chapter president **MUST** notify the IFC VP of Communications of the substitute's attendance, prior to the meeting in question. Failure to do so will result in the chapter being considered absent from that meeting.
- d. Chapter Delegates may not be members of the IFC Executive Board.

## **ARTICLE VII: MEETINGS**

### **Section 1 - Open Forum President's Meetings**

- c. Each month a designated meeting will be held that includes all chapter presidents and/or chapter delegates with the IFC and Panhellenic council executive boards.
- d. These meetings will be to discuss mutual issues, concerns, policies, problems, and give chapter recognition and announcements.

### **Section 2 – Delegate Meetings**

- a. The IFC shall conduct Formal Business on a bi-weekly basis, excluding finals week and any designated University holidays.
- b. Robert's Rules of Order shall govern all proceedings unless otherwise declared by the IFC President.
- c. Voting Procedures
  1. Only chapter delegates shall have voting privileges. Each chapter will have one vote on each matter of business.
  2. Quorum will be considered 2/3 of the total number of IFC chapters at WMU.
  3. A simple majority vote of present chapters will be required to pass business presented to the community, with the exception of amendments to these bylaws or any Judicial Board legislation, which will require a 2/3 majority vote of present chapters.
  4. Votes will be counted via chapter roll call unless otherwise specified by these bylaws or the IFC President, or if any present delegate requests a secret ballot.
  5. In the event of a tie, the IFC President, being the presiding officer of the meeting, shall cast the tie-breaking vote.

### **Section 3 – Officer Roundtable Meetings**

- a. Officer roundtables will be held monthly at the discretion of the appropriate IFC Executive Board member.

### **Section 4 – Special Meetings**

- a. Special meetings may be called at any time by the IFC president.
- b. The IFC president must call a special meeting at the request of any two-member fraternities.
- c. Notice of special meetings shall be given in two forms of communication (phone, email, etc.) to the president of each fraternity at least twenty-four hours prior to the meeting.

### **Section 5 – Attendance**

- a. Any Chapter who is not represented at any two consecutive meetings (delegate, roundtables, special meetings, etc.) will be placed on social probation until consistent attendance (2 consecutive meetings) resumes. There are no exceptions to this policy.

## **ARTICLE VIII: FINANCES**

### **Section 1 - Budget**

- a. The Treasurer, in consultation with the IFC Executive Board, shall establish the budget and expenses for IFC.
- b. The Treasurer will present a 1 year budget for approval of the IFC one month prior to the end of the Fall academic semester.

### **Section 2 – Fiscal Year**

- a. The IFC fiscal year will run from February 1 to January 31.

### **Section 3 – Dues**

- a. IFC Member Dues will be:
  1. \$15 per active member
  2. \$10 per new member
- b. IFC Associate Member Dues will be:
  1. \$15 per active
  2. \$10 per new member
- c. Chapter balances will be calculated based on the numbers reflected in rosters maintained by the SALP office. Failure to update these rosters on a semesterly basis will result in punishment equivalent to failure to pay dues.
- d. Delinquency
  1. Any chapter delinquent in payments shall be subject to, but not limited to these sanctions from the IFC Executive Board.
  2. After dues are delinquent 30 days the chapter will be placed on social probation and will lose the right to vote in official IFC meetings.
  3. After dues are delinquent 60 days the chapter's national headquarters will be contacted.
  4. If dues have not been paid by the end of the semester in which they were assessed the chapter will not be allowed to participate in ANY university or IFC sponsored events (i.e. Info Night, Bronco Bash, , Greek Week, etc.) until the full balance is paid.
- e. Official Withdrawal or Removal
  1. Upon official withdrawal or removal of a chapter from WMU or IFC any payments due to the IFC must be paid.

## **ARTICLE IX: RECRUITMENT**

### **Section 1 – Year Round Recruitment**

- a. The IFC fully supports year-round open recruitment.

### **Section 2 – Recruitment Events**

- a. Alcohol is prohibited at **Any and All** fraternity recruitment events.
- b. A recruitment event is defined as any event for the purposes of affiliation into a fraternity chapter.
- c. Furthermore, a recruitment event is any event where potential members are in attendance. Potential members will be defined as any male, non-affiliated student enrolled at Western Michigan University or Kalamazoo Valley Community College.

### **Section 3 – Official IFC Recruitment Week**

- a. Dates for the official IFC Fall Recruitment Week will be set by the IFC, in conjunction with the Fraternity & Sorority Life Advisor

### **Section 4 – Publications and Advertising**

- a. Any depiction of the IFC, Western Michigan University, or the recruitment process must be in “good taste”, as determined by the IFC Executive Board.
- b. Any chapter that fails to adhere to the set guidelines for “good taste” will be subject to a Judicial Board hearing.

