



UNIVERSITY OF
NORTHERN COLORADO

Interfraternity Council Bylaws

Article I: Membership

Section 1. Individual Membership Procedures

A. Recruitment

- a. At the beginning of the fall and spring semester, the Interfraternity Council shall conduct a structured formal recruitment program.
- b. At the conclusion of the Interfraternity Council program, each Fraternity will be free to conduct their own informal recruitment activities as they see fit in accordance with National and IFC Dry Recruitment Regulations.
- c. Any Violations of Recruitment Rules and Procedures will be referred to the Judicial Board and/or the Program Coordinator for Fraternity and Sorority Life.

B. Pledging/Associating

- a. A male identifying individual is eligible to be rushed and pledged/associated if they are accepted or enrolled as a full-time at the University of Northern Colorado, or if they are in the Aims to UNC program.
- b. At the time of pledging/associating a fraternity, the student shall be required to sign a regulation pledge/associate member form indicating they have become a pledge/associate member, showing the date of pledging/associating. The President of the fraternity shall co-sign the form and turn it into the Interfraternity Council Vice President within 72 hours after the individuals pledging/associating date.

C. Depledging/Disassociating

- a. Eligibility for pledging/associating another fraternity is dependent upon the mutual knowledge and consent of both (inter)national fraternities' headquarters.

D. Deactivation

- a. When a fraternity severs connection with an active member or an active member with a fraternity, the fraternity must notify the IFC Vice President within one week from the date of severing of the connection.

E. Initiation

- a. Initiation programs shall not degrade a student, endanger their health, jeopardize their safety, or interfere with their class attendance, in accordance with University Regulation.

F. Hazing

- a. All IFC fraternities will submit a signed Anti-Hazing Regulation form by the second week following the end of recruitment. Failure to do so will have the offending chapter referred to Judicial Board.
- b. The Interfraternity Council, University of Northern Colorado, and member fraternities prohibits, and in no way condones, the use of hazing practices in any form to any fraternity members, active or associate.
- c. The Interfraternity Council and its member fraternities shall adopt and adhere to the National Interfraternity Council's statement on hazing, and the Hazing Regulations of the University of Northern Colorado as well as local, state, and federal laws.
- d. All Fraternities must make available to all members of the University its policies

on hazing.

Section 2. Membership in Fraternities

- A. Membership shall consist of only those students currently enrolled as a full-time or part-time student at the University of Northern Colorado, currently paying Fraternity dues, and are considered active by their chapter.

Section 3. Attendance

- A. If the President, Vice President, or the elected representative of the chapter is unable to attend an Interfraternity Council meeting, the absence shall be considered an unexcused absence unless otherwise noted by the Vice President of IFC.
- B. If a member fraternity has two (2) unexcused absences in one semester, the Chapter President and IFC Representative are to be notified in writing and a delegate must appear before the Executive Council to explain their absence.
- C. If three (3) meetings are missed in one semester, excused or unexcused, the President, Chapter Advisor and delegate of the absent fraternity must appear before the Council at Large to justify their absences. The council will then vote to determine if the fraternity will be retained or suspended from the Council. A two-thirds (2/3) majority vote will be necessary for suspension.
- D. Executive Board will have the right to formally recommend a change in delegate to a chapter President if there is reasonable suspicion or evidence that the delegate has not performed their duties during the academic semester.

Section 4. Colonies

- A. All rights and responsibilities given to and expected of chartered groups will be extended to colonies of gentlemen's fraternities.
- B. Procedures as outlined in the University Greek Recognition Procedures will be followed by all National colonies.
- C. A Colony has two (2) school years (4 academic semesters) to establish a charter or there will be a hearing to reflect on the current state of the colony, potential areas for change, and assist in the development of an action plan for the colony's success.

Section 5. Standing

- A. Standing shall be assessed at the end of each semester. When a chapter's standing has been determined, that standing will remain until the next semester's assessment.
- B. Chapters in good academic standing shall be defined as those chapters operating in accordance with the Chapter Recognition Agreement of the University of Northern Colorado, and as per the North-American Interfraternity Conference standards. As such they shall enjoy the full privileges afforded them by their IFC membership.
- C. Standing may be otherwise determined by the Interfraternity Judicial Board.

