



BYLAWS OF THE INTERFRATERNITY COUNCIL AT  
FLORIDA STATE UNIVERSITY

LAST UPDATED SPRING 2024

# FLORIDA STATE UNIVERSITY INTERFRATERNITY COUNCIL BYLAWS

## ARTICLE I – DEFINITIONS

For the sake of clarity, the following definitions shall be used throughout this document:

Member organization:

- Any fraternity which has obtained its charter from its inter/national organization, or any local fraternity chapter, that is in good standing with, and recognized by the IFC and Florida State University. Member organizations are granted all privileges and responsibilities associated with membership in the IFC at Florida State University.

Associate member organization:

- An establishing or re-establishing group of an inter/national organization that has not obtained its charter that is also in good standing financially, academically, and judicially within the council and their respective inter/national organization.

Organizations not in good standing:

- Organizations shall be designated as 'Not in Good Standing' if they have violated IFC policies. Conditions to remove the 'Not in Good Standing' designation shall be dictated by the IFC Judicial Board. Organizations 'Not in Good Standing' are not permitted to be present or vote in the IFC Presidents' Council, IFC Delegates' Council or other constituent group meetings, until they are back in good standing with the council.

Full Time Student:

- A student enrolled in twelve (12) semester hours or more at Florida State University.

Degree-Seeking Student:

- A full-time student enrolled at Florida State University who is actively pursuing a baccalaureate degree of any type.

Department of Fraternity and Sorority Life:

- For this document, shall be referred to as 'FSL'.

Potential New Member:

- For this document, Potential New Member shall be referred to as 'PNM'.

## ARTICLE II – IFC EXECUTIVE COUNCIL

All executive and administrative powers shall fall under the IFC Executive Council

### Section I. Members of the IFC Executive Council

- A. The IFC Executive Council shall consist of the following voting members: President, Executive Vice President, Vice President of Development, Vice President of Internal Affairs, Vice President of Membership, Vice President of Programming, Vice President of Public Relations, and Vice President of Scholarship and Service.

### Section II. Qualifications

All IFC Directors and Executive Council members must meet the following qualifications:

- A. Be a full-time, degree-seeking undergraduate student at Florida State University.
- B. Be in good academic, financial, and judicial standing with their respective fraternity, and Florida State University.
- C. May not hold an executive office position in their respective fraternity.
- D. Must have and maintain a 2.70 semester and cumulative GPA while in office.
- E. Must carry a minimum of twelve (12) credit hours for each semester in office.
- F. Any officer who fails to meet these requirements will immediately be removed from office.

### Section III. Meetings of the IFC Executive Council

- A. The IFC Executive Council shall meet as deemed necessary by the IFC President, but no less than once per week during the spring and fall semesters.
- B. The IFC President may call special meetings to the IFC Executive Council members within a 24-hour notice.
- C. With a majority vote, the IFC Executive Council may call special meetings.

### Section IV. Duties of the IFC Executive Council

- A. President
  - a. Preside over all IFC Presidents' Council and IFC Executive Council meetings and prepare all agenda items.
  - b. Act as the official representative for all outside bodies.
  - c. Be responsible for carrying out the decisions of the IFC Presidents' Council.

- d. Appoint and disband committees with the aid of the IFC Executive Council.
  - e. Meet weekly with the IFC advisor.
  - f. Maintain a minimum of ten (10) office hours in the Department of Fraternity and Sorority Life per week.
  - g. Preside as the Chair of the IFC Presidents' Council.
  - h. Preside over all expansion activities.
  - i. Serve as checks and balances to oversee all Fraternity League Intramural Sports decisions and declarations.
- B. Executive Vice President
- a. Assume the responsibilities of the IFC President in their absence.
  - b. Oversee the Director of Event Management.
  - c. Serve as the Chief Justice of the IFC Judicial Board and oversee the appointment of its members.
  - d. Serve as the Chair of the IFC Risk Management Council.
  - e. Provide member chapters with all policies and procedures affecting said member chapters, and assist FSL in providing training and education regarding these policies and procedures.
  - f. Ensure member organizations' compliance with IFC policies and procedures.
  - g. Review the Constitution and Bylaws annually with the IFC President.
  - h. Maintain a minimum of seven (7) office hours in the Department of Fraternity and Sorority Life per week.
  - i. Review Event Notification forms with member chapters, advising them on best risk management practices.
  - j. Serve on the IFC Rush Committee.
- C. Vice President of Development
- a. Assume the responsibilities of the IFC President in his absence and the absence of the IFC Executive Vice President.
  - b. Oversee the operations of the IFC Committees and Chairmen unless otherwise noted in the Constitution and Bylaws; provide a report of committee activities each semester.
  - c. Meet with philanthropy chairs for each fraternity each semester and collect registration forms a minimum of two weeks prior to each philanthropic event.
  - d. Serve as Chair of the IFC Delegates' Council.
  - e. Serve as Chair of the IFC Philanthropy Committee.
  - f. Meet with new member educators regularly to assist with new member curriculum and education, as well as serving as the Chair of the IFC New Member Education Council.
  - g. Maintain a minimum of five (5) office hours in the Department of Fraternity and Sorority Life per week.
  - h. Oversee the Director of IFC Delegates.
  - i. Serve on the IFC Rush Committee.

- D. Vice President of Internal Affairs
  - a. Record all attendance, create agendas, and take minutes at all IFC Executive Council and Presidents' Council Meetings.
  - b. Maintain and distribute current contact lists of IFC and chapter officers.
  - c. Handle all internal correspondence and supply needs.
  - d. Record all Fraternity League Intramural Sports game scores, update overall points as sports seasons come to an end, and declare an annual Intramural Champion.
  - e. Work in conjunction with Campus Recreation to resolve any disputes or appeals on Fraternity Leagues Intramural Sports scores, while understanding the right to refer a fraternity to the IFC Judicial Board for any misconduct.
  - f. Within 48 hours of all IFC meetings, distribute minutes to the IFC Executive Council, IFC Member Chapters, and the Department of Fraternity and Sorority Life.
  - g. Preside over the billing/fining of fraternities, including dues, new member fees, and any issued fines.
  - h. Prepare an annual budget no later than the second meeting of the fall and spring semester.
    - i. Additionally, the Vice President of Internal Affairs shall be responsible for developing a Summer Operating Budget that is to be presented at the last IFC Presidents' Council of the spring semester.
  - i. Regulate the expenditures of the IFC in accordance with the budget.
  - j. Prepare and distribute a monthly written statement of the IFC's finances to the IFC Executive Council.
  - k. Maintain a minimum of five (5) office hours in the Department of Fraternity and Sorority Life per week.
  - l. Serve on the IFC Rush Committee.
- E. Vice President of Membership
  - a. Preside over all formal and informal fraternity recruitment activities.
  - b. Assist the Department of Fraternity and Sorority Life in providing programs and resources on recruitment for all chapter members.
  - c. Preside over all summer orientation recruitment presentations.
  - d. Review and update all rules and procedures regarding IFC men's fraternity rush that govern the member and associate member organizations.
  - e. Maintain a minimum of five (5) office hours in the Department of Fraternity and Sorority Life per week.
  - f. Serve as Chair of the IFC Rush Leadership Council and oversee its respective directors.
  - g. Preside over the IFC Rush Committee.
- F. Vice President of Programming

- a. Partners with different University offices and departments at Florida State University to host educational programs for the IFC community. This includes, but is not limited to, power-based personal violence; mental health & wellness; professional development; diversity, equity, and inclusion; and other relevant topics to accelerate progress within fraternity & sorority life.
  - b. Focuses on educational programming around civic engagement and social justice for the IFC community.
  - c. Promote collaboration between University campus partners and Chapter organizations, for example: Chaw, University Counseling Center, etc.
  - d. Maintain a minimum of five (5) office hours in the Department of Fraternity and Sorority Life per week.
  - e. Oversee the Director of Program Logistics.
  - f. Serve on the IFC Rush Committee.
- G. Vice President of Public Relations
- a. Develop and execute a public relations and social media strategy for the IFC.
  - b. Work in conjunction with member fraternities to provide public relations for IFC member chapters' philanthropic events.
  - c. Approve all IFC member chapters' social event promotional materials.
  - d. Maintain a minimum of five (5) office hours in the Department of Fraternity and Sorority Life per week.
  - e. Maintain the IFC website "<https://fsuifc.com/>"
  - f. Oversee the Director of Council Creative.
  - g. Serve on the IFC Rush Committee.
- H. Vice President of Scholarship and Service
- a. Hold meetings with Department of Fraternity and Sorority Life staff, and the scholarship chairmen and chapter advisors of member chapters who failed to earn a 2.70 GPA the previous semester.
  - b. Hold meetings with Department of Fraternity and Sorority Life staff, and the scholarship chairmen and chapter advisors of member chapters whose new member class failed to earn a 2.70 GPA the previous semester.
  - c. Meet with all scholarship chairmen at least one (1) time per semester.
  - d. Coordinate and promote IFC scholarship for new members of the community.
  - e. Serve as a member of the IFC Rush Committee.