### **Section 5 - Bids**

- a. Official bids recognized by IFC can be extended at any time.
- b. Bids can only be given to those men who are enrolled at Western Michigan University or Kalamazoo Valley Community College.
- c. IFC encourages its member chapters to continue recruitment all year long, not just during formal/organized recruitment

### **Section 6 - Recruitment Infractions**

- a. Chapter members may not steal, desecrate, vandalize or in any other way interfere with recruitment efforts of any other chapter.
- b. Chapters will not have alcohol present at any function where at least one (1) potential member is present.
- c. Chapters may not extend bids to any potential member who is under the influence of any substance, including but not limited to alcohol or drugs.
- d. The IFC Judicial Board may identify other activities as recruitment infractions at their discretion.
- e. Any chapter committing a recruitment infraction will be subject to an automatic \$250 fine and a Judicial Board hearing.

## **ARTICLE X: RISK MANAGEMENT**

### **Section 1 - Alcohol**

- a. The possession, sale, use or consumption of ALCOHOLIC BEVERAGES, while on chapter premises, or during a fraternity event, in any situation sponsored or endorsed by the chapter, or at any event an observer would associate with the fraternity, must be in compliance with any and all applicable laws of the state, province, county, city and institution of higher education, and must comply with either the BYOB or third party vendor guidelines.
- b. Alcoholic beverages may not be purchased through or with chapter funds nor may the purchase of same for members or guests be undertaken or coordinated by any member in the name of, or on behalf of, the chapter. The purchase or use of a bulk quantity or common source(s) of alcoholic beverages, for example, kegs or cases, is prohibited.
- c. OPEN PARTIES, meaning those with unrestricted access by non-members of the

- fraternity, without specific invitation, where alcohol is present, are prohibited.
- d. No members, collectively or individually, shall purchase for, serve to, or sell alcoholic beverages to any minor (i.e., those under legal “drinking age”).
  - e. The possession, sale or use of any **ILLEGAL DRUGS** or **CONTROLLED SUBSTANCES** while on chapter premises or during a fraternity event or at any event that an observer would associate with the fraternity is strictly prohibited.
  - f. No chapter may co-sponsor an event with an alcohol distributor, charitable organization or tavern (tavern defined as an establishment generating more than half of annual gross sales from alcohol) where alcohol is given away, sold or otherwise provided to those present. This includes any event held in, at or on the property of a tavern as defined above for the purposes of fundraising. A chapter may rent or use a room or area in a tavern as defined above for an event held within the provisions of this policy, including the use of a third party vendor and guest list.
  - g. No chapter may co-sponsor or co-finance or attend or participate in a function where alcohol is purchased by any of the host chapters, groups or organizations.
  - h. All recruitment or rush activities associated with any chapter will be nonalcoholic. No recruitment or rush activities associated with any chapter may be held at or in conjunction with an alcohol distributor or tavern as defined in this policy.
  - i. No member or pledge/associate/new member/novice, shall permit, tolerate, encourage, or participate in “drinking games.”
  - j. No alcohol shall be present at any pledge/associate/new member/novice program, activity or ritual of the chapter. This includes, but is not limited to activities associated with “bid night,” “big brother- little brother” events or activities, big sister-little sister” events or activities, “family” events or activities, and initiation.

## **Section 2 – Hazing**

- a. No chapter, colony, or student or alumnus shall conduct nor condone hazing activities. Permission or approval by a person being hazed is not a defence.
- b. Hazing activities are defined as:
  1. “Any action taken or situation created, intentionally, whether on or off fraternity premises, to produce mental or physical discomfort, embarrassment, harassment, or ridicule. Such activities may include but are not limited to the following: use of alcohol; paddling in any form; creation of excessive fatigue; physical and psychological shocks; quests, treasure hunts, scavenger hunts, road trips or any other such activities carried on outside or inside the confines of the chapter house; wearing of public apparel which is conspicuous and not normally in good taste; engaging in public stunts and buffoonery; morally degrading or humiliating games and activities; and any other activities which are not consistent with academic achievement, fraternal law, ritual or policy or the regulations and policies of the educational institution, or applicable state law.”

## **Section 3 - Sexual Abuse & Harassment**

- a. No chapter will tolerate or condone any form of sexist or sexually abusive behavior on the part of its members, whether physical, mental or emotional. This is to include any actions, activities or events, whether on chapter premises or an off-site location which are demeaning to women or men, including but not limited to verbal

harassment, sexual assault by individuals or members acting together. The employment or use of strippers, exotic dancers or similar, whether professional or amateur, at a fraternity event as defined in this policy is prohibited.

b. The IFC will not tolerate sexual assault in any form.

#### **Section 4- Fire, Health and Safety**

- a. All chapter houses should meet all local fire and health codes and standards.
- b. All chapters should post by common phones and in other locations emergency numbers for fire, police and ambulance, and should have posted evacuation routes on the back of the door of each sleeping room.
- c. All chapters should comply with engineering recommendations as reported by the insurance company or municipal authorities.
- d. The possession and/or use of firearms or explosive or incendiary devices of any kind within the confines and premises of the chapter house is prohibited.
- e. Candles should not be used in chapter houses or individual rooms except under controlled circumstances such as initiation.

#### **Section 5 – Social Functions**

- a. A social function is defined by the IFC as any pre-planned or organized event involving an IFC chapter or any event where alcohol is present.
- b. All social functions must be registered at least three (3) days in advance via e-mail to the IFC Vice President of Risk Management
- c. The Vice President of Risk Management will approve events within 24 hrs of registration.

#### **Section 6 – Fraternity Risk Management Policies**

- a. The IFC shall uphold and enforce all current FIPG Risk Management Policies.
- b. All Chapters are expected to follow the risk management policies set forth by their National/International Organizations.
- c. Each fraternity shall annually instruct its students and alumni in the Risk Management Policy of FIPG, Inc. Additionally, all students and key volunteers shall annually receive a copy of the Risk Management Policy.

### **ARTICLE XI: SCHOLARSHIP**

#### **Section 1 - Grades**

- a. Chapters must maintain a semesterly GPA of 2.5 on a 4.0 scale. If a chapter fails to maintain a 2.5, it will be placed on probation (loss of voting & social privileges) with the IFC for the following semester.
- b. Any Chapter with an semesterly GPA of a 3.0 or higher will have a 25% reduction in IFC dues the following semester (i.e. 3.1 overall in the Spring = 25% reduction of IFC dues in the Fall)

### **ARTICLE XII: EXPANSION**

#### **Section 1 – IFC Support of Expansion**

- a. The IFC supports organized open expansion
- b. The proposal of chapter expansion shall be at the discretion of the Fraternity & Sorority Life Advisor

### **Section 2 – IFC Expansion Policy**

- a. The purpose of the IFC expansion Policy shall be:
  - 1. To provide guidance and support for new fraternities.
  - 2. To provide a colony membership period before granting full privileges of IFC membership.
- b. All undergraduate general fraternities, as recognized by the North-American Interfraternity Conference (NIC), Fraternity Leadership Association (FLA), or other national organization shall be eligible for membership in the IFC.
- c. No NIC member organization is prohibited from selecting undergraduates for the purpose of establishing a chapter on the campus of the host institution. The IFC may not deter expansion by withholding membership of an NIC group from IFC.
- d. The Fraternity & Sorority Life Staff will send out letters of inquiry to organizations that have made initial contact, or contact additional organizations at the discretion of the committee. This letter will request specific information, such as:
  - 1. Number of alumni in the area (50 mile radius of Kalamazoo.)
  - 2. Letter of confirmation of support for a chapter by area alumni.
  - 3. Written request and support for a chapter by the national office.
  - 4. Number of collegiate chapters nation-wide.
  - 5. Number of chapters in the state of Michigan.
  - 6. Average chapter size nation-wide.
  - 7. National risk management and alcohol policies.
  - 8. Copy of the new member education program.
  - 9. Any membership leadership development programs.
  - 10. List of other institutions where organization recently colonized.
- e. Upon receiving this information, the Fraternity & Sorority Life Advisor will distribute it to the IFC Executive Board and chapter Delegates.
- f. A 2/3 majority vote of the IFC Member Chapters is required for a group to be allowed to colonize as a part of the IFC.

## **ARTICLE XIII: INVESTIGATION OF INFRACTIONS**

### **Section 1 - Investigative Powers**

- a. The IFC Executive Board and the shall have the power to investigate alleged infractions of IFC and/or GAMMA Constitutions.
- b. The IFC Executive Board shall refer any violation of these Constitutions to the IFC Judicial Board by way of the Executive Vice President.
- c. Violations may also be referred to the IFC Judicial Board by the Fraternity & Sorority Life Advisor or Director of Student Activities & Leadership Programs (SALP).

## **ARTICLE XIV: IFC JUDICIAL BOARD**

### **Section 1 - Authority of Judicial Board**

- a. The IFC Judicial Board shall hear cases pertaining to rule violations of the IFC (i.e. recruitment violations, constitution violations, etc.).

