



**THE CONSTITUTION & BYLAWS**  
OF THE  
**IOWA STATE UNIVERSITY**  
**INTERFRATERNITY COUNCIL**

Last Ratified November 4, 2022

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# CONSTITUTION

## PREAMBLE

We, the representative members of the Interfraternity Council of Iowa State University, believing that the social Greek letter Fraternity is an inherent part of the university community, do establish this Constitution. We hereby grant and delegate to the Interfraternity Council such powers and responsibilities as are necessary to serve the following ends:

1. To provide an organization that serves and represents the member fraternities at Iowa State University.
2. To be a strong representation of the entire Sorority and Fraternity Community.
3. To promote and foster an environment that works towards a devotion to academics, civic engagement, friendship, leadership, and social justice.

## MISSION STATEMENT

We, as members of the Iowa State Sorority and Fraternity Community pledge to achieve pleasure in life by first being respectful. Through integrity we will learn to stand for what we believe in and gain a sense of dignity in the ethics we so strongly value. The accumulation of these events shall attribute to the true aspect of pride that is engrained in all of us; proud to be Greek.

## **ARTICLE I: NAME**

The name of the organization will be the Interfraternity Council of Iowa State University (IFC).

## **ARTICLE II: SCOPE OF AUTHORITY**

The Interfraternity Council's scope of authority will include both administrative and legislative policies. The Interfraternity Council will have the authority to decide policy that is deemed necessary pertaining to the member fraternities represented by the Interfraternity Council. The Interfraternity Council has authority to administer these policies and adjudicate these policies. The Interfraternity Council shall abide by all Iowa State University rules and regulations as well as state and federal laws. Authority of the Interfraternity Council is derived through recognition by the Student Activities Center, which is responsible to the Vice President for Student Affairs.

## **ARTICLE III: STATEMENT OF COMPLIANCE**

The Interfraternity Council abides by and supports established Iowa State University policies, state and federal laws, and local ordinances and regulations. The Interfraternity Council agrees to annually complete President's Training, Treasurer's Training, and Adviser Training.

## **ARTICLE IV: NON-DISCRIMINATION STATEMENT**

The Interfraternity Council does not discriminate on the basis of race, color, age, ethnicity, religion, national origin, pregnancy, sexual orientation, gender identity, genetic information, sex, marital status, disability, or status as a U.S. Veteran.

## **ARTICLE V: MEMBERSHIP**

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|-----------|--|
| Section 1 | A social fraternity at Iowa State University will be a member of this organization through its recognition by the Council of Fraternities, the University Committee on Fraternities and Sororities, and Iowa State University.   |
| Section 2 | The Interfraternity Council shall allow all registered Iowa State University students and their respective fraternities to become members of the Council of Fraternities.  |
| Section 3 | Any group of students desiring to form a chapter of a national or local fraternity at Iowa State University must meet the guidelines outlined by Iowa State University, the Interfraternity Council, and the University Committee on Fraternities and Sororities in the Requirements for Formation of a new Fraternity at Iowa State University. |

## **ARTICLE VI: RISK PREVENTION**

The risk prevention officer of the Interfraternity Council shall be the Vice President of Risk Prevention. The role of the Vice President of Risk Prevention is to ensure Iowa State University and Interfraternity Council policies are followed at all Interfraternity Council and member fraternity sponsored events. The Vice President of Risk Prevention will help minimize the potential for risk by recommending risk prevention policies, procedures, and programming to the Interfraternity Council and member fraternities.

## ARTICLE VII: OFFICERS

- Section 1      The elected officers of this organization will be the President, Vice President of Leadership Development, Vice President of Judicial Affairs, Vice President of Risk Prevention, Vice President of Council Operations, Vice Presidents of Recruitment (2), Vice President of Public Relations, Vice President of Philanthropy, Vice President of Community Service, and the Vice President of Scholarship. These officers will comprise the Executive Council.
- Section 2      Duties of Elected Officers
- A. All Officers shall:
1. Be required to be present at all Council of Fraternities meetings, Executive Council meetings, any special meetings, or any major event held by the Interfraternity Council.
  2. Work collectively for the betterment of the Interfraternity Council by devoting time and effort into finding solutions to current issues and/or adversities of the Council.
  3. Attend the Association of Fraternal Leadership & Values (AFLV) conference held in February and the Sorority and Fraternity Community Leadership Retreat in January.
  4. Be required to be enrolled in and complete the Dialogues on Diversity course (H SCI 150) during the spring semester of their term.
  5. Uphold the Interfraternity Council Officer Code of Ethics found in Appendix A.
  6. Conduct a minimum of one roundtable per semester with appropriate member fraternity officers present to ensure adequate communication and education with the Interfraternity Council.
  7. Be responsible for meeting with the Interfraternity Council Adviser as necessary.
  8. Be responsible for creating and maintaining a position binder to document all actions undergone during their term.
  9. Be responsible for conducting an appropriate Officer transition with the newly elected Officer of their position at the conclusion of elections.
  10. Be responsible for ensuring that all relevant information pertaining to their position gets posted on the Office of Sorority and Fraternity Engagement website and is revised accordingly.
  11. Actively seek out a replacement for the end of their term.
- B. President shall:
1. Attend all Interfraternity Council, Council of Fraternities, and Presidents Council meetings and preside as chair.
  2. Serve as liaison to the Office of Sorority and Fraternity Engagement, Collegiate Panhellenic Council, Multicultural Greek Council, and National Pan-Hellenic Council.
  3. Have a working relationship and meet weekly with the Interfraternity Council Officers and Adviser as well as the presidents of the Collegiate Panhellenic Council (CPC), Multicultural Greek Council (MGC), and the National Pan-Hellenic Council (NPHC).
  4. Be responsible, in coordination with the Interfraternity Council Advisor, for the formation of goals and direction of the Executive Council and the Interfraternity Council.
  5. Be responsible for chairing and setting the agenda for all Executive Council meetings.
  6. Hold individual meetings with member fraternity presidents once a semester to assess needs of the Interfraternity Council and establish working relationships.
  7. Represent the Interfraternity Council at the University Committee on Fraternities and Sororities, Greek Alumni Alliance, and Advisory Council.
  8. Be responsible for registering the Interfraternity Council as a student organization with the Student Activities Center annually and ensuring that the Interfraternity Council Bylaws and Constitution meet the outcomes of the Student Organizations

Recognition Policy.

9. Be responsible for improving relations between member fraternities.
10. Educate member fraternities about issues facing Iowa State University and the Sorority and Fraternity Community.
11. Be responsible, in conjunction with the Vice President of Leadership Development, for the continual evaluation of the Executive Council's functionality and its restructuring as necessary to fit strategic goals of the Interfraternity Council and Sorority and Fraternity Community.
12. Be responsible for overseeing all Officer transitions.
13. Represent the Interfraternity Council in improving the relationship between the Sorority and Fraternity Community and Iowa State University and the City of Ames.
14. Assist Officers by attending events, meetings, and roundtables as needed, required, and requested.
15. Hold Officers to standards set forth in the Bylaws and Interfraternity Council Officer Code of Ethics.

**C.** Vice President of Risk Prevention and Programming shall:

1. Be responsible for general Executive Council oversight, Officer accountability, and assisting Officers with their goals.
2. Be responsible for the preparation of an annual report summarizing the accomplishments, activities, and progress of the Executive Council Officers.
3. Be responsible for holding progress meetings with all Executive Council Officers.
4. Be responsible for conducting and collecting evaluations of all Interfraternity Council events, programming, roundtables, etc.
5. Be responsible for developing a model "out-of-house" new member program for member fraternities by compiling best practices from all member fraternities.
6. Be responsible for developing and implementing strategies to increase new member retention rates.
7. Be responsible for collecting and evaluating senior member programming and member fraternities' policies concerning senior members and developing and implementing strategies to increase senior member retention rates.
8. Be responsible for developing and implementing continuing member education and compiling best practices from all member fraternities.
9. Be responsible for organizing, developing, and operating the Interfraternity Council's new member orientation, New Member Symposium.
10. Assist Executive Council Officers on the development and implementation of new Interfraternity Council initiatives.
11. Be responsible for coordinating all educational, training, and programming sessions involving risk prevention, including, but not limited to, events, hazing, sexual misconduct, and mental health.
12. Be responsible for providing counsel to member fraternities concerning risk prevention issues.
13. Be responsible for revising, updating, and distributing the Interfraternity Council Risk Prevention resources to the Sorority and Fraternity Community annually, in order to meet the Sorority and Fraternity Community's needs.
14. Be responsible for meeting with the Office of Student Conduct when necessary.

**D.** Vice President of Judicial Affairs shall:

1. Be required to be in at least their third semester as a member of a member fraternity upon the start of their term.
2. Be required to do an annual review of the Interfraternity Council Constitution and Bylaws.
3. Be responsible for the election of elected Officers according to Article VII, Section 4 including overseeing all application materials and election procedures.
4. Be responsible for the election of any other elected individuals or the oversight of the selection of any appointed individuals as specified under this Constitution or

Bylaws.

