

IOWA

Fraternity and Sorority Life

Interfraternity Council

Constitution

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MISSION

We, the Interfraternity Council at the University of Iowa set forth these Bylaws in order to cause closer working relationships and coordination among its member chapters and the University of Iowa, in accordance with the policies and standards established by the North American Interfraternity Conference (NIC). We, 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 interfraternalism 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 toward elevating the role of the IFC.

Article I: Enactment Clause

Be it enacted by the Interfraternity Council upon the signature of the President.

William Hochman, Interfraternity President

APPROVED on January 20th, 2021

I hereby attest and certify that this Constitution was approved and voted on by the 2020-2021 Interfraternity Council and its member Chapters.

Thomas Mills, Interfraternity Chief Justice

Article II: The Body

Prologue: The purpose of this Constitution is to provide a framework for the organization and functions of the Interfraternity Council. This Constitution shall go into effect subject to non contradiction to the policies and regulations affecting students, the credo of the Fraternity and Sorority Community and the Constitution of the North American Interfraternity Conference (NIC).

Section 1: The official name of this body shall be The Interfraternity Council of the Fraternity and Sorority Community at The University of Iowa. (Hereafter referred to as IFC)

Section 2: The purpose of the IFC shall be to advocate the suitable interest of the Fraternity and Sorority Community at The University of Iowa, show governance over the Chapter that fall under the Interfraternity Council, act as a guiding entity to promote advancement towards the IFC, Fraternity and Sorority Life, and University missions, and develop and maintain fraternity life and Interfraternity relations at a high level of accomplishment and in so doing:

- Consider the goals and ideals of member chapters as continually applicable to campus and personal life in cooperation with the overall student body.
- Promote superior scholarship as a basis for intellectual achievement.
- Cooperate with member chapters, the University administration, and faculty in concern for and maintenance of high social moral standards.
- Promote all forms of community service and giving to the community, the University, and fellow students.
- Act in accordance with rules established by the IFC so as not to violate the sovereignty, rights, and privileges of member chapters.
- Uphold the standards and morals common to the founders of all fraternities.

Section 3: Voting members of IFC shall consist of those member chapters established on The University of Iowa campus according to and in good standing with this Constitution and affiliated with a national fraternal organization. Non-voting members of IFC shall be those fraternities that are on, but not limited to, conduct, financial, or academic probation. Probation status may be sanctioned by the IFC Executive Council, Dean of Students Office, or Office of Student Accountability.

Section 4: IFC shall consist of an Executive Council, Legislative Council, Judiciary Board.

- The Executive Council shall consist of the following:
 - President
 - Vice President of Finance and Operations
 - Vice President of Standards and Accountability (Chief Justice)
 - Vice President of Risk Management & Reduction
 - Vice President of Leadership and Education
 - Vice President of Recruitment

- Vice President of Academic Achievement
- Vice President of Philanthropy & Community Service
- Vice President of Public Relations
- Vice President of Diversity and Inclusion
- The Legislative Council shall consist of the following:
 - One representative from the following Chapters:
 - Alpha Epsilon Pi
 - Alpha Sigma Phi
 - Alpha Tau Omega
 - Beta Theta Pi
 - Delta Sigma Phi
 - Delta Tau Delta
 - Delta Upsilon
 - Lambda Chi Alpha
 - Phi Gamma Delta
 - Phi Kappa Psi
 - Phi Kappa Theta
 - Pi Kappa Alpha
 - Pi Kappa Phi
 - Sigma Chi
 - Sigma Phi Epsilon
 - Sigma Pi
 - Tau Kappa Epsilon
- The Judicial Board shall consist of the following:
 - Vice President of Standards and Accountability (Chief Justice) as Chairman
 - Six Justices
 - The Office of the Dean of Students or Office of Student Accountability shall appoint a Judicial Board Advisor. The advisor shall serve in an advisory capacity only to the IFC Judicial Board and reserves no voting or sanctioning rights during an IFC hearing.