### **Section 2 - Duties of the Chief Justice**

- a. The Executive Vice President of the IFC shall serve as the Chief Justice and Chair of the IFC Judicial board.
- b. The Chief Justice or temporary chair shall vote only as a tie-breaker in the case of a tie vote being reached by the Judicial Board.
- c. The IFC Judicial Board shall be composed of one member from each IFC Chapter in good standing.
  1. Chapters may choose their judicial board representative by any means they desire, but a majority vote of the chapter membership is recommended.
- d. Quorum for any IFC judicial proceeding shall be 75% of the total number of justices who serve on the board.
- e. An IFC Judicial Board member whose organization is being formally charged, or whose organization brought forth the charges shall not participate as a Justice in any part of the hearing proceedings.

### **Section 3 - Judicial Procedure**

- a. Formal charges must be submitted as a typed statement to the Executive Vice President. That statement shall include a complete description of the charges being filed, who the charges are against, the names and affiliations of those involved, and the date of the incident.
- b. All parties shall be afforded reasonable written notice, at least 7 calendar days prior to the hearing. The IFC Judicial Board may elect to proceed with a hearing without the presence of the accused organization, provided, however, the required notice state above has been given to the chapter president and the chapter president has not provided to the Executive Vice President in advance a satisfactory reason for being unable to attend the hearing.
- c. Written notice shall include:
  1. A statement of the alleged violation (s) and the jurisdiction (the specific judicial council) under which the charges are to be adjudicated.
  2. A brief statement of matters asserted.
- d. The accused organization may choose to have an advisor present at the hearing. Such advisor(s) however, may only discuss matters directly with the organization and may not actively participate in the conduct of the hearing.
- e. Matters may be referred to the Office of Student Conduct at the discretion of the IFC Executive Board or the IFC Judicial Board.

### **Section 4 - Sanctions**

- a. After charges have been filed against a Fraternity, and the Fraternity charged has been found in violation of the offense by the IFC Judicial Board, the IFC Judicial Board has the power to impose any one of the following sanctions:
  1. A monetary fine commensurate with the amount of physical damage incurred.

2. Some measure of community service which may not be used toward the overall Chapter Excellence Award or any other IFC award.
  3. Probation from Intramural competition, Greek Week, Homecoming, or other activities.
  4. Probation or suspension from social activities for a determined period of time.
  5. IFC Warning. Any Fraternity which is found in violation of an offense while on warning will be placed immediately on the IFC Probation for a period determined by the Judicial Board.
  6. Expulsion from the IFC.
- b. If any sanctions imposed by the Judicial Board cross over the terms of office the new IFC Judicial Board must enforce the old IFC Judicial Board's decision.

### **Section 5 – Appeal Procedure**

- a. All appeals must be made within seven calendar days following written notification of the sanction.
- b. Appeal considerations shall be limited to:
  1. Unfair hearing (procedure of the hearing that affected the outcome).
  2. New evidence (which could not be presented at the time of the hearing).
  3. Harsh judgment (the sanction is extraordinarily disproportionate to the violation).
- c. A typewritten appeal must be submitted to the IFC Executive Vice President.
- d. The IFC Executive Vice President, Director of Fraternity & Sorority Life, and the IFC President will meet to decide if the appeal is justified.
- e. If an appeal is found to be justified, the IFC Executive Board will make a final ruling on the matter.

## **ARTICLE XV: POLICY CLARIFICATION**

### **Section 1 – Compliance**

- a. The IFC of Western Michigan University, and its member chapters, will act in accordance with all policies and procedures set forth by our host institution, Western Michigan University.
- b. The IFC of Western Michigan University, and its member chapters, will act in accordance with all the standards set forth by the North-American Interfraternity Conference.

### **Section 2 – Explanation of Terms**

- a. Social probation
  1. Hosting or co-hosting registered social events is not permitted. Does not prohibit participation in recruitment or athletic events.

2. Chapter scholarship chair must meet monthly with IFC VP of Education to update on chapter's academic progress

## **ARTICLE XVI:AMENDMENTS**

### **Section 1 - Amendment Procedure**

- c. Proposed amendments may be presented to the community only by members of the IFC Executive Board or chapter delegates.
- d. Proposed amendments should be presented during the New Business portion of a Delegate meeting, and must be submitted in writing.
- e. Upon receiving a proposed amendment the Executive Board must distribute a written copy of the amendment to member chapters no less than one week prior to a vote.
- f. Proposed amendments will be voted upon at the next Delegate meeting after their proposal.
- g. Voting procedures regarding amendments to this document will follow the guidelines established in Article VII, Section 2, Part C of this document.
- h. All ratified amendments to this Constitution shall be submitted to the Administrative Vice President, who will then be required to report to the amendment to the Fraternity & Sorority Life Advisor.

### **Section 2 - Formal Implementation**

- a. All amendments must have a date of formal implementation.
- b. A chapter may not be accused of a violation if an amendment retroactively changed the consequences of that chapter's actions (i.e. no *ex post facto* accusations)