5. Be responsible for the investigation of any rumor or matter that violates Interfraternity Council policies, Iowa State University policies, local, state, or federal laws, etc. dealing with the Interfraternity Council that is brought to the Interfraternity Council, the Office of Sorority and Fraternity Engagement, or the Office of Student Conduct.
6. Handle all rumors or judicial matters with confidentiality and respect.
7. Be responsible for acting as the Chair of the Interfraternity Council Judicial Board.
8. Be responsible for assisting in any judicial actions between member fraternities, groups, or individual members with Iowa State University as necessary.
9. Be responsible for developing policies concerning the handling of judicial courses of action, consulting with Iowa State University if necessary.
10. Be responsible for meeting and coordinating initiatives from Iowa State University on a weekly basis related to Interfraternity Council accountability.
11. Be the Interfraternity Council representative for the Ames Police Department and Department of Public Safety regarding matters concerning the Interfraternity Council if necessary.
12. Be responsible for enforcing and ensuring the completion of Interfraternity Council judicial sanctions.
13. Be responsible for developing, maintaining, and disseminating a system to track judicial matters handled by the Interfraternity Council.
14. Be responsible for assisting the Vice President of Risk Prevention on all major risk prevention initiatives and projects.

E. Vice President of Event Management shall:

1. Be the Interfraternity Council representative on the Events Review Team.
2. Be responsible for helping the Events Review Team collaborate with the Iowa State Events Authorization Committee.
3. Be responsible for communicating with member fraternities about the status of their events.
4. Be responsible for organizing, updating, and distributing a list of local third-party vendors with \$1 million of general liability insurance for member fraternities' event purposes.
5. Be responsible for collecting chapter sober monitor information each semester.
6. Be responsible for promoting alcohol-free alternative programming for the Interfraternity Council through collaborations with other Iowa State University offices and organizations.
7. Be responsible for developing and collecting the best practices for member fraternities' risk prevention programs.
8. Be responsible for revising, updating, and distributing the Interfraternity Council Risk Prevention Events Policy Handbook to member fraternities.
9. Be responsible for meeting with the Office of Student Conduct when necessary.

F. Vice President of Council Operations shall:

1. Be responsible for preparing a budget and submitting it to the Council of Fraternities for approval.
2. Be responsible for providing financial updates at meetings of the Interfraternity Council.
3. Be responsible for keeping thorough and accurate financial records of all transactions of the Interfraternity Council and handling all accounts payable and receivable. These records will be used for the annual audit by the Campus Organizations and Accounting Office.
4. Be responsible for developing educational programming and serving as a resource to member fraternities' treasurers needing assistance in training and the handling of financial matters.
5. Be responsible for meeting with member fraternities' treasurers each semester.

6. Be responsible for knowing the Campus Organization Accounting voucher and intramural system, including going through Campus Organization Treasurer Training annually.
7. Be responsible for writing agendas, keeping minutes, and taking attendance for Council of Fraternities and Executive Council meetings.
8. Be responsible for collecting member fraternities' dues and fines and submitting them to Iowa State University's Treasurer's Office.
9. Be responsible for attending weekly finance meetings with the Collegiate Panhellenic Council, Multicultural Greek Council, and National Pan-Hellenic Council treasurers. This includes collaborating with the other Council treasurers to prepare and manage the Greek Programming Fee budget.

G. Vice Presidents of Recruitment (2) shall:

1. Serve as the Interfraternity Council's representatives on the Sorority and Fraternity Community Recruitment Committee.
2. Begin planning Interfraternity Council Experience Weekend in October.
3. Be responsible for developing, implementing, and enforcing all recruitment rules and regulations.
4. Be responsible for coordinating the Sorority and Fraternity Community booth for all Iowa State University events, including, but not limited to, Clubfest, Welcomefest, Destination Iowa State, etc.
5. Be responsible for setting up informational sessions for potential new members.
6. Be responsible for tracking all interested members and following up as necessary.
7. Be the main contact responsible for the Delphi online recruitment database.
8. Be responsible for knowing all Iowa State University policies and regulations related to recruitment and educating member fraternity members about their relevance.
9. Be responsible for computing and updating all recruitment-related statistics.
10. Be responsible for developing, implementing, and conducting recruitment educational sessions for recruitment chair/s, focusing on effective communication, Iowa State University resources, strategic planning, and goal setting.
11. Be responsible for giving educational presentations to member fraternities concerning recruitment practices, with an emphasis on informal and summer recruitment.
12. Be responsible for setting up, planning, and working with the Vice President of Public Relations to publicize all Interfraternity Council recruitment events.

Summer Responsibilities:

13. Be the main point of contact for member fraternities and be responsible for developing and tracking a strategic plan.
14. Be responsible for staffing the Sorority and Fraternity Community booth for every new student orientation resource fair.
15. Be responsible for contributing to the development of the Sorority and Fraternity Community programming during orientation.
16. Be responsible for connecting potential new members with member fraternities.
17. Be responsible for collecting and maintaining all recruitment-related statistics and sending optional updates to the member fraternities and the Office of Sorority and Fraternity Engagement every 15 days during the summer term.
18. Be responsible for coordinating all Department of Residence contract breaks with member fraternities.

H. Vice President of Public Relations shall:

1. Be responsible for Public Relations of the Interfraternity Council and all projects it completes.



2. Educate Interfraternity Council member fraternity leaders regarding marketing strategies and initiatives.
  3. Be responsible for overseeing all projects relating to potential new member marketing.
  4. Be responsible for keeping all Interfraternity Council social media up to date.
  5. Be responsible for finding and partnering with sponsors.
  6. Assist member fraternities with marketing their events as needed.
  7. Be responsible for tracking and monitoring the effectiveness of all Interfraternity Council public relations platforms.
  8. Be responsible for ensuring the completion of press releases and the Fraternity Guide.
- I. Vice President of Philanthropy shall:
1. Be responsible for designing, implementing, and evaluating new and continuing activities and initiatives for the Interfraternity Council in the area of philanthropy.
  2. Be responsible for upholding the philanthropic event approval process.
  3. Be responsible for developing and maintaining a system to track money donated in the Interfraternity Council.
- J. Vice President of Community Service shall:
1. Be responsible for designing, implementing, and evaluating new activities and initiatives for the Interfraternity Council in the area of community service.
  2. Be responsible for upholding the community service event approval process.
  3. Be responsible for developing and maintaining a system to track volunteer hours for the Interfraternity Council.
  4. Be responsible for distributing scholarship funds for community service opportunities.
- K. Vice President of Scholarship shall:
1. Be responsible for providing academic resources to member fraternities (including a scholarship guidebook), scholarship chair training, round tables, and community programming related to academics.
  2. Be responsible for recognizing individuals and member fraternities that are meeting/exceeding academic benchmarks through the Chapter of the Month and Scholar of the Month awards.
  3. Be responsible for assessing academic achievement in the Interfraternity Council each semester and hold member fraternities that are not meeting the Interfraternity Council benchmarks accountable to the Interfraternity Council Bylaws.
  4. Be responsible for identifying at-risk member fraternities for underperforming academic programs and, in collaboration with these groups, create and implement initiatives to improve academic performance.
  5. Be responsible for collecting and maintaining a database that outlines all Sorority and Fraternity-related scholarships and financial aid.
  6. Be responsible for the development and awarding of any academic scholarships that come from the Interfraternity Council.
  7. Be responsible for the recognition of outstanding faculty by organizing faculty recognition events every semester.
  8. Be responsible for communications with affiliated honor societies.
- L. Vice President of Social Education
1. Promote a culture of inclusion where all individuals are welcome, able to thrive and be fully engaged in the fraternity/sorority experience.
  2. Collaborate with campus/community offices and content experts to provide resources, programming, education, and in-depth discussions
  3. Be responsible for engaging IFC chapters in healthy and safe conversations around social education
  4. Collaborate with other fraternal councils to provide a community-wide effort

towards Social Education

5. Conduct annual needs assessment and analyze results to ensure the educational focuses align with membership needs.
6. Track and promote Social Justice Education events in the Iowa State Sorority and Fraternity Community to all Iowa State students
7. Ensure that the principles of Social Education are followed in areas of chapter/council involvement, including but not limited to...
  - i. Recruitment/Intake
  - ii. Education/Programming
  - iii. Academic Development
  - iv. Finances
  - v. Communication, Marketing, Branding
  - vi. Health and Safety
  - vii. Wellness
  - viii. Civic Engagement
8. Be responsible for the selection of members for the Social Justice and Mental Health Committee and appointment of committee head for each.
9. Attend Social Justice and Mental Health Committee meetings.
10. Communicate Social Education initiatives and strategy to the Interfraternity Council.
11. Attend and promote events and conferences related to Social Education.
  - i. I-SCORE is a required event. If you cannot attend, delegate a member of the Social Justice Committee to attend.
12. Lead open-forum discussions for Iowa State community members whenever deemed necessary.
13. Collaborate with the Interfraternity Council Vice President of Public Relations to maintain a social media presence that promotes the ideals that the Social Justice Committee stands for.

Section 3      The term of office, unless otherwise specified, will be one year, beginning the last day of the fall semester. The Vice Presidents of Recruitment and Vice President of Council Operations shall be elected before October 15th to begin training but shall not start their terms until January 1st.

Section 4      Selection

A. Application Process

1. Applications must be fully completed prior to elections by a date determined annually by the President and Vice President of Judicial Affairs. Late applications will not be accepted except as determined by the Vice President of Judicial Affairs.
2. All applications must be sent out to member fraternities at least two weeks prior to the election date.
3. All applicants are required to meet with the current individual in the position they plan to run for prior to the application due date.