Section 6. Academic Recovery/Academic Probation

- A. The Council has the power to establish academic standards for all member chapters.

- B. The Council has the power to enforce established sanctions against any chapter failing to meet the minimum academic standards as set forth by the Council.
- C. Academic disciplinary measures:
 - ii. Academic Recovery: If the chapter falls below the average, the academic chair will be required to submit an action plan to the Program Coordinator and IFC Academic Chair within 30 days of the start of the next semester.
 - iii. Academic Restriction: If the chapter falls below the average for two (2) consecutive semesters, the chapter will be placed on academic restriction. Restriction means that chapter activities will be restricted to business meetings, ritual, philanthropy and service events, and academic events along with three (3) social events for the following semester.
 - iv. Academic Probation: If the chapter falls below the average for three (3) consecutive semesters, the chapter will be placed on academic probation. Probation means that chapter activities will be restricted to business meetings, ritual, and academic events. No social events will be allowed for the following semester.
 - v. Unrecognition: If the chapter falls below the average for four (4) or more consecutive semester, the chapter will no longer be recognized by the University of Northern Colorado. The chapter may appeal to the Dean of Students a maximum of two (2) times.
- D. If a chapter meets or rises above the all men's average, the chapter will be taken off all suspensions, except the guidelines entailing the academic probation.
 - 1. Ex. A chapter currently on Academic Suspension will revert to Academic Probation upon receiving a GPA that meets or is above the all men's average for one (1) semester.
 - 2. The summer term does not qualify as a resetting term to the GPA.
- E. Chapters shall maintain their level of suspension if the chapter is able to display marked improvement as a chapter.
 - 1. Marked improvement is defined by the discretion of the Director of Academic Affairs
 - 2. Chapters have seven days following their notification to submit a request for appeal to the Director of Academic Affairs

Article II: Dues

Section 1. Dues

- A. Fall semester dues shall be collected by the fourth regular meeting after IFC formal recruitment has concluded at the amount of \$15 (fifteen dollars) per active member.
- B. Spring semester dues shall be collected by the fourth regular meeting after IFC formal recruitment has concluded at the amount of \$10 (ten dollars) per active member.
- C. The Vice President may extend a due date to a fraternity demonstrating serious financial hardship provided that dues will be paid in full before the second to last meeting of the semester.
 - 1. A written agreement with repayment dates must be signed by the IFC President, IFC Vice President, Chapter President, and Chapter Treasurer in order to be considered valid. Failure of payment results in a Judicial Board Referral.

- D. In the event that dues are not paid by the second meeting of the semester, a fine of \$15 per fraternity per week shall be imposed against the fraternity with the maximum fine being capped at 3 penalties.
- E. If the dues are not paid by the third week after IFC formal recruitment has concluded, the Judicial Board can impose sanctions on the guilty chapter(s).
- F. IFC funds are under the jurisdiction of the IFC Member Fraternities and shall only be used in a manner that benefits the fraternity community and that is congruent with the values of fraternity life. IFC funds shall not be used to purchase alcoholic beverages, or for individual purchases.

Section 2. Organizational Budget Requests

A. Budgeting Process

- 1. All chapters or organizations affiliated with the University of Northern Colorado shall be able to submit a budget request to the Vice President of the IFC. All interfraternity Council Officers shall be able to submit a budget request. The budget request will include a short letter explaining the request and an explicit estimate of all expenses.
- 2. The IFC Vice President shall be able to approve the budget requests of all IFC Officers.
- 3. If the budget request is not from an officer of the IFC, it must be approved by the Fraternity and Sorority Life Program Coordinator.

Section 3. Executive Budget Requests

A. Budgeting Process

- 1. All Interfraternity Council Officers will submit a budget request each semester to the Vice President. The budget request will include a short letter explaining the request and an explicit estimate of all expenses. The Vice President will determine the date of these requests.
- 2. The Vice President shall take all budget requests into fair assessment when compiling the semester budget for IFC.