#### Section V. Duties of the IFC Directors

- A. Director of Event Management
- a. Serve as the Vice Chair of the IFC Risk Management Council.
  - b. Assist the Executive Vice President in the development of policy training and wellness initiatives.
  - c. Review Event Notification and Enhanced Risk Management forms with member chapters, advising them on best risk management practices.

- d. Serve as clerk of the IFC Judicial Board, assisting in the maintenance of records, chapter communications, and preparation of meeting agendas.
  - 1. The clerk shall serve a non-voting member of the IFC Judicial Board and will not count toward quorum or attendance.
- B. Director of Rush Education
  - a. Develop all formal and informal educational programming for potential new members engaged in the IFC rush process.
  - b. Develop curriculum for all onboarding of potential new members including, but not limited to, potential new member orientation and online orientation modules.
- C. Director of Rush Mentors
  - a. Oversee the recruitment, selection, and evaluation of the rush mentor program.
  - b. Lead the on-boarding, education, and development of the rush mentor program.
  - c. Supervise the rush mentors during the IFC rush process, providing relevant and timely feedback to ensure support for all potential new members.
  - d. Serve as the primary point of contact for all rush mentors.
- D. Director of Rush Marketing
  - a. Collaborate with the Vice President of Membership and Vice President of Public Relations to engage with potential new members through marketing and email communication.
  - b. Work with the Vice President of Public Relations to create and execute a marketing strategy to engage potential new members, increase rush registration metrics, and promote the IFC brand.
  - c. Spearhead multimedia content creation through social media to engage with potential new members.
- E. Director of Rush Communications
  - a. Work with the Vice President of Membership to deliver communication to rush chairs for each respective chapter organization.
  - b. Develop curriculum for all chapters participating in the IFC rush process encompassing both pre-rush and post-rush best practices.
- F. Director of IFC Delegates
  - a. Assist the Vice President of Development in the creation of philanthropic initiatives.
  - b. Collaborate with the Vice President of Development to create and implement educational curriculum for the IFC Delegates.
- G. Director of Program Logistics
  - a. Assist the Vice President of Programming in developing educational programs pertaining to professional development, council unity, general wellness, etc.
  - b. Manage communication between organizations sponsoring, hosting, or partnering with the IFC as it pertains to programming.

- c. Assist the Vice President of Development in orchestrating philanthropic endeavors.
- H. Director of Council Creative
  - a. Assist in content/marketing strategy and development of the IFC brand.
  - b. Attend IFC events and assist the Vice President of Public Relations in creating content including, but not limited to: photos, videos, and graphic designs.
  - c. Oversee chapter posts and maintain positive branding for the IFC.

#### Section VI. Nominations, Elections, and Vacancies

- A. The date of the election must be held within the months of October or November. The date will be determined at the discretion of the IFC Executive Council.
- B. The Slating Committee shall consist of the IFC President, the IFC Advisor, and four (4) IFC Chapter Presidents. Members of the IFC Executive Council may be invited to select interviews at the discretion of the Slating Committee. The IFC President must have previously served on the IFC Executive Council, as a Chapter President, or as an IFC Director before serving.
- C. Candidates may run for an office either by being slated or by running from the floor. Candidates who did not get slated, but still meet the necessary qualifications, may run from the floor so long as they submit written notice to the IFC President twenty-four (24) hours before the election.
- D. The approved candidates will have no longer than a five-minute speech detailing their goals and vision for the position, as well as their qualifications for said position.
- E. If deemed necessary by the IFC President, a two (2) minute pro/con session will follow each candidate.
- F. A majority vote of the IFC Presidents' Council is necessary to elect a candidate to office. Elected candidates are expected to serve one year as an IFC Executive Council member.
- G. In the event of a tie during the election process, the majority vote of the IFC Executive Council (including the IFC President) will break said tie.
  - a. In the event that a member of the previous IFC Executive Council is slated for a position on the following year's IFC Executive Council, and the IFC Presidents' Council's vote results in a tie, said member will be prohibited from voting in the tie-breaker.
- H. In the event of a vacancy on the IFC Executive Council, other than that of the IFC President, appointments for a new officer will be determined by the IFC President, with the consent of the IFC Executive Council.
- I. In the event of the vacancy of IFC President, the IFC Executive Vice President will assume that position.
- J. There shall be no more than two (2) members from the same member chapter to serve on the IFC Executive Council.



- K. There shall be no member of the IFC Executive Council from the same member chapter as the IFC President, unless there is a position that becomes vacant on the IFC Executive Council. In this case, the IFC President may appoint a member of his own chapter to the council, on the condition that the new officer will be unable to apply for the position of President in the next election.

#### Section VII. Appointment of IFC Directors

- A. The IFC Executive Council will handle the interviews and appointments for the IFC Directors.
- B. A two-thirds vote of the President's Council is required to approve the appointment of IFC Directors.

#### Section VIII. Removal of Executive Council Officers

- A. Failure of an IFC Executive Council Officer or IFC Director to uphold the duties outlined in the IFC Constitution or Bylaws may result in their removal.
- B. An IFC Executive Council Officer may be removed by a two-thirds vote in full quorum of the IFC Executive Council or a three-fourths vote of the IFC Presidents' Council by secret ballot vote. The Executive Council Officer may not vote in their favor when a vote is called.
- C. An IFC Director may be removed with a majority vote of the IFC Executive Council by secret ballot vote.
- D. In the event of the removal of the IFC President by the Executive Council, the decision must be unanimous. In this scenario, the Executive Vice President will manage the process.

### ARTICLE III – IFC PRESIDENTS' COUNCIL

#### Section I. Representation

- A. All chapter presidents of IFC member organizations shall be voting members of the IFC Presidents' Council.
- B. All chapter presidents of associate member organizations shall be non-voting members of the IFC Presidents' Council.
- C. IFC President will serve as chairman of the Presidents' Council.

#### Section II. Meetings

- A. This Council shall meet no less than bi-weekly, but can meet more frequently at the discretion of the IFC President.
- B. Each absence of a chapter representative will result in a fine of \$50 per absence.
- C. Appeals for fines for absences in the case of extenuating circumstances should be documented with the Vice President of Internal Affairs within twenty-four (24) hours of the incident.
- D. Special meetings can be called by the IFC President with forty-eight (48) hours-notice.

- E. The Presidents' Council will vote on matters including, but not limited to, upcoming IFC Executive Council elections and constitutional & bylaw revisions.

### Section III. Meeting Order

- A. IFC Presidents' Council meetings are to be conducted using the most recent iteration of Robert's Rules of Order. In a conflict between the IFC Constitution/Bylaws and Robert's Rule of Order, the Constitution/Bylaws will take precedence.

### Section IV. Voting

- A. The IFC Presidents' Council will serve as the Voting Council, the supreme legislative body of the IFC.
- B. The IFC Voting Council shall meet at least once every other week during the fall and spring semesters. Special meetings can be called by the IFC President within a 72-hour notice.
- C. The IFC Voting Council will vote on including but not limited to upcoming Executive Council elections and constitutional changes.
- D. Each member organization will have one (1) vote at IFC Presidents' Council meetings.
- E. Member chapters whose representative is absent from the IFC Presidents' Council will not be allowed to vote.
- F. With 24 hours-notice to the Vice President of Internal Affairs, a chapter President may send an alternate in his place. This alternate will serve in the role of the absent member in voting circumstances.
- G. Votes may only take place at meetings where there is quorum. Quorum shall be two thirds (2/3) of the voting membership of the IFC Presidents' Council.
- H. Member chapters not in good standing do not count towards quorum.
- I. Representatives from member chapters not in good standing will not be permitted to vote in the IFC Presidents' Council.
- J. In the event of a tie, a second vote will be taken by the IFC Voting Council. If a tie remains, a vote will be taken by the IFC Executive Council. A majority vote of the IFC Executive Council will break the tie.

### Section V. Voting Procedure

All votes taken place by the Interfraternity Council will follow the following guidelines:

- A. A five-minute (5) opening will be given to the petitioning party, plus two (2) minutes for questions.
- B. Two (2) rounds of pro/con debate. Each pro round will last two (2) minutes.
- C. The voting council can motion to extend the debate, which then must be properly seconded. If objected, a majority vote will take precedence.
- D. The petitioning group will get two (2) minutes for closing.

## ARTICLE IV – IFC JUDICIAL BOARD

### Section I. Vested Powers

- A. Fraternities at Florida State University, when recognized and in good standing, are fully functioning student organizations. The acceptance of a fraternity by the University and the Interfraternity Council at Florida State University, are considered fully recognized student organizations through which the fraternity and its members agree to abide by all policies and procedures set forth by the University and the Interfraternity Council, as well as following all local, state, and federal laws. Any infractions of these rules will subject the organization to disciplinary action by the IFC Judicial Board.

### Section II. Membership

The IFC Judicial Board will be comprised of the following:

- A. The IFC Judicial Board will be chaired by the IFC Executive Vice President.
- B. The IFC Judicial Board will be comprised of up to seven (7) associate justices appointed by the IFC Executive Vice President from general members of the IFC Community.
  - a. Associate justices shall be responsible for upholding the IFC Constitution and IFC Bylaws by adjudicating IFC Judicial Board hearings to which they are assigned. Associate justices shall contribute to educating the IFC community about IFC and FSL rules and regulations and the potential consequences of misconduct.
  - b. Associate justices are required to actively participate in regular training and development programs at the request of the IFC Executive Council.
  - c. Associate Justices of the IFC Judicial Board will be selected by an application and interview process conducted by the IFC Executive Council.
  - d. Once candidates for the IFC Judicial Board have been selected, the IFC Presidents' Council will then vote to approve each candidate. Candidates must be forwarded for confirmation individually and require a two thirds ( $\frac{2}{3}$ ) vote.
  - e. Associate Justices' terms will be a calendar year starting at the beginning of the Spring semester and ending once the replacement candidates are confirmed. Board members should be selected and confirmed the semester after IFC Executive Council elections.
  - f. Associate justices may be removed from the IFC Judicial Board by a majority vote of the IFC Executive Council.
  - g. Associate Justices may submit a request for reelection if they would like to be considered to maintain their membership for another term.
  - h. Associate Justices may submit a request for a three week leave of absence to the Chief Justice to explore other executive leadership roles within the council or their respective chapter.

- C. All members of the IFC Judicial Board must meet the following requirements.
  - a. Be an active member of their chapter as determined by the most recent roster submitted to the Department of Fraternity and Sorority Life.
  - b. Be in good academic, financial, and judicial standing with the University, their respective fraternity, and the IFC.
  - c. Maintain a minimum of a 2.70 cumulative GPA.
- D. An IFC advisor(s) or FSL designee will serve as ex-officio members of the Judicial Board.
  - a. The IFC advisor(s) or FSL designee may only speak to maintain administrative procedure for any IFC Judicial Board hearing as outlined in Article IV of these bylaws and serve as advisors to the IFC Judicial Board.
  - b. If the advisor cannot attend a hearing or meeting, their position shall be filled by the advisor's designee.
  - c. The advisor may not contribute to the hearing body's decision, but may advise the board to ensure that a decision and corresponding actions are appropriate in their scope.
- E. No active executive board member, including chapter president, from any member or associate member organization shall be permitted to serve on the IFC Judicial Board.
- F. No more than one (1) active member from a member chapter shall be permitted to serve on the IFC Judicial Board.

### Section III. Charging

- A. All alleged violations of the IFC Constitution and Bylaws shall be reviewed by the IFC Executive Vice President and IFC advisor(s) or FSL designee.
  - a. Upon reviewing the alleged violation, the IFC Executive Vice President and IFC advisor(s) or FSL designee shall determine if a Judicial Board hearing is necessary.
- B. If the convening of the IFC Judicial Board is deemed necessary to address the alleged violations, a hearing will be scheduled on a mutually agreed upon date between the IFC Chief Justice and Chapter President.
- C. IFC Judicial Board hearings may not be rescheduled and will take place regardless of a representative from the organization being present.

### Section IV. Hearing

- A. The IFC Judicial Board shall consist of no less than three (3) members and no more than five (5) members, including the IFC Executive Vice President, during any scheduled hearing.
- B. All hearings will be audio recorded, and this recording will serve as the official record of the proceedings.
- C. No IFC Judicial Board member shall serve during a hearing in which their own chapter is in question.

- D. If the IFC Executive Vice President's chapter is in question, the IFC President will serve as chair for the IFC Judicial Board hearing.
- E. A responding chapter may submit a challenge to the impartiality of any member of the IFC Judicial Board to the IFC Executive Vice President, President, or advisor(s) at any time prior to the start of the hearing.
- F. The IFC Judicial Board hearing shall take place in the following manner:
  - a. The responding chapter shall have five (5) minutes for an opening statement.
  - b. The IFC Judicial Board will then present evidence and ask questions to the responding chapter.
  - c. The responding chapter then can present evidence to the IFC Judicial Board.
  - d. The responding chapter then will have five (5) minutes for a closing statement.
- G. All evidence that will be used by either the IFC Judicial Board or the responding chapter must be made available to both the IFC Executive Vice President and the responding chapter president at least 48 hours before the scheduled hearing. Any evidence not submitted within this specified timeframe and presented during the IFC Judicial Board hearing will not be considered during deliberations of the IFC Judicial Board.
- H. A responding chapter representative may choose to not answer any or all questions posed by the IFC Judicial Board. However, protection from self-incrimination does not extend to student organizations, and the representative must answer on behalf of his organization.
- I. No witnesses shall be called into IFC Judicial Board hearings by either the IFC Judicial Board or the responding chapter. Testimony from any witnesses can be sent in a written document to the IFC Executive Vice President for review and dissemination to all parties.
- J. The inability of the responding chapter or IFC Judicial Board to question a witness who has provided a written statement is not a violation of the due process rights of either party, as both parties have the opportunity to review and respond to the written statement and may offer evidence to rebut the witness statement and other evidence presented at the hearing. Witness statements are entitled to be given the same weight by the IFC Judicial Board as live witness testimony. Witness statements need not be sworn or in affidavit form.
- K. In any IFC Judicial Board case, the responding chapter will be represented by their chapter president or designee. The responding chapter's executive board members may be allowed to attend the meeting as a guest, with no speaking privileges during the IFC Judicial Board hearing.
- L. The responding chapter may bring one (1) chapter advisor with them to the IFC Judicial Board hearing.
- M. The role of the chapter advisor shall be to support the chapter president or designee during the hearing. They shall not be permitted to speak for,

- answer questions, or represent the chapter in any capacity during the IFC Judicial Board hearing.
- N. If a chapter advisor will be present, the responding chapter must email the IFC Executive Vice President at least 48 hours in advance in order for their attendance at the IFC Judicial Board hearing to be permitted.
  - O. IFC advisor(s) or the Director of Fraternity and Sorority Life must be aware and present if a chapter advisor will be present during the hearing.
  - P. Legal correspondence or an attorney may not be present in any capacity on behalf of the organization during the hearing.

#### Section V. Deliberations & Sanctioning

- A. After the hearing has taken place, the IFC Judicial Board will deliberate and consider all eligible evidence presented at the hearing.
  - a. Only IFC Judicial Board members who heard the case that is being deliberated shall be permitted to attend the deliberation meeting.
- B. Deliberations will take place, at an agreed upon time by the IFC Judicial Board, within three (3) business days of the hearing.
- C. During the deliberation meeting, the IFC Judicial Board will find the chapter either responsible or not responsible for each violation of the IFC Constitution and Bylaws, based on all eligible evidence presented in the IFC Judicial Board hearing.
  - a. The burden of proof at a hearing always rests with the IFC Judicial Board. The standard of proof will be the preponderance of the information, meaning that the information shows that the information sought to be proved is more probable than not.
- D. If during the deliberations a chapter is found responsible for violation(s) of the IFC Constitution and Bylaws, the IFC Judicial Board may impose sanctions on the chapter organization and, if necessary, a deadline for the sanctions to be completed.
- E. All sanctions will be sent to the chapter president of the chapter in question by the IFC Executive Vice President within at least ten (10) business days of the hearing.
- F. Non-compliance with the imposed sanctions and timelines could result in additional charges being heard by the IFC Judicial Board, based on Article IV of these Bylaws.
- G. Past disciplinary records may be considered in subsequent cases to determine the severity of future sanctions. The severity of sanctions should be proportionate to the severity of the violation(s) committed, and also take into account the frequency and recency with which the chapter has been previously found responsible by the IFC Judicial Board for violations of the IFC bylaws.
  - a. A finding of not responsible may not be considered when making future disciplinary decisions.
- H. The Department of Fraternity and Sorority Life, The Department of Student Conduct and Community Standards, and the inter/national organization shall

be notified of all hearing results and sanctions. With each violation, an official conduct file on behalf of the organization will be filed for University records. Violations may bring one or more of the following sanctions:

- a. Official Reprimand - An organization receives a written reprimand, which creates a conduct file. The reprimand will explain that the actions of the organization were inappropriate and that additional violations may result in more serious disciplinary action.
- b. Educational Sanctions - Additional sanctions such as facilitating, attending, sponsoring, and/or presenting an educational program for/to other organizations. The advisor present for the hearing must approve the educational sanction.
- c. Social Probation – Organizations may be restricted from social functions involving alcohol and limited from attending/hosting closed events and functions on or off campus. This sanction may not exceed 1 semester and may begin no later than the immediate.
- d. Restitution – The organization is required to make payment to Florida State University and/or other persons, groups, or organizations for damages incurred as a result of violations.
- e. Community Service – An organization may be further required to complete a specified number of hours of community/university service. The IFC Judicial Board advisor must approve hours.
- f. Loss of Privileges – Organizations may be restricted from participation in University and/or Fraternity and Sorority Life honors and events, and voting in the IFC Presidents’ Council. Chapters receiving this sanction may be designated as being in ‘Bad Standing.’
- g. Fine – Organizations may be fined no more than \$1,000.00. A fine shall result in a conduct file being created with documentation in the name of the organization. All fines levied must be delivered and communicated with educational intentions.
- l. The notes, details, recordings, and anything else pertinent to the proceedings of a hearing are to be kept entirely internal within the Interfraternity Council leadership and its respective Judicial Board members involved in the hearing process. The Department of Fraternity and Sorority Life and the Department of Student Conduct and Community Standards board shall be notified of the finding of responsibility as well as any subsequent charges following a hearing.

#### Section VI. No-Contest Resolution

- A. A chapter may elect to resolve an outstanding violation(s) through mediation with the IFC President, IFC Executive Vice President, and IFC Advisor(s) or FSL designee in lieu of a hearing if deemed appropriate by the IFC Chief Justice. Mediation agreements are typically utilized when there is not conflicting, complex, or additional information that would be best examined through a formal hearing setting.

- B. Given the chapter organization must accept a finding of responsibility for the alleged violation(s) under a no-contest resolution, the proceedings will be focused on potential appropriate outcomes.
- C. The respondent chapter may provide additional information including reports, witness statements, communications, or other evidentiary documentation during the mediation process.
- D. The IFC Chief Justice shall maintain a record of the mediation process, including the written agreement and any documentation related to the completion of the agreed-upon terms and conditions, and shall provide those records to the respective chapter president upon request.
- E. If a chapter fails to complete any and all of the agreed-upon terms and conditions of a no-contest resolution, the IFC President and/or IFC Executive Vice President may refer their case back to the IFC Judicial Board or Department of Student Conduct and Community Standards for a formal hearing.
- F. Decisions reached through a no-contest resolution are final and not subject to appeal. By agreeing to a no-contest resolution, the chapter acknowledges its waiver of the right to appeal any outcomes or sanctions agreed upon during the process.
- G. No-contest resolutions are not permitted for cases falling under Articles XIII and XIV of the IFC Bylaws.

#### Section VII. Superior Judicial Body

- A. The IFC Judicial Board will be classified as a lower court in relation to the University's Department of Student Conduct and Community Standards. The University will have superior jurisdiction over any incident that their office chooses to investigate, hold a hearing for, and find an organization responsible for or not.
  - a. To avoid any issue of double jeopardy for an incident, the IFC Judicial Board will not pursue an IFC Judicial Board hearing for any incident that is adjudicated by or in part of the University's conduct process.
    - i. If an IFC Judicial Board process has begun prior to the start of a University conduct process beginning, the IFC Judicial process will completely cease until the University determines whether an organizational conduct hearing is necessary or not.
    - ii. If an organizational conduct hearing, whether informal or formal, is held for an incident, the IFC Judicial Board may not hold a hearing for the same incident regardless of the University's determined outcome.
    - iii. If an IFC Judicial Board process is entirely completed with sanction(s) assigned, and the University begins the organizational conduct process, the sanctions of the IFC Judicial Board shall stand until an outcome is determined by the University.



1. If the University determines that a hearing is not necessary, then the finding and sanction(s) of the IFC Judicial Board shall stand.
2. If the University determines that a hearing is necessary, then the finding of that superior court shall stand as the sole finding and corresponding sanction(s), if applicable.

## Section VIII. Appeals

- A. An appeal may be formally requested by a chapter organization in writing to the IFC President within ten (10) business days of any decision of the IFC Judicial Board, if one or more of the reasons for appeal listed in Section 5.1(a) is relevant to the case.
  - a. Due process errors involving violations of a responding party's fundamental due process rights or a reporting party's rights that substantially affected the outcome of the initial hearing.
  - b. Demonstrated prejudice against the appellate chapter by any Judicial Board member present during the hearing. Such prejudice must be evidenced by a conflict of interest, bias, pressure, or influence that precluded a fair and impartial hearing.
  - c. Newly discovered, relevant information that was not reasonably available at the time of the original hearing and that would have substantially affected the outcome of the original hearing.
  - d. A sanction that is extraordinarily disproportionate to the violation committed, taking into consideration the frequency of any previous violations.
  - e. The preponderance of the evidence presented at the hearing does not support the finding with regard to responsibility.
    - i. Appeals based on this consideration will be limited solely to a review of the record of the IFC Judicial Board hearing, except newly discovered evidence under Article IV. Section VIII (A)(c) above may also be considered.
- B. On appeal, the burden of proof rests with the responding chapter to provide clear and convincing evidence that a fundamental due process error that would substantially impact the outcome of the hearing has occurred.
- C. The IFC President will serve as the appellate officer for all appeals regarding the IFC Judicial Board and their decisions.
  - a. In the event that the IFC President is an active member of the chapter requesting an appeal, the Vice President of Development shall serve as the appellate officer in their place.
- D. The appellate officer may recommend that the board affirm, modify, or reverse their decision; or order that a new hearing be held. The appellate officer may not modify or reverse a finding of "not responsible."
- E. The final decision shall be communicated in writing within ten (10) business days of an appellate hearing.

## ARTICLE V – COMMITTEES AND COUNCILS

### Section I. Vested Powers

- A. The IFC Executive Council shall establish standing committees and councils to assist them with the administrative duties of the IFC.
- B. Unless otherwise noted, Chairmen shall be interviewed by the IFC Vice President of Development and appointed by the IFC Executive Council.
- C. The Risk Management Council Chairman shall be interviewed by the IFC Executive Vice President and appointed by the IFC Executive Council.
- D. The IFC President shall have the authority to establish ad-hoc committees at his discretion.

### Section II. Standing Committees and Councils

The following entities are affiliates of the IFC, and shall be granted authority under this article:

#### IFC Delegates' Council:

Each member chapter of the IFC is responsible for electing/appointing a member to represent their respective fraternity to the IFC community. Delegates have the responsibility of proposing necessary policy and initiative changes to the IFC Executive Council for their consideration and subsequently to IFC Presidents' Council for voting.

Additional responsibilities of IFC Delegates' Council include:

- Representing the Council to their respective chapters.
- Acting as an IFC Think Tank Committee.
- Providing chapter updates.
- Serving as a council philanthropy committee.
- Assisting in constitutional/bylaws revision.

#### IFC New Member Education Council:

Each member chapter of the IFC's New Member Educator is required to serve on this council. This council's purpose is to fulfill the following purposes:

- Serve as a forum to discuss best practices for New Member Educators in the IFC community.
- Educate New Member Educators on policies relating to the intake of new members in the IFC community.
- Providing uniform expectations of minimum standards for new member classes in the IFC community.

#### IFC Risk Management Council:

Each member chapter of the IFC shall send its Risk Management Chair to represent their chapter on the IFC Risk Management Council. The IFC Risk Management Council shall fulfill the following functions:

- Serve as a forum to discuss best practices for Risk Management within the IFC community.
- Provide education on responsible event planning.
- Lay out chapter expectations regarding safe events.
- Ensuring that IFC member chapters are aware of all university and IFC Risk Management policies.

Rush Leadership Council:

The Rush Leadership Council shall be responsible for the planning and implementation of IFC Fraternity Rush. The IFC Vice President of Membership shall oversee the Rush Leadership Council. The Rush Leadership Council members shall reside in Tallahassee during the summer and must be in good academic, judicial, and financial standing with their respective fraternity. They are expected to attend all Rush Leadership Council meetings and perform all other duties as assigned. The Rush Leadership Council shall be composed of the following positions: Vice President of Membership as chair, the Director of Rush Mentors, Director of Rush Logistics, Director of Rush Communications, and Director of Rush Marketing.

IFC Service Committee:

The IFC Service Committee shall be composed of at minimum five (5) general members of the IFC community and are responsible for at minimum biweekly community service opportunities. The IFC Vice President of Scholarship and Service shall oversee the Service Committee. Over the span of a semester, each member of the service committee will be required to organize at least two (2) community service opportunities of their choice. Each member will be responsible for recording attendance and valid service hours for all participants. They must be in good academic, judicial, and financial standing with their respective Fraternity. They are expected to attend all Service Council meetings occurring a minimum once a month, and execute all assigned duties. The corresponding executive position in IFC member Chapters is eligible for this role.

The committees and councils denoted in this section are required to meet at least one (1) time per month, unless stated otherwise by the IFC President.

**Section III. Qualifications**

All Committee Chairmen must:

- A. Be a full-time, degree-seeking, undergraduate student at Florida State University.
- B. Be in good standing with his fraternity and the University.
- C. Have and maintain a 2.70 GPA while in office.
- D. Carry a minimum of twelve (12) credit hours for each semester in office.

#### Section IV. Duties

Aside from their specific job descriptions, all Committee Chairmen must fulfill the following responsibilities:

- A. Submit a monthly report of activities, expenditures, and upcoming events to the IFC Executive Council.
- B. Plan all committee meetings and maintain open lines of communication with all committee members.

#### Section V. Removal

- A. Any Committee Chairman can be removed from his position by the majority vote of the IFC Executive Council.

#### Section VI. Contractual Obligation

- A. No Committee Chairman may contractually obligate the IFC without the approval of the IFC Executive Council.

### ARTICLE VI – ROLE OF THE IFC ADVISOR

#### Section I. IFC Advisor

The IFC Advisor should work to support the Association of Fraternity/Sorority Advisors Code of Ethics, policies and practices. In addition, in accordance with the Standards and Guidelines for Fraternity and Sorority Advising Programs of the Council for the Advancement of Standards in Higher Education (CAS), the duties and responsibilities of the IFC Advisor are as follows:

- A. Advise the IFC and its member chapters.
- B. Advise and consult with the IFC Judicial Board on all conduct cases.
- C. Advise financial processes.
- D. Facilitate or provide resources, including potential presenters of campus or national renown to conduct workshops, programs, retreats, and seminars on relevant topics, including, but not limited to, the following:
  - a. Multicultural Competence
  - b. Leadership Development
  - c. Recruitment and Intake
  - d. Risk Management
- E. Monitor membership and academic retention by member chapter and the entire community for purposes of improving academic support and recommending intervention strategies.
- F. Gather and disseminate information via meetings, websites, newsletters, social media venues, and/or information bulletins to the various entities in fraternity life.
- G. Provide assistance and advice in planning and assessing IFC and member chapter programs.
- H. Organize and facilitate leadership programs, retreats, and workshops.

- I. Connect the Members and New Members of chapters to leadership opportunities across campus, in the local community, and within their inter/national organizations.
- J. Publish or share documents that focus on current events, leadership opportunities, trends, and other information regarding fraternity life.
- K. Provide for the recording and archiving of information about the fraternal community and encourage member chapter leaders to do the same within their organizations.

**Section II. Annual Data Reporting to FS Central**

In accordance with the NIC Standards, IFC Advisors shall assist the IFC in providing the following data to the NIC each term:

- A. The all-university, all-men's, all-fraternity, and individual member chapter grade point averages, reported each term.
- B. The total number of men who pledged all member chapters during each academic year.
- C. The total number of men who were initiated in all member chapters during each academic year.
- D. The percentage of fraternity men compared to the total number of all men enrolled at Florida State University during each academic year.
- E. The total number of chapters and colonies opened and closed during each academic year.
- F. The total number of full-time professionals employed by Florida State University who work directly within fraternity and sorority life, during each academic year.

**ARTICLE VII – ACADEMICS**

**Section I. Minimum Chapter Expectations**

- A. Members organizations of the IFC shall be required to meet the following academic standards, failure to comply with the standards outlined in this section could result in sanctions being placed on the violating chapter.
  - a. Cumulative semester GPA of 2.70
  - b. Must have Academic/Scholarship Chair meet with the IFC Vice President of Scholarship and Service one (1) time per semester.

**Section II. Data Compilation**

- A. The Vice President of Scholarship and Service shall work with the Department of Fraternity and Sorority Life to compile the GPA for member organizations for both fall and spring semester.

**ARTICLE VIII – SCHOLARSHIP POLICY**

**Section I. Grade Point Calculation**

- A. The Department of Fraternity and Sorority Life will compile the grade point average for member chapters each fall and spring semesters. It is the member chapters' responsibility to make sure that the rosters are accurate with the Department of Fraternity and Sorority Life before the designated deadline.

## Section II. Awards and Recognition

The IFC shall recognize academic achievement in the following ways:

- A. Post recognition on IFC website showing all members and new members on the University's Deans List.
- B. IFC shall award the member chapter with the highest GPA a 25% discount on dues for the following semester.
- C. Scholarships will be awarded to all IFC Executive Council members who maintain high academic standing at the beginning of each semester.
- D. Scholarships can be lowered at the discretion of the IFC president based on lack of performance or failure to meet position requirements.
- E. Scholarship amounts per semester are the following:
  - a. President - \$700.00
  - b. Executive Vice President - \$650.00
  - c. Vice President of Development - \$550.00
  - d. Vice President of Internal Affairs - \$550.00
  - e. Vice President of Membership - \$550.00
  - f. Vice President of Programming - \$550.00
  - g. Vice President of Public Relations - \$500.00
  - h. Vice President of Scholarship and Service - \$450.00
  - i. Rush Leadership Council (Director of Rush Education, Director of Rush Mentors, Director of Rush Communications, and Director of Rush Marketing) - \$200.00
  - j. Director of Council Creative - \$200.00
  - k. Director of IFC Delegates - \$200.00
  - l. Director of Program Logistics - \$200.00
  - m. Director of Event Management - \$200.00

## Section III. New Member Scholarship

### A. Qualifications

- a. Each semester, a scholarship will be awarded to a single new member in each member and/or associate member organization's new member class with the highest semester GPA.
- b. The scholarship applies to only fall and spring semester terms.
- c. The semester GPA will be from the semester in which this new member joined their chapter and participated in the new member process.
- d. The minimum GPA to qualify is a 3.50.

- e. The minimum credit hours enrolled to qualify is twelve (12) credit hours.
  - f. In the event where the new members with the highest GPA are tied, the new member with the most credit hours enrolled for the semester will be awarded the scholarship. In the event of an additional tie, the new member with the most cumulative credits earned will be awarded the scholarship.
- B. Disbursement process
- a. The scholarship amount awarded will be no more than \$100.00, per new member.
  - b. The scholarship will be awarded at the first Presidents' Council meeting of the semester, in the semester following when the new member(s) qualify for the scholarship.
  - c. The new member(s) awarded a scholarship will be invited to the first Presidents' Council meeting to receive the scholarship.

#### Section IV. Grant Scholarship

##### A. Description

- a. The Grant Scholarship is aimed at making Florida State University's Interfraternity Council more accessible.
- b. Traditionally, the Interfraternity Council community has been financially inaccessible to low-income students.
- c. This Grant aims to relieve financial stress and allow for recipients to maximize their college experience.
- d. Each semester, this grant will be awarded to select recipients who express financial need.
- e. Each grant recipient will be awarded up to \$1,000 to fund semesterly dues.
- f. The Grant only applies to the Fall and Spring semesters.

##### B. Qualifications

- a. Applicable to all Interfraternity Council members and new members attending Florida State University.
- b. Must be taking at least 12 credit hours.
- c. Applicants must sign and verify that the financial status information provided in the application is valid.