B. Election Meeting

1. The Vice President of Judicial Affairs will be responsible for distributing each slated applicant's application to each member fraternity before the election meeting.
2. At the election meeting, all candidates for each Executive Council position will present their platform to the Council of Fraternities within a five-minute time limit.
  - i. Candidates for each Executive Council position shall present one at a time while all other candidates for the same position wait outside the room.
3. Each candidate will be allowed one supporting spokesperson for their Executive Council position to speak on their behalf within a two-minute time limit.
4. Each candidate must leave the room during their respective supporting speech and

then return at the conclusion of the speech to answer questions from the floor.

5. Following the presentation of all candidates' platforms and supportive speech, all candidates will be asked to leave the room.
6. A majority vote from quorum of the Council of Fraternities is needed for approval of the candidate from the election meeting.
  - ii. If a majority vote is not attained, the top two candidates receiving the most votes will have a runoff election in which a majority will be necessary to win.
  - iii. If the top two candidates to receive the most votes tie, the Interfraternity Council President will vote to break the tie.

## Section 5 Vacancies

- A. If any Executive Council Officer does not adequately meet their obligations, they may be asked to resign by the President or removed from their position at the President's discretion.
  1. Resignation of an Executive Council Officer will be submitted in writing to the Executive Council and the Council of Fraternities.
  2. An election will be held within 21 days after any resignation or removal at a Council of Fraternities meeting.
  3. Applicants for vacant Executive Council positions will undergo the same application as formal elections. The newly elected Officer will only hold the position for the remainder of the original term.
  4. In the event that the President does not adequately meet their obligations, they may be asked to resign or removed from their position by the Interfraternity Council Advisor with the written approval of a majority of the remaining Executive Council.
- B. In the case of the resignation or removal of the President, an election will be held at the next Council of Fraternities meeting to elect a currently standing Interfraternity Executive Officer to take on the respective responsibilities for the remainder of the term.
- C. In the event of any other vacancies, unless a method for filling the position is specified, the method will be determined by the Vice President of Judicial Affairs.

## Section 6 Impeachment of Officers

- A. Elected Officers can be subject to impeachment charges during any time during their elected term.
- B. Impeachment procedures may be initiated by a petition of no less than 20 percent of the Executive Council or the Council of Fraternities.
- C. Any Executive Council Officer found to have committed nonfeasance, misfeasance, or malfeasance of duty by two-thirds of the voting delegates of the Council of Fraternities will be removed from office.
- D. The Executive Council Officer subject to impeachment may give a five-minute speech before the final vote of the Council of Fraternities.

Section 7 Any officer/ad-hoc committee deemed necessary by the President may be appointed by the President.

## Section 8 Qualifications to be elected and hold office:

- A. Candidates shall be initiated and be of active status within a member fraternity.
- B. Candidates shall be a full-time student at Iowa State University.
- C. Candidates must have a minimum Cumulative GPA of 2.5 to run but ending the term with a minimum Cumulative GPA of 2.75.
- D. Candidates for the Interfraternity Council President must have served as a Member Fraternity President or served on the Executive Council. If a candidate cannot be found

with these qualifications, a third-year student who has held a major executive council role in their member fraternity or other campus organization may apply.

- E. Candidates for the Executive Council may not concurrently hold the position of Member Fraternity President, Interfraternity Council Representative, Homecoming General Co-chair or Greek Week General Co-chair.
- F. Candidates for the offices of Vice President of Risk Prevention and Vice President of Judicial Affairs may not be from the same member fraternity.
- G. Candidates for the offices of Vice Presidents of Recruitment cannot hold member fraternity positions dealing with recruitment.

Section 9 The Executive Council Officers will be individually advised by an individual selected by the Office of Sorority and Fraternity Engagement.

#### **ARTICLE VIII: ADMINISTRATIVE BODY**

Section 1 The administrative body of this organization will be called the Executive Council.

Section 2 The Executive Council will consist of all elected officers as outlined in Article VII, Section 1 of this Constitution.

#### **ARTICLE IX: LEGISLATIVE BODY**

Section 1 The legislative body of this organization will be called the Council of Fraternities. All legislative powers herein granted or implied will be vested in the Council of Fraternities.

Section 2 Each member fraternity will be entitled one vote.

Section 3 Each member fraternity shall appoint two members as Interfraternity Council Representatives.

- A. The Member Fraternity President or Vice President must serve as one of the Interfraternity Council Representatives.
- B. The second Interfraternity Council Representative will be an appointed delegate by the member fraternity for a term of at least one semester. The member must be in at least their third semester as a Sorority and Fraternity member and have a cumulative GPA of 2.75.
- C. Member fraternities may send a substitute delegate if the appointed delegate is unable to attend.

Section 4 The Executive Council will not be given a vote.

Section 5 The Interfraternity Council President will vote only in the case of a tie.

#### **ARTICLE X: JUDICIAL BODY**

Section 1 The judicial body of this organization will be comprised of initiated members of the Council of Fraternities.

Section 2 The judicial body shall adhere to the policies and procedures outlined in Appendix B.

Section 3 Judicial decisions reached by the Vice President of Judicial Affairs or the judicial body are considered the official interpretation of Interfraternity Council policies. Any decision reached concerning a subject not directly correlated to a current Interfraternity Council policy will act as the Interfraternity Council policy addressing this subject.

## **ARTICLE XI: MEETINGS**

- Section 1 Regular meeting by the Council of Fraternities will be held a minimum of three times per month as designated by the President of the Interfraternity Council, with one meeting being a Presidents Council meeting. If a fourth meeting is deemed necessary, the Interfraternity Council will notify the Council of Fraternities at the first meeting of the month.
- Section 2 Special meetings may be called at any time by the President of the Interfraternity Council or at the written request of 25 percent of the Council of Fraternities submitted to the President of the Interfraternity Council.
- Section 3 Notice of a special meeting will be given to the Council of Fraternities' representatives 24 hours in advance.
- Section 4 The current edition of Robert's Rules of Order will govern all meetings except where specified by the Interfraternity Council Constitution and Bylaws.

## **ARTICLE XII: ADVISERS**

The Office of Sorority and Fraternity Engagement will appoint an adviser to the Interfraternity Council annually. The Interfraternity Council Adviser shall:

1. Provide general oversight and ensure that the Interfraternity Council is operating in conformity with the standards set forth by Iowa State University and the Student Activities Center.
2. Hold regular one-on-one meetings with the Executive Council with a focus on cohesion, duty fulfillment, and goal progress.
3. Act as a liaison between the Office of Sorority and Fraternity Engagement and other auxiliary groups within the Sorority and Fraternity Community.
4. Provide guidance and support during Interfraternity Council meetings and events.

## **ARTICLE XIII: FINANCES**

- Section 1 Annual Budget
- A. The fiscal year budget is to be approved no later than December 1<sup>st</sup>. It shall be presented at least one week prior to approval.
  - B. The budget will be subject to approval from a majority of the voting members of the Council of Fraternities within two weeks of being proposed.
  - C. Once approved, the budget will again be distributed to all member fraternities within one week of approval.
  - D. All monies belonging to this organization shall be deposited and disbursed through a bank account established for this organization at the Campus Organizations Accounting Office and/or approved institution/office (must receive authorization via Campus Organizations Accounting Office). All funds must be deposited within 48 hours after collection.
  - E. At the end of the fiscal year, one-half of reserve funds will be donated to the Leadership Scholarship Initiative.
- Section 2 Member Fraternity Membership Reports
- A. All Interfraternity Council member fraternities must update membership on Odysseus one week prior to semester dues being dispersed, a date determined by the Interfraternity Council.

Section 3 Dues  
Last updated: 11/4/2021

- A. Semester dues will be set according to the membership of the Interfraternity Council.
- B. The date that the bill is released to member fraternities will be known as the official date of billing.
- C. The dues will be submitted by all Interfraternity Council member fraternity treasurers within ten business days after the official date of billing by 5 p.m. This date will be known as the bill due date.
- D. The first half of dues will be collected from all Interfraternity Council member fraternities in the spring semester and the second half will be collected in the following fall semester.
- E. The semesterly dues rate will not exceed \$30 per member and new member.
- F. Member fraternities who cannot pay dues by the bill due date must meet individually with the Vice President of Council Operations and Interfraternity Council Adviser to sign a promissory note for the dues owed and to develop a structured payment plan to fulfill their dues requirement.
- G. Those member fraternities not making payment by the bill due date will not be allowed to vote at future Interfraternity Council meetings and will be assessed a \$25.00 late charge and a \$5.00 per business day charge after that until payment has been submitted to the Vice President of Council Operations. Upon payment, voting privileges will be returned to the respective member fraternity.
- H. Colony member fraternities will not have to pay dues during their first semester at Iowa State University but will pay full dues the following semester.

Section 4 Member fraternities whose national organizations are not members of the North-American Interfraternity Conference (NIC) shall be assessed an annual fee equal to the surcharge of NIC dues to the Interfraternity Council for each non-NIC member fraternity.

Section 5 Reserves

- A. At the end of the Executive Council term, any excess money that was budgeted for and not used must be voted on and approved to be used in the next year's budget by the Council of Fraternities.
- B. Any item or purchase with the use of excess or rollover funds over \$1,000 and not explicitly outlined in the Interfraternity Council budget, must be proposed, voted on, and approved by the Council of Fraternities. Any purchase below \$1,000 will be at the discretion of the Executive Council.
- C. Approval of the use of the rollover budget or any reserve funds will be a majority vote.

