**Interfraternity Council**

**Constitution**

(Revised April 2013)

# Article 1.

# Name of Organization

This organization shall be called the Creighton University Interfraternity Council (hereafter referred to as the IFC).

# Article 2.

# Purpose and Objectives

The purpose of the IFC is to act as the governing body of its constituent chapters, namely: Phi Delta Theta Phi Kappa Psi, , Sigma Alpha Epsilon, Sigma Phi Epsilon, and Beta Theta Pi; and to act as a liaison among the constituent fraternities, as well as those fraternities and the University. The objectives of IFC are:

To serve as the legislative body for the fraternal community.

To serve as the mediator for Interfraternity grievances and conflict resolution.

To represent the fraternal community in University/fraternity relations.

To provide education and services to fraternity members.

To promote Greek unity.

**Article 3.**

**Organization**

Section 1. Delegation of Powers

All powers not delegated to the IFC by this constitution shall be left up to the individual chapters seeing their actions are in accordance with the Greek Event Guidelines and the University Code of Conduct.

**Article 4.**

**Membership**

Section 1. Members

 This council shall be comprised of only the following members:

Social fraternities as registered by the University and this council.

One non-voting representative of the Division of Student Life. This person shall serve as the Greek Advisor.

Section 2. Registration

Upon application for registrations, a fraternity will follow the standard student organization procedure.

Section 3.. Representation

Each fraternity shall have two representatives. These representatives must be any active member in good standing.

i. One representative shall be the primary voting representative and the other shall be the alternate representative.

Each primary voting representative, and therefore each fraternity, shall have one vote in the council.

Delegate term length, for both primary and alternate will be one calendar year.

The representative shall be the liaison between the executive council and the member chapters. They shall relay all information between the two bodies. The representative shall take all matters needing a vote to their respective chapters for discussion, and then vote on behalf of their chapter in the IFC meeting.

It is the responsibility of the primary voting member to attend each and every full council meeting. In the event that the primary delegate cannot make it, the alternate delegate may take the place of the primary delegate,

If the primary delegate cannot attend a meeting, he must contact either the president, or the vice president of Finance and Administration. The primary delegate will have one unexcused absence.

Two unexcused absences, or excessive excused absences, by the primary voting member will cause him to be permanently removed from his position.

He would be replaced by the alternate representative from his chapter, and the chapter would appoint a new man to the position of alternate delegate,

The responsibilities of the voting delegate include:

Attend weekly meetings

Serve on one IFC committee

Assist that committee with any and all events.

Relay information back to their chapter from the full council meetings.

**Article 5.**

**Officers**

Section 1. Selection of Executive Officers

 The executive officers of the IFC shall be as follows: President, Vice President of Finance and Administration, Vice President of Judicial Affairs, Vice President of Programming, Vice President of Public Relations Vice President of Recruitment, and Vice President of Mission and Service.

Section 2 Election of Executive Officers

Officers shall be elected in mid November of each year by a majority vote of each member chapter.

Applications for IFC President will go out one week before applications for Vice President positions and interviews for IFC President will be held one week before interviews for Vice President positions.

Following the interview of presidential candidates, the IFC Election Committee shall make their selection of who they would like to slate as president, and that man will immediately present a short speech to the IFC delegates.

iii. Following that speech, chapter delegates will vote to confirm the choice of the IFC Election Committee

Officers shall be installed at the first meeting in February and shall serve a one-year term.

Any fraternity man in good standing with their chapter and Creighton University may apply for an executive officer position via an application distributed the first week of November.

The IFC Executive Council shall review all applications and invite qualified applicants to interview for each of the 6 positions

The IFC Election Committee shall be composed all current IFC Executive officers not running for re-election and must represent every active chapter on campus. In the event that not every chapter is represented, the unrepresented chapter(s) will be allowed to send a delegate forward to serve on the election committee. This delegate must be the chapter president. In the event that the chapter president is unable to sit on the committee he shall be allowed to designate a member of his choosing to take his place. If the president is unable to serve and must designate a replacement; he must submit the name of his replacement to both the Greek Advisor and the IFC President 48 hours prior to the meeting of the election committee. Failure to submit this name in such a fashion will result in forfeiture of the seat on the Election Committee. Exceptions may be made to this in extreme cases under the authority of the Greek Advisor and IFC President.

The Greek Advisor will be allowed to sit on the Election Committee, but will not have any voting privileges.

The IFC Election Committee shall only be allowed to cast as many votes as there are active chapters on campus. In the event of there being two non-returning current executive officers from the same chapter, both will be allowed to serve on the Election Committee and participate in discussion; but will only be allowed to cast one vote.

Current IFC officers that wish to re-run for an IFC Executive Officer position will not be able to sit on the IFC Election Committee.