##### C. Selection Process

- a. The application for the Grant Scholarship will open the day after rush ends.
- b. After the application closes, the selection committee will hold an interview process for prospective recipients.
- c. The selection committee will consist of: Vice President of Scholarship and Service, Vice President of Programming, and other IFC Executive Council members.

##### D. Disbursement Process

- a. The amount disbursed to each recipient will be up to the discretion of the selection committee, but cannot exceed \$1,000.
- b. Disbursement of the grant will occur after the selection committee has completed the selection process.
- c. The Grant will be disbursed directly to the recipient's chapter by the IFC Vice President of Internal Affairs.
- d. In the event that a recipient is a new member, their grant will not be disbursed until they have been initiated into their chapter.
- e. In the event that the semesterly budgeted amount for the grant is not completely dispersed in a given semester, the remaining funds will roll over to the next semester's grant budget.

**Section V. Organizational Scholarship Requirements**

- A. Maintain an organizational GPA of 2.70 each semester.
- B. Maintain a new member GPA of 2.70 each semester.

**ARTICLE IX – FINANCIAL POLICY**

**Section I. Fiscal Year**

- A. The IFC Fiscal year shall be from July 1 to June 30.

**Section II. IFC Annual Budget**

- A. The Vice President of Internal Affairs and the IFC President shall propose a semesterly budget to the IFC Executive Council by the second Presidents' Council meeting of the fall and spring semesters. Upon adoption by the IFC Executive Council, the budget shall be presented to the IFC Presidents' Council for ratification.

**Section III. IFC Contingency Account**

- A. The IFC Budget shall include a contingency account that equals 10-15% of the overall expenses. The contingency account shall be utilized for cost overruns in budgeted areas and/or unanticipated, unbudgeted items, such as new IFC programs developed after the budget was finalized. At the end of the fiscal year, any amount remaining in the IFC Contingency Account shall be carried over to the next fiscal year.

**Section IV. Appropriate Use of IFC Funds**

- A. IFC funds are under the jurisdiction of the IFC member chapters 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.

**Section V. Expenditure Approval**



- A. The IFC President and the IFC Vice President of Internal Affairs shall approve all budgetary expenditures. Requests for budgetary expenditures shall be made at least two weeks prior to the date of the requested disbursement.

#### Section VI. Requests for Reimbursement

- A. Individuals or member chapters conducting business on behalf of the IFC may request a reimbursement for their expenses. All reimbursement requests shall be submitted within two weeks of the purchase and are subject to the approval of the IFC President and Vice President of Internal Affairs.
- B. In order to receive a reimbursement, the requesting party must submit receipts to the IFC President and Vice President of Internal Affairs.

#### Section VII. Signature Requirements for Financial Accounts and Transactions

- A. The signature of either the IFC President or the Vice President of Internal Affairs shall be required on all IFC financial accounts and transactions.

#### Section VIII. Financial Reporting

- A. The IFC Vice President of Internal Affairs shall provide a financial report to the IFC Presidents' Council on a monthly basis, including all income and expenses during the given period of time in relation to the overall budget for each line item.

#### Section IX. Financial Record Keeping

- A. The IFC Vice President of Internal Affairs shall maintain accurate and organized financial records consisting of all receipts and invoices, copies of all monetary disbursements and deposits, IFC financial forms and reports, actual dues levied, canceled checks, ledgers, and journals.

#### Section X. Rush Registration Fee

- A. The IFC shall have the authority to designate a, 'Rush Registration Fee,' in order to fund the council's expenses relating to Rush activities.
- B. The Rush Registration Fee's amount is to be determined by the IFC Executive Council annually.

### ARTICLE X – MEMBER CHAPTER FINANCIAL OBLIGATIONS

#### Section I. IFC Member Chapter Dues

- A. The term dues for each member chapter shall be fixed at six dollars (\$6) per organizational member (active and temporarily inactive) and ten dollars (\$10) per new member.

#### Section II. Establishment of IFC Member Chapter Dues

- A. Any proposed amendment to the established per initiated member dues in Section I of this article shall be initiated utilizing the following protocol:

- a. If the IFC Executive Council determines a need to amend the established per initiated member dues amount, it shall charge the IFC Presidents' Council with assessing the current dues amount and providing a recommendation for possible amendments.
- b. The IFC Executive Council shall consider any recommendations made by the IFC Presidents' Council and propose an amendment to the dues amount to the IFC Presidents' Council.
- c. A two-thirds (2/3) vote of the IFC Presidents' Council is required to amend the IFC member chapter dues amount.

### Section III. IFC Member Chapter Dues Assessment

- A. The aggregate total of dues assessed shall be based upon each member chapter's term total Initiated Member Roster, including active, new, and temporary inactive members. The Vice President of Internal Affairs shall invoice each member chapter within one week of receipt of an Initiated Member Roster or New Member Roster. Invoices shall be paid within two weeks of receipt.
  - a. This total shall be assessed based on the previous semester's second round rosters.

### Section IV. Delinquent Payments

- A. Any amount unpaid by the due date shall result in the suspension of the delinquent member chapter's social privileges.
- B. Any amount unpaid within one month of the due date shall result in the delinquent member chapter being referred to the IFC Executive Vice President possible judicial action.

## ARTICLE XI – RUSH

### Section I. Potential New Member Eligibility

To promote fairness in recruitment practices within the IFC, the member chapters of the IFC at Florida State University will adhere to the following guidelines in recruiting Potential New Members (PNMs):

- A. The PNM must be fully admitted to and enrolled at Florida State University.
- B. The PNM must be a full-time, degree-seeking undergraduate student at Florida State University. Full-time enrollment means registered for at least 12 credit hours of classes for the semester in which the student is joining a fraternity, in order to participate in rush.
- C. The PNM must register and pay the (non-refundable) registration fee for IFC Rush.
- D. The PNM must complete all online orientation modules.
- E. The PNM must attend the mandatory PNM orientation.
- F. The PNM must complete all required online training modules, as denoted by the Department of Fraternity and Sorority Life.

- G. If any member of an organization was initially registered at Florida State University but is no longer a student at FSU, then they must be removed from said organization's roster.
- H. At the beginning of every fall and spring semester, each organization of the IFC at FSU must submit a roster and grade release form to the Department of Fraternity and Sorority Life for all currently initiated and active members.
- I. Membership to IFC chapters is only open to currently enrolled Florida State University's students who are in good standing with the University. Seminole Pathways programs are not eligible for membership until they are full-time FSU students at the Tallahassee campus. This includes, but is not limited to, students at Tallahassee Community College.

## Section II. Rush Policy

- A. Recruitment/rush functions shall be defined as any and all activities and events sponsored by an IFC Fraternity with the purpose of recruiting potential new members. This includes, but is not limited to, PNM Orientation, Open House, Rush Events, Rush Week, etc.
- B. Any fraternity in violation of recruiting potential new members that are students enrolled at Tallahassee Community College (TCC) will result in the loss of privilege to have a new member class the following semester in which they are eligible to.
- C. There will be no alcoholic beverages or illegal substances at any recruitment/rush function. During Rush Week, all IFC fraternity activities must have no alcohol or illegal substances present.
- D. Women may not be used as entertainment, nor shall they take part in any recruitment/rush functions or membership selection processes.
- E. Rush advertisements may not have any pictures or references to alcohol, and must not be offensive or degrading.
- F. References to specific sororities will be prohibited.
- G. The use of professional/live entertainment (i.e. Bands, DJ, or any sort of performance) will be allowed only on the last day of Rush.
- H. All IFC Member Organizations (this encompasses full and associate membership types) are subject to these policies regardless of place of residence, or location of sponsored activity.
- I. Any individual who signs his name on more than one fraternity bid acceptance card will not be allowed to continue any new member process until the following semester.

## Section III. Violations

- A. Any member fraternity found in violation of the rush policy is subject to a mediation with the IFC Executive Vice President, and the IFC Advisor. Additionally, said fraternities may be subject to further sanctions from the IFC Judicial Board.

## ARTICLE XII – EXPANSION POLICY

### Section I. Process

- A. The Interfraternity Council is open to responsible growth through partnerships with suitable organizations.
- B. The following is a summation of the FSU IFC Expansion Process:
  - a. The President of the Interfraternity Council shall executive the right to appoint an expansion committee at any time that he may deem necessary.
  - b. The expansion committee shall be comprised on representatives from various member chapters, including chapter advisors and the IFC Advisor.
  - c. The expansion committee is tasked with reviewing letters of interest for expansion at Florida State University and making recommendations to the IFC Voting Council for organizations to make formal presentations on campus.
  - d. Letters of interest received when the expansion committee is not in effect will be reviewed by the IFC Executive Council, and then forwarded to the IFC Voting Council.

### Section II. Expressing Interest

- A. Interested organizations must submit a Letter of Interest to the IFC President and the IFC Advisor.
- B. The IFC must provide interested parties with a Community Readiness Report including the following:
  - a. A community report for the last five (5) years that lists the size of each member chapter, size of new member class, and community academic performance.
  - b. A list of undergraduate men’s enrollment for each of the past five (5) years.
  - c. The number of men that participated in fall/spring rush for each of the past five (5) years.
  - d. The number of men that registered for rush, but didn’t accept bids for the past five (5) years.
  - e. A list of the staff, full-time and part-time, that supports the council.
  - f. A list of all expansions in the last five (5) years, the time to charter, size at the time of chartering, and current size of the chapter.
  - g. A list of all fraternity chapter closings from the last five (5) years, along with their reasons for closure.

### Section III. Presentation

- A. Interested organizations will be informed when they will be required to make a formal presentation to the IFC Presidents’ Council by the IFC President.

- B. Formal Presentations made by interested inter/national groups must contain the following:
- a. General Information:
    - i. Size and age of the inter/national fraternity
    - ii. Number and location of chapters
    - iii. Plans for future expansion
    - iv. In the case of re-establishment, include a history of the group on campus, explaining the reason for the chapter's leaving campus, and what actions will be taken to ensure that the group will be an asset to the Interfraternity Council.
  - b. Academics
    - i. Copy of the National Scholarship Program
    - ii. Requirements to pledge, to be initiated, to hold office, and to be in good standing
    - iii. Scholarships, if any, awarded by the inter/national fraternity
  - c. Required Documents
    - i. Recruitment Policy and standards
    - ii. Hazing Policy
    - iii. Risk Management Policy and programs
    - iv. Alcohol and Substance Abuse Policies and programs
    - v. Constitution
    - vi. Marketing Publications
    - vii. Organizational Longevity Plan
    - viii. Adherence to the Florida State University community expectations, including, but not limited to, the Moving Forward Together Plan and any other community development plans.
  - d. All presentations are limited to no more than one (1) hour.
  - e. Following this formal presentation, there will be an additional thirty minutes of time for the members of the Interfraternity Council to ask questions of the petitioning group.
    - i. Upon completion of the presentation and questioning, each presenting organization that receives a majority vote will then be eligible to be recognized for IFC membership by the inter/national organization, subject to the conditions laid out by the IFC President and IFC Presidents' Council.
    - ii. If petitioning group is voted down by the IFC Voting Council of the Interfraternity Council, then that group must wait a total of three (3) semesters (not including summers) following their presentation before applying for re-colonization. (Three semesters means that if the presentation occurs in the fall semester at any time, then the group cannot petition again until three semesters have passed, i.e. spring, fall and a second spring semester, the fraternity would be eligible again in the

following fall). There is no limit as to how many times a group can petition for membership to the IFC.

- f. Interested organizations are to be informed of the IFC Presidents' Council's decision within five (5) business days of the vote.
- g. The IFC Presidents' Council and IFC President reserve the right to refuse expansion to an organization in the event of extenuating circumstances.
- h. Organizations that are permitted to join the IFC must abide by any conditions dictated by the IFC Presidents' Council and the IFC President. Failure to comply with the conditions outlined by the IFC Presidents' Council could result in the cancellation of the petitioning organization's bid, preventing their colony from being recognized by the Interfraternity Council.

### ARTICLE XIII – CODE OF CONDUCT

The IFC at Florida State University expects its member organizations, to abide by behavioral standards for student organizations as dictated by Florida State University. For more information, please see the Florida State University Student Organization Conduct Code: <https://sccs.fsu.edu/conduct-codes>.

### ARTICLE XIV – HAZING POLICY

#### Section I. Hazing Policy

Note: The Interfraternity Council recognizes the definition of hazing as stated in the Student Organization Conduct Code:

- A. The Student Organization will not participate in, tolerate, or condone any Student Organization or individual action or situation, which occurs on or off University property, that intentionally, recklessly, or negligently endangers the mental or physical health or safety of a student for purposes including, but not limited to, initiation or admission into or affiliation with any University student organization or other group whether or not officially recognized by the University, or the perpetuation or furtherance of a tradition or ritual of any such student organization or group.
  - a. Hazing includes, but is not limited to:
    - i. Brutality of a physical nature, such as whipping, beating, branding, exposure to the elements, forced consumption of food, liquor, drug, or other substance;
    - ii. Subjecting a person to extreme mental stress, such as sleep deprivation, forced exclusion from social contact, forced conduct that could result in extreme embarrassment, or other forced activity that could adversely affect the mental health or dignity of a reasonable person;

- iii. Pressuring or coercing a person into violating state or federal/national law and/or University policy;
- iv. Interfering with or impeding a person's academic pursuits, employment, religious observances, or affiliation with other individuals, groups, or activities;
- v. Otherwise infringing upon a person's personal or property rights or substantially interfering with a reasonable person's ability to participate in or benefit from the services, activities, or privileges provided by the University.

A student may commit an act of hazing whether the student is a prospective, current, or former member of the organization or group. The actions of active, associate, new and/or prospective members, former members, or alumni of a student organization or group may be considered hazing under this Code. The following circumstances are not a defense to a violation of this provision: express or implied consent of a victim, the conduct or activity was not part of any official organizational event or otherwise sanctioned or approved by the student organization, or the conduct or activity was not a condition of membership into a student organization.

- b. Soliciting another or aiding or assisting another to engage in any act of hazing as defined in this Code, or active involvement in the planning of such action.
- c. Observing or participating in any conduct defined as hazing pursuant to the Code by a member of the Student Organization or group who is not themselves an affected/reporting individual, without reporting the incident to a University official.

Florida State University Hazing Policy, BOG 6.021, and Section 1006.63, Florida Statutes, are considered part of and incorporated as applicable.

## ARTICLE XV – DRUG AND ALCOHOL POLICY

### Section I. Drug and Alcohol Policy

- A. The IFC at Florida State University abides by the Event Policy laid out by the Florida State University Department of Fraternity and Sorority Life.

### Section II. Drug and Alcohol Policy Outline

In any activity or event sponsored or endorsed by the organization, including those that occur on or off chapter premises:

- A. The organization, members, and guests must comply with all federal, state, provincial, and local laws. No person under the legal drinking age may possess, sell, consume, provide, or be provided alcoholic beverages.
- B. Organizations, members, and guests must follow the federal law regarding illegal drugs and controlled substances. No person may possess, use,

provide, distribute, sell, and/or manufacture illegal drugs or other controlled substances while on organizational premises or at any activity or event sponsored or endorsed by the organization.

- C. Alcoholic beverages must either be:
  - a. Provided and sold on a per-drink basis by a licensed and insured third-party vendor (e.g., restaurant, bar, caterer, etc.)
  - b. Brought by individual members and guests through a bring your own beverage ("BYOB") system.

The presence of alcohol products above 15% alcohol by volume ("ABV") is prohibited on any organizational premises or at any event, except when served at an event by a licensed and insured third-party vendor.

- D. Common sources of alcohol, including bulk quantities, which are not being served by a licensed and insured third party vendor, are prohibited (i.e., amounts of alcohol greater than what a reasonable person should consume over the duration of an event).
- E. Alcoholic beverages may not be purchased with organizational funds or funds pooled by members or guests (e.g., admission fees, cover fees, collecting funds through digital apps, etc.).
- F. An organization may not co-host or cosponsor, or in any way participate in, an activity or event with another group or entity that purchases or provides alcohol.
- G. An organization may not co-host or cosponsor an event with a bar, event promoter, or alcohol distributor; however, an organization may rent a bar, restaurant, or other licensed and insured third-party vendor to host a chapter event.
- H. Attendance by non-members at any event where alcohol is present must be by invitation only, and the organization must utilize a guest list system. Attendance at events with alcohol may not exceed local fire or building code capacity of the organizational premises or host venue.
- I. Any event or activity related to the new member joining process (e.g., recruitment, intake, rush, etc.) must be substance free. No alcohol or drugs may be present if the event or activity is related to new member activities, meetings, or initiation into an organization, including but not limited to "bid night," "Big/Little" events or activities, "family" events or activities, and any ritual or ceremony.
- J. Organizations, members, or guests may not permit, encourage, coerce, glorify or participate in any activities involving the rapid consumption of alcohol, such as drinking games.
- K. Organizations are required to obtain licensed and insured security or sworn law enforcement officers for events with alcohol.
- L. Event monitors are required for events with alcohol.
- M. If your National/International Risk Management Policy is stricter, it is expected that you follow that policy/expectation.



## ARTICLE XVI – SOCIAL EVENTS/TAILGATES

### Section I. Expectations for Social Events/Tailgates

- A. All unregistered chapter social events where alcohol is present, both on and off campus, are strictly prohibited. In order to host social events or tailgates, all IFC member fraternities must follow the procedures outlined within this article. Failing to abide by these procedures could result in sanctions on the member chapter in question.

### Section II. Event Notification

- A. All chapter social events, including tailgates, where alcohol is present, both on and off campus, require the submission of both an Event Notification Form (ENF) and Enhanced Risk Management Plan (ERM) to be reviewed and approved by the IFC Executive Vice President.
- B. Social Event Notification Forms and Enhanced Risk Management Plans must be submitted to the Executive Vice President at least seven (7) days prior to the event (i.e. If a chapter wanted to host an event on Friday, the fourteenth, they must submit their Notification Form no later than 11:59 PM on Friday, the seventh).
- C. The individual who completed the event notification form will receive communication from the IFC Executive Vice President regarding the status of approval for the event. If the chapter's event is denied, the communication will explain the potential violation and the necessary procedure for event approval.
- D. Events with alcohol will be limited to four (4) during the fall semester, and six (6) during the spring semester. Additionally, tailgates will be allowed in the fall semester for each home football game.

### Section III. Pre/Post-Party Ban

Pre/Post Parties are strictly prohibited. A Pre/Post-Party shall be defined as:

- A. An event that occurs directly before or after a fraternity social event/tailgate.
- B. A substantial amount of chapter membership is in attendance.
- C. Chapter funds or passing of the hat have been used to prepare for this function.
- D. Chapter event where alcohol is present that no Event Notification Form has been submitted for.

### Section IV. Entrances/Exits

- A. IFC Social Events shall have only one non-emergency entrance/exit to the event.

### Section V. Monitoring the Function

- A. There shall be a minimum of one licensed security guard per 100 event attendees at all events where alcohol is present that is responsible for

- monitoring the function and checking identification of all attendees who enter the event.
- B. Monitoring the function is to be defined as the physical activity of walking through all areas of the function performing visible checks to look for:
    - a. Underage drinking
    - b. Persons in distress
    - c. The presence of illegal drugs
    - d. Any activity believed to be illegal or a risk to the proper functioning of the event.
  - C. It shall be the responsibility of chapter to inform security personnel of their duties.

#### Section VI. Additional Stipulations

- A. All social events where alcohol is present must be closed (invite only) events.
- B. Member fraternities are expected to comply with their inter/national organization's policy on the number of guests permitted at an event.
- C. Unrestricted invitational advertisement of social events where alcohol will be present is prohibited, except for events that take place at a third-party vendor.
- D. The presence or reference to alcohol in any advertisement of a function is prohibited.
- E. Host organizations are responsible for all guests at their functions.
- F. All functions must end by 2:00 AM.
- G. All tailgates must be less than four (4) hours in length.
- H. Social events with suspended/removed fraternities or organizations that are not recognized by Florida State University are prohibited.

#### Section VII. Alternative Consumables (stated in the FSU Alcohol Policy)

- A. Non-Alcoholic beverages must be available for the duration of BYOB functions.
- B. Non-Salty foods must be available for the duration of BYOB functions.

#### Section VIII. House Party Ban

- A. All fraternity open-house parties are hereby banned.

#### Section IX. Statement on Social Event Themes

- A. To perpetuate a safe and positive culture in which no person is discriminated against, alienated, or disrespected on the basis of their race, gender, sex, ethnicity, religion, or sexual orientation, and to hold its member organizations accountable, the IFC will not allow its member organizations to host events that are predicated on racial, sexual, religious, or gendered stereotypes, nor will it allow member organizations to host events that encourage dangerous behaviors, such as binge drinking, physical violence, or consumption of illegal substances.

- B. Failure of member organizations to abide by these standards could result in punitive action being taken against said chapter at the discretion of the IFC President, IFC Executive Vice President, and IFC Advisor.

#### Section X. Risk Management Requirements

- A. Beginning the first day of each spring and fall semesters, member organizations are prohibited from having an event with alcohol until:
  - a. Their chapter president, social chairman, and risk manager have attended the semesterly council risk management training, as denoted by the Department of Fraternity and Sorority Life and the IFC Executive Council.
  - b. Their new member educator, new member class, and twenty (20) percent of their chapter's membership have attended the semesterly risk management training, as denoted by the Department of Fraternity and Sorority Life and the IFC Executive Council.
  - c. After completing the semesterly required risk management training, member organizations will then be "certified" and able to hold events with alcohol, through the last academic day in each University spring and fall semester.
- B. Member chapters are required to attend 90% of the council risk management education plan provided by the Department of Fraternity and Sorority Life.
  - a. This plan will be created with feedback and input from the IFC Executive Council and IFC Presidents' Council.
  - b. The plan will be updated each semester and 90% of the components must be completed to have social events for the following semester. (i.e. 90% of the fall components must be met in order to have spring social events)
  - c. Failure to meet these requirements will result in the forfeiture of all social events for the following semester.

### ARTICLE XVII – Philanthropy and Service

#### Section I. Statement of Philanthropy/Sweetheart Competitions

- A. Whereas, a philanthropy/sweetheart competition should instill a feeling of community among the members of the Interfraternity Council by helping each other. And, it should contribute to an overall greater purpose rather than ourselves.

#### Section II. Guidelines for Philanthropy/Sweetheart Competitions

- A. The IFC and its member chapters will not promote or support any philanthropy or sweetheart competition where alcohol is being served or consumed.

- B. The IFC and its member chapters will not promote or support any philanthropy or sweetheart competition where the attire is inappropriate or undignified in any way.
- C. The IFC and its member chapters will not promote or support any philanthropy or sweetheart competition where the supporters, host, and/or contributors use inappropriate or stereotypical language is being displayed.
- D. The IFC and its member chapters will not require chapters of the Panhellenic Association to reference their organization, but, they may do so if they wish.
- E. The IFC and its member chapters will not promote or support any philanthropy or sweetheart competition that lasts longer than a total of seven days.
- F. The IFC and its member chapters will not allow any gifts of illegal or unethical status to be exchanged during the competition.
- G. The IFC and its member chapters will not promote or support a competition that forces a member of their Panhellenic Organization to represent their candidate in social media. Nor will they be rewarded for the advertisement of such representation. Also, the candidate must detach the name of the Panhellenic Organization they are a part of when using such representation.
- H. The IFC Executive Council ventures to be proactive, unprecedented, commissioning, and consistent when addressing events that are counterproductive with this resolution.

## ARTICLE XVIII – AUXILIARY ORGANIZATIONS

### Section I. Statement Against

- A. The IFC may not allow any of its fraternities to have little sister organizations and/or other auxiliary organizations.
- B. Member chapters may not take little sisters.

## ARTICLE XIX – IFC ARMED SERVICE MEMBERS

### Section I. Exemption of IFC Dues

- A. Each member of the IFC who's an active duty/veteran service member is shall be exempt from IFC Dues.

### Section II. Qualifications

- A. All veterans that are members of active IFC chapters that are in good standing with the IFC, university, and their national organization will have their IFC dues waived on a semesterly basis.

## ARTICLE XX – CONSTITUTION AND BYLAWS

### Section I. Distribution

- A. The Constitution and Bylaws shall be distributed to all IFC officers, chapter presidents, and filed with the Department of Fraternity and Sorority Life each year.

## Section II. Amendments

- A. Amendments to the constitution or bylaws may be proposed by any member of the IFC Executive Council and any voting member of the IFC Presidents' Council.
- B. All proposed amendments shall be placed on first reading during the IFC Presidents' Council meeting they are proposed. During the first reading, the proposed amendment shall be made available for review to all members of the IFC Presidents' Council.
  - a. Motions to move a proposed amendment immediately to second reading must require a majority vote of the IFC Presidents' Council.
- C. Proposed amendments shall be placed on second reading during the IFC Presidents' Council meeting subsequent to their first reading.
  - a. During the second reading, the proposed amendment shall be presented in its entirety to the Presidents' council.
  - b. Additions or amendments to the IFC Bylaws require a 2/3 vote of the IFC Presidents' Council.
- D. The Constitution and Bylaws must be reviewed by the end of each of IFC Executive Council's term.