#### **ARTICLE XIV: BYLAWS**

The Interfraternity Council Bylaws become effective upon a two-thirds vote of the Council of Fraternities. The purpose of these Bylaws is to explain the duties of the Executive Council, to outline the operation of the Interfraternity Council, and define the regulations that govern the Council of Fraternities.

#### **ARTICLE XV: AMENDMENTS AND RATIFICATIONS**

Section 1 Amendments to this Constitution will be presented to all member fraternities of the Council of Fraternities in writing at least one week prior to the meeting where a vote will take place. A three-fourths vote of quorum of the member fraternities of the Council of Fraternities will be required for adoption.

Section 2 When approved by a three-fourths vote of the quorum of the Council of Fraternities, this Constitution will become effective and will supersede any previous Constitutions of the Interfraternity Council.

Section 3 Unless otherwise specified, the Vice President of Judicial Affairs shall be authorized to correct article and section designations, punctuation, and cross-references and to make such other technical

and conforming changes as may be necessary to reflect the intent of the Council of Fraternities in connection with all amendments to this Constitution.

Section 4 Amended or ratified Constitutions will be submitted to the Student Activities Center for approval within ten days.

Section 5 Individual sections or articles in this Constitution may be suspended with a seven-eighths vote of quorum of the Council of Fraternities.

# BYLAWS

## ARTICLE I: THE COUNCIL OF FRATERNITIES

Section 1 The following chapters will compose the member fraternities of the Interfraternity Council:

1. Acacia
2. Adelante
3. Alpha Gamma Rho
4. Alpha Kappa Lambda
5. Alpha Sigma Phi
6. Alpha Tau Omega
7. Beta Sigma Psi
8. Beta Theta Pi
9. Chi Phi
10. Delta Chi
11. Delta Sigma Phi
12. Delta Tau Delta
13. Delta Upsilon
14. FarmHouse
15. Kappa Sigma
16. Phi Delta Theta
17. Phi Gamma Delta
18. Phi Kappa Psi
19. Phi Kappa Theta
20. Pi Kappa Alpha
21. Pi Kappa Phi
22. Sigma Alpha Epsilon
23. Sigma Phi Epsilon
24. Tau Kappa Epsilon
25. Theta Chi
26. Theta Delta Chi
27. Theta Xi
28. Triangle

Section 2 Code of Ethics

- A. We, the members of the Interfraternity Council, agree to promote the highest ethical characteristics as embodied by each member fraternities' founding principles. We shall encourage our members to reach their full potential by focusing on academics, social justice, leadership, friendship, and civic engagement.
- B. We realize that by being a member of the Interfraternity Council we acquire additional responsibilities because we are representing not just ourselves, but the entire Interfraternity Council. As organizations focused on friendship, we shall uphold our morals by treating others with dignity and respect regardless of an individual's involvement, membership classification, or their level of seniority.
- C. We believe that acts such as hazing, assault, harassment, discrimination, sexual misconduct and the misuse and abuse of drugs and alcohol prevent members from reaching their full potential and we are concerned about their impacts on the safety and lifelong well-being of our members. We expect personal responsibility from all members, and we will hold our members accountable for their actions through education-based self-governance.



- D. We agree to become active participants on Iowa State University's campus, within the Sorority and Fraternity Community, and in the City of Ames. We shall practice unselfish leadership and strive to continue the tradition of creating and nurturing strong leaders. As leaders, we will address the issues of hazing, assault, harassment, discrimination, sexual misconduct, alcohol misuse, and drug misuse and abuse through education, training, and mature adult guidance. We will provide leadership opportunities to all of our members and hold them to their obligations and commitments.
- E. We shall strive for excellence in our academic endeavors. We recognize that the purpose of a university setting is to actively pursue a quality education, and we will seek knowledge and information in order to become well-rounded members of society.
- F. Knowing that our differences lead to a diverse Interfraternity Council, we shall promote and accept each individual's unique personalities and characteristics. Individuality will be promoted within the Interfraternity Council, as each member will contribute in their own unique way. We agree to address thoughts and behaviors not upholding this ideal.
- G. The Interfraternity Council is concerned with the safety, well-being, dignity, and personal growth of all of our members. Through this Code of Ethics, we believe we can promote individuals to reach their full potential and become citizens who positively impact the world. Therefore, we pledge to adhere to this Code of Ethics each day and to let the values outlined within it guide ourselves into becoming morally and socially responsible individuals.

## **ARTICLE II: OPERATING PROCEDURES**

- Section 1           Any member fraternity will be considered in good standing with the Interfraternity Council provided:
- A. The member fraternity has not missed more than two Council of Fraternity meetings in a semester.
  - B. The member fraternity has not been delinquent in the payment of dues or fines to the Interfraternity Council.
  - C. The member fraternity is in compliance with all Interfraternity Council Constitution and Bylaws.
  - D. The member fraternity has their New Member Class attend the New Member Symposium each semester.
    - 1. Member fraternities must have two-thirds (67%) of their New Member class attend. Member fraternities may speak to the Vice President of Leadership Development prior to the event if they feel they will be unable to meet the two-thirds attendance requirement.
    - 2. The Interfraternity Council will share the scheduled date and time of the New Member Symposium with each member fraternity prior to the end of the previous semester.
- Section 2           Any member fraternity that fails to comply with Section 1 will:
- A. Meet with the Vice President of Judicial Affairs or their designee to create mutually agreed upon sanctions. Given the member fraternity is that of the Vice President of Judicial Affairs, sanctions will be made and mutually agreed upon by the Vice President of Risk Prevention. Appeals, if applicable, may be made to the Interfraternity Executive Council as specified in Appendix B.
  - B. Be considered in good standing with the Interfraternity Council upon the creation of aforementioned sanctions.

- A. Voting shall be conducted through collective voice vote, secret ballot, hand voting, or verbal confirmation through roll call.
- B. Those member fraternities not in good standing lose Interfraternity Council voting privileges at meetings of the Council of Fraternities.
  - 1. Voting privileges will be returned at the next meeting after the member fraternity returns to good standing, completes the judicial process, or all fines or dues are paid in full.

### **ARTICLE III: LEGISLATION**

#### Section 1 Procedure

- A. Legislation may be introduced by any member of the Interfraternity Council Executive Board or Council of Fraternities considered in good standing according to Article II, Section 1 of the Interfraternity Council Bylaws.
- B. All member fraternities in the Council of Fraternities, regardless of good standing, may participate in discussions and ask questions.

#### Section 2 Obligation of Membership

- A. All legislation, when approved by the Council of Fraternities, will immediately become binding and obligatory.
- B. Mandatory Events
- C. The Interfraternity Council may require a chapter's members to attend/participate in programming they deem appropriate. Events must be announced ten days before the event.

### **ARTICLE IV: INTERNAL AND AFFILIATE ORGANIZATIONS**

#### Section 1 The following are official organizations affiliated with the Interfraternity Council:

- A. Interfraternity Council Recruitment Committee.
- B. Interfraternity Council Judicial Board.
- C. Other committees can be appointed as deemed necessary.

#### Section 2 The following are representatives that represent the Interfraternity Council in organizations not affiliated with the Interfraternity Council:

- A. Emerging Fraternal Leadership Council Representative.
- B. Government of the Student Body Senate Representative.
- C. Other representatives can be appointed as deemed necessary.

#### Section 3 The election or appointment of individuals or representatives belonging to these organizations will be conducted in the manner specified by the respective organization, or in the absence thereof, by the method specified by the Vice President of Judicial Affairs.

### **ARTICLE V: CHAPTER PROPERTIES**

#### Section 1 No member fraternity will display items that are considered demeaning to a group of individuals. These items include, but are not limited to, banners, billboards, and signs that express racist, sexist, or other offensive sentiments.

- Section 2      Alcohol and Drugs
- A. The possession, sale, use, or consumption of alcoholic beverages, while on chapter property, during a member fraternity event, in any situation sponsored or endorsed by the chapter, or in any event an observer would associate with the member fraternity, must be in compliance with any and all applicable laws of the state, county, city, and Iowa State University, and must also comply with Interfraternity Council Event Policy outlined in Article VI.
  - B. No alcoholic beverage may be purchased through 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 a common source of alcoholic beverages, including kegs, is prohibited.
  - C. The possession, sale, or use of any illegal drugs or controlled substances while on chapter property, during a member fraternity event, or at any event that an observer would associate with the member fraternity, is strictly forbidden.
  - D. No chapter may cosponsor or co-finance an event with an alcohol distributor, charitable cause, or tavern (“tavern” is 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.
  - E. No chapter shall permit, tolerate, encourage, or participate in “drinking games” (“drinking games” is defined as any event encouraging the consumption of alcohol) or binge drinking.
  - F. No kegs, full or half-barrel, may be on chapter grounds at any time, including philanthropic and other social events. Chapter properties include all land commonly used by the chapter, visible from the street or neighboring properties. Empty kegs will not be present on chapter property.
  - G. This keg policy will apply to all Interfraternity Council member fraternities, regardless of the member fraternity’s chapter house keg policy.
  - H. Chapters must implement and enforce a bylaw stating that beverages above 15% alcohol by volume are prohibited on chapter properties. Alcohol over 15% may only be served by a licensed and insured 3<sup>rd</sup> party vendor at registered events, regardless of location.
- Section 3      Alcohol Permitted Housing (Wet)
- A. Registered events with alcohol are allowed on chapter property with proper event approval from the Events Review Team.
  - B. The possession and consumption of alcoholic beverages is allowed on chapter property for individuals of legal age.
  - C. Chapters may choose to implement more restrictions or guidelines either on their own or because of national bylaws.
- Section 4      Alcohol- Restricted Housing (Damp)
- A. Registered events with alcohol are not allowed on chapter property.
  - B. The possession and consumption of alcoholic beverages is allowed on chapter property for individuals of legal age.
  - C. Chapters may choose to implement more restrictions or guidelines either on their own or because of national bylaws.
- Section 5      Alcohol-Prohibited Housing (Dry)
- A. Chapters do not allow the possession or consumption of alcoholic beverages on chapter property at any time.
- Section 6      All Alcohol Permitted and Alcohol Restricted Chapters must utilize a Sober Monitoring Program.
- A. That chapter must submit the program description and guidelines to the Vice President of Risk Prevention at the beginning of each semester.
  - B. Each chapter may create their own program to their best interest but must have it approved by the Vice President of Risk Prevention.
  - C. An example program is described in the Events Policy Handbook.

- Section 7           Hazing
- A. No chapters shall tolerate, condone, or participate in any activity that could be considered hazing. The Vice President of Judicial Affairs, in coordination with the Office of Student Conduct, will handle all violations.
  - B. Hazing is any intentional, knowing, or reckless action, request, or creation of circumstances that: endangers the health or safety of any individual; causes or presents a substantial risk of physical injury, serious mental distress, or personal humiliation to any individual; or involves the destruction or removal of public or private property in connection with initiation, admission into or continued membership in any group affiliated with the University, including, but not limited to, any student, campus, fraternal, academic, honorary, athletic, or military organization. It is not a defense to the violation of this Section that the hazing participant provided explicit or implied consent. Apathy or acquiescence in the presence of hazing are not neutral acts; they are violations of this Section.
- Section 8           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 which are demeaning to any gender identity, including, but not limited to, date rape, gang rape, or verbal harassment.
- Section 9           Fire, Health, and Safety
- A. All chapter houses should meet all local fire and health codes and standards, including meeting the standards of the Ames City Council Sprinkler Retrofit Ordinance.
  - B. All chapters should have posted by common phone emergency numbers for fire, police, and ambulance and should have posted evacuation routes on the back of the door of each sleeping room.
  - C. The possession and/or use of firearms or explosive devices of any kind within the confines and premises of the chapter house are expressly forbidden.
- Section 10          Vandalism, Destruction of Property, and Pranks
- No member organization or individual member shall conduct or condone acts of vandalism, destruction of property, theft, or pranks such as borrowing or stealing items. All member organizations and individual members will adhere to appropriate student conduct stated in the *Iowa State University Student Disciplinary Regulations*.

## **ARTICLE VI: EVENTS POLICY**

- Section 1           Scope
- A. The individuals of the Interfraternity Council use this document as a reflection of the high standards we uphold. We place high value and esteem on the Sorority and Fraternity Community and thus respect each member's individual chapter, its property, and its members' safety. We understand the right for each member to take responsibility for his/her own actions and understand every individual is a representation of the Greek Community as a whole.
  - B. This document is an addition to each chapter's national/international policies, the laws of the state, and of Iowa State University.
  - C. All chapters and colonies recognized by the IFC fall under the jurisdiction of the IFC Events Policy and are expected to abide by its regulations.
  - D. Forms, as referred to in this Article, may be found in the Events Policy Handbook published each semester by the Interfraternity Council or on the Office of Sorority and Fraternity Engagement website.

Section 2           Definition of Terms

Last updated: 11/4/2021

- A. The term “event” will be interpreted as any function sponsored by, or that could be deemed by a bystander as sponsored by, an Iowa State University recognized chapter.
- B. The term “premeditated” will be interpreted as planned or deliberated.

### Section 3 Event Types

- A. All premeditated social events with a third-party vendor (e.g., after hours, house party, pre-football activities, etc.).
- B. All premeditated social events without a third-party vendor where alcohol is present (EG. after hours, house party, pre-football activities, etc.).
- C. All events for philanthropic or community service events.
- D. All premeditated social events where alcohol is not present.
- E. All team events including, but not limited to, all events associated with Homecoming, Varieties, and Greek Week.

### Section 4 Registration of Social Events

- A. All events shall be registered with the Events Review Team. Event forms shall be submitted by 5 p.m. 14 calendar days before the event to the IFC Office Space, 0355 Memorial Union. The Events Review Team will review the registration forms and approve or deny the event.
- B. Each chapter sponsoring the event shall individually register group or combined events. Registration forms are available online, in the Events Policy Handbook, or at 0355 Memorial Union.
- C. Events with alcohol occurring with a third-party vendor shall be registered with the Collegiate Panhellenic and Interfraternity Council Form A. Events with alcohol occurring without a third-party vendor shall be registered with the Collegiate Panhellenic and Interfraternity Council Form B. Events without alcohol occurring with a third-party vendor shall be registered with the Collegiate Panhellenic and Interfraternity Council Form C. Events without alcohol shall be registered with Collegiate Panhellenic and Interfraternity Council Form D.
- D. Events registered with using Form A and C shall have one invitation attached to the form as well as a CPC/IFC Third-party Vendor Contract signed and dated by the third-party vendor, and a copy of the vendor’s Certificate of Insurance attached. The Certificate of Insurance shall have “General Aggregate” and “Each Occurrence” amounting to \$1 million. These forms shall be turned into the Events Review Board with the registration form.
- E. Events registered with alcohol using the Form B shall have five male identifying and two female identifying invitations attached to the form. Invitations shall have the following information printed on the front:
  1. Date
  2. Time
  3. Location
  4. Sponsoring Chapter(s)
  5. BYOB
  6. Alternative Food and Beverage provided
- F. Invitations shall also have the following text printed on the front and back:
  1. IFC Events Policy for this social event
  2. No glass bottles
  3. No alcohol over 20 proof
  4. Six (6) beer/beverage limit

5. Limit one (1) beer/beverage at a time

G. Guests restricted to party area.

H. All chapters shall register one event without alcohol each semester.

#### Section 5 Requirements for All Social Events

- A. The following are strictly prohibited: binge drinking, kegs, hazing, peer pressure, or drinking games.
- B. Each named chapter sponsoring any activity regardless of location shall be held responsible for any and all persons attending.
- C. The unauthorized possession, sale, and/or use of any illegal drugs or controlled substances is strictly prohibited.
- D. No chapter shall sponsor an event with an alcohol distributor or establishment where 50 percent of their proceeds come from alcohol.
- E. The event's theme shall not have any suggestion of being racial, alcoholic, sexist, dangerous, or insensitive to any group.
- F. Before hosting an event, the President, Risk Manager, and Social Chairs shall complete CPC/IFC Events Policy training. Failure of these officers to be present will result in the chapter being prohibited from hosting any event.
- G. No more than 500 total guests shall be allowed at each event at one time.
- H. The number of people at the event shall not exceed the fire code or guest-to-active ratio as defined by an individual chapter's national, international, or local association.
- I. All registered events shall end by 2 a.m. and, if in a chapter house, be cleaned up by 9 a.m. the following day.
- J. No registered functions shall exceed four participating member chapters. The Events Review Team upon request can grant special exemptions.
- K. Alcohol shall not be present at any Interfraternity Council-sponsored event.

#### Section 6 Requirements of All Social Events with Alcohol

- A. No alcoholic beverages shall be purchased with chapter and/or Interfraternity Council funds.
- B. No alcoholic beverages shall be purchased through the chapter treasury or on behalf of the chapter.
- C. No one under the age of 21 shall consume or possess alcohol. If guests appear visibly intoxicated, they will not be served.
- D. Each event shall have five uniformly dressed alcohol-free monitors from each chapter and one additional monitor from each chapter for every 50 additional people over 300 guests.
- E. For all events with alcohol held off chapter property where overnight arrangements have not been made, hired transportation shall be provided for all members attending.

#### Section 7 Requirements for All Social Events with Alcohol on Chapter Property

- A. Beer tickets or multi-tab wristbands shall be given in exchange for alcohol brought by legal guests. These items may be redeemed for beer at the bar.
- B. Wristbands shall be provided by the Chapter holding the party and distributed to guests of legal drinking age by the door monitors.
- C. Alternative Food and Beverage
  - 1. \$20 per 50 guests of alternative unsalted food and nonalcoholic beverage shall be provided.
  - 2. Shall be in single-use containers and suited for individual use (i.e., canned soda, juice boxes, etc.).

- D. Events shall have no more than one designated entrance/exit. Fire codes may require more exits; these are to be clearly marked and monitored as exits in emergency situations only.
- E. Nonmembers shall be limited to a designated party area. Alcohol shall not be provided outside the designated area.
- F. Glass containers shall not be allowed within the designated party area.
- G. Alcohol over 20 proof is prohibited in the designated party area, specifically a common source container (i.e. jungle juice).
- H. A limit of six (6) twelve-ounce beers or one four-pack of wine coolers is allowed.
- I. Party Posters
  - 1. Shall be distributed to chapters hosting these events by the Vice President of Risk Prevention the week of the event.
  - 2. Shall be displayed in a prominent area.
  - 3. Shall be returned to the IFC Office Space in 0355 Memorial Union on the following Monday by 5 p.m.
- J. Door Monitor Responsibilities
  - 1. Shall be a member of the chapter sponsoring the event.
  - 2. Each chapter shall have two door monitors on file with IFC prior to hosting an event of this type.
  - 3. Shall give wristbands to guests that are 21 and older and stamp or mark minors upon entering event.
  - 4. Shall be responsible for not allowing alcohol to leave the establishment of the event.
  - 5. Shall monitor the current attendance of the party with a counter.
- K. Bar-back Responsibilities
  - 1. Shall be a member of the chapter that is sponsoring the event.
  - 2. Shall be 21 years of age or older.
  - 3. Shall carry the beer at the door from legal attendees to the bartender.
  - 4. If tabbed wristbands are used, shall remove tabs in excess of the number of beers brought.
- L. Bartender Responsibilities
  - 1. Shall be a member of the chapter that is sponsoring the event.
  - 2. Shall be 21 years of age or older.
  - 3. Shall be responsible for checking that distributed alcohol has alcohol content under 20 proof.
  - 4. If alcohol content is above 20 proof, shall dispose of the alcohol and remove it from the premises.
  - 5. Shall distribute one (1) beer for one (1) ticket or tab.
  - 6. Shall only distribute beer if tab from wristband is still attached.
  - 7. Shall distribute one (1) beer at a time.

## Section 8 Requirements of Philanthropic Events

- A. Philanthropic events are defined as chapter-hosted events in which the host chapter(s) raise funds in support of a charitable cause.
- B. No member fraternity shall hold their philanthropic event on the same date as another member fraternity.

1. If the member fraternity that registered their event first waives this restriction, then the preceding requirement may be dismissed.
- C. The Vice President of Philanthropy will review all philanthropic events and ensure they are in alignment with all Interfraternity Council and Iowa State University policies in consultation with the Events Review Team.
  1. Preference will be given to the philanthropic event that is submitted through the registration process first.
- D. All member fraternities hosting philanthropic events are expected to report their fundraising totals to the Vice President of Philanthropy within three weeks of the event taking place.
- E. All philanthropic events are substance-free events (i.e. no alcohol, drugs, etc.).
- F. All philanthropic events must follow the Iowa State University Student Disciplinary Regulations.
  1. This includes the Iowa State University restriction on the use of third-party services to collect monetary funds.
    - i. If the use of a third-party service ensures that the funds raised are directly donated to the charitable cause, the use of such service is permitted.
- G. All philanthropic events must take place before Iowa State University's recognized dead week and finals week.
- H. All member fraternities must refrain from advertising any philanthropic event that has not yet been approved by the Events Review Team or the Vice President of Philanthropy.
- I. All member fraternities' philanthropic events must be registered with the Interfraternity Council at least 14 days prior to the event taking place.

#### Section 9 Enforcement

- A. The chapter(s) that violate the social events policy shall be subject to sanctions set by the Interfraternity Council.
- B. The chapter(s) that violate the philanthropic events policy will receive no promotional nor organizational aid for future philanthropic events during the same year from the Executive Council. Furthermore, the event will not qualify as a philanthropic event as referenced in the Fraternal Awards of Excellence guidelines. In the event of unforeseen circumstances, the Interfraternity Council President and Vice President of Philanthropy may grant an exception to this rule.
- C. The Interfraternity Council retains the right to close any sponsored function by a member fraternity if the event has the potential of threatening the health and safety of its members or others in attendance.

#### Section 11 Composition of the Events Review Team

- A. The Vice President of Risk Prevention represents the Interfraternity Council on the Events Review Team.
- B. The Interfraternity Council President may choose to sit on the Events Review Team.

### **ARTICLE VII: RECRUITMENT POLICY**

- Section 1 All member fraternities' recruitment chair/s must complete all expectations and prerequisites set  
Last updated: 11/4/2021



by the Vice Presidents of Recruitment to participate in Interfraternity Council recruitment events or receive recruitment support/materials. It is the responsibility of the Interfraternity Council and each member fraternity to adhere to any and all recruitment policies and expectations set by Iowa State University.

- Section 2 All recruitment events and activities held by the Interfraternity Council or any member fraternities shall be free of alcohol, illegal and controlled substances, participation by individuals ineligible for recruitment, and improper gifts.
- Section 3 Eligible potential new members must not be, or ever have been, an initiated member of any fraternity that could be a member fraternity of the Interfraternity Council. Individuals that are currently participating in a member fraternity's new member program, or has an active, signed bid with a member fraternity, is ineligible for recruitment.
- Section 4 Member fraternities may not extend an invitation for membership to potential new members until after the potential new member has entered into their final semester of high school.

### **ARTICLE VIII: ACADEMIC POLICY**

- Section 1 The Interfraternity Council adopts the most recent version and interpretation of all academic misconduct policies set forth by Iowa State University.
- Section 2 The Office of Sorority and Fraternity Engagement will calculate fall and spring semester GPA's for each member fraternity each semester. It is the responsibility of the member fraternities to make sure their membership rosters on Odysseus are updated by the semester deadline.
- Section 3 The Interfraternity Council shall recognize academic achievement in the following ways:
- A. Provide awards to member fraternities and new member classes with the highest GPA for fall and spring semesters.
  - B. Provide awards to the member fraternities with the most improved GPA for fall and spring semesters.
- Section 4 Each member fraternity must maintain an average chapter GPA of 2.75 or greater each semester to remain in good standing with the Interfraternity Council.
- Section 5 Sanctions
- A. If a member fraternity fails to meet the minimum 2.75 GPA requirement during a semester, the Vice President of Scholarship will send a letter to the member fraternity's president, scholarship chair, respective Interfraternity Council adviser, and Regional/National headquarters at the beginning of the following semester to inform them of the any sanctions the member fraternity is facing. Member fraternities who fail to meet any of these expectations will be moved to the next level of Academic Sanctions the following semester.
  - B. Level 1 – Academic Sanction (The first semester failing to meet the minimum 2.75 GPA requirement)
    - 1. The member fraternity's president and scholarship chair will meet with the Interfraternity Council President, Vice President of Scholarship, and Adviser to discuss the member fraternity's scholarship program.
    - 2. No registered events with alcohol, on or off member fraternity property, will be permitted or approved by the Events Review Team.
    - 3. Collaborative events with any sorority/fraternity containing alcohol will not be approved by the Events Review Team.

4. If the member fraternity receives a GPA of 2.75 or greater while on Level 1 – Academic Sanction, all sanctions will be removed.
- C. Level 2 – Academic Sanction (Two (2) consecutive semesters failing to meet the minimum 2.75 GPA requirement or the first semester failing to meet a 2.50 GPA)
1. Level 1 – Academic Sanctions apply.
  2. Member fraternity will schedule a workshop with the Academic Success Center with 80% minimum member fraternity attendance providing documentation to the Vice President of Scholarship.
  3. Limited to two (2) dry socials.
  4. Member fraternity is not in good standing with the Interfraternity Council.
  5. A letter will be sent to the member fraternity’s respective national office and local advising board informing them of the member fraternity’s academic standing.
  6. If the member fraternity receives a GPA of 2.75 or greater while on Level 2 – Academic Sanction, all sanctions will be removed.
- D. Level 3 – Academic Sanction (Three (3) consecutive semesters failing to meet the minimum 2.75 GPA requirement)
1. Level – 1 and Level – 2 Academic Sanctions apply.
  2. Not allowed to register any social events through the Interfraternity Council or Iowa State University.
  3. Not allowed to participate in Greek Week, Homecoming, or Varieties.
  4. Not allowed to participate in Interfraternity Council sponsored recruitment activities, including, but not limited to, IFC Structured Recruitment and Interfraternity Council Experience Weekend, or receive the Delphi List.
  5. Additional sanctions can be imposed on member fraternities for repeated offenses by the Interfraternity Council Executive Council.
- E. If a member fraternity in bad standing shows significant GPA improvement, but still fails to meet the 2.75 minimum GPA requirement, voting rights can be restored at the discretion of the Interfraternity Council President, Vice President of Scholarship, and Adviser.

#### **ARTICLE IX: CHAPTER LEADERSHIP IDENTIFICATION**

Section 1            Each member fraternity shall identify their respective officers and their contact information on Odysseus for the following positions:

- A. President
- B. Treasurer
- C. Member Educator
- D. Standards Chair
- E. Risk Management Chair
- F. Recruitment Chair/s
- G. Public Relations Chair
- H. Community Service Chair
- I. Philanthropy Chair
- J. Scholarship Chair

Section 2            These officers are responsible for educating their chapters on the materials presented to them by the appropriate Interfraternity Council Executive Council Officer.

## **ARTICLE X: NORTH AMERICAN INTERFRATERNITY CONFERENCE (NIC) STANDARDS COMPLIANCE**

The Interfraternity Council complies with all policies and procedures established by the North American Interfraternity Conference as outlined in Appendix C.

## **ARTICLE XI: ENFORCEMENT**

- Section 1 Member fraternities who violate any policies listed within these Bylaws will be subject to sanctions set forth by the Interfraternity Council Judicial Board and/or Iowa State University.
- Section 2 A member fraternity that seeks immediate and appropriate medical assistance for a person in need related to the use or consumption of alcohol, drugs, or to another medical emergency, may be eligible for mitigation of charges related to violations of organizational policies through the Interfraternity Council. To be eligible for this potential mitigation, the member fraternity will be required to meet in person with the Vice President of Judicial Affairs. A member fraternity may benefit from this policy more than once, though repeated use of the policy may receive stricter scrutiny. Member fraternities may still be subject to action through the Office of Student Conduct, the Office of Sorority and Fraternity Engagement, Iowa State Police and/or Ames Police.

