



**Georgia Tech<sup>®</sup>**  
**Interfraternity Council**

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**A M P L I F Y   Y O U R   P O T E N T I A L**

**CONSTITUTION, COUNCIL BYLAWS, AND  
ADMINISTRATIVE POLICIES AND PROCEDURES**

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# Introduction

This document comprises three categories - the Constitution, the Bylaws, and Administrative Policies and Procedures.

## Constitution

The Constitution is the foundational document for the organization, and functions as its charter. It is the binding agreement between all member chapters within the Interfraternity Council. The Constitution defines the Council's purpose, name, membership and organizational structure, voting procedures, roles and responsibilities, meeting procedures, and limitations of power.

Approval by two-thirds of present voting delegates is required to amend the Constitution, and the Constitution cannot be suspended at any time.

## Bylaws

The Bylaws are the rules and regulations of the organization. They define the policies that must be followed by member organizations, define classes of membership, procedures for new chapters to join the Council, and explain the duties of officers and committees (including the Judicial process).

Approval by two-thirds of present voting delegates is required to amend the Bylaws, and specific Bylaws may be temporarily suspended by a two-thirds vote of present voting delegates.

## Administrative Policies and Procedures

The Administrative Policies and Procedures are guidelines for common processes in the organization. They serve as a best-practices guide for officers and member chapters in conducting the organization's business. Violations of Administrative Policies and Procedures are not punishable or sanctionable.

The Executive Board may modify the Administrative Policies and Procedures at any time, and must notify all member chapters of the change within one week of any changes. The General Assembly may move to strike the change.

# Constitution

## Preamble

We, the members of the fraternities at the Georgia Institute of Technology, in order to promote closer Interfraternity relations, increase mutual aid and to foster a fraternity system that is beneficial to the individual and society, do hereby set forth the following Constitution and Bylaws.

## I. Name of the Organization

- A. The working and corporate names of the organization shall be "The Interfraternity Council at Georgia Tech."
- B. The Council may also be referred to as "IFC," "The Interfraternity Council," or "The Council" in this document.

## II. Purpose

- A. The Interfraternity Council shall promote scholastic achievement, provide for social, recreational and civic activities, and shall insure the cooperation of the member fraternities between themselves, with the administration, the public, and other organizations.
- B. The Interfraternity Council shall act as the representative of the fraternity system to the administration, the faculty, the student body, and the community.
- C. The Interfraternity Council shall set forth such rules, regulations, policies, and procedures, which may not violate any Institute rules, regulations, policies, and procedures, and which are necessary for the effective accomplishment of these objectives.

## III. Incorporation

- A. The Interfraternity Council shall maintain non-profit corporation status under the laws of the State of Georgia, until such time as the Legislative Branch, with the consent of the Corporate Branch, shall pass by a two-thirds majority of each body individually, a bill to dissolve the corporation.

## IV. Membership

- A. The membership of the Interfraternity Council shall be the full member chapters and associate member chapters, as defined in the Bylaws.
- B. Member chapters must be registered student organizations at the Georgia Institute of Technology in good standing in order to vote and hold office.
- C. **Membership Requirements**
  - 1. If a fraternity fails to meet the requirements of a certain membership class as outlined in the IFC bylaws at any time, that fraternity will automatically become a member of the class in which they meet all requirements. If they do not meet the requirements for any class, they will automatically be expelled as members from IFC.

## V. Organizational Structure

- A. The Interfraternity Council shall maintain an Executive Branch, a Legislative Branch, a Judicial Branch, and a Corporate Branch.
  - 1. The Executive Branch shall be known as the Executive Committee.
  - 2. The Legislative Branch shall be known as the General Assembly.
  - 3. The Judicial Branch shall be known as the Judicial Board.
  - 4. The Corporate Branch shall be known as the Board of Directors, and shall consist of the advisor, the president, and the treasurer of the Interfraternity Council.
- B. Each of the branches, and their rules, regulations, policies, and procedures shall be defined in the Constitution and Bylaws.

## VI. Representation and Voting

- A. The General Assembly shall have as its philosophy, equal representation of full member chapters, regardless of chapter size, provided delegates maintain required qualifications as stated in the Bylaws.
- B. Associate member chapters shall not have a vote in the General Assembly, but may participate in General Assembly discussions.
- C. Delegates may vote by written proxy, which must be delivered to a council executive officer prior to the beginning of voting.
  - 1. Proxies may be open (a blanket authority to vote), or restricted (vote must be cast per written restrictions/instructions contained in the proxy).
- D. Voting privileges of any delegate(s) may be suspended for failure to fulfill certain obligations to The Interfraternity Council, as set forth in the Bylaws.

## VII. The Executive Committee

- A. Officers and Directors
  - 1. The officers of the Interfraternity Council shall be the President, Vice President of Administration, Vice President of Programming, Vice President of Recruitment, Vice President of Finance, Vice President of Communications, Vice President of Philanthropy and Recruitment Director.
  - 2. The directors of the Interfraternity Council shall be the Operations Director, Advancement Director, Membership Experience Director, Finance Director, and the Public Relations Director.
- B. Duties and Powers of the Executive Committee
  - 1. Administer, execute, and evaluate the programs, activities, and services of the Interfraternity Council.
  - 2. Appoint the directors of the Interfraternity Council.
  - 3. Appoint all standing and special/ad-hoc committees, their members, and the directors to serve as their chairmen.
  - 4. Determine and discuss the business that is to come before the General Assembly.
  - 5. Perform any additional duties delegated to the Executive Committee in other sections of the Constitution and/or Bylaws, or duties of a temporary nature as directed by a majority vote of the General Assembly.



c. Qualifications for elected office

1. To run for and hold elected office, a candidate must:
  - a) Be a full-time Georgia Tech student in good standing both academically and judicially.
  - b) Have a current cumulative academic average of 2.6 at the time of election.
  - c) Be a member in good standing of a full member chapter.
2. No chapter president (or most senior executive officer) of a member or associate chapter may hold an Executive Office within the Interfraternity Council unless said person's term as chapter president does not overlap their term as a council Executive Officer by more than 30 days time.
3. No more than two members of a single chapter may serve on the executive committee at the same time.
4. The Vice President of Recruitment and the Recruitment Director must hold membership in separate chapters.

d. Nomination, Election, and Installation of Officers

1. Elections shall be conducted annually at a meeting of the General Assembly during the month of November.
  - a) The date of elections shall be announced to the General Assembly no later than thirty days prior to the election.
2. Nominations for executive office shall be conducted by application.
  - a) The application shall consist of questions determined by the Executive Committee and approved by a standard vote of the General Assembly.
  - b) The application shall be provided to member chapters at least thirty days before the date of elections.
  - c) The application shall close for submissions one week prior to the date of elections. Once applications are closed, the Executive Committee shall verify the eligibility of all candidates and provide the applications to each eligible candidate to the General Assembly at least five days prior to the election.
3. The outgoing Recruitment Director shall be installed as the incoming Vice President of Recruitment.
  - a) In the event the outgoing Recruitment Director is ineligible or unwilling to serve as the Vice President of Recruitment, the office would be elected as any other Executive office.
4. The term of office begins with the installation of officers, which shall be conducted at the last regularly scheduled General Assembly meeting of the first academic session of the year, and continues until successors are installed.
  - a) All officers, both in-coming and out-going, shall attend the installation meeting.
5. The election of a new officer shall be conducted by a standard vote of the General Assembly.
  - a) In the event a candidate does not receive a majority vote, a runoff will be held between the two candidates with the highest number of votes. If a

tie occurs, the Executive Committee will break the tie. The President shall have no vote but will break the tie of the Executive Council if one occurs.

- b) The runoff will be conducted during the same meeting by a standard vote of the General Assembly.

#### E. Removal of Officers

1. At any time during an elected officer's term, any member of the General Assembly, officer, or director may make a motion to the General Assembly calling for the removal of an elected executive officer from office.
2. An affirmative vote for expulsion must be (2/3) of the voting delegates present at regularly scheduled General Assembly meetings. Abstentions are counted towards the majority

#### F. Duties of Officers

1. The President shall have the following duties and powers in addition to those normally defined in Robert's Rules of Order:
  - a) Serve as the executive head of The Interfraternity Council and the Executive Council, and serve as the official representative of The Interfraternity Council and the fraternity system.
  - b) Preside as chair at meetings of the Executive Committee and the General Assembly and decide points of order when necessary.
  - c) Call special and emergency meetings of the General Assembly.
  - d) See that members of the Executive Committee discharge their duties faithfully, impartially, accurately and promptly.
  - e) Maintain up-to-date copies of the Constitution, Bylaws, and Administrative Policies and Procedures.
  - f) Serve as a corporate officer.
2. Vice President of Administration
  - a) Preside over all initiatives relating to events hosted by member and associate chapters.
  - b) Preside over all initiatives relating to risk management and mitigation.
  - c) Present cases to the Judicial Board in accordance with the Bylaws.
  - d) Perform the duties of the President in his absence, inability to serve, or at his call.
  - e) Oversee the Operations Director.
3. Vice President of Recruitment
  - a) Preside over all matters concerning recruitment.
  - b) Oversee the Recruitment Director.
4. Vice President of Programming
  - a) He shall preside over all matters concerning the experience of individual members of the Greek community.
  - b) Oversee the Membership Experience Director.
5. Vice President of Finance
  - a) Serve as a corporate officer.

- b) Make any and all authorized expenditures from Interfraternity Council funds, and is a signer on all accounts.
  - c) Authorize contracts on behalf of the Interfraternity Council.
  - d) Oversee the Advancement Director.
  - e) Oversee the Finance Director.
  - f) With the Finance Director:
    - (1) Prepare an annual budget for approval by the General Assembly at the last meeting of the academic year.
    - (2) Keep an accurate and up-to-date record of all financial transactions.
    - (3) Prepare and distribute to member fraternities quarterly budget reports, and balance sheets for all Interfraternity Council accounts.
    - (4) Prepare and file any required tax documents on behalf of the Interfraternity Council.
    - (5) Properly manages and maintains the Scholarship Fund
    - (6) File all required documents with the Secretary of State of Georgia to preserve the incorporated status of the Interfraternity Council.
6. Vice President of Communications
- a) Serve as a corporate officer.
  - b) Serve as the primary point of contact for all persons and organizations external to the Interfraternity Council.
  - c) Preside over all functions relating to public image and marketing.
  - d) Oversee the Public Relations Director
7. Vice President of Philanthropy
- a) Serve as a corporate officer.
  - b) Oversee all matters pertaining to Interfraternity Council philanthropy involvement.
  - c) Evaluate the chosen Interfraternity Council philanthropy yearly.
  - d) Coordinate application process and distribution of Value Based Grants (VBG) given for chapter philanthropy events, as outlined in the VBG bylaws.
8. Recruitment Director
- a) Distribute a list, if available, of all incoming new men to each member fraternity in good standing.
  - b) With the Vice President of Communications or Public Relations Director, produce publications to promote fraternity membership.
  - c) Coordinate and supervise Interfraternity Council recruitment activities.
  - d) Take such actions considered necessary to ensure that chapters are in compliance with the Bylaws and Policies pertaining to recruiting new members.
  - e) Conduct an evaluation of rush and report to chapters the results of the evaluation.

- f) Conduct any other programs and/or activities that may enhance the effectiveness of member fraternities in recruiting new members.
- 9. Additional Duties
  - a) All Executive officers shall assume any additional duties of a temporary nature, assigned by the President, or as directed by the General Assembly by majority vote.
- G. Vacancies in Office
  - 1. In the case of a vacancy in the office of President, the Administrative Vice President shall serve as President for the remainder of the term, and a special election shall be held for the office of Administrative Vice President. Normal election procedures shall be followed for the special election.
  - 2. In the case of a vacancy of any other executive office, a special election shall be held for that office. Normal election procedures shall be followed for the special election.

## VIII. Legislative Branch (the General Assembly)

- A. Representation
  - 1. Each full member fraternity shall be required to maintain one delegate to the General Assembly.
  - 2. The delegate from each fraternity shall serve a term of office equal in length to that of his fraternity's president.
  - 3. The designation of these delegates shall be announced at the next General Assembly meeting following the delegates' election/appointment.
- B. Duties and Powers of Delegates
  - 1. Serve as the representative of their chapter, casting their vote(s) in a manner intended to the desires of their chapter's membership.
  - 2. Serve as the principle communication link between their chapter and The Interfraternity Council.
  - 3. Assume and perform any additional duties or powers delegated to General Assembly delegates by other sections of the Constitution and/or Bylaws.
  - 4. Sponsor legislation for the good of the Interfraternity Council.
- C. Meetings
  - 1. The General Assembly
    - a) Regular meetings of the General Assembly shall be held every two weeks of each academic session excluding summer.
    - b) The time and place of all regular General Assembly meetings shall be determined by the Executive Committee.
    - c) Member fraternities shall be informed of all regular General Assembly meetings in writing by the Secretary, at least three calendar days in advance of the meeting.
  - 2. Special meetings may be called by the President, or upon request of any member fraternity in good standing.
  - 3. Requests for special meetings must be submitted in writing to the Executive Committee.

- a) Notice of special meetings must be communicated in writing to all member fraternities at least forty-eight (48) hours prior to the meeting time.
- 4. Emergency meetings may be called by the President, or may be requested by a delegate in good standing of any member chapter in good standing.
- 5. Requests for emergency meetings must be submitted in writing to the Executive Committee, which shall determine the necessity and feasibility of conducting an emergency meeting.
  - a) Notice of emergency meetings must be made in person to each delegate by a member of the Executive Committee.

#### D. Meeting Order

- 1. Call to Order
- 2. Roll Call
- 3. Guest Speakers
- 4. Officer Reports
- 5. Advisor Report
- 6. Committee Chair Reports
- 7. Old Business
- 8. New Business
- 9. Announcements and Fraternity Reports
- 10. Presidential Remarks
- 11. Adjournment

#### E. Conduct of Meetings and Quorum

- 1. Meetings of the General Assembly shall be conducted according to Robert's Rules of Order, Revised (9th edition, 1990), except when provisions of the Constitution and/or Bylaws give other specific directions.
- 2. Quorum for conduct of business shall be a simple majority of the good standing delegates of the General Assembly, present in person or by valid proxy delivered to the Secretary prior to the beginning of the meeting.

#### F. Questions of Procedures and Interpretation

- 1. A fraternity member who is not a voting delegate of any full member fraternity shall be appointed as Parliamentarian, and shall advise the President/Chair on points of parliamentary procedure.
  - a) The term of the Parliamentarian shall be the remainder of the academic year from time of appointment.
- 2. Questions of interpretation of the Constitution and/or Bylaws shall be referred to the Advisor.

#### G. Voting on Regular, Special, and Financial Motions in Excess of \$500.00

- 1. A simple majority of votes cast shall be necessary for the passage of regular motions brought before the General Assembly. Regular motions do not affect the Constitution and/or Bylaws.

2. Motions that limit or constrain the activity of member fraternities are classified as "special" motions.
3. A two-thirds (2/3) affirmative vote of the voting members present (in person or by properly executed proxy) shall be required for passage of "special" motions.
4. Any motion requiring the use of non-budgeted Interfraternity Council Funds in excess of five hundred dollars (\$500.00) shall be automatically tabled until the next meeting of the General Assembly.

## IX. Judicial Branch (The Judicial Board)

### A. Definitions

1. In this article, "fraternity" means any social Greek-letter organization with membership in one of the Greek governing boards.

### B. Qualifications of Candidates for Interfraternity Council Judicial Board

1. Candidates must be full-time students in good standing (not on academic warning or academic or disciplinary probation or on disciplinary suspension held in abeyance)
2. Selected candidates must be an active member of their fraternity.
3. Candidates may not be an IFC Executive Board Officer.
4. In order to continue service on the Judicial Board, candidates must remain a member of a fraternity (as defined in Section A of this article), and their chapter must not be suspended or be on disciplinary suspension held in abeyance.
5. Associate member, colony, and local fraternity members are not eligible.

### C. Selection Criteria and Process

1. The membership selection will vary according to the governing board.
2. The Judicial Board shall be composed of at least 13 members.
3. A minimum of five (5) members, not including the Board chairman, must hear each case. Additional board members may be asked to hear a case.

### D. Terms of Office and Vacancies

1. Members shall serve a minimum term of office of one (1) year. In the case where a new Judicial Board has not been selected at the end of one (1) year, the current Judicial Board shall remain in place until the new Judicial Board is selected.
2. The current Judicial Board shall attempt to complete cases referred to the Judicial Board prior to the end of their term of office.
3. In the case of a vacancy due to resignation, a member no longer meeting the selection criteria, or other circumstances, a new member will be selected by the prescribed selection process for the governing board within ten (10) business days of the vacancy. The new candidate will serve the remainder of the term.
4. If the fraternity of the member is involved in the incident in question, the member is disqualified from hearing the case.

### E. Selection of Chair, Term of Office, Vacancy, and Disqualification

1. The Judicial Board Chair shall be from the same governing board as the chapter involved in the case. a. The IFC Judicial Board Chair shall be the Administrative Vice President of IFC.
2. The Collegiate Panhellenic Council Judicial Board Chair shall be the

Executive Vice President of Collegiate Panhellenic Council.

3. The NPHC Judicial Board Chair shall be the Vice President of NPHC.
4. If the fraternity of the Chair is involved in the incident in question; the Chair is disqualified from serving as Chair and from hearing the case.
5. In the event of the disqualification of the Chair, the President of the respective Council shall select a temporary Chair from the current Executive Council.

F. **Composition of joint Greek Judicial Board**

1. Three members shall be selected at random from the Judicial Board of the accused chapter's governing board by the chair serving for the case in question.
2. Two members each shall be selected at random from the remaining governing boards' judicial boards by the chair serving for the case in question.
3. If the Judicial Board Chair of the governing board of the fraternity involved in the case is unable to serve then the Judicial Board Chair from one of the other governing boards (CPC, IFC, or NPHC) may serve in their place.

X. **Advisor**

- A. The Interfraternity Advisor shall be chosen by the Office of the Dean of Students and shall be reevaluated annually.
- B. He or she shall serve in an advisory capacity to the Interfraternity Council, but will not have voting rights.
- C. The Advisor may be removed by a majority vote of the Executive Board and a letter submitted to the Dean of Students.

XI. **Dues**

- A. Dues will be determined at the beginning of the year by the Executive Board and voted on by the membership.

XII. **Discrimination**

- A. No fraternity at the Georgia Institute of Technology shall deny membership to any student at the Institute solely on the basis of race, national origin, ethnicity, age, religion, sexual orientation, disability, or veteran status.

XIII. **Limitations of Powers**

- A. The powers and duties of the General Assembly shall be defined in the article on the Legislative Branch.
- B. The powers and duties of the Executive officers shall be defined in the article on the Executive Branch.
- C. Powers not given to the Executive officers shall rest with the General Assembly.

XIV. **Violations**

- A. Violations of the provisions of the Constitution and/or Bylaws shall be addressed in accordance with the procedures specified in the Bylaws.

XV. **Constitutional Amendments**

- A. Amendments to the Constitution must be proposed in writing or e-mail at least two weeks before voting can occur and at a regular meeting of the General Assembly, and must be sponsored by at least four (4) delegates in good standing.
- B. All constitutional amendments must lay on the table until the next regularly scheduled General Assembly meeting.
- C. An affirmative vote of two-thirds (2/3) of the voting delegates present at a regularly scheduled General Assembly meeting is required for adoption of an amendment. Abstentions count as a vote in the computation of the total votes.
- D. All amendments must be submitted to the Student Government Association and the

Faculty Committee on Student Activities for approval.



# Bylaws

## I. Oath of Office

- A. Upon assuming any elected or appointed office in the Interfraternity Council, the following oath of office shall be verbally affirmed before the General Assembly: "I, (full name of member) do solemnly affirm that I will uphold the Fraternity Code of Conduct and the Constitution of the Interfraternity Council of the Georgia Institute of Technology, faithfully serve my constituents to the best of my abilities, and execute the duties of the office of (name of position) to the best of my abilities."

## II. Membership

### A. Full Member Fraternities:

1. Full Members must meet the following requirements:
  - a) Have an active charter from the chapter's national headquarters
  - b) Been approved by a vote of the Executive Committee for full membership as outlined in the Expansion Policy
  - c) Be in good standing with the Institute and with IFC
2. Full Members, unless otherwise specified in the bylaws, may vote and speak on any issues brought before the General Assembly and are eligible for all IFC awards, scholarships, programs, and committee chairmanships.
3. Any Full Member may request that another member be expelled or suspended from IFC at any time. A vote of two-thirds (2/3) of voting members present at the scheduled General Assembly is required for suspension or expulsion.
  - a) The request must be made in writing and submitted to the Executive Committee at least two weeks before the next scheduled General Assembly meeting.
  - b) The Executive Committee will review the request and submit a non-binding recommendation at the next General Assembly meeting.
  - c) A vote will be held at the next scheduled General Assembly meeting after the request is submitted no earlier than two weeks from the date of submission.

### B. Probationary Member Fraternities

1. Probationary members meet all criteria of Full Member Fraternities, but are not in good standing with the Institute and/ or IFC.
2. Probationary members are subject to all Council rules, regulations, policies, fines, and fees.
3. All events and activities where guests/individuals that are not members of the chapter are present hosted by probationary member fraternities must be approved by the Administrative Vice President and Council President at least three days prior to the event.

### C. Associate Member Fraternities (Colonies)

1. Associate Members must meet the following requirement:

- a) Fulfill the requirements for recognition as outlined in the Expansion Policy
  - b) Been approved by a vote of the General Assembly for associate member as outlined in the Expansion Policy
  - c) Be in good standing with the Institute and with IFC
- 2. Associate Members must attend all required General Assembly meetings and abide by all IFC rules, regulations, and policies and pay dues to IFC at the chapter rate, with the exception of the one-time pledge fee
- 3. Associate Members do not have voting rights and are not eligible for IFC Awards or Scholarships; election into Order of Omega; or committee Chairmanships.
- 4. Associate Members may participate in all IFC sponsored activities including all recruitment and social activities and any educational or leadership programming sponsored by IFC as well as serve as members of committees.

#### D. Interest Groups

- 1. Interest Groups are not considered members of IFC, but rather official groups that are supported by IFC to expand the fraternity system. Interest Groups are required to attend all IFC meetings, but have no voting or speaking rights

#### E. Expansion Policy

- 1. This policy applies to all groups wishing to become a member of the Georgia Tech Interfraternity Council who are not current members of IFC. This includes groups who have previously been members but are no longer a part of IFC due to expulsion, chapter closure, Institute or IFC judicial action, or failure to complete requirements for membership.
- 2. Each section, part, and rule of this policy must be completed to the satisfaction of the Fraternity Advisor, Executive Board, Expansion Review Board and the General Assembly in the time and means provided or the petitioning group must restart the process.
- 3. Potential members will be evaluated on the following criteria:
  - a) Strength (financial and organizational) of inter/national organization
  - b) Ability of local alumni to provide financial support and leadership guidance to a new chapter

#### F. Expansion Review Board

- 1. The Expansion Review Board (ERB) shall comprise five members: Vice President of Recruitment, Administrative Vice President, one Committee Chairman, and two members of the General Assembly under the advice of the Interfraternity Advisor.
- 2. The ERB will be assembled at the request of the Fraternity Advisor or IFC Executive Committee for one or both of the following reasons:
  - a) To respond to the request of an interest group to start a fraternity who is not currently a member of IFC.
  - b) To explore the possibility of expanding IFC membership without a preexisting interest group.

3. The ERB will be responsible for:
  - a) Meeting regularly when required ensuring proper communication with an interest group
  - b) Leading and assisting interest groups through the requirements of membership in IFC
  - c) Making recommendations to the General Assembly as to the membership of an Interest Group, Colony, or Chapter into IFC.
  - d) The ERB will make a final recommendation to the Executive Committee regarding the admission of the Interest Group for membership in IFC.
  - e) Evaluating Interest Group preferences and approve, deny, or suggest modifications (including choosing a different fraternity)
  - f) Reviewing the progress of the colonies
4. Suggestions made by the ERB, will allow 60 days to comply (or longer as determined by the ERB).
5. The ERB at any time may recommend that a group in the expansion processes be terminated from membership in IFC if the group does not meet deadlines or other requirements as outlined in the Expansion Policy.
  - a) The group may be removed from IFC with a majority vote of the general assembly upon recommendation of the ERB.
6. All decisions of the ERB are final.

## G. Colonization

1. An Interest Group that wishes to become a colony must have met all requirements of becoming an Associate Member within 12 months of becoming an Interest Group or it will be automatically dropped as a colony and must restart the expansion process.
2. Upon recognition of the Interest Group as a Colony by a(n) