

INTERFRATERNITY COUNCIL

CONSTITUTION & BYLAWS



ROCHESTER INSTITUTE OF TECHNOLOGY
ROCHESTER, NEW YORK

Last Amended: March 6th, 2023

TABLE OF CONTENTS:	2
CONSTITUTION OF THE INTERFRATERNITY COUNCIL AT ROCHESTER INSTITUTE OF TECHNOLOGY	2
MISSION	2
ARTICLE I – NAME	2
ARTICLE II – PURPOSE OF THE IFC	2
ARTICLE III – IFC MEMBERSHIP	3
Section I. Membership Eligibility	3
Section II. Membership Classification for Member Chapters	4
Section III. Member Chapter Minimum Expectations	4
Section IV. Membership Status for Member Chapters	5
Section V. Individual Member Definitions	5
Section VI. IFC Affirmation and Adoption of NIC Standards	6
ARTICLE IV – IFC GENERAL BODY	8
Section I. IFC General Body	8
Section II. IFC General Body Composition	8
Section III. IFC Representatives	8
Section IV. IFC Senior and Junior Representative Eligibility	8
Section V. Term of Office of IFC Representatives	9
Section VI. IFC General Body Meeting Policies	9
Section VII. IFC General Body Voting Policies	9
ARTICLE V – IFC EXECUTIVE BOARD	9
Section I. IFC Executive Board	9
Section II. IFC Executive Board Composition	9
Section III. IFC Executive Board Election Eligibility	9
Section IV. IFC Executive Board Tenure Requirements	10
Section V. Term of Office of Executive Board Officers	10
Section VI. IFC Executive Board Meeting Policies	10
Section VII. IFC Executive Board Voting Policies	10
Section VIII. IFC Executive Board Election Policies	10
Section IX. Removal of Officers Procedure	11
Section X. Executive Board Special Election Policies	12
Section XI. Executive Board Non-Meeting Event Policies	12
Section XII. Report of IFC Officers	12
ARTICLE VI – IFC JUDICIAL BOARD	13
Section I. IFC Judicial Board Jurisdiction	13
Section II. IFC Judicial Board Composition	14
Section III. IFC Justice Eligibility	14
Section IV. Term of Office of IFC Justices	14
Section V. IFC Judicial Policy	14
Section VI. IFC Judicial Board Hearing Justice Selection	14
Section VII. IFC Judicial Board Hearing Attendance	14
Section VIII. IFC Judicial Board Hearing Voting Policies	15
	2

ARTICLE VII – IFC COMMITTEES	15
Section I. Standing Committees	15
Section II. Ad Hoc Committees	15
Section III. IFC Committee Meeting Policies	15
ARTICLE VIII – CONSTITUTIONAL AMENDMENTS AND PUBLICATION	15
Section I. Constitutional Amendments	15
Section II. Adoption	15
Section III. Suspension	15
Section IV. Publication and Distribution of Constitution	15
Section V. Access Online	16
Section VI. Enforcement	16
BYLAWS OF THE INTERFRATERNITY COUNCIL AT ROCHESTER INSTITUTE OF TECHNOLOGY	16
ARTICLE I – ROLE OF THE IFC REPRESENTATIVE	16
Section I. IFC Representative	16
ARTICLE II – ROLE OF THE IFC EXECUTIVE BOARD OFFICERS	16
Section I. IFC President	16
Section II. IFC Vice President of Judicial Affairs	16
Section III. IFC Vice President of Recruitment	17
Section IV. IFC Vice President of Finance	17
Section V. IFC Vice President of Public Relations	18
Section VI. IFC Vice President of Programming and Events	19
Section VII. IFC Vice President of Diversity and Inclusion	19
Section VIII. IFC Vice President of Communications	19
ARTICLE III – ROLE OF THE IFC JUSTICE	20
Section I. IFC Justice	20
ARTICLE IV – ROLE OF IFC STANDING COMMITTEES	20
Section I. IFC Recruitment Committee	20
Section II. IFC Finance Committee	20
ARTICLE V – ROLE OF THE IFC ADVISOR	20
Section I. IFC Advisor	20
Section II. Annual Data Reporting to the NIC	21
ARTICLE VI – FINANCIAL MANAGEMENT POLICY	21
Section I. Fiscal Year	21
Section II. IFC Annual Budget	21
Section III. IFC Contingency Account	22
Section IV. Appropriate Use of IFC Funds	22
Section V. Expenditure Approval	22
Section VI. Requests for Reimbursement	22
Section VII. Signature Requirements for Financial Accounts and Transactions	22
Section VIII. Financial Reporting	22
Section IX. Financial Record Keeping	22
Section X. Independent Annual Financial Audit	22

ARTICLE VII – MEMBER CHAPTER FINANCIAL OBLIGATIONS	22
Section I. IFC Initiated Member Chapter Dues	22
Section II. Establishment of IFC Member Chapter Dues	23
Section III. IFC Member Chapter Dues Assessment	23
Section IV. Delinquent Payments	23
ARTICLE VIII – IFC CODE OF CONDUCT	23
Section I. IFC Code of Conduct	23
Section II. IFC Statement on Hazing and Sexual Misconduct	23
ARTICLE IX – IFC JUDICIAL POLICY	24
Section I - IFC Judicial Powers and Responsibilities	24
Section II - Due Process	24
Section III - Filing of Complaints	24
Section IV - Notification of Charges	25
Section V - Investigatory Evidence	25
Section VI - Informal Judicial Hearing	25
Section XI - Prohibition on Recruitment Restrictions as a Sanction	27
Section XII - Sanctions	27
ARTICLE X – EXPANSION POLICY	28
Section I. Responsible Growth Philosophy	28
Section II. Responsible Growth Protocols	28
Section III. Granting of Associate Member Status	29
Section IV. Granting of Full Member Status	29
ARTICLE XI – RECRUITMENT POLICY	29
Section I. Recruitment Philosophy	29
Section II. Membership GPA Requirements	29
Section III. IFC Sponsored Recruitment	29
Section IV. Member Chapter Recruitment	30
Section V. Bidding	30
Section VI. Report of New Members	30
Section VII. New Member Disassociation / De-pledging	30
Section VIII. Comity	30
ARTICLE XII – BYLAW PUBLICATION AND AMENDMENTS	30
Section I. Publication and Distribution of Bylaws	30
Section II. Amendments	31
Section III. Adoption	31
Section IV. Suspension	31

CONSTITUTION OF THE INTERFRATERNITY COUNCIL AT ROCHESTER INSTITUTE OF TECHNOLOGY

MISSION

We, the Interfraternity Council at Rochester Institute of Technology set forth this Constitution and Bylaws in order to cause closer working relationships and coordination among its member chapters and Rochester Institute of Technology, in accordance with the policies and standards established by the North American Interfraternity Conference (NIC). The Interfraternity Council (IFC) exists to advance conditions conducive to the success of its member chapters and to promote the progress of the fraternity experience. With this aim, the IFC actively encourages inter fraternalism and collaboration with other fraternity/sorority governing councils and student governance bodies. Maintaining a positive working relationship and partnership with the campus administration, alumni, NIC and inter/national headquarters of member chapters is critical towards elevating the role of the IFC.

ARTICLE I – NAME

This organization shall be known as the Interfraternity Council (IFC) at Rochester Institute of Technology.

ARTICLE II – PURPOSE OF THE IFC

Fraternities thrive when they embrace their responsibilities, while ardently advocating for their fundamental rights.

We, the Interfraternity Council at Rochester Institute of Technology believe in:

- A. Citizenship: Fraternity members must be responsible, respectful and inclusive citizens of their community.
- B. Accountability: Fraternity members have the responsibility to hold each other accountable to their fraternal ideals and expectations.
- C. Choice: Fraternities have the responsibility and right to select members who align with their ideals and expectations.
- D. Opportunity: Every man has the right to seek membership in a fraternal experience on terms he determines best fit his needs.
- E. Fairness: For justice to effectively be administered, fraternity members and organizations must provide and be afforded fundamental due process rights.
- F. Interfraternalism: NIC member chapters stand in solidarity for fellow member chapters that meet NIC Standards.

The purpose of the IFC shall be to:

- A. Provide a sovereign peer governance structure for its member chapters;
- B. Enforce and hold member chapters accountable to the IFC Code of Conduct and other governing documents;
- C. Develop policies and procedures to provide safe and healthy membership experiences;
- D. Develop policies and procedures to provide safe and healthy social experiences;
- E. Advocate for appropriate levels of university financial and staffing support;
- F. Promote the interests of its member chapters;
- G. Promote the interests of men's fraternities in general;
- H. Discuss questions of mutual interest and present to its member chapters such recommendations as the

- IFC deems appropriate;
- I. Promote the interests of Rochester Institute of Technology;
 - J. Promote mutual cooperation between its member chapters;
 - K. Promote mutual cooperation between the IFC, fellow governing councils, and student organizations at Rochester Institute of Technology; and
 - L. Promote mutual cooperation between the IFC and Rochester Institute of Technology, its students, faculty, staff, and local community.

ARTICLE III – IFC MEMBERSHIP

Section I. Membership Eligibility

- A. Membership in the IFC is open to chapters and colonies of fraternities at Rochester Institute of Technology, as follows:
 - 1. Any chapter or colony of a North American Interfraternity Conference (NIC) member organization shall hold membership in the IFC.
 - 2. Any chapter or colony of a local, state, regional, or inter/national fraternity that follows NIC Standards, which is not a member of the NIC, may hold membership in the IFC.
- B. The IFC will not recognize chapters that have been suspended or have had the charter revoked by their respective inter/national organization.

Section II. Membership Classification for Member Chapters

The membership classification of member chapters shall be as follows:

- A. **Full Member:** Any fraternity chapter which has obtained its charter from its inter/national organization, or any local fraternity chapter. Full membership grants the member chapter all rights, privileges and responsibilities under the IFC Constitution and Bylaws. Full membership in the IFC is limited to those fraternities (including non-NIC organizations), who have adopted all NIC Standards, are affiliated with an inter/national organization, and are men's fraternities.
- B. **Associate Member:** Any fraternity may be granted this membership status if the organization does not meet the above criteria.
- C. Only members from Full Member IFC organizations are permitted to serve as IFC officers, serve on the Judicial Board, and vote on Constitution and Bylaw amendments.

For the purpose of this Constitution and the IFC Bylaws, both Full Members and Associate Members are referred to as member chapters.

Section III. Member Chapter Minimum Expectations

Each member chapter shall adhere to and abide by the following minimum expectations:

- A. Each member chapter shall comply with all policies set forth by:
 - 1. The North American Interfraternity Conference (NIC).
 - 2. The IFC Constitution, Bylaws, Code of Conduct, and other policies.
 - 3. The rules and regulations of Rochester of Institute of Technology unless they are in violation of NIC standards or practices. In this case, NIC Standards shall overrule.
 - 4. The general values-based conduct of fraternity members.
- B. Each member chapter shall maintain a minimum chapter annual cumulative GPA of 2.75 and a minimum cumulative new member class GPA of 2.75 or be at/or above the institution's all-men's grade point average if that grade point average is below a 2.75.
- C. Each member chapter shall be current on all IFC dues and/or fines owed.
- D. Each member chapter shall submit required membership rosters to the IFC President, as follows:
 - 1. Active Member Roster: Active Member Rosters shall be submitted within one

- week of the beginning of each semester .
2. New Member Roster: New Member Rosters shall be submitted within one week of Bid Acceptance deadline.
- E. Each member chapter shall comply with the attendance policies for the IFC General Body and the IFC Judicial Board, as outlined within this Constitution.
- F. Each member chapter will collect and submit accurate information for End of Semester Reporting purposes, including academic information, service hours completed, and philanthropy dollars raised.

A member chapter which has failed to meet any of the minimum expectations outlined in this Section shall be referred to the IFC Vice President of Judicial Affairs for potential judicial review.

Section IV. Membership Status for Member Chapters

The membership status of member chapters shall be as follows:

- A. **Good Standing:** A member chapter shall be deemed to be in Good Standing if the member chapter is not currently operating under Non-Status Sanctions or Status Sanctions, as defined within the IFC Bylaws, Article IX, Sections XIII-XIV, and is currently meeting the minimum expectations outlined in Section III of this Article.
- B. **Poor Standing:** A member chapter shall be deemed to be in Poor Standing if the member chapter is not currently operating under Non-Status Sanctions or Status Sanctions, as defined within the IFC Bylaws, Article IX, Sections XIII-XIV, but has failed to meet the minimum expectations outlined in Section III of this Article.
- C. **Probationary Standing:** A member chapter shall be deemed to be in Probationary Standing if the member chapter is currently operating under Non-Status Sanctions and currently meets the minimum expectations outlined in Section III of this Article.
- D. **Suspension Standing:** A member chapter shall be deemed to be in Suspension Standing if the member chapter has been placed under Suspension by the IFC and has currently failed to meet the minimum expectations outlined in Section III of this Article.

Section V. Individual Member Definitions

For the purpose of this Constitution and Bylaws, and with an understanding that each member chapter may have its own terminology for internal use, individuals will be defined as follows:

- A. **Active Member:** An Active Member shall be defined as any male who has been initiated into any IFC fraternity at Rochester Institute of Technology, is currently enrolled, and is in good standing with their respective member chapter.
- B. **Inactive Member** – An Inactive Member shall be defined as any man who does not meet the qualifications for any of the other Individual Member definitions and is not listed on the official roster.
- C. **New Member:** A New Member shall be defined as any man who has accepted a bid to join an IFC fraternity at Rochester Institute of Technology, but has not been initiated into that fraternity.
- D. **Potential New Member:** A Potential New Member shall be defined as any man who has not accepted a bid from any fraternity at Rochester Institute of Technology.

Section VI. IFC Affirmation and Adoption of NIC Standards

The member fraternities of the NIC have passed minimum standards for all NIC member fraternities. These do not preclude the IFC or member chapters from adopting higher or additional standards.

The IFC can amend its Constitution and Bylaws, adopt policies and pass resolutions, so long as those do not conflict with existing NIC Standards established to improve all facets of the fraternity experience. Further, the IFC and its member chapters will actively support and pass no policy that infringes on the associational rights of member chapters.

The IFC will pay annual dues to the NIC and affirms and adopts the NIC Standards, and each member chapter shall be required to meet the following in order to maintain IFC membership:

- A. Each member chapter shall communicate its values through its Ritual at least once annually;
- B. Each member chapter shall communicate to its Initiated Members and New Members the importance and benefits derived from continuous membership education throughout the undergraduate experience and encourage or require its Initiated Members and New Members to participate in educational programming, whether conducted by the chapter, the Interfraternity Council, Rochester Institute of Technology, or independent organizations covering the following topics:
 - 1. Academic Achievement and Student Success
 - 2. Alcohol and Drug Use and Awareness
 - 3. Career Preparation
 - 4. Civic Engagement
 - 5. Hazing Awareness
 - 6. Leadership Development
 - 7. Diversity and Inclusion
 - 8. Sexual Violence Awareness
 - 9. Values and Ethics
- C. Each member chapter and the IFC shall support student choice.
 - 1. Any male student should be free to join a fraternity when he determines it is in his best interest to do so.
 - 2. All fraternities should be free to determine when they wish to extend an invitation to join to a student, given it coincides with the recruitment schedule as outlined by the IFC for the respective semester.
 - 3. Each member chapter shall only offer bids to join the fraternity to Potential New Members who meet the following academic requirement:
 - i. For a Potential New Member who has yet to establish a collegiate grade point average, a minimum high school cumulative grade point average of 2.50 is required.
 - ii. For a Potential New Member who has an established collegiate grade point average, a minimum collegiate cumulative grade point average of 2.50 is required.
- D. Each member chapter shall maintain an annual cumulative grade point average of a 2.70 or be at/or above the institution's all-men's grade point average if that grade point average is below a 2.70.
- E. Each member chapter shall maintain an annual cumulative grade point average for new members of class of a 2.70 or be at/or above the institution's all-men's grade point average if that grade point average is below a 2.70.
- F. Each member chapter shall have New Member education programs lasting no longer than twelve weeks.
- G. Each member chapter shall prohibit women's auxiliary groups, such as "little sisters".
- H. Each member chapter shall have and follow risk management policies covering the following areas:
 - 1. Alcohol and Drugs
 - 2. Hazing
 - 3. Sexual Violence
 - 4. Fire, Health and Safety
- I. Each member chapter shall support responsible growth, which recognizes:
 - 1. Recognition by the IFC and university are two distinct processes with potentially different outcomes, though it is best for students when organizations recognized by

- the IFC are also recognized by the university.
2. Accordingly, all IFC member chapters shall support the responsible growth of other NIC fraternities provided that each organization:
 - i. Pro-actively communicates in good faith.
 - ii. Considers any available readiness assessment, utilizing metrics determined in conjunction with the NIC.
 - iii. Does not have any outstanding, documented health and safety violations.
- J. Upon completion of these above mentioned responsible growth expectations:
1. Any NIC member fraternity, upon expressing interest to establish a chapter, must be given a time by the IFC for the expansion to occur. The IFC can determine the best academic term for the expansion, but the expansion must occur within a four-year period from when the IFC is first notified of interest by the NIC member fraternity.
 2. NIC member fraternity with an interest group already formed will be granted IFC recognition, though the IFC may elect to have an associate member status provided reasonable written expectations and metrics are established to move from associate member status to full member status.
 3. The IFC will never take a vote on recognition or expansion for an NIC member fraternity.
 4. The IFC will never require NIC member fraternities to present an expansion proposal to the IFC, although the IFC can require the NIC fraternity to submit documentation or do a virtual presentation to determine the best academic term for expansion.
 5. Full membership in the IFC is limited to those fraternities (including non-NIC organizations), who have adopted all NIC Standards, are affiliated with an inter/national organization, and are men's fraternities. Associate membership may be granted to organizations that do not meet the above criteria. Only members from full IFC member organizations are permitted to serve as IFC officers, serve on the Judicial Board, and vote on Constitution and Bylaw amendments.
- K. Each member chapter shall prohibit the use of alcohol and drugs by all Initiated Members, New Members, and Potential New Members during all recruitment activities including, but not limited to bid day events, big brother events and initiation-related activities. Each member chapter shall seek to reduce the availability and presence of alcohol in any chapter premise; and cap the number of events a chapter may have with alcohol in any given semester.
- L. Each member chapter shall prohibit the use of alcohol and drugs by all Initiated Members and New Members during all New Member educational programming/orientation activities.
- M. Each member chapter shall adopt a statement in support of environments that are free of hazing and sexual misconduct, as defined by their inter/national organization, within all aspects of formal and informal chapter operations.
- N. Each member chapter shall establish a medical Good Samaritan policy.
- O. The IFC and each of its member chapters must carry sufficient liability insurance coverage.
- P. Each member chapter and the IFC shall work with the campus to provide health and safety education and training provided for all member chapters each semester.
- Q. Each member chapter and the IFC shall establish a strategic communication plan for the IFC and its member chapters that addresses protocol for crisis response, social media, marketing and media engagement.
- R. Each member chapter shall adopt a policy prohibiting alcohol products above 15% alcohol by volume (ABV) on any chapter/organization premises or at any event, except when served by a licensed and insured third-party vendor.

A member chapter which has failed to meet any of the minimum NIC standards outlined above shall be referred to the IFC Vice President of Judicial Affairs for a potential judicial review and may be put in Poor Standing until it is resolved.

ARTICLE IV – IFC GENERAL BODY

Section I. IFC General Body

The powers of the IFC shall be vested in the IFC General Body. The IFC General Body shall be the governing legislative body responsible for the general policies of the IFC, for electing its Executive Board, and for instructing its Executive Board as to the activities and operations of the IFC. All such activities shall respect the individual sovereignty and associational rights of each member chapter and shall not relinquish any governance authority to any other governing body.

Section II. IFC General Body Composition

The IFC General Body shall be composed of voting IFC Representatives from each member chapter.

Section III. IFC Representatives

Each member chapter shall have two IFC Representatives who serve on the IFC General Body.

- A. The two representatives shall be denoted as a Senior Representative and a Junior Representative

Section IV. IFC Senior and Junior Representative Eligibility

In order to serve as the IFC Representative or Alternate Representative, individuals must meet the following requirements:

- A. Be an active Initiated Member, in good standing, of a member chapter.
- B. Maintain good academic standing with Rochester Institute of Technology .
- C. Be devoted to the general ideals and principles of fraternity life and conduct himself in a professional manner consistent with the Mission and Purpose of the IFC, as defined within this Constitution.
- D. Have a working knowledge of the IFC Constitution and Bylaws, Rochester Institute of Technology policies, NIC Standards, and NIC Alcohol & Drug Guidelines.
- E. Not be a current member of the IFC Executive Board or currently serve as his member chapter's IFC Judicial Board Justice.
- F. Must be in good personal conduct standing with Rochester Institute of Technology

Section V. Term of Office of IFC Representatives

The term of office for IFC Representatives, preferably the member chapter presidents, shall be for one academic year, resignation, or replacement under the procedures determined by each member chapter; or upon his election to serve on the IFC Executive Board or as his member chapter's IFC Justice for the IFC Judicial Board.

Section VI. IFC General Body Meeting Policies

The IFC General Body shall conduct its meetings according to the following requirements:

- A. The most recent edition of Robert's Rules of Order shall be used to run all meetings.
- B. A majority of member chapters present shall constitute a quorum in order to conduct IFC General Body business.
- C. The IFC General Body shall conduct regularly scheduled business meetings at least twice a month during the academic year with the exception of those months affected by long breaks (e.g., December).
- D. Special General Body Meetings may be called by the IFC President at any time or at the request of two member chapters, with notice of the time, location, and purpose of the special meeting provided to all member chapters at least 72 hours in advance.
- E. Each member chapter's IFC Representatives is required to attend all meetings of the IFC. Each unexcused absence from a required meeting will be subject to a fine of \$10 per absent

- representative to be paid by the start of the following General Body Meeting.
- F. More than two unexcused absences per semester shall result in the member chapter being referred to the IFC Vice President of Judicial Affairs for potential judicial review.

Section VII. IFC General Body Voting Policies

The IFC General Body shall operate utilizing the following voting policies:

- A. Each member chapter, in Good Standing, shall have one vote.
- B. Individuals holding IFC Executive Board positions are not entitled to a vote.
- C. In the event of a tie, the IFC President shall cast the deciding vote.
- D. With the exception of the election of IFC Executive Board positions, there shall be no secret ballot votes.

ARTICLE V – IFC EXECUTIVE BOARD

Section I. IFC Executive Board

The IFC Executive Board shall be responsible for carrying out the purpose and policies of the IFC and for its day-to-day operations and activities, as directed by the IFC General Body.

Section II. IFC Executive Board Composition

The IFC Executive Board shall be composed of the following positions with duties and responsibilities outlined within the IFC Bylaws:

- A. President
- B. Vice President of Judicial Affairs
- C. Vice President of Recruitment
- D. Vice President of Finance
- E. Vice President of Public Relations
- F. Vice President of Programming & Events
- G. Vice President of Diversity & Inclusion
- H. Vice President of Communications

Section III. IFC Executive Board Election Eligibility

In order to be elected as a member of the IFC Executive Board, individuals must meet the following requirements:

- A. Must be in good personal conduct standing with RIT.
- B. Be an Active Member in good standing of a Full Member Chapter for a minimum of one (1) term.
- C. Must have a cumulative GPA of 2.75
- D. To be eligible for an Executive Board position, the candidate must have served as either their Member Fraternitiy's IFC representatives or an officer within their Member Chapter for a period of one semester.
 - a. To be eligible for the position of IFC President, the candidate must have met the above requirements as well as served on the IFC Executive Board for a period of one semester.
- E. Must conduct themselves in a professional manner consistent with the current Constitution's Mission and Article II of the Constitution - Purpose of IFC
- F. Have a working knowledge of the IFC Constitution and Bylaws, RIT policies, and Member Chapter risk management policies.
- G. There must be no more than two (2) members from the candidate's Member Chapter serving on the IFC Executive Board.

Section IV. IFC Executive Board Tenure Requirements

In order to serve as a member of the IFC Executive Board, individuals must meet the following requirements:

- A. Must maintain a 2.75 cumulative GPA.
- B. Must conduct themselves in a professional manner consistent with the current Constitution's Mission and Article II of the Constitution - Purpose of IFC
- C. Have a working knowledge of the IFC Constitution and Bylaws, RIT policies, and Member Chapter risk management policies.
- D. Not currently serving as their Member Chapter's President, IFC Representative, or IFC Judicial Committee Justice.
- E. Cannot be a part of a Member Chapter which is on either Probationary Standing or Suspension Standing for the entirety of their term.

If an Executive Board member fails to meet the above minimum requirements, the individual will be removed automatically and the request for nominations will be open.

Section V. Term of Office of Executive Board Officers

- A. The term of office for an elected IFC Executive Board Officer shall be for one (1) calendar year.
 - a. A term of office may be ended prematurely by the officer's resignation or by their removal from office
- B. If an Executive Board Member is appointed to fill a vacant position, the duration of the position shall be until the end of the original term.

Section VI. IFC Executive Board Meeting Policies

The IFC Executive Board shall conduct its meetings according to the following requirements:

- A. The most recent edition of Robert's Rules of Order shall be used to run all meetings.
- B. A majority of IFC Executive Board members present shall constitute a quorum in order to conduct IFC Executive Board business.
- C. The IFC Executive Board shall conduct regularly scheduled meetings on a bi-weekly basis.
- D. Special Executive Board Meetings may be called by the IFC President with notice of the time, location, and purpose of the special meeting provided to each IFC Executive Board member at least 72 hours in advance.
- E. Each IFC Executive Board member is required to attend all meetings of the IFC Executive Board and all meetings of the IFC General Body. Officers with two unexcused absences per semester shall be referred to the IFC Vice President of Judicial Affairs for a potential judicial review, resulting in possible removal of the officer.

Section VII. IFC Executive Board Voting Policies

The IFC Executive Board shall operate utilizing the following voting policies during IFC Executive Board meetings:

- A. Each IFC Executive Board member shall have one vote.
- B. The IFC President should refrain from casting his vote except in the event of a tie. In such instances, the IFC President shall cast the deciding vote.
- C. There shall be no secret ballot votes.

Section VIII. IFC Executive Board Election Policies

The following policies and procedures shall be utilized for the election of IFC Executive Board officers:

- A. Nominations for IFC Executive Board positions shall open on the first general body meeting of October, and close on the first general body meeting of November.
- B. Each Member Chapter must have one member to apply to the IFC Executive Board each election cycle.
- C. When applying to run for an IFC Executive Board position, applicants must submit formal applications with their Letter of Intent containing:
 - a. A header with the applicant's name, RIT email address, and phone number.
 - b. A statement for why the applicant is interested in the position, how they will benefit the Interfraternity Council, and why they are qualified to take the position.
 - c. A signature at the bottom of their statement.
 - d. Submitted as a .pdf, doc, or .docx; no images or screenshot.
- D. Elections of IFC Executive Board officers shall take place during the next general body meeting following the closing of nominations.
- E. Each IFC Executive Board officer shall be elected by a majority of the votes cast by the IFC General Body.
 - a. In the event none of the candidates for the designated office receives greater than 50% of the votes cast, the two candidates who received the most votes will be candidates in a runoff election.
- F. Installations of the newly elected IFC Executive Board officers will take place the following general body meeting after elections.
 - a. All outgoing IFC Executive Board officers will provide either a transition document and/or meeting with the newly elected, incoming IFC Executive Board officer.
- G. The election of officers shall be done in the hierarchical order listed in Article V, Section II.

Section IX. Removal of Officers Procedure

Executive Board officers may be removed through the following procedures. Quorum for any votes held that fall under this section require two-thirds (2/3) of the member chapters.

- A. Vote of No Confidence
 - a. At any time during an officer's term, a member chapter may call for a vote of confidence upon any officer during a general business meeting.
 - b. At the next business meeting during new business, the Vice President of Judicial Affairs will present the case.
 - i. If the Vice President of Judicial Affairs is the accused member, the Vice President of Recruitment will present the case.
 - ii. If the IFC President is the accused member, the Vice President of Judicial Affairs will chair the meeting.
 - c. The officer in question will be given the opportunity to address the member chapters in answer to the charges, after which the vote will be taken. If the officer receives a two-thirds (2/3) vote in favor of their removal, they shall be removed from their office and duties.
- B. Resignation
 - a. At any time during an officer's term in which they feel they are not equipped to carry out their duties of office, they submit a formal written resignation.
 - b. The resignation must first be notified and brought to an Executive Board meeting.
 - i. The resigning officer may choose to go beyond their resignation statement, but at the minimum must present their written resignation document.
 - ii. The resignation will be tabled to the next general business meeting.
 - c. At the General Body Meeting, the resigning officer shall present their resignation

- statement during new business.
- d. A vote will be held to ratify the resignation.

In the event a vacancy of any IFC Executive Board officer position shall occur, the IFC President shall appoint another IFC Executive Board officer to complete the vacant officer's tasks and responsibilities until filled.

Section X. Executive Board Special Election Policies

For any case where an Executive Board member is not able to complete their term due to being voted out of office, resignation, or any other circumstances, a special election may be held during the term to elect a new officer.

- A. At the same general business meeting in which the official removal of office takes place nominations shall be opened for the vacant position(s).
 - a. Within the twenty-four (24) hour period following the removal of the officer(s), the IFC Executive Board is to send out communication notifying member chapters of the upcoming election.
- B. The special election is to take place at the next following general business meeting.
 - a. If deemed necessary, the elections may take place at a special meeting following Article IV - Section VII.
 - i. Should a vacancy occur in the office of the IFC President, a special meeting may be called by the Vice President of Judicial Affairs, as well as two member chapters.
- C. Voting procedures will be elected by a majority of the votes cast by the IFC General Body using a secret ballot.
- D. Installations for the officers will occur at the same General Body meeting.

Section XI. Executive Board Non-Meeting Event Policies

The IFC Executive Board may opt to make any IFC recruitment event mandatory for all member chapters with a two-thirds (2/3) majority vote at an Executive Board meeting. Any event made mandatory will require a one (1) week notice to all member chapters before the event. To meet the requirement, a minimum of 10% of the member chapter's active members must be present. If they do not meet this requirement, they will be referred to the Vice President of Judicial Affairs.

Section XII. Report of IFC Officers

A report of any newly elected or appointed IFC Executive Board officers shall be submitted to the NIC within one week of the election or appointment.

ARTICLE VI – IFC JUDICIAL BOARD

Section I. IFC Judicial Board Jurisdiction

To address issues and solve problems before others must intervene, the IFC must have a robust peer governance process that addresses violations of IFC policies and NIC Standards. The IFC shall be a self-governing organization with an independent Judicial Board which shall have jurisdiction over cases involving alleged member chapter violations, including but not limited to:

- A. The authority of the IFC to hold member chapters accountable to the IFC Constitution, Bylaws, IFC Code of Conduct, and other policies is separate and independent from any university expectations or process related to the Student Code of Conduct.
- B. The IFC will adopt a Code of Conduct for full and associate IFC member chapters. This shall reflect the responsibilities and rights of fraternity membership, NIC

Standards and recommended practices.

- C. The IFC will adopt a Constitution and Bylaws that reflects NIC Standards and recommended practices.
- D. The IFC will establish a Judicial Board with representation from full IFC members. The IFC will work with the campus to provide annual training to the Judicial Board on due process, standard of proof, and progressive, educational sanctioning.
- E. The Judicial Board shall work with the university to implement a comprehensive conduct program that enhances peer-governance; respects the authority of the university to adjudicate the Student Code of Conduct and major alleged policy violations (such as hazing and sexual misconduct); and avoids multiple, overlapping conduct processes.
 - 1. The IFC shall develop an agreement with the university that identifies the role of each body in adjudicating allegations of chapter-level misconduct.
 - 2. The IFC Judicial Board shall defer to the university to investigate and adjudicate hazing and sexual misconduct allegations, or any other allegation that is being investigated and/or adjudicated through the university's conduct process.
- F. In all other instances, the IFC Judicial Board has the autonomy and responsibility to adjudicate chapter-level violations of the IFC Constitution, bylaws, and other policies and establish educational sanctions, provided:
 - 1. Basic due process protections have been provided for the accused chapter.
 - 2. Sanctions are punitive and/or educational (but not solely punitive or financial), progressive, and do not restrict associational rights or student choice.
 - 3. An appeal process is available.
- G. The Judicial Board shall inform the inter/national organization of any charges in advance of a hearing and work collaboratively with the inter/national organization and university when adjudicating a potential violation that may result in suspension/loss of recognition from the IFC for the member chapter.
- H. The IFC will not issue blanket sanctions for chapters that have not been found responsible for policy violations (i.e. system-wide ban on activities). An exception may be made for health and safety concerns with restrictions limited to events with alcohol, provided the exception is for a defined period of no more than 30 days, with a specific plan to lift the restriction, and in accordance with powers enumerated in the IFC Constitution and Bylaws.
- I. The IFC will honor and follow all organizational return agreements negotiated as part of a university or IFC conduct process. As the return has already been negotiated and agreed to, any organization returning to campus based on such agreement shall not be required to participate in any IFC/campus expansion process.
- J. The rules and regulations of Rochester Institute of Technology, unless they are in violation of NIC Standards or practices. In this case, NIC Standards shall overrule.
- K. The general values-based conduct of fraternity members.

Section II. IFC Judicial Board Composition

The IFC Judicial Board shall be composed of one IFC Justice from each member chapter, chosen by that member chapter, and shall be chaired by the IFC Vice President of Judicial Affairs.

Section III. IFC Justice Eligibility

In order to serve as the IFC Justice for a member chapter on the IFC Judicial Board, an individual must meet the following requirements:

- A. Be in good personal conduct standing with Rochester Institute of Technology.
- B. Be an Initiated Member, in good standing, of an IFC member chapter
- C. Maintain a cumulative GPA of 2.75

- D. Be devoted to the general ideals and principles of fraternity life and conduct himself in a professional manner consistent with the Mission and Purpose of the IFC, as defined within this Constitution.
- E. Have a working knowledge of the IFC Constitution and Bylaws, Rochester Institute of Technology policies, NIC Standards, and NIC Alcohol & Drug Guidelines.
- F. Not be a current member of the IFC Executive Board or serve as his member chapter's IFC Representative or Alternate Representative for the IFC General Body.
- G. Must complete formal judicial policies and procedures training prior to serving on an IFC Judicial Board hearing.

Section IV. Term of Office of IFC Justices

The term of office for IFC Justices shall be for one academic year, resignation, or replacement under the procedures determined by each member chapter; or upon his election to serve on the IFC Executive Board or as his member chapter's IFC Senior or Junior Representative for the IFC General Body.

Section V. IFC Judicial Policy

The Judicial Board shall perform all duties and be subject to all regulations contained within the IFC Judicial Policy in the Bylaws.

Section VI. IFC Judicial Board Hearing Justice Selection

The IFC Vice President of Judicial Affairs will select six (6) Judicial Board justices, as predetermined by a Greek alphabetical rotation of the member chapters, to hear a case. In the event the IFC Judicial Board rotation for service on a Judicial Board hearing falls upon an IFC Justice whose member chapter is involved in the alleged violation, the rotation will skip to the next member chapter in the Greek alphabetical rotation.

Section VII. IFC Judicial Board Hearing Attendance

All IFC Judicial Board hearings shall be conducted in accordance with the following requirements:

- A. All IFC Justices assigned to an IFC Judicial Board hearing shall be present in order to conduct business on behalf of the IFC Judicial Board.
- B. Each IFC Justice assigned to an IFC Judicial Board hearing is required to attend the hearing. Failure of an IFC Justice to attend an IFC Judicial Board hearing for which he was assigned shall result in his member chapter being referred to the IFC Vice President of Judicial Affairs for potential judicial review. A new IFC Justice will be selected for the hearing following the next letter in the Greek alphabet.

Section VIII. IFC Judicial Board Hearing Voting Policies

All IFC Judicial Board hearings shall operate utilizing the following voting policies:

- A. Each IFC Justice serving on an IFC Judicial Board hearing shall have one vote.
- B. A majority vote shall govern all actions of an IFC Judicial Board.

ARTICLE VII – IFC COMMITTEES

Section I. Standing Committees

The IFC shall have the following standing committees chaired by its respective corresponding member of the IFC Executive Board:

- A. Recruitment Committee
- B. Finance Committee

Section II. Ad Hoc Committees

The IFC Executive Board or the IFC President may form ad hoc committees as deemed necessary to perform the work of the IFC. The IFC President shall appoint the ad hoc committee chairman and committee members with the concurrence of the IFC Executive Board.

Section III. IFC Committee Meeting Policies

All committees of the IFC shall conduct its meetings according to the following requirements:

- A. The most recent edition of Robert's Rules of Order shall be used to run all meetings.
- B. A majority of committee members present shall constitute a quorum in order to conduct committee business.
- C. Each committee shall meet as called by its committee chair.

ARTICLE VIII – CONSTITUTIONAL AMENDMENTS AND PUBLICATION

Section I. Constitutional Amendments

This Constitution may be amended by a two-thirds (2/3) affirmative vote of the IFC General Body provided notice of the proposed amendment has been provided to member chapters at the preceding regularly scheduled business meeting of the IFC General Body.

Section II. Adoption

This Constitution shall become effective immediately and shall supersede all previous Constitutions of the IFC when adopted by a two-thirds (2/3) affirmative vote of the IFC General Body.

The following list can be changed by the Vice President of Judicial Affairs without an amendment being voted upon, but must notify the IFC members at the next general body meeting during their officer report.

1. Spelling errors
2. Missing punctuation
3. Misalignment of indentations
4. Aligning with any official NIC Definitions (e.g. Member Fraternity to Member Chapter)

These changes can be overturned by a simple majority vote when presented.

Section III. Suspension

Any section of the bylaws may be suspended for the duration of one business meeting by a two-thirds (2/3) affirmative vote of the IFC general body. A suspension can last longer than one business meeting if the duration is specified in the motion to suspend a section of the bylaws. This duration can be ended during any general body meeting with a two-thirds (2/3) majority vote.

Section IV. Publication and Distribution of Constitution

A copy of the IFC's current Constitution shall be distributed to the Member Chapters Delegates when one of the following happens:

1. A new semester begins.
 - a. All Member Chapters will receive a copy.
2. An amendment to the Constitution is passed.
 - a. All Member Chapters will receive a copy.
3. By a formal request from the Senior Delegate of a Member Chapter to the Vice President of Judicial Affairs.
 - a. The Member Chapter that submitted a request will receive a copy.

Section V. Access Online

The most recent Constitution must be available on the IFC website, and must be updated within one week of a newly adopted Constitution.

Section VI. Enforcement

If the Vice President of Judicial Affairs does not distribute the Constitution before the next Executive Board Meeting of IFC following an event outlined in Section I, then there must be a discussion started by the President of the IFC regarding the duties and responsibilities of the Vice President of Judicial Affairs.

BYLAWS OF THE INTERFRATERNITY COUNCIL AT ROCHESTER INSTITUTE OF TECHNOLOGY

ARTICLE I – ROLE OF THE IFC REPRESENTATIVE

Section I. IFC Representative

The duties and responsibilities of all IFC Representatives are as follows:

- A. Serve as a representative and voice for his member chapter's concerns regarding the fraternity community.
- B. Represent the larger fraternity community's interests.
- C. Inform his member chapter of the actions, discussions, and workings of the IFC General Body.
- D. Serve as a liaison between the IFC General Body and his respective member chapter.
- E. Serve as a member of IFC Standing Committees and/or Ad Hoc Committees, as necessary.
- F. Represent the highest ideals of fraternity life to the greater campus community.

ARTICLE II – ROLE OF THE IFC EXECUTIVE BOARD OFFICERS

Section I. IFC President

The duties and responsibilities of the IFC President are as follows:

- A. Provide guidance and focus to the efforts of the General Body and Executive Board.
- B. Preside over all meetings of the General Body and Executive Board.
 - a. In the absence of the IFC President, the IFC Vice President of Judicial Affairs will chair the meetings. If both are absent, the next officer in the hierarchy will chair the meeting.
- C. Work with the Panhellenic Council and Multicultural Greek Council on opportunities to collaborate
- D. Cast the final vote in the event of a tie.
- E. Build rapport and establish positive working relationships between IFC and member chapter leaders.
- F. Serve as the official spokesperson for the IFC fraternity community
- G. Establish positive working relationships with campus and local law enforcement agencies.
- H. Regularly interact with the leaders of other governing councils and campus organizations.
- I. Establish a working relationship with key college administrators.
- J. Establish a working relationship with and communicate campus data, issues, and trends in a timely manner to the NIC.

Section II. IFC Vice President of Judicial Affairs

The duties and responsibilities of the IFC Vice President of Judicial Affairs are as follows:

- A. Serve as chair of the IFC Judicial Board and serve as the non-voting Chief Justice of all IFC Judicial Board hearings.
- B. Investigate and refer to the IFC Judicial Board alleged violations of IFC policy, including but not limited to:
 - 1. The IFC Constitution, Bylaws, and policies;
 - 2. Federal, state, and local laws;
 - 3. The rules and regulations of Rochester Institute of Technology; and
 - 4. The general values-based conduct of fraternity men.
- C. Ensure proper filing and preparation for all judicial actions.

- D. Ensure compliance with all IFC judicial action imposed upon a member chapter.
- E. Educate member chapters on the IFC Constitution and Bylaws, judicial processes, and risk management policies annually.
- F. Conduct judicial policy and procedures training for new IFC Judicial Board justices.
- G. Assist in conflict mediation between member chapters.
- H. Review all IFC governance documents, at least annually.
- I. Will serve as the parliamentarian for the IFC.

Section III. IFC Vice President of Recruitment

The duties and responsibilities of the IFC Vice President of Recruitment are as follows:

- A. Work with member chapters to establish a recruitment process that meets the needs of chapters and potential new members, as well as provides opportunities for interested people to learn about the fraternity experience.
- B. Will focus on fostering interest in joining fraternities and marketing the fraternity experience to incoming students and potential new members.
- C. Serve as chair of the IFC Recruitment Committee.
- D. Utilize technology (social media, etc.) in recruitment and marketing efforts.
- E. Produce and distribute promotional materials to all incoming students and unaffiliated students.
- F. Develop recruitment workshops and programs for member chapters.
- G. Uphold the IFC Recruitment Policy and ensure no restrictive policies are placed on new member recruitment
- H. Maintain an interest list of Potential New Members and appropriately share this list with chapters.
- I. Provide advice and support to member chapter recruitment officers.

Section IV. IFC Vice President of Finance

The duties and responsibilities of the IFC Vice President of Finance are as follows:

- A. Serve as chair of the IFC Finance Committee.
- B. Prepare the annual budget by the first IFC General Body Meeting of the academic year.
- C. Collect IFC Member Chapter dues or other assessments as needed.
- D. Maintain accurate records throughout the year through invoicing and receipts.
- E. Review and approve all IFC Expenditure Request Forms and IFC Reimbursement Request Forms.
- F. Make all disbursements with a cosigner.
- G. Prepare financial statements monthly and at the end of each term for distribution to all Member Fraternities.
- H. Make bank deposits when necessary and in a timely manner.
- I. Provide advice and support to Member Chapter financial officers.
- J. Shall ensure that all Executive Board officers are Financially Certified.

Section V. IFC Vice President of Public Relations

The duties and responsibilities of the IFC Vice President of Community Relations are as follows:

- A. Establish a strategic communication plan for the IFC and its member chapters that addresses protocols for crisis response, social media, marketing and media engagement.
- B. Collect and report member chapter community service hours, philanthropic dollars, and activities.
- C. Collect and disseminate information on the fraternity community to all campus and community media sources.

- D. Keep the media informed on upcoming events or potential news.
- E. Establish a positive working relationship with external constituents.
- F. Assist in the development of various IFC publications and outreach programs.
- G. Provide advice and support to member chapter community service/philanthropy officers.

Section VI. IFC Vice President of Programming and Events

The duties and responsibilities of the IFC Vice President of Programming & Events are as follows:

- A. Coordinate all non-recruitment programming activities for the IFC including but not limited to campus outreach and social events between the member chapters.
- B. Develop service projects and philanthropic events for Member Fraternities.
- C. Serve as the IFC Liaison to the Greek Programming Board
- D. Develop opportunities for continuing member education by collaborating with alumni, Rochester Institute of Technology offices and departments, and student organizations to offer educational programming covering the following topics including but not limited to: academic achievement, alcohol consumption, career preparation, civic engagement, hazing, leadership development, sexual assault/abuse, and values and ethics.

Section VII. IFC Vice President of Diversity and Inclusion

The duties and responsibilities of the IFC Diversity and Inclusion are as follows:

- A. Coordinate diversity and inclusion programming for member chapters.
- B. Promote inclusion within member chapters in order to make the IFC fraternity community more welcoming and inclusive to individuals from diverse backgrounds.
- C. Publish important educational programming dates and deadlines.
- D. Collect and distribute information about campus diversity and inclusion programming and resources.
- E. Build and maintain relationships with faculty, academic offices, and/or departments that support diversity and inclusion.
- F. Provide advice and support to member chapter new member education officers and programming officers to provide diversity and inclusion programming.

Section VIII. IFC Vice President of Communications

The duties and responsibilities of the IFC Vice President of Communications are as follows:

- A. Serve as secretary of the IFC General Body.
- B. Coordinate meeting agendas and minutes, distribute them to all member chapters after each meeting, and maintain a record of them.
- C. Serve as clerk and non-voting member of the IFC Judicial Board by recording minutes and keeping attendance
- D. Ensure that the IFC Information on the website is current and up to date
- E. Keep current statistics concerning the number of initiated members and new members of each organization for a minimum of five (5) years.
- F. Be responsible for collecting chapter information including, but not limited to, the following:
 - 1. Rosters
 - 2. Chapter Officer contact information
 - 3. Chapter representatives contact information
 - 4. Chapter service hours
 - 5. Events Activities
 - 6. Chapter Philanthropic donations
- G. Assign an alternative officer on the Executive Board to take meeting minutes in their absence.

ARTICLE III – ROLE OF THE IFC JUSTICE

Section I. IFC Justice

The duties and responsibilities of an IFC Justice are as follows:

- A. Serve as an impartial justice, as called, on IFC Judicial Board hearings.
- B. Uphold:
 - 1. The IFC Constitution, Bylaws, Code of Conduct, and policies;
 - 2. The rules and regulations of Rochester Institute of Technology unless they are in violation of NIC standards or practices. In this case, NIC standards shall overrule;
 - 3. The general values-based conduct of fraternity members.
- C. Maintain confidentiality in all judicial hearings, matters, and deliberations.

ARTICLE IV – ROLE OF IFC STANDING COMMITTEES

Section I. IFC Recruitment Committee

The IFC Recruitment Committee shall assist the IFC Vice President of Recruitment in the development and implementation of activities, programs, and resources that foster its member chapters' ability to implement a successful and quality recruitment effort while ensuring no restrictive policies are imposed on new member recruitment and will not restrict the ability of chapters to distribute bids outside of any designated recruitment period. The IFC Recruitment Committee shall work with the IFC Vice President of Recruitment and member chapters to establish a recruitment process that meets the needs of chapters and potential new members, as well as provides opportunities for interested people to learn about the fraternity experience. They will focus on fostering interest in joining fraternities and marketing the fraternity experience to incoming students and potential new members.

Section II. IFC Finance Committee

The IFC Finance Committee shall assist the IFC Vice President of Finance in the development of IFC fiscal policies, annual budgets, and programs that assist member chapters' financial officers. The Committee shall also review and/or propose changes to the IFC dues structure.

ARTICLE V – ROLE OF THE IFC ADVISOR

Section I. IFC Advisor

The IFC Advisor should work to support all NIC Standards, 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. Coordinate life safety, facility management, and risk management programs in conjunction with local agencies.
- E. Facilitate or provide resources, including potential presenters of campus or national renown to conduct workshops, programs, retreats, and seminars on relevant topics, including the following:
 - 1. Multicultural Competence
 - 2. Leadership Development

3. Recruitment and Intake
4. Risk Management
- F. Monitor membership and academic retention by member chapters and the entire community for purposes of improving academic support and recommending intervention strategies.
- G. Gather and disseminate information via meetings, websites, newsletters, social media venues, and/or information bulletins to the various entities in fraternity life.
- H. Provide assistance and advice in planning and assessing IFC and member chapter programs.
- I. Organize and facilitate leadership programs, retreats, and workshops.
- J. Connect the Members and New Members of member chapters to leadership opportunities across campus, in the local community, and within their inter/national organizations.
- K. Publish or share documents that focus on current events, leadership opportunities, trends, and other information regarding fraternity life.
- L. Provide for the recording and archiving of information about the fraternal community and encourage member chapter leaders to do the same within their organizations
- M. If a member chapter has not turned in their required forms, the advisor will inform the Executive Board and they will be placed in a standing other than Good Standing.

Section II. Annual Data Reporting to the NIC

In accordance with the NIC Standards, IFC Advisors shall assist the IFC in providing the following data to the NIC each semester by February 1 (Fall Semester) and August 1 (Spring Semester):

- A. The all-university, all-men's, all-fraternity, and individual member chapter grade point averages, reported each academic year.
- B. The total number of people who pledged all member chapters during each academic year
- C. The total number of people who were initiated in all member chapters during each academic year.
- D. The percentage of fraternity members compared to the total number of all men enrolled at Rochester Institute of Technology 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 Rochester Institute of Technology who work directly within fraternity and sorority life, during each academic year.

ARTICLE VI – FINANCIAL MANAGEMENT POLICY

Section I. Fiscal Year

The IFC Fiscal Year shall be from July 1 to June 30.

Section II. IFC Annual Budget

The Vice President of Finance and the IFC Finance Committee shall propose an annual budget to the IFC Executive Board by the second meeting of the first semester of the academic fiscal year. Upon adoption by the IFC Executive Board, the budget shall be presented to the IFC General Body for ratification, by two-thirds affirmation.

Section III. IFC Contingency Account

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

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

The IFC President and the IFC Vice President of Finance shall approve all budgetary expenditures. Requests for budgetary expenditures shall be made utilizing the IFC Expenditure Request Form. All expenditure requests shall be submitted at least two weeks prior to the date of the requested disbursement.

Section VI. Requests for Reimbursement

Individuals or member chapters conducting business on behalf of the IFC may request a reimbursement for their expenses utilizing the IFC Reimbursement Request Form. All reimbursement requests shall be submitted within two weeks of the purchase and are subject to the approval of the IFC President and IFC Vice President of Finance.

Section VII. Signature Requirements for Financial Accounts and Transactions

The signature of both the IFC President and IFC Vice President of Finance shall be required on all IFC financial accounts and transactions.

Section VIII. Financial Reporting

The IFC Vice President of Finance shall provide a financial report to the IFC General Body on a monthly basis including all income and expenses during the given period of time and in relation to the overall budget for each line item.

Section IX. Financial Record Keeping

The IFC Vice President of Finance 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. Independent Annual Financial Audit

An independent audit of all IFC financial accounts shall occur within two weeks of the end of the fiscal year by a certified public accountant and the current Tiger Suite Senior Financial Assistant for Fraternity and Sorority Life.

ARTICLE VII – MEMBER CHAPTER FINANCIAL OBLIGATIONS

Section I. IFC Initiated Member Chapter Dues

The semester dues for each member chapter shall be fixed at \$6.00 per initiated member.

Section II. Establishment of IFC Member Chapter Dues

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 Board determines a need to amend the established per initiated member dues amount, it shall charge the IFC Finance Committee with assessing the current dues amount and providing a recommendation for possible amendments.
- B. The IFC Executive Board shall consider any recommendations made by the IFC Finance Committee and propose an amendment to the dues amount to the IFC General Body.

- C. A 2/3 vote of the IFC General Body is required to amend the IFC member chapter dues amount.

Section III. IFC Member Chapter Dues Assessment

The aggregate total of dues assessed shall be based upon each member chapter's term Initiated Member Roster that is filed with the IFC President in accordance with the requirements of Article III, Section III of the Constitution. The IFC Vice President of Finance 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.

Section IV. Delinquent Payments

Any amount unpaid by the due date shall result in a 10% penalty and poor standing in the IFC General Body until payment has been made. Any amount unpaid within one month of the due date shall result in the member chapter being referred to the IFC Vice President of Judicial Affairs for possible judicial action.

ARTICLE VIII – IFC CODE OF CONDUCT

Section I. IFC Code of Conduct

As members of the IFC, we, the Member Chapters, hereby agree to and adopt the following code of conduct:

- A. We will know and understand the ideals expressed in our fraternity Rituals and will strive to incorporate them in our daily lives.
- B. We will strive for academic achievement and practice academic integrity.
- C. We will respect the dignity of all persons; therefore, we will not physically, mentally, psychologically or sexually abuse or harm any human being.
- D. We will protect the health and safety of all human beings.
- E. We will respect our property and the property of others; therefore, we will neither abuse nor tolerate the abuse of property.
- F. We will meet our financial obligations in a timely manner.
- G. We will neither use nor support the use of illegal drugs; we will neither misuse nor support the misuse of alcohol.
- H. We acknowledge that a clean and attractive environment is essential to both physical and mental health; therefore, we will do all in our power to see that our properties are properly cleaned and maintained.
- I. We will challenge all fraternity members to abide by these fraternal expectations and will confront those who violate them.

Section II. IFC Statement on Hazing and Sexual Misconduct

- A. Hazing
 1. Rochester Institute of Technology's Interfraternity Council takes a zero tolerance policy on hazing. This policy is considered an extension of the Rochester Institute of Technology's anti hazing policies.
 2. Definition of Hazing - Hazing activities are defined as any action or situation created, either directly or through innuendo that jeopardizes the student's psychological, emotional, or physical well-being, regardless of the person's membership status within the chapter or willingness to participate.
 - i. Examples include but are not limited to:
 1. Subtle hazing: behaviors that emphasize a power imbalance between new members/rookies and other members of the group or team. This includes, but is not limited to, physical or mental manipulation or any action which can

- cause mental duress.
 - 2. Harassment hazing: behaviors that cause emotional anguish or physical discomfort in order to feel like a part of the group. Harassment hazing confuses, frustrates, and causes undue stress for new members/newbies.
 - 3. Violent hazing: behaviors that have the potential to cause physical and/or emotional or psychological harm.
 - i. Note that the willingness of any individual to participate in any activity does not excuse any hazing violation.
- B. Sexual Misconduct - IFC member chapters will not tolerate nor condone any form of sexually abusive behavior on the part of its members, whether physical, mental, or emotional. This is to include any actions which are harmful to any person, including but not limited to sexual assault, rape, or verbal or printed harassment.