## **ARTICLE XII: RATIFICATION**

- Section 1 Ratification to these Bylaws will be presented to all members of the Council of Fraternities in writing at least one week prior to the meeting where a vote will take place.
- Section 2 When approved by a two-thirds vote of the quorum of the Council of Fraternities, these Bylaws will become effective immediately and will supersede any previous Bylaws of the Interfraternity Council.
- Section 3 Unless otherwise specified, the Vice President of Judicial Affairs shall be authorized to correct article and section designations, punctuation, and cross-references and to make such other technical and conforming changes as may be necessary to reflect the intent of the Council of Fraternities in connection with all ratifications to these Bylaws.
- Section 4 These Bylaws may be suspended in whole or in part with a seven-eighths vote of quorum of the Council of Fraternities.

## **APPENDIX A: INTERFRATERNITY COUNCIL OFFICER CODE OF ETHICS**

### **1. Statement of Purpose**

The principal purpose of this statement is to provide useful guidelines for the daily practice of student officers. The Interfraternity Council of Iowa State University recognizes that personal accountability is the most effective and preferred means of assuring ethical behavior. If, however, an officer observes conduct by a fellow officer that seems contrary to the provisions of this statement, that officer is encouraged to communicate directly and privately with the individual, utilizing a perspective consistent with the principles of academics, social justice, leadership, friendship, and civic engagement. It is the belief of the Interfraternity Council that ethical behavior will improve the image of sororities and fraternities.

### **2. Officer Code of Ethics**

This Officer Code of Ethics is for all officers of the Interfraternity Council of Iowa State University and serves to promote the highest standards of service and personal conduct among its officers. Adherence to these principles by officers is encouraged, and such performance serves to assure public confidence in the integrity and service of officers in the Interfraternity Council and its member organizations.

As an officer of the Interfraternity Council of Iowa State University, I personally commit myself to these provisions and will be ever mindful of the importance of acting on these ethical principles during my daily practice as an officer. I promise to:

1. Maintain the highest standard of personal conduct.
2. Actively promote and encourage the highest level of ethics within the Interfraternity Council and the greater Sorority and Fraternity Community.
3. Maintain loyalty to the Interfraternity Council and pursue its objectives in ways that are consistent with member interest.
4. Recognize and discharge my responsibility and that of the Interfraternity Council to uphold all laws and regulations relating to the Interfraternity Council's and Iowa State University's policies and activities.
5. Strive for excellence in all aspects of leadership of the Interfraternity Council.
6. Use only legal and ethical means in all of the Interfraternity Council's activities.
7. Serve all members of the Interfraternity Council impartially.
8. Maintain the confidentiality of privileged information entrusted or known to me by virtue of my position.
9. Refuse to engage in, or countenance, discrimination on the basis of race, color, age, ethnicity, religion, national origin, pregnancy, sexual orientation, gender identity, genetic information, sex, marital status, disability, or status as a U.S. Veteran.
10. Always communicate the Interfraternity Council's internal and external statements in a truthful manner by assuring that there is integrity in the data and information used by my organization.
11. Cooperate in every reasonable and proper way with the Collegiate Panhellenic Council (CPC), Multicultural Greek Council (MGC), the National Pan-Hellenic Council (NPHC), and Iowa State University, and work with them in the advancement of sororities and fraternities.
12. Use every opportunity to improve public understanding or the role of sororities and fraternities.

## APPENDIX B: INTERFRATERNITY COUNCIL JUDICIAL POLICY & PROCEDURES

### 3. Statement of Purpose

The Interfraternity Council Judicial Board shall be educational in nature. The Interfraternity Council Judicial Process shall not consist solely of punitive sanctions, but rather focus on improving the behavior and attitude of the accused member fraternity. This policy aims to empower member fraternities to hold themselves accountable to the standards of Iowa State University, the Interfraternity Council, and the founding principles of the accused member fraternity while allowing for due process.

### 4. Jurisdiction

The Judicial Board has jurisdiction over violations of adopted Interfraternity Council Constitution and Bylaws committed by member fraternities. Violations of Interfraternity Council Constitution and Bylaws shall be addressed through either mediation (Section 5) or a Judicial Board Hearing (Section 6). [Violations of Iowa State University Student Disciplinary Regulations](#) shall be referred to the Iowa State University Office of Student Conduct to determine appropriate resolution process in accordance to Sections [3.11](#) and [3.14](#) of the Student Disciplinary Regulations. The Interfraternity Council Judicial Board does not have jurisdiction over individual students.

### 5. Rights and Responsibilities

Member fraternities have certain rights as members of Iowa State University in addition to those constitutional and statutory rights and privileges inherent from The State of Iowa and The United States of America, and nothing in this document shall be construed so as to limit or abridge students' constitutional rights.

- 3.1 Member fraternities have the following rights during the Interfraternity Council Judicial Process. Failure to abide by the accused's rights shall result in rehearing of the case.
  - A. The right to a timely hearing.
  - B. The right to a notice and explanation of charges in writing.
  - C. The right to identify member fraternities or members with potential conflicts of interest and ask that none of those members serve during their Judicial Board hearing.
  - D. The right to respond and present a defense.
  - E. The right to fair and impartial sanctions.
  - F. The right to confidentiality of hearing proceedings.
  - G. The right to a timely notification of hearing results.
  - H. The right to an appeal.
  
- 3.2 The Vice President of Judicial Affairs shall inform the accused member fraternity of its responsibilities as follows:
  - A. The responsibility to cooperate with Interfraternity Council Judicial Board members.
  - B. The responsibility to accept the consequences of their actions.

### 6. Filing a Misconduct Report

All violations of Interfraternity Council Constitution and Bylaws shall be reported to the Interfraternity Council President, Vice President of Judicial Affairs, or an Office of Sorority and Fraternity Engagement staff member. Reports shall be submitted as soon as possible and may be filed by any person who has observed or is aware of the alleged misconduct. All misconduct reports received shall be shared with an Office of Sorority and Fraternity Engagement staff member for advising purposes.

### 7. Mediation

Member Fraternities are encouraged to resolve all alleged Interfraternity Council Constitution and Bylaw violations through mutually agreed upon resolutions with the Vice President of Judicial Affairs. Should mediation be unsuccessful, a Judicial Board Hearing shall be set in motion. Mediation is not available for any violation that should be reported through the Title IX complaint process with the Office of Equal Opportunity.

### 8. The Judicial Board

The Judicial Board will rule on cases at the direction of the Vice President of Judicial Affairs. There shall be 8 members selected to serve on the Judicial Board. Five Judicial Board members will serve on each case.

### 6.1 Eligibility

- A. Applicants must be in at least their third semester as a member of the Interfraternity Council Community.
- B. Applicants must have a cumulative grade point average at or above 2.75 prior to applying.
- C. Must be initiated into a member fraternity in good standing with the Interfraternity Council.
- D. Cannot be a member of their member fraternity's executive council.
- E. Member Fraternities are limited to one applicant per member fraternity for the position.

### 6.2 Selection

- A. A completed application and resume must be submitted to the Vice President of Judicial Affairs prior to the selection meeting.
- B. Applications will be reviewed by the Interfraternity Council President. The slate will be voted on in the Fall semester at an Interfraternity Council delegate meeting to affirm the slate with a three-fourths vote.
- C. A new Judicial Board will be elected in November of every year.

### 6.3 Removal

- A. Members of the Judicial Board may be removed by the Executive Council by a majority vote.
- B. Members of the Judicial Board may be removed by the Council of Fraternities at a three-fourths vote.

## 9. Judicial Board Hearing

Violations of Interfraternity Council Constitution and Bylaws not resolved through mediation are subject to a Judicial Board Hearing.

### 7.1 The Interfraternity Council Judicial Board shall be comprised of the following members:

- A. Vice President of Judicial Affairs (chair, non-voting member)
  1. Should the member fraternity of the Vice President of Judicial Affairs be charged with a violation, the Vice President of Leadership Development shall chair the Judicial Board.
- B. Five (5) Interfraternity Council Judicial Board members
  1. All Interfraternity Council Judicial Board members shall be trained to fulfill their roles. Training shall be conducted in coordination with an Office of Student Conduct staff member as well as the Interfraternity Council Adviser and shall include components on confidentiality, Iowa State University policies, Interfraternity Council policies, and case studies.
  2. Interfraternity Council Judicial Board members shall be asked to serve on the Judicial Board based on availability. Judicial Board members are required to serve on Judicial Board Hearings regularly as deemed by the Vice President of Judicial Affairs.
- C. The Interfraternity Council Adviser (non-voting member)
  1. The role of the Interfraternity Council Adviser is to support the Vice President of Judicial Affairs in following the procedures of the Judicial Board.
  2. The Interfraternity Council Adviser shall not speak in the Judicial Board Hearing unless directly asked a question by the accused member fraternity or the Judicial Board, or if the Judicial Board is not following correct procedures.