The IFC Election Committee shall select the best-qualified candidates for each executive position and present their choices to the representatives for approval.

All candidates must be present at the meeting when voting occurs to be eligible for consideration.

Prior to the vote, each candidate may give a speech limited to five minutes.

The delegates will vote on each position. A majority vote is required by the IFC to approve the slated candidate.

If a candidate is not approved, IFC will reopen the position to the original pool of candidates.

1. Candidates seeking the President position must fulfill at least one of the following requirements:
	1. Serve as an Interfraternity Council delegate for a full school semester
	2. Have served on the executive board of the Interfraternity Council
	3. Have served on the executive board of their respective chapter and attend at least three full council meetings during the term prior to the new election

An individual shall be permitted to hold the same executive officer position for two terms, if the President position is filled by a returning IFC Executive officer.

No individual shall be allowed on the executive board for more than two, full consecutive terms.

Each member chapter shall be limited to only two Vice President positions at any time.

The best qualified applicants will be selected for each executive position, however at least three chapters must be represented on the council.

Chapter presidents are not allowed to submit applications for executive positions on

 IFC unless they also choose to forfeit their role as chapter president prior to the

 submission of their application.

Section 3 Removal of Executive Officers

Officers failing to fulfill the given responsibilities and duties may be removed by the IFC. The removal of an officer requires a majority vote of the legislative body present, following the written notification of the officer in question.

 Section 4 Replacement of Executive Officers

In the case where the President resigns or is removed from office, the Vice President of Recruitment will immediately fill the position until a new election has been completed. The two-week nomination and election process outlined in Section 2 shall begin immediately, during the first meeting at which the vacancy is announced.

All other executive officer positions found to be vacant shall be filled by election immediately, using the election process outlined in Section 2. The position will not be limited to the previous chapter.

Section 5. Executive Officer Terms and Responsibilities

President

The President will serve a one-year term. The President is responsible for overseeing all officers and ensuring that all their duties are completed and will have certain other duties as described below:

* Attend weekly meetings with Greek Advisor.
* Attend monthly Presidents Roundtable meetings.
* Preside over weekly meetings with executive board and representative council.
* Work closely with Panhellenic President on all co-sponsored events.
* Represent the Interfraternity Council as the official representative
* Oversee the completion of the AFLV awards binders
* Appoint all committee chairs, as necessary
* Uphold and exemplify the mission of Creighton University and the mission and values of the Greek community
* Serve five office hours a week

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Vice President of Programming

The Vice President of Programming will serve a one-year term, report to the President and be responsible for the following:

* Work closely with Panhellenic to set up Greek Week, Greek Unity Week and Lip Sync
* Uphold and exemplify the mission of Creighton University and the mission and values of the Greek Community
* Serve four office hours a week.

Vice President of Public Relations

The Vice President of Public Relations will serve a one-year term, report to the President and be responsible for the following:

* Serve as a resource for chapters to publicize events
* Assist the Vice President of Programming in planning and executing Greek Week, Greek Unity Week, Lip-Sync, etc. with the Panhellenic counterpart.
* Send out meeting reminders and reminders of IFC events.
* Maintain an annual calendar of Greek and All University events and publish monthly.
* Work with the Greek Advisor to update and maintain the Interfraternity Council website
* Uphold and exemplify the mission of Creighton University and the mission and values of the Greek Community
* Serve three office hours a week.

Vice President of Judicial Affairs

The Vice President of Judicial Affairs will serve a one-year term, report to the President and be responsible for the following:

* Serve as the co-chairman of the Greek Standards Board.
* Update chapters on the current risk management policies
* Develop educational programming for chapters
* Assist in the selection and training of the Greek Standards Board
* Develop competency of the Greek Event Guidelines and the University Code of Conduct
* Serve four office hours a week.

Vice President of Recruitment

The Vice President of Recruitment will serve a one-year term, report to the President and be responsible for the following:

* Work with the Greek Advisor to coordinate both fall and spring recruitment.
* Work with the Vice President of Public Relations to publicize the recruitment period
* Organize recruitment registration
* Direct recruitment patrols
* Update recruitment chairs on current recruitment rules
* Develop and coordinate the recruitment schedule
* Maintain and update the supplementary Recruitment Manual
* Uphold and exemplify the mission of Creighton University and the mission and values of the Greek Community
* Serve four office hours a week.