Article III: Duties of the Executive Officers and Delegates

Section 1. Structure

- A. The ranking of Officers is as follows: President, Vice President, Director Risk Management, Director of Recruitment, Director of Academic Affairs, Director of Greek Affairs, and Director of Marketing.

Section 2. Responsibilities

- A. Each Executive Officer is required to hold 5 office hours a week. Office hours must be posted by the third week of each semester on the window of the Greek Life office.
- B. Submit weekly reports to the President and Vice President.
- C. Mandatory attendance at all IFC sponsored events.
- D. Each executive officer is required to meet weekly with the Program Coordinator for Fraternity and Sorority Life or Graduate Assistant.
- E. Provide a complete transition for the new IFC officer assuming their office.

- F. When the Officer serves as a chair they shall act as an impartial Sergeant at Arms to ensure a proper and fair procedure is being followed. They shall excuse themselves from the situation if they have a conflict of interests.

Section 3. Duties of Officers

A. President shall:

1. Act as the official representative of the IFC to the Campus, faculty, students and organizations of the University of Northern Colorado.
2. Oversee the operations of the other Executive Officers by using weekly reviews. If warranted, they will hold officers formally accountable with such accounts documented.
3. Chair all regular, special meetings, and executive board meetings of IFC unless otherwise specified. With the exception of executive board meetings, they will only vote in the case of a tie.
4. Meet at least weekly with the Program Coordinator for Fraternity and Sorority Life.
5. Within the first two (2) weeks of each semester, pending chapter approval, will formally guest speak at each fraternity's chapter meeting. In the case the President cannot attend, any executive member shall go in their stead.
6. Will have a working knowledge of Parliamentary Procedure.
7. Count and verify any and all IFC meeting ballot votes in conjunction with the Director of Greek Affairs.
8. Perform any ad-hoc duties as needed.

B. Vice President shall:

1. Responsible for maintaining accounting records and oversees any financial responsibility as the main Financial Officer of the IFC, subject to the IFC's approval.
2. Shall provide the IFC budget to all chapters at the beginning of each semester.
3. Shall also provide a monthly report of expenditures to chapters during the IFC meeting.
4. Serve as a recording agent in the capacity of taking minutes, recording information, and preparing agendas for the respective IFC meetings. All documents, revisions and reports must be submitted to the Vice President at least twenty- four (24) hours before the respective meeting for consideration. Exceptions may only be granted by the President of the Interfraternity Council.
5. Fulfill any changes to governing documents as approved by the IFC.
6. Act as the parliamentarian for regular IFC meetings.

C. The Director of Academic Affairs shall:

1. Assist member fraternities in their scholarship programs.
2. Oversee the Greek Awards Ceremony.
3. Hold on one academic program a regular semester outside of Greek Awards.
4. Maintain and distribute a comprehensive packet of all academic resources at the University. This packet will be formally updated and distributed at

the beginning of each semester to both the chapter President and Academic chairs of each respective chapter.

5. Oversee and execute the Academic Recovery and Probation process.
6. Reserves the right to hold mandatory monthly academic chair meetings with fraternities on Academic Recovery or Academic Probation in order to help coordinate and execute their structured academic plan.

D. Director of Recruitment shall:

1. Organize and coordinate a summer Recruitment program and formal Recruitment event the first week of the fall and spring semesters.
2. Attend UNC summer orientation breakout sessions for FSL.
3. Enforce recruitment rules and regulations.
4. Establish a recruitment committee whose membership shall be subject to final approval of the IFC. Members will be approved by the second to last meeting of each fall and spring semester.
5. Committees appointed in the fall shall meet at least twice per month in the spring.
6. Committees appointed in the spring shall meet at least twice per month in the fall.
7. Coordinate year-round recruitment activities and events; and, ensure the equal representation of each chapter.

E. Director of Marketing shall:

1. Develop a calendar including all fraternity events and distribute one to each chapter.
2. Maintain social media profiles with at least two (2) posts per week including “Meet Exec” post and a weekly spotlight features.
3. Promote Fraternity and Sorority Life on all social media outlets
4. Be responsible for the marketing of Interfraternity Council events in tandem with the officer directing the vents including but limited to; IFC Recruitment, Greek Trainings, philanthropy events, etc.