### 7.2 Scheduling the Hearing

- A. The Vice President of Judicial Affairs shall notify the accused member fraternity of the violation within a reasonable expectation of time as determined by the Vice President of Judicial Affairs and the Interfraternity Council Advisor.
- B. The accused member fraternity shall have three business days to respond to the Vice President of Judicial Affairs to schedule a hearing.
- C. Judicial Board Hearing members will be selected based on availability.

### 7.3 Judicial Board Hearings shall include all of the following:

- A. Introduction
  1. All members of the Judicial Board shall introduce themselves.
  2. The accused member fraternity's representatives (no more than two) and the accused member fraternity's advisor (if present) shall introduce themselves.
  3. The Vice President of Judicial Affairs shall read aloud the alleged violations of Interfraternity Council Constitution and Bylaws.

4. The Vice President of Judicial Affairs shall inform the accused chapter that the Interfraternity Council Judicial Process is educational, not punitive, in nature.
  5. The Vice President of Judicial Affairs shall inform the Judicial Board and the accused member chapter that there are two sides to every case.
  6. The Vice President of Judicial Affairs shall inform the accused member fraternity that in order to make a decision, the Judicial Board will take into account information the accused member fraternity shares, information from the misconduct report, and information provided by witnesses.
  7. The Vice President of Judicial Affairs shall inform the accused member fraternity that the burden of proof is a preponderance of evidence.
- B. Presentation of Information
1. All information available will be reviewed.
  2. The Judicial Board may ask member fraternity leadership questions.
  3. If member fraternity is admitting responsibility, member fraternity leadership may make final remarks regarding actions they have already taken to rectify the issue and is encouraged to recommend sanctions to the Judicial Board.
- C. Closing Remarks
1. The Vice President of Judicial Affairs shall remind the accused member fraternity's leadership that they will be notified of the Judicial Board's decision and sanctions in writing within three business days.
  2. The Vice President of Judicial Affairs shall inform the accused member fraternity's leadership that any appeals to the Judicial Board's decision shall be submitted to the Interfraternity Council President within three business days of receiving notice of sanctions; appeals submitted after this point shall not be accepted.
- D. Voting
1. The Judicial Board must vote 3/5ths in favor to find a member fraternity responsible.
  2. The Judicial Board must vote 3/5ths in favor of individual sanctions if found responsible.

## 10. Appeals

Any responding member fraternity to a Judicial Board Hearing can appeal the Judicial Board's decision within three business days after notification of the Judicial Board's decision by delivering a written appeal letter to the Interfraternity Council President. Should the member fraternity of the President be making the appeal, the written appeal letter shall be directed to the next ranking Officer starting with the Vice President of Leadership Development.

- 8.1 Any written letter of appeal received shall be approved for an Appeal Board Hearing within three business days of receiving the written letter of appeal and the appealing member fraternity shall be notified of its approval and the appeal procedures. Determination of an appeal's relevance before an Appeal Board Hearing is prohibited.
- 8.2 Grounds for Appeal
  - A. The responding member fraternity can appeal the Judicial Board's decision on the following grounds:
    1. The member fraternity's rights were violated in the hearing process.
    2. The procedures used, or the decision reached is contrary to regulations and Interfraternity Council policies.
    3. There was not a preponderance evidence to support the conclusions reached.
    4. There is new material evidence that could not have been discovered at the time of the hearing.
    5. The sanctions given were not supported by the evidence or not appropriate for the violation.
- 8.3 The Interfraternity Council Appeal Board shall be comprised of the following members:
  - A. Vice President of Judicial Affairs (chair, non-voting member)
    1. Should the member fraternity of the Vice President of Judicial Affairs be charged with a violation, the Vice President of Risk Prevention shall chair the Appeal Board.
  - B. One (1) Interfraternity Council Judicial Board member
    1. Only Interfraternity Council Judicial Board members that did not serve on the related Judicial Board Hearing are eligible to be chosen.
  - C. The top four (4) ranking Executive Council Officers
    1. The Executive Council Officer serving as the Appeal Board chair should not be considered.
  - D. The Interfraternity Council Adviser (non-voting member)

1. The role of the Interfraternity Council Adviser is to support the Vice President of Judicial Affairs in following the procedures of the Appeal Board.
2. The Interfraternity Council Adviser shall not speak in the Appeal Board Hearing unless directly asked a question by the responding member fraternity or the Appeal Board, or if the Appeal Board is not following correct procedures.

#### 8.4 Appeal Board Hearing

- A. The Appeal Board will follow the same general procedures as described for a Judicial Board Hearing with the following considerations during the Appeal Board Hearing:
  1. The Judicial Board Hearing's decision.
  2. The written appeal letter provided by the appealing member fraternity.
- B. No further appeal is available to member fraternities once the Appeal Board has reached a decision.

### 11. Judicial Decisions

Judicial decisions reached by the Vice President of Judicial Affairs or the Judicial Board are considered the official interpretation of Interfraternity Council policies. Any decision reached concerning a subject not directly correlated to a current Interfraternity Council policy will act as the Interfraternity Council policy addressing this subject.

### 12. Transparency

It is important and necessary to the accountability, authority, and legitimacy of the Interfraternity Council to provide member fraternities and the Sorority and Fraternity Community information regarding the Interfraternity Council judicial process. The impact of judicial decisions is such that it is a member's right to ensure that all judicial processes are followed, and no member or body's rights are abridged.

#### 8.4 Mode

- A. The Vice President of Judicial Affairs shall compile all information regarding judicial processes and provide a database for member fraternities with the following information:
  1. Chapter Name
  2. Date of Alleged Violation
  3. Constitution and Bylaw Violations
  4. Formal or Informal Process
  5. Type of Formal Process
  6. Responsibility
  7. Date of Resolution
  8. Sanctions and Respective Dates
  9. Considerations for Future Cases
- B. No privileged information, as determined by the Vice President of Judicial Affairs, shall be included in this database.
- C. All information will be stored in this database for five years after the Date of Resolution consistent with the length of indefinite sanctions.
- D. A form of new Interfraternity Council policies resulting from the Interfraternity Council Judicial Process will be provided for member and public consumption at the conclusion of the Process.



## APPENDIX C: NORTH AMERICAN INTERFRATERNITY CONFERENCE (NIC) STANDARDS

### 1. Campus and Council Standards

- A. The Interfraternity Council will encourage and aid in the collection of the following data:
  1. All Greek men's grade point average and each chapter's grade point average semesterly.
  2. Total number of men signed annually.
  3. Total number of men initiated into member chapters annually.
  4. Percentage of fraternity men compared to total number of men on campus.
  5. Total number of chapter closing/opening annually.
  6. Total number of Greek professionals/staff.
  7. Graduation rate of fraternity men compared to non-affiliated men on campus.
- B. The Interfraternity Council will celebrate an open expansion by not prohibiting a possible member organization from selecting undergraduates for the purpose of establishing a chapter nor by withholding membership into the Interfraternity Council/Council of Fraternities from a qualified organization.
- C. The Interfraternity Council will support an open recruitment and will not prohibit any male enrolled as a full-time student in good standing from participating in recruitment activities and joining a member organization in good standing with the Interfraternity Council and the University.
- D. The Interfraternity Council will not vote on recognition, nor require a presentation of an expansion proposal.
- E. The Interfraternity Council will provide any NIC member fraternity expressing interest a time for the expansion to occur within the next four academic years.
- F. The Interfraternity Council will recognize any NIC member fraternity with an interest group; however, the Interfraternity Council may elect to develop reasonable benchmarks in order to achieve full membership.
- G. Should the Interfraternity Council close a chapter as a result of its judicial process specified in Appendix B, the Council will support and honor all return agreements as negotiated as part of that process.
- H. The Interfraternity Council will work to:
  1. Actively encourage faculty to become involved as faculty advisors to chapters.
  2. Provide member chapters with adequate demographic information.
  3. Provide impartial judicial process with right of appeal.
  4. Conserve a five-day academic week.
  5. Provide financial management support to member chapter.

### 2. Member Chapter Expectations

- A. The following data will be reported to the Interfraternity Council and/or the Office of Sorority and Fraternity Engagements annually by each member and associate member chapter:
  1. Number of new members.
  2. Retention of new members.
  3. Number of new initiated men.
  4. Retention of initiated men.
  5. Number of members involved in campus leadership positions.
  6. Number of community service hours donated.
  7. Number of dollars raised for charitable causes.
  8. Member chapters' policies will include the following at a local level:
  9. Support of open expansion.
  10. Insurance with liability coverage.
- B. Each new member must have a minimum high school GPA of 2.3 if joining directly as a first semester incoming freshman.
- C. Each active member must achieve a minimum GPA of 2.25 to remain in good standing with the chapter. Good standing is to be defined by the member chapter.
- D. Each member chapter must achieve a minimum collective chapter grade point average of 2.50 or rank above the campus all-men's grade point average.
- E. Those member chapters not meeting this standard for one semester will be placed on academic probationary status for the following semester.
- F. Those member chapters not meeting this standard two consecutive semesters will lose voting rights for the following semester.
- G. Those member chapters not meeting this standard three consecutive semesters will no longer be

recognized by the Interfraternity Council.

- H. Each member chapter's new member program will last no longer than twelve weeks and will be alcohol free.
- I. Member chapters will not support women's auxiliary groups such as, but not limited to, "little sisters organizations."
- J. Member chapters' risk management policies will address alcohol use, fire safety, hazing, and sexual assault/abuse at a local level.
- K. Each member chapter will communicate its values through its ritual at least annually.