Vice President of Finance and Administration

The office of the Vice President of Finance and Administration will serve a one-year term, report to the President and be responsible for the following:

* Maintain financial records including balancing the checkbook and maintaining an accurate record of budget expenditures.
* Pay bills and dues in a timely manner.
* Collect chapter dues and fines in a timely manner.
* Create an annual budget for approval.
* Keep an accurate treasurer notebook.
* Present a monthly income statement.
* Keep minutes and attendance at all IFC meetings.
* Maintain and update the IFC list-serve.
* Uphold and exemplify the mission of Creighton University and the mission and values of the Greek Community
* Serve three office hours per week

Vice President of Mission and Service

The office of the Vice President of Mission and Service will serve a one-year term, report to the President and be responsible for the following:

* The coordination of all IFC-wide service activities and projects
* In conjunction with the Panhellenic Council Vice President for Mission and Service, coordinate all Greek-wide service efforts, including service projects linked with Greek Week and Greek Unity Week
* Coordinate IFC participation in campus-wide service opportunities
* Serve as the IFC liaison to the Creighton Jesuit Community, Creighton Center for Service and Justice, any IFC established community service partners, and any other organizations that engage in faith, justice, or service work as it pertains to IFC.
* Provide educational opportunities regarding faith and justice issues, including, but not limited to the Jesuit Mission of Creighton University and its relationship to fraternity life, pertinent issues of justice in IFC, the Omaha community, and beyond
* Uphold and exemplify the mission of Creighton University and the mission and values of the Greek Community
* Serve three office hours per week

**Article 6.**

**Committees**

1. The President shall nominate to vote to appoint any committees, standing or special, as he deems necessary.
	1. The executive council will vote by majority for approval of appointed committees.

**Article 7.**

**Meetings**

The first meeting of the IFC shall be held within the first two weeks of classes in the fall semester. This meeting must occur before the beginning of recruitment in the fall.

The meetings of the IFC shall be held every week, unless otherwise directed by the President or Greek Advisor.

At all meetings of the IFC a quorum must exist. This shall consist of at least two-thirds of all voting member chapters. Without this quorum no official business may be transacted.

Attendance at every meeting is required. Fines may be assessed at the discretion of the President.

The President has the right to call a special meeting if he deems necessary.

**Article 8.**

**Voting**

Section 1. Procedures

All measures taken by this council shall require a majority vote of member chapters unless otherwise stated by the Constitution.

The executive council, excluding the president shall vote in case of a tie. The President shall only vote in case a tie is reached in the executive council.

Section 2. Amendments

Amendments to the Constitution may be made by a majority vote of the member chapters. All amendments shall be taken to the member chapters for discussion before a vote can be taken in the IFC.

Any member chapter that has outstanding fines or debts owed to the IFC will forfeit its voting privileges until all moneys are paid, provided that proper notification is given.

Executive officers shall not vote except as stated by this constitution.

**Article 9.**

**Finances and Dues**

1. A fee of $10.00 per new member shall be imposed each semester.

A fee of $10.00 per active member shall be imposed each semester.

* 1. Individual chapters will collect the money and issue a check to IFC
	2. This money will be due to the IFC no later than two weeks after the bill is received.
	3. The due date will be on the bill.

B. A fine of $10.00 a day will be issued to each fraternity that has not paid its dues in full or turned in their roster material on or before the dates established.

**Article 10.**

**Recruitment**

Section 1. Registration

 In order to be eligible for fall or Spring recruitment each potential new member must fill out a registration form available online. The registration list will be made available to each fraternity.

Section 2. Duration and Rules of Formal Recruitment

Recruitment will begin at the start of the IFC Fall or Spring Informational event and will continue until 8:00am on the day after membership bid acceptance.

1. In order to be eligible for fall or spring recruitment each candidate must fill out a registration form available in the Student Activities Office or before the beginning of the IFC Information Night. The registration list will be made available to each fraternity.
2. Recruitment will begin on the first day of classes of semester and will *continue until 8:00am on the day after* membership bid acceptance.
	1. Formal and Informal Recruitment events will begin following the IFC Informational meeting.
3. The entire duration of recruitment will be considered dry, meaning that at no time, from start to finish, may alcohol be present where a candidate and a member of a fraternity *may meet* together, or are in the presence of each other.No social events can have Potential New Members in attendance from the start of formal recruitment until Bid Acceptance. Social events may be defined as, but are not limited to: parties and/or dances, official or unofficial.A violation of this rule will be defined as any event or situation in which a member of a fraternity of any chapter is present with a candidate.
4. Absolutely no alcohol may be present, meaning that active members, alumni, and candidates may not consume alcohol in the same establishment throughout recruitment. This may include, but is not limited to: University parties, bars, people’s rooms or houses, recruitment events, events on or off campus or with any other organization in which alcohol is served or present. Candidates will not be allowed to attend sorority date parties, mixers, or any outside event with alcohol for the entire duration of recruitment.
5. To pledge a fraternity, you must be a full-time student with a minimum cumulative QPA of 2.5.
6. The IFC will give instructions to potential new members for what is expected on bid day in terms of time and location. This is the only time during recruitment that bids may be extended. If a candidate is not able to participate in bid extension, a bid may still be extended to the candidate, only after this time period.
7. During the final day of recruitment, no member of a fraternity may approach a candidate inquiring about fraternal matters. However, a candidate is allowed to approach a member and ask questions, to which the member may answer about the fraternity in which they belong. Negative talk about another fraternity is not allowed at any time during recruitment and this should be kept in mind when answering these questions. All other business in which the fraternity member and candidate participate is permitted.
8. No man may pledge, depledge, and then pledge another fraternity in the same academic semester.
9. No fraternity and/or member may give false information about another chapter, or talk negative about another chapter. This is important to keep a fair and civil recruitment process and will keep candidates from being confused about false and degrading information about chapters. This may include, but is not limited to: name calling, negative talk on past violations of another chapter, answering questions dealing with another fraternity and their practices. This includes anything that would be considered offensive to the chapter in discussion.
10. The Interfraternity Council must pre-approve any items given to potential new members during recruitment from individual chapters. Such items include, but are not limited to: apparel, bowling pins, and any food bought for a potential new member during the recruitment process. outside the confines of a registered and approved recruitment event. Anything not pertaining to aforementioned circumstances will be considered bribery and will not be tolerated.
11. All potential new members must be afforded the opportunity to be on campus prior to the start of another chapter’s recruitment events.
12. All recruitment events must follow the mission and standards set forth by Creighton University. Recruitment events may not have nudity, alcohol, bribery, and must not violate any of the above rules. This includes but is not limited to events that take place at restaurants or locations that could possibly be perceived as morally questionable, unethical, or degrading to women by any outside party including staff, faculty, and administration of Creighton University. **Use of the term “Rush” is strictly forbidden on official Recruitment publications including websites, Facebook and any other recruitment advertisement.**  Instead, “Rush” should be replaced with the term “Recruitment.” The Greek Standards Board and the Greek Advisor will investigate all violations to these rules and sanctions will be assigned as appropriate. Any questions of these rules need to be answered by the Greek Advisor and/or the IFC President.

Creighton University is unequivocally opposed to and will not tolerate any form of hazing. If you have knowledge of any possible hazing activity, please contact the Greek Advisor immediately at 280-1715, or via email at greekaffairs@creighton.edu.

Section 3. Decency and Violations

All recruitment events must follow the mission and standards set forth by Creighton University. Recruitment events may not have nudity, alcohol, bribery, and must not violate any of the above rules. The Greek Standards Board and/or with the Greek Advisor will investigate all violations to these rules and sanctions will be assigned as appropriate. Any questions of these rules need to be answered by the Greek Advisor and/or the IFC President.

The Greek Standards Board will deal with all accusations of fraternal wrong doings except in the case of recruitment violations.

IFC Executive officers will conduct recruitment patrols at all informal recruitment events to ensure no violations are present

Any violations must be brought forward to the Greek Advisor.

The Greek Standards Board and the Greek Advisor will deal with all recruitment violations (See Article 11: Greek Standards Board).

**Article 11**

**Greek Standards Board**

1. The Greek Standards Board will uphold it Policies and Procedures when hearing cases that are violation of the Greek Event Guidelines or other violations
	1. More information on Policy and Procedures can be found in the Creighton Student Handbook

**Article 12**

**New Fraternities**

1. When interest in a new fraternity is expressed by the student population, the IFC Exec Board, in conjunction with the Assistant Director for Greek Life, will further investigate this need.
2. IFC full council must vote to begin the expansion process by two-thirds.
3. A document in written form expressing the communities desire to undergo expansion shall be written by the IFC President, reviewed by the Greek Advisor, and sent to the Vice President for Student Life for approval to move forward with the process.
4. Upon approval, the President shall form an Ad-Hoc Expansion Committee.
	1. The Expansion Committee shall consist of, but is not limited to:
		1. IFC Exec Board
		2. A delegate from every IFC Fraternity Chapter
		3. Greek Advisor
		4. Assistant Vice President for Student Life
		5. Director of Student Activities
		6. Panhellenic Council President
		7. Panhellenic President Elect
		8. Three Non-affiliated male students
5. The President shall inquire materials from Fraternity Chapters and present the received material to the Expansion Committee.
6. The Expansion Committee, under the guidance of the Greek Advisor and IFC President, shall extend invitations to no more than three fraternities for on-campus visits. Every chapter that applies will be given equal consideration.
	1. The on-campus visit shall follow the format in appendix A.
7. The Expansion Committee shall make a final recommendation to the IFC full council, who will then vote on the recommended chapter. The vote must be at least two-thirds in order for the recommended chapter to be approved.
8. The IFC President will then compose a letter with the final decision and send it to the Vice President for Student Life for final approval.
9. Should approval not be granted by the Vice President for Student Life, the Expansion Committee shall make a second recommendation to the IFC full council.