F. Director of Greek Affairs shall:

1. Responsible to organize at least one (1) community service project a regular semester that has mandatory attendance of every chapter.
2. Coordinate the fraternity social unity program each regular semester.
3. Coordinate Greek Week in the spring and Homecoming in the fall in collaboration with the Panhellenic, MGC, and NPHC counterpart.
4. Count and verify any and all IFC meeting ballot votes in conjunction with the President.

G. Director of Risk Management shall:

1. Responsible for enforcing all Risk Management policies as well as Greek Education(s) per semester.
2. Responsible for creating a Judicial Board as well as enforcing all judicial board activities involving risk management, serving in a prosecutorial capacity in Judicial Board.

H. Chapter Delegates shall:

1. Act as the primary contact for any Interfraternity Council communications and their representative in all manners.

2. Attend all council meetings. If a representative is not able to attend, their role may be delegated to another qualified member of the fraternity with one-hour notification of the Vice President.
3. Deliver all relevant news regarding their respective chapter at council meetings.
4. Deliver a report to their chapter on all reports, business, and open forum presented at IFC.

Article IV: Elections

Section 1. Election Process

- A. Any candidate for office must be an active member of their fraternity, will have at least a 2.70 cumulative GPA, and be a full-time student in good standing with the University.
- B. All candidates must meet all standards as outlines by the IFC constitution and bylaws.
- C. The letters of intent and resumes shall be submitted one (1) week in advance of the election date.
- D. Letters of intent and resumes shall be distributed to chapters one week (1) in advance of the election date to be read by the chapters.
- E. Officers will be elected by a simple majority vote of the chapter delegates.
- F. On the day of the election, the Vice President shall present each delegate with one printed ballot with all the names of candidates for each office. The IFC President and Vice President of Greek Affairs shall collect and count ballots. The President shall declare the officer(s) elect.
- G. Any individual chapter may not have more than three of their members serving on the IFC Executive Board at any one time.

Article V: Vacancies and Appointments

Section 1. Procedures

- A. If an elected office, except that of President, becomes vacant during the middle of a term, the Executive Board shall act as a nominating committee and shall nominate a willing candidate to be confirmed by a majority vote of the IFC in order to fill the vacancy within two (2) consecutive IFC General Body meetings after the removal of the IFC Executive Board Officer.
 1. The Executive Board may open the floor to nominations of candidates interested in filling the vacant position one (1) IFC General Body meeting after the removal of the IFC Executive Board Officer
- B. Should a vacancy occur in the office of the IFC President, a special formal election shall be held within two (2) IFC General Body meetings after the removal of the IFC President
 1. While the IFC President position is vacant, the next in IFC executive gavel order will preside over both General Body and special meetings
- C. In the event that an elected office(s) is unelected after two formal elections for the position, the President shall reserve the right to appoint a qualified individual to serve in the position until a replacement can be selected by the IFC.

Article VI: Removal of Officers

Section 1. The Judicial Board has the right to automatically remove Officers for the following reasons:

- A. Falling under the required 2.7 cumulative GPA.
- B. Three (3) unexcused absences from business and executive council meetings.
- C. Proven fraud.

Section 2. The Judicial Board may recommend removal of Officers for the following reasons pending a guilty hearing on the matter:

- A. Non-Fulfillment of Duties.
- B. Conduct unbecoming of an Officer.

Article VII: Parliamentary Authority

Section 1. Meeting Decorum

- A. Robert's Rules of Order & Parliamentary Procedure will govern all meetings.
- B. Meeting attire for chapter delegates will be casual for regular meetings and business-professional dress during elections.