Article III: Elections

Section 1: The Executive Council elections shall be held every Fall Semester. All elections will take place in one day. The order of elections shall be as followed:

- President
- Vice President of Finance and Operations
- Vice President of Standards and Accountability (Chief Justice)
- Vice President of Risk Management & Reduction
- Vice President of Leadership and Education
- Vice President of Recruitment
- Vice President of Academic Achievement
- Vice President of Philanthropy & Community Service
- Vice President of Public Relations
- Vice President of Diversity and Inclusion

Section 2: Four (4) representatives from each chapter, one (1) member from each class (Fr, So, Jr, Sr) and the current chapter President will attend the election. They will subsequently decide the allocation of their chapter's one (1) vote for each Executive Council position.

Section 3: The Vice President of Standards and Accountability (Chief Justice) shall oversee the election process

Section 4: Visit the Election Code within Bylaws for more detail

Article IV: The Executive Council

Section 1: The IFC President shall serve as the Chairman of the Executive Council and will reserve the right to recognize and yield the floor to speakers. The Chairman of the Executive Council shall reserve the right to call private meetings with only the Executive Officers.

Section 2: It is expected that Executive Council members attend 75% of regularly scheduled meetings. If a member falls below this standard, they may be addressed by the IFC Judicial Board and maybe sanctioned for a Judicial Hearing.

Section 3: At the start of every new IFC Administration the Executive Council shall review the IFC Constitution and Bylaws with the intent to obtain a basic understanding of internal functions and confirm that all rules/policies are to be followed and up to dated.

Section 4: The Office of Fraternity & Sorority Life Programs shall appoint the IFC Advisor. The advisor shall serve in an advisory capacity to the IFC of The University of Iowa.

Section 5: Amendments to this constitution must be presented, written or typed, to any member of the IFC Executive Council at least one week prior to the meeting at which voting will take place. Amendments will require a 2/3rds vote in approval (12 of the 17-member Chapters) by all voting member Chapters for ratification. Amendments shall be sent to the floor for discussion and debate one (1) legislative meeting prior to voting. Voting shall occur once the legislative body has been given time to discuss and ask questions about amendments. If an 'unfriendly' amendment is made the legislation must be tabled and voted on one (1) week after the original date. Friendly amendments may be made, and legislation can still be voted on, in a given day.

Clause 1: Definitions

- a. [A] "'friendly amendment' is a change to a resolution that everyone [the author] is in favor of, while an 'unfriendly amendment' is one that does not have everyone's support".
(https://en.wikipedia.org/wiki/Friendly_amendment)

Section 6: Any violations of this Constitution as well as any violations of the North-American Interfraternity Conference (NIC) Standards shall be handled in the process outlined in the University of Iowa Fraternity and Sorority Judicial Manual, subsequent to Article XIII: Judicial Procedures, of the IFC Bylaws.

Article V: Duties

Section 1:

General Duties of All Executive Officers:

- Attend all IFC Meetings (executive, legislative, roundtables, committees, etc.).
- Serve a minimum of 2 office hours per week. All office hours shall be scheduled with the Vice President of Finance and Operations.
- Attend meetings with Fraternity/Sorority Advisor, and Panhellenic Council counterpart on a consistent and regular basis.
- Transition the incoming officer into one's appropriate position.
- Keep an up-to-date file of all activities and duties pertaining to the particular office.
- Assist in IFC Fall recruitment week.
- Work jointly and have an open relationship with the Interfraternity and North-American Interfraternity Conference.
- Attend and participate in regional conferences as appropriate.
- Two absences from Executive Council, Legislative Council, or other meetings as required without an excuse submitted in advance to the President or Vice President of Finance and Operations can result in termination of office.

Section 2: The following are the minimum requirements for all members elected to the IFC Executive Council.

- Maintain a 2.75 GPA throughout the officer's term.
- Attend all legislative and executive meetings.
- Uphold, enforce, and emulate the ideals present in the Constitution and Bylaws of the IFC.
- Schedule and attend bi-monthly meetings with the Fraternity and Sorority Advisor(s), within the Center for Student Involvement and Leadership (CSIL), unless otherwise indicated.

- Be timely with reports requested by Presidents and Advisors.
- Understand that he represents the IFC at all times; therefore, actions and behavior must reflect well upon himself, the IFC and the Fraternity and Sorority Community as a whole.
 - The IFC Legislative Council shall be composed of the IFC President and one representative from each member Chapter's executive council, those representatives are to be selected and designated by each member chapter.
 - All IFC checks require dual signatures of the following: Director of Fraternity Business Services, IFC Vice President of Finance and Operations, Assistant Director or Associate Director of Student Life.