ARTICLE IX – IFC JUDICIAL POLICY

Section I - IFC Judicial Powers and Responsibilities

Per Article VI, Section I of the IFC Constitution, the IFC shall be a self-governing organization with an independent Judicial Committee who shall have jurisdiction over cases involving alleged member fraternity violations of IFC policy, including but not limited to:

1. The IFC Constitution, Bylaws, Code of Conduct, and policies;
2. The rules and regulations of the Rochester Institute of Technology; and
3. The general values-based conduct of fraternity men.

Section II - Due Process

In appearing before the Judicial Board, each Member Fraternity shall be granted certain rights termed “due process.” Those rights are:

1. Right to be notified, in writing, of all charges, as outlined in the Bylaws;
2. Right to present a defense, including the calling of witnesses;
3. Right to question witnesses;
4. Right to be accompanied by an advisor for advisory purposes only, but not for representation;
5. Right to be notified, in writing, of all findings and sanctions imposed, as outlined in the Bylaws;
6. Right to appeal the decision, as outlined in the Bylaws.
7. Right against double jeopardy.

Section III - Filing of Complaints

Any individual or group may file a complaint against a Member Fraternity, specifying in writing the particular alleged acts of the accused. This must be done by submitting an IFC Judicial Complaint Form to the IFC Vice President of Judicial Affairs within two weeks of the alleged incident. The IFC Vice President of Judicial Affairs shall promptly review and investigate the allegation. Upon determination that an allegation has merit, the IFC Vice President of Judicial Affairs may charge a Member Fraternity with a violation.

Section IV - Notification of Charges

Once the IFC Vice President of Judicial Affairs has determined the filed complaint has merit, the Member Fraternity is to be provided written notification of the charges at least two weeks in advance of the hearing. This written notification shall include the following:

1. Date, time and location of their informal judicial hearing;
2. Description of the alleged violation; and
3. Due Process Rights

Section V - Investigatory Evidence

All evidence related to a complaint shall be compiled and presented to all parties prior to any Informal Judicial Hearing or Formal Judicial Board Hearing. All evidence shall be directly related to the complaint(s) alleged against the Member Fraternity and shall be approved by the IFC Vice President of Judicial Affairs prior to circulation.

Section VI - Informal Judicial Hearing

Upon a finding of the IFC Vice President of Judicial Affairs that a filed complaint has merit, he shall offer the charged Member Fraternity the opportunity to participate in an Informal Judicial Hearing.

In cases in which the charged Member Fraternity accepts an Informal Judicial Hearing, the IFC Vice President of Judicial Affairs shall meet with a representative of the charged Member Fraternity to discuss the allegations of the complaint. Within three (3) business days of the Informal Judicial Hearing, the IFC Vice President of Judicial Affairs may dismiss the complaint with a finding of no violations or provide the charged Member Fraternity with his finding of violations and recommendation for a resolution through disciplinary sanctions. The charged Member Fraternity has three (3) business days to accept or reject the terms of resolution. If the charged Member Fraternity accepts the resolution, the charged Member Fraternity waives all rights of appeal and the outcome is final.

If the charged Member Fraternity rejects the resolution, a Formal IFC Judicial Board Hearing will be convened to hear the case.

Section VII - Prohibited Sanctions for Informal Judicial Hearings

The IFC Vice President of Judicial Affairs shall not recommend suspension or loss of IFC recognition through an Informal Judicial Hearing. Should the IFC Vice President of Judicial Affairs believe suspension or loss of IFC recognition is warranted, the case shall automatically be referred to a Formal IFC Judicial Board hearing.

Section VIII - Formal IFC Judicial Board Hearing

If:

1. The charged Member Fraternity rejects having an Informal Judicial Hearing;
2. The charged Member Fraternity rejects the Informal Judicial Hearing recommendation for resolution; or
3. The IFC Vice President of Judicial Affairs determines the allegation is egregious enough to warrant potential suspension or loss of IFC recognition;

The IFC Vice President of Judicial Affairs shall convene a Formal IFC Judicial Board Hearing.

In accordance with Article VII, Section VI, of the IFC Constitution, the IFC Vice President of Judicial Affairs will select six (6) Judicial Committee justices, as predetermined by an alphabetical rotation of the Member Fraternities, to hear the case. In the event the IFC Judicial Committee rotation for service on a Judicial Board hearing falls upon an IFC Justice whose Member Fraternity is involved in the alleged violation, the rotation will skip to the next Member Fraternity in the alphabetical rotation.

The IFC Vice President of Judicial Affairs shall serve as a non-voting Chief Justice and the procedural officer for all Judicial Board hearings.

Section IX - Formal IFC Judicial Board Hearing Proceedings

For all IFC Judicial Board hearings, the following procedures shall be followed:

1. Participants: Attendance at all IFC Judicial Board hearings shall be limited to the Member Fraternities involved, any witnesses, the IFC Justices assigned to serve on the Judicial Board

for the hearing, and the IFC Vice President of Judicial Affairs. Additionally, the charged Member Fraternity may be accompanied by its chapter advisor during any Judicial Board hearing. The chapter advisor must be registered as the official chapter advisor of the Member Fraternity.

2. Confidentiality: All individuals involved in a hearing are required to agree to a statement of confidentiality. Individuals shall not disclose information regarding the following:
 - a. Any individuals, Member Fraternities, or IFC Justices involved. 2. Details of the proceedings
3. Witness testimony
 - a. Hearing Process: Initiation of the Hearing: The IFC Vice President of Judicial Affairs shall inform all individuals present that the hearing will be conducted in an orderly manner and any person causing disruption will be asked to leave. Additionally, he shall advise the charged Member Fraternity of the formality of the hearing and the necessity of all parties to be truthful.
 - b. Presentation of alleged charges, violations, and investigatory evidence against the charged Member Fraternity shall be presented by the IFC Vice President of Judicial Affairs
 - i. Charged Member Fraternity may ask questions
 - ii. IFC Justices may ask questions
4. Presentation of charged Member Fraternity
 - a. IFC Justices may ask questions
 - b. Charged Member Fraternity may ask questions
 - c. Calling of Witnesses
 - d. Charged Member Fraternity may ask questions
 - e. IFC Justices may ask questions
 - f. Charged Member Fraternity may give final statement
5. IFC Justices deliberate in closed session to determine findings of responsibility and if
6. necessary, appropriate sanction(s).

Section X - Conflicts of Interest

In the event the IFC Vice President of Judicial Affairs' Member Fraternity is involved in the alleged violation, the highest ranking IFC Executive Board officer, starting with the IFC President, as listed in Article V, Section II of the IFC Constitution, shall serve in his stead.

Section XI - Prohibition on Recruitment Restrictions as a Sanction

The IFC Judicial Board may impose educational and corrective sanctions, as prescribed in the IFC Bylaws, but under no circumstances may it prohibit a Member Fraternity's ability to recruit.

Section XII - Sanctions

The following are sanctions that may be imposed by the IFC Judicial Board and/or IFC Vice President of Judicial Affairs (including, but not limited to):

1. Letter of apology
2. Fines
3. Restitution
4. Educational programming
5. Public service to the campus or community
6. Meetings with campus office/departments
7. Loss of social event and/or campus event privileges
8. Loss of eligibility for IFC Awards
9. Censure
10. Suspension: Loss of IFC voting rights, removal from Good Standing status, and any additional sanctions as determined by the IFC Judicial Board and IFC Adviser

11. Loss of IFC Recognition

The IFC will not issue blanket sanctions for chapters that have not been found responsible for policy violations (i.e. system-wide ban on activities). An exception may be made for health and safety concerns with restrictions limited to events with alcohol, provided the exception is for a defined period of no more than 30 days, with a specific plan to lift the restriction, and in accordance with powers enumerated in the IFC Constitution and Bylaws

Section XIV - Duration of Sanctions

Judicial action shall specify the duration and deadlines of any sanctions imposed. After such specified time, if the Member Fraternity has fulfilled the requirements of the sanctions imposed, the Member Fraternity shall return to good standing. In the event the Member Fraternity does not fulfill all of the requirements of the sanctions imposed, the IFC Vice President of Judicial Affairs shall convene a Formal IFC Judicial Board Hearing to determine future course of action.

Section XV - Notification of Findings

Within three (3) business days of any Informal or Formal Judicial Hearing, the IFC Vice President of Judicial Affairs shall communicate in writing to the charged Member Fraternity, its inter/national headquarters, and its chapter advisor, as well as any relevant Rochester Institute of Technology administrators, the alleged violation, the findings of the hearing, and any sanction(s) imposed.

The IFC Vice President of Judicial Affairs shall notify the IFC General Body of any sanctions imposed upon a Member Fraternity through any Informal or Formal Judicial Hearing.

Section XVI - Appeals

The IFC Judicial Board's decision is subject to appeal by a Member Fraternity within two weeks of receiving written notification of the decision. Appeals shall be made in writing to the IFC President and shall be made solely on the following grounds:

1. Error in the charge and/or Judicial Board Hearing process that materially affected the outcome.
2. The severity of the sanction did not match the severity of the violation.
3. New information that could not have been discovered prior to the IFC Judicial Board Hearing through the exercise of reasonable diligence.

Sanctions imposed through the Judicial Process shall stand until an appeal is heard.

Section XVII - Sanctions Appeals

The IFC Executive Board shall hear appeals for Sanctions. The IFC Vice President of Judicial Affairs shall first present the IFC Judicial Board's decision and rationale for its actions. The appealing Member Fraternity shall then be afforded the opportunity to present its reasoning for seeking a reconsideration of the IFC Judicial Board's actions. Any individual from the appealing Member Fraternity serving on the IFC Executive Board shall not participate in the appeal proceedings. The IFC Executive Board may either dismiss the charge(s) with no sanctions or to alter the sanctions imposed by a two-thirds (2/3) vote. The decision of the IFC Executive Board shall be final for Non-Status Sanctions. shall be made solely on the following grounds:

Section XVIII – Probation Defined

Probationary periods indicate that a member fraternity is no longer in good standing with IFC and that further violations during the probation may result in additional conditions, up to and including expulsion from IFC. During the period of probation specific conditions may be assigned. All assigned conditions are required to be completed before their deadlines.

Section XIX-Suspension Defined

Suspension periods indicate that a member fraternity either has not completed the conditions assigned during probation or has proceeded to make further infractions of the IFC Constitution. During the period of suspension specific conditions may be assigned. All assigned conditions are required to be completed before their deadlines. If they are not completed, the member fraternity will lose IFC recognition.

Section XX- IFC Judicial Committee Training

1. Each IFC Justice must meet with the IFC VP of Judicial Affairs prior to the hearing
2. The meeting will entail a detailed description of the IFC Judicial Policy
3. The meeting will allow the VP of Judicial Affairs to explain the role of the IFC Justices in the hearing
4. The meeting will allow IFC Justices to ask any question(s) before the hearing occurs

ARTICLE X – EXPANSION POLICY

Section I. Responsible Growth Philosophy

In accordance with the North American Interfraternity Conference's Position on Responsible Growth, the IFC at Rochester Institute of Technology believes the best interests of higher education and of the fraternity movement are served through the establishment of new chapters that provide a fraternal experience for an increasing number of college men. Expansion gives people more choices; it brings new influence and direction to a campus fraternal community; it provides new leadership and renewed motivation. To that end, the Member Chapters of the IFC:

- A. Will not prohibit a NIC Member Chapter from selecting undergraduates for the purpose of establishing a chapter on the campus; and
- B. Will not deter expansion by withholding membership in the IFC for any NIC Member Fraternity

Section II. Responsible Growth Protocols

The IFC and its member chapters will follow the following responsible growth protocols in its expansion process:

- A. All IFC member chapters will actively support the responsible growth of other NIC fraternities provided that the national organization follows these Responsible Growth Protocols:
 1. Proactively communicates with the campus administration and IFC in good faith prior to any expansion activity.
 2. Considers any available readiness assessment before formally requesting the opportunity to join the IFC.
 3. The group does not have any outstanding, documented campus health and safety violations.
- B. If the inter/national organization follows the Responsible Growth Protocols:
 1. Any NIC member fraternity, upon expressing interest to establish a chapter, will be given a time by the IFC for the expansion to occur. The IFC can determine the best academic term for the expansion, and no later than 4 years from when the national organization first contacted the IFC.
 2. NIC member fraternities with an interest group already formed will be granted IFC recognition, though the IFC may elect to have an associate member status provided reasonable written expectations and metrics are established to move from associate member status to full member status.
 3. The IFC will never take a vote on recognition or expansion for an NIC member fraternity.
 4. The IFC will never require NIC member fraternities to present an expansion

proposal to the IFC, although the IFC may require the NIC member fraternity to submit documentation or do a virtual presentation to determine the best academic term for expansion.

- C. IFC will not restrict any group from joining the IFC that meets the membership criteria.
- D. The IFC will honor all organizational return agreements negotiated as part of a campus or IFC conduct process. Any organization returning to campus based on a return agreement will not be required to participate in any IFC or campus expansion process.

Section III. Granting of Associate Member Status

Associate Membership grants the Member Chapter all rights, privileges, and responsibilities under the IFC Constitution and By-Laws, except that it does not have voting privileges, cannot hold IFC Executive Board positions, nor have an IFC Judicial Committee Justice.

Section IV. Granting of Full Member Status

Upon chartering with their inter/national organization, the Associate Member Chapter shall become a full member of the IFC with all rights, privileges and responsibilities under the IFC Constitution and Bylaws.

ARTICLE XI – RECRUITMENT POLICY

Section I. Recruitment Philosophy

The IFC supports open recruitment and believes a man shall be free to join a Member Chapter within the times allowed by the IFC Recruitment policies. To this end, the IFC shall not establish policies that inhibit people from participating in recruitment activities and joining Member Chapters.

Section II. Membership GPA Requirements

Any Potential New Member shall meet the following GPA requirement in order to be accepted as a New Member by any Member Chapter:

- A. A minimum high school cumulative GPA of 2.50 for first semester freshmen; or
- B. A minimum college cumulative GPA:
 - 1. of 2.50; or
 - 2. at/or above the institution's all-men's average.

Section III. IFC Sponsored Recruitment

Under the guidance of the IFC Vice President of Recruitment, the IFC shall designate periods of time during each semester when the IFC will assist Member Chapters by advertising their recruitment events, hosting campus-wide recruitment events, and educating Potential New Members on the fraternity community.

The recruitment calendar that will designate this timeframe for the next semester must be voted on and passed by the 10th week of the current semester. (e.g., the Recruitment Calendar for Spring 2023 must be voted on and passed by Week 10 of the Fall 2022 semester). By the end of the same semester, recruitment schedules for each member chapter must be submitted and registered to IFC and RIT Events EMS.Systems (e.g, the Recruitment Calendar Events of the member chapters for Spring 2023 must be submitted and registered by the end of the Fall 2022 semester).

If member chapters post any recruitment schedules through physical or digital publication before approval, that member chapter may be subject to a judicial hearing at the discretion of the Vice President of Judicial Affairs.

The IFC Vice President of Recruitment shall solicit and maintain a Potential New Member Roster, which shall be a roster of people interested in fraternity recruitment, and shall make that list available to each

Member Chapter.

Section IV. Member Chapter Recruitment

Each Member Chapter shall develop recruitment events, materials, and activities that are:

- A. Values-based;
- B. Alcohol-free and illegal substance-free;
- C. Generally in good taste;
- D. Not derogatory, degrading, or slanderous; and
- E. In support of the National Panhellenic Conference's Unanimous Agreement X that supports each College Panhellenic denouncing the participation of undergraduate Panhellenic women in men's recruitment.
 - a. If a member chapter is found supporting any College Panhellenic Council events, they may be subject to judicial hearings at the discretion of the Judicial Board

Section V. Bidding

Each Member Chapter shall reserve the right to extend or retract a bid utilizing a process and timeline as determined by the IFC Recruitment policies and schedule.

Each Potential New Member shall reserve the right to accept or decline any bid at any time within the given period for bid acceptance as outlined by the IFC Recruitment policies without any penalty or pressure placed upon the Potential New Member.

Section VI. Report of New Members

Each Member Chapter shall submit a New Member Roster to the IFC Vice President of Recruitment within one week of pledging any New Member.

Section VII. New Member Disassociation / De-pledging

A New Member shall reserve the right to disassociate / de-pledge from the new member process of any Member chapter at any time and may accept a bid from another Member Chapter the following semester after disassociation / de-pledging.

Each Member Chapter shall submit an updated New Member Roster to the IFC Vice President of Recruitment within one week of any New Member disassociating / de-pledging.

Section VIII. Comity

No Member Chapter shall initiate communication with a New Member or Member of another Member Chapter about disassociation / de-pledging in order to become a New Member or Member of their own Member Chapter.

ARTICLE XII – BYLAW PUBLICATION AND AMENDMENTS

Section I. Publication and Distribution of Bylaws

The IFC's current Bylaws shall be published on the IFC website, and must be updated within one week of newly adopted Bylaws.

An updated copy of the IFC Bylaws will be electronically distributed to each Member Chapter and the NIC after any amendment is adopted.

Section II. Amendments

These Bylaws may be amended by a two-thirds (2/3) affirmative vote of the IFC General Body provided notice of the proposed amendment has been provided to member chapters at the preceding

regularly scheduled business meeting of the IFC General Body.

The following list can be changed by the Vice President of Judicial Affairs without an amendment being voted upon, but must notify the IFC members at the next general body meeting during their officer report.

1. Spelling errors
2. Missing punctuation
3. Misalignment of indentations
4. Aligning with any official NIC Definitions (e.g. Member Fraternity to Member Chapter)

These changes can be overturned by a simple majority vote when presented at the general body meeting.

Section III. Adoption

These Bylaws shall become effective and shall supersede all previous Bylaws of the IFC when adopted by a two-thirds (2/3) affirmative vote of the IFC General Body.

Section IV. Suspension

Any section of the bylaws may be suspended for the duration of one business meeting by a two-thirds (2/3) affirmative vote of the IFC general body. A suspension can last longer than one business meeting if the duration is specified in the motion to suspend a section of the constitution. This duration can be ended during any general body meeting with a two-thirds (2/3) majority vote.