Article VIII: Risk Management Policy

Section 1. Greek Education

- A. Greek Education is a series of events that help develop effective responses to diffuse and appropriately handle common controversial situations and will help provide vital skills to enhance the safety of all members of Fraternity and Sorority Life.
 1. A minimum of 80% attendance is required at Greek Educations.
 - i. For the All Greek Education, 80% of chapter attendance is required.
 1. In the event that attendance is excused, no punishment shall be levied onto the chapter.
 2. Definite excuses include: Family/Personal Emergency, Class Conflicts, or work that can absolutely not be rescheduled (Proof of absence should be submitted with the chapter president's report).
 3. Proof of absence can be a doctor's note, school schedule, work schedule with note from manager and discussion with the Director of Risk Management.
- B. The Director of Risk Management reserves the right to define the difference between excused and unexcused absences with the assistance from the Program Coordinator for Fraternity and Sorority Life and the Interfraternity Council President.
 1. Shall a bias exist (i.e. The Director of Risk Management is a member of the chapter at hand) then the decision shall fall to the Program Coordinator of Fraternity and Sorority Life and the Interfraternity Council President to determine if an absence was excused or unexcused.
 2. In the case that any chapter does not meet the 80% requirement, the following repercussions will occur:
 - i. For every member that attended at least two (2) educational events,

- their respective chapter will be charged zero (0) dollars or zero (0) community service hours per individual.
- ii. For every member that attended only one (1) educational event, their respective chapter will be charged twenty (20) dollars or two (2) community service hours per individual.
 - iii. For every member that attended zero (0) educational events, their respective chapter will be charged fifty (50) dollars or four (4) community service hours per individual.
 - a. Each fraternity member reserved the right to choose between community service and monetary payment.
3. The Director of Risk Management reserves the right to determine the date of payment of these charges; however, chapters must be given a minimum of 14 days. In the case that payment is not received in the time allotted, the case will be referred to the judicial board.

Section 2. Alcohol

- A. Alcoholic beverages may not be purchased with chapter funds nor may the purchase of alcohol for student(s) or non-student(s) (guests) be undertaken or coordinated by any member in the name of, or on behalf of the chapter.
- B. Alcoholic kegs and other communal sources of alcoholic beverages are not to be permitted on fraternity property or be present during a chapter event.
- C. Only members of legal drink age may be served, permitted to possess, or consume alcohol at the chapter house.

Section 3. Social Events

- A. Fraternities must register social events using an Event Registration Form three (3) days preceding the event. These forms are to be turned into and approved by the chapter advisor, Program Coordinator for Fraternity and Sorority Life, and the IFC Director of Risk Management.
 1. The IFC Director of Risk Management may only approve these forms after approval by the Fraternity and Sorority Life Program Coordinator.
- B. All social events where alcohol is to be present must be hosted by third party vendors, or as otherwise allowed by said fraternity's national organization.

Section 4. Jurisdiction

- A. Random event checks may be performed by the IFC Director of Risk Management, Program Coordinator for Fraternity and Sorority Life, Greek Life Graduate Assistant, IFC official, or any other university official.
- B. Violation of these policies will result in an investigation by the IFC and/or University and be subject to a Judicial Board Hearing.
- C. A violation must be filed using the appropriate process no more than 10 (ten) business days following the violation.

Section 5. Social Event Policy

- A. In addition to FIPG policy guidelines, IFC member fraternities are expected to

adhere to regulations regarding social events hosted or sponsored by member chapters as well as the use of alcohol beverages at these events. Non-compliance with these regulations and/or University social alcoholic policies may result in disciplinary action.

1. Each host or sponsoring group will provide safe transportation to and from the event for members and guests.
2. The host group(s) must assure that all state and local laws as well as University policies are followed.
3. No chapter funds may be used to purchase alcohol for any social event.
4. All persons of legal drinking age must be appropriately marked. The host group(s) are responsible for ensuring proper checking of identification.
5. Non-alcoholic, alternative beverages for the number of persons attending the event should readily available to members and guests for the duration of the event.
6. Each chapter will coordinate an annual alcohol awareness and education program for chapter members.
7. FIPG policy will be strictly followed during all fraternity social events
 - i. Refer to FIPG Policy regarding sanctioned social events in any capacity, as well as every fraternity's national organization's guidelines

Article IX: Interfraternity Council Judicial Board

Section 1. The Interfraternity Council will have the power to establish and maintain an Interfraternity Council Judicial Board. The Interfraternity Council Judicial Board will operate under the Judicial Board Constitution and in accordance with the governing documents of the Interfraternity Council.

Article X: Recruitment

Section 1. Purpose

- A. These policies have been established to provide fair and equitable recruitment among all University recognized fraternities. Violation of these policies will result in an Interfraternity Council investigation and may result in an IFC Judicial hearing and/or disciplinary action by the University of Northern Colorado.

Section 2. Rules

- A. IFC shall hold a formal recruitment event during the first week of school. Recruitment shall be conducted the second week of each semester.
- B. The recruitment period shall be defined by the Director of Recruitment and shall be declared before the end of preceding semester.
- C. No bids are to be distributed from first day of classes in each term until the 12:01 am they day after recruitment ends.
- D. All recruitment events must be registered with the Director of Recruitment and Program Coordinator for Fraternity and Sorority Life at least seven (7) days prior to the first day of recruitment.
- E. Individual chapter recruitment events must be in accordance with the Formal Recruitment schedule created by the Director of Recruitment.

- F. No alcoholic beverages or legal drugs/substances may be consumed by any member of an IFC fraternity beginning at 12:01 am on the first day of recruitment until 11:59 pm on the last day of recruitment. The members who are of legal drinking age or legal drugs/substance consumption age, while not in a Fraternity Chapter House, and not in a situation that could be viewed/construed as an IFC fraternity event, and is within the boundaries of 21+ establishment and is not actively engaged in recruiting a PNM may be excluded from this bylaw.
- G. No alcoholic beverages shall be present at any recruitment event. No alcohol, drugs, or drug paraphernalia may be given to a PNM during the recruitment period.
- H. Women shall not be present at recruitment events.
- I. No negative comments may be made about other IFC fraternities.
- J. No chapter may purchase items for individual PNM's; if an item is purchased for one PNM, it must be offered to all PNM's.
- K. There shall be no promising of bids.
- L. Any member of an IFC fraternity at the University of Northern Colorado shall not mandate a potential new member (PNM) to leave their place of residency to receive a bid. All bids must be brought to the PNM's current place of residency or issued at the fraternity chapter house.
 - i. A fraternity may distribute bids at a different location as defined above with at least seven (7) days request and approval by IFC Executive Council. A council member will be at the location to certify bids are being issued in compliance with IFC rules.

Section 3. Summer Recruitment Regulations

- A. Each fraternity may host summer recruitment events, which are to be registered with the IFC Director of Recruitment and Program Coordinator for Fraternity and Sorority Life at least seven (7) days prior to the event.
- B. During summer freshman orientation dates, no Chapter/Colony will independently recruit in any manner outside IFC regulated programs. Greek Ambassadors are the only persons permitted to recruit during orientation events.
- C. If there are any violations of the summer recruitment policies, a written complaint must be filed within 72 hours of the alleged violation to the Director of Recruitment and Program Coordinator for Fraternity and Sorority Life.
- D. All summer recruitment functions shall be one-day affairs. Fraternities must submit a copy of any invitation/flyer along with the summer recruitment event registration form.
- E. No chapter shall provide alcohol, drugs, or drug paraphernalia of any kind to a Potential New Member.
- F. The Interfraternity Judicial Board shall hold judicial proceeding for fraternities named in alleged violations of summer recruitment rules in accordance with the bylaws of the IFC.

Section 4. "Dirty Rushing" Policy

- A. IFC defines "dirty rushing" as hazing PNMs, entertaining PNMs at any reported or unreported social event prior to or during formal recruitment, providing alcohol, drugs, or drug paraphernalia to any PNMS at any time, and openly discouraging PNMs to

attend other member fraternity recruitment events.

Article XII: Expansion

Section 1. The Interfraternity Council will follow the University of Northern Colorado Expansion Policy.

Article XIII: Amendments

Section 1. Amendments to these Bylaws must be submitted in writing to the IFC Executive Board at least 30 minutes prior to the meeting at which action is to be considered.

Section 2. A two-thirds (2/3) majority vote of all present IFC chapters in good standings, while holding quorum is necessary to amend a bylaw.