Section 3: The IFC shall meet twice a week, for regular Executive Council meetings and Legislative meetings, to conduct business throughout the semester. The meeting time shall be determined by the IFC at the start of their Administration.

- Special meetings may be called by the IFC President or three members of the IFC Executive Council within a 36 an hour's notice or a signed petition of ¼ of the member chapters.
- A quorum, which consists of a majority, 50% +1, of all voting members, must be present before any regular business may be pursued.
- Meetings shall be conducted according to parliamentary procedure (Roberts Rules), with the Vice President for Standards and Accountability as the final authority.

Section 4: Position Specific Duties:

The Executive Council shall consist of those stated in Article II: Section 4 of this Constitution. The Executive Council shall decide the policies that govern the Interfraternity Council with the approval of the legislative body.

President:

Duties include, but are not limited to, the following:

- Facilitate operation and maintain awareness of the Executive and Legislative Councils.
- Call and preside at all regular, executive, and special meetings of IFC.
- Act as a spokesperson for the Executive Council and the Fraternity Community.
- Serve as an exofficio member of each committee.
- Facilitate regular Fraternity chapter president's meetings.
- Co-facilitate all chapter president roundtables, as necessary.
- Organize Legislative Council and Fraternity chapter president's meetings, in regard to guest speakers and educational programs.
- Maintain positive communications with University officials and represent member chapters at Student Leadership Meetings with University of Iowa President.
- Release information to the President of the University, Vice President for Student Life, Dean of Students and other administrators regarding the efforts of the Fraternity/Sorority Community.
- Other duties as assigned.

Vice President of Finance and Operations

Duties include, but are not limited to, the following:

- Report to the President.
- Perform the duties of the President in his absence, inability to serve, or at his call.
- Organize meeting agendas for both the Executive Council and Legislative Council meetings.
- Record the minutes and records of the Executive and Legislative Council meetings and distribute them to the appropriate recipients.
- Create and maintain a comprehensive events calendar.
- Be responsible for all the finances of IFC.

- Prepare a budget that is approved by Fraternity Business Services, the Fraternity/Sorority Advisor and Legislative Council.
- Review budget monthly.
- Receive all payments, collect all chapter dues and assessments, pay all bills promptly, and give receipts.
- Inform officers as to the status of their budgets on a monthly basis.
- Meet weekly with a representative of Fraternity Business Services.
- Serve on the CSIL Grant Funding Committee on alternating years.
- Compile end of semester council report.
- Other duties as assigned.

Vice President of Standards and Accountability (Chief Justice)

Duties include, but are not limited to the following:

- This position is a voting position.
- Serve as chair of the IFC Judicial Board.
- Educate member chapters about the judicial processes.
- Coordinate IFC Judicial Board hearings, train and supervise all Judicial Board Justices, and preside over IFC Judicial Board hearings.
- Annually review and update the Judicial Board Manual.
- Create an end of semester report outlining the activities of the Judicial Board over the past semester in preparation for meetings with all members of the Interfraternity and Interfraternity Executive Councils, the Fraternity and Sorority Advisor, the Dean of Students, the Associate Dean of Students, the Vice President for Student Services, the Associate Vice President for Student Life, and the Director of the Center for Student and Involvement and Leadership to present the accomplishments of the Interfraternity and Interfraternity Councils over the previous semester.
- Responsible for the annual review and revision of the Interfraternity Constitution and By-Laws.
- Receive and present any requests for changes or amendments to the Constitution and/or By-Laws of the IFC.
- Coordinate and facilitate IFC Executive Council elections and officer installation.
- Other duties as assigned.

Vice President of Risk Management & Reduction

Duties include, but are not limited to, the following:

- Report to the President.
- Facilitate Risk Management programming for the Fraternity Community.
- Educate member chapter social chair on Risk Management in the Fraternity Community.
- Educate risk managers to hold chapter educational in the Fall.
- Coordinate alcoholic free events for members of the Fraternity Community.
- Coordinate a risk management retreat to be held each semester.
- Other duties as assigned.

Vice President of Leadership and Education

Duties include, but are not limited to, the following:

- Report to the President.
- Hold regular meetings with chapter new member educators.
- Administer the new membership experience:
 - Facilitate roundtables on pertinent issues of the Fraternity and Fraternity Community.
 - Coordinate and/or seek co-sponsorship for educational programs each semester to be presented to the Fraternity and Sorority Community, University and Iowa City/Coralville Communities.

- Research speakers and educational programs on various topics for members of the Fraternity and Sorority Community.
- Relay information from the North-American Interfraternity Conference (NIC) pertaining to new member education to chapters.
- Develop programs that stress the importance of new member education.
- Coordinate a new member community service or philanthropy project each year.

Vice President of Recruitment

Duties include, but are not limited to, the following:

- Report to the President.
- Maintain oversight of any assistant(s).
- Plan and facilitate the IFC sponsored community wide recruitment events.
- Prepare and present a presentation for students during the summer orientation sessions.
- Facilitate regular member chapter recruitment chair meetings/roundtables, and coordinate plans of all chapter recruitment chairs
- Organize summer mailings.
- Reside in Iowa City or surrounding area during the summer to coordinate the registration of guests for the IFC Fall recruitment process.
- Disseminate current issues to members of the Fraternity and Fraternity Community via e-mail, newspaper, flyer or other method.
- Work with and collect monetary scholarship program information from chapters summer scholarship chairs regarding scholarships being offered to incoming or current students during the summer.
- Assist in the process of seeking, interviewing, and appointing an Assistant Vice President for Recruitment through the FSL Common Application.
- Other duties as assigned.

Vice President of Academic Achievement

Duties include, but are not limited to, the following:

- Report to the President.
- Plan and execute regular meetings with chapter academic chairmen
- Provide access to resources and suggestions to help improve the grade point averages of member chapters.
- Provide important academic information to members (University deadlines, scholarship information, etc.).
- Conduct at least two roundtables with chapter academic chairmen at each semester.
- Reinforce that each chapter keeps an active relationship with a faculty advisor.
- Develop and facilitate a program to reward chapters with above average GPA, given they are in good standing with the university.
- Facilitate open discussion pertaining to academic progress of member chapters and the Fraternity/Sorority Community as a whole.
- Collect academic achievement information from chapters specifically related to their goals and initiatives to raise their organization's grade point average.
- Set realistic goals for academic progress in the Fraternity/Sorority Community.
- Distribute reports of academic progress each semester.
- Promote and facilitate IFC sponsored academic awards and scholarships.
- Develop (if necessary) and maintain a model academic achievement program to distribute to chapters annually.
- Remain current with campus academic resources and convey information to chapters on a regular basis.
- Responsible for planning and overseeing professional development programs for the FSL community.
- Other duties as assigned.

Vice President of Philanthropy & Community Service

Duties include, but are not limited to, the following:

- Report to the President.
- Meet regularly with chapter philanthropy representatives in order to:
 - Register chapter philanthropy events and announce deadlines for registration.
 - Assist in the organization and execution of philanthropy events.
 - Review post-event evaluation forms to gauge effectiveness and profitability of the events.
 - Raise awareness for chapter events with the assistance of the Vice President for Public Relations.
- Meet regularly with chapter community service representatives in order to:
 - Assist in the education of chapter representatives for upcoming community service opportunities.
 - Assist in the implementation of overall community service programs.
- Educate chapter representatives on the difference between philanthropy and community service.
- Plan an annual community-wide community service and philanthropy event.
- Other duties as assigned.

Vice President of Public Relations

Duties include, but are not limited to, the following:

- Report to the President.
- Continually work toward a better, more accurate portrayal of the Fraternity Community through new and innovative marketing materials.
- Disseminate current issues to members of the Fraternity Community via e-mail, newspaper, flyer or other method.
- Assist in the advertisement and facilitation of the IFC sponsored recruitment events.
- Assist in developing and coordinating all marketing materials for Fraternity recruitment.
- Assist individual chapters with public relations campaigns by holding regular meetings with chapter public relations representatives.
- Facilitate and maintain the FSL member card program by reaching out to new business partners and maintain relationships with existing business partners.
- Other duties as assigned.

Vice President of Diversity and Inclusion

Duties include, but are not limited to, the following:

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

Article VI: Judicial Board Guidelines

Section 1: The function of the Judicial Board is to provide brotherhood development programs and to govern over the IFC member chapters through education and accountability, for actions deemed unworthy of a member of the IFC and University of Iowa Fraternity and Sorority Life Community.

Section 2: The Judicial Board shall be comprised of six voting members: six elected delegates from any IFC member chapter deemed in good standing. In any case that there is a delegate serving on the Judicial Board from a Chapter deemed not in good standing, that delegate may be asked to resign at the discretion of Vice President of Standards and Accountability (Chief Justice) or University of Iowa Fraternity and Sorority Life staff (Hereafter referred to as FSL).

Section 3: Responsibility for the performance of all member chapters shall lie with the Judicial Board. Complaints regarding the performance of member chapters or specific member within a chapter shall be addressed to the IFC Vice President of Standards and Accountability, (as he serves as the Chairman of the Judicial Board), the IFC President, or any Judicial Board member (Justice), University of Iowa Administrator within FLS Staff, Dean of Students Office, or Office of Student Accountability.

Section 4: These Judicial Board members shall be appointed by the Vice President of Standards and Accountability.

Section 5: The Judicial Board shall meet to conduct business and the day, time, and location shall be given, at the discretion of the Vice President of Standards and Accountability.

Section 6: The Vice President of Standards and Accountability (Chief Justice) shall be a voting member of the Judicial Board, but he shall also act as a facilitator and give recommendation and precedent.

Section 7: Judicial Board hearings shall be a private proceeding; it is the goal of the Vice President of Standards and Accountability (Chief Justice) and the Judicial Board to retain order during hearings and produce an unbiased solution following the hearing. Reference the Judicial Board Manual for guidelines on how the Judicial Board and hearings shall be conducted.

Section 8: It is the job of the Vice President of Standards and Accountability (Chief Justice) to retain order during hearings. He reserves the right to remove any person present from the room in which the hearing is being held if that person is disrupting the process, this include but is not limited to;

- Continuous speaking out of turn
- Raising their voice
- Acting in an unprofessional manner
- Using unnecessary profanity or hate speech
- Verbally attacking or harassing another

Section 9: The verdict of the Judicial Board is final and can only be overturned per the Judicial Board Manual. If a member chapter would like to appeal their Judicial Board verdict, they must inform the Vice President of Standards and Accountability (Chief Justice) and he will reach out at a later date with further steps of the appeal process.

Clause 1: Any IFC Judicial Board appeal shall be referred to the IFC Executive Council to be approved or denied. For an appeal to be approved there must be a simple majority (50% +1) vote in favor of the appeal. If an appeal is referred to the Executive Council and an Officer(s) on the Executive Council is in the same chapter as the case being appealed, that officer shall recuse himself from the appeal process. The Chairman of the Judicial Board, IFC Vice President of Standards and Accountability (Chief Justice), shall not reserve any voting rights. This individual shall be allowed to attend any appeal hearing but must remain silent and offer no contribution, except to give clarity of the case at hand. The next ranking member in the line of succession shall act as the Chairman of the appellate board.

Chain of Command is as followed: If the next ranking member is not present then the following officer shall become the interim Chairman of the appellate board

- *President*
- Vice President of Finance and Operations
- Vice President of Risk Management & Reduction

- Vice President of Leadership and Education
- Vice President of Recruitment
- Vice President of Academic Achievement
- Vice President of Philanthropy & Community Service
- Vice President of Public Relations

Section 10: Judicial Board Chain of Command:

If any voting member on the Judicial Board is not present or able to fulfill his duties the following process shall be followed in order to temporarily replace a voting member: *(This shall be used in the case that a hearing must take place and a voting member of the Judicial Board is unable to be present - Refer to the FSL Judicial Manual prior to enacting this).*

- *President*
- Vice President of Finance and Operations
- Vice President of Risk Management & Reduction
- Vice President of Leadership and Education
- Vice President of Recruitment
- Vice President of Academic Achievement
- Vice President of Philanthropy & Community Service
- Vice President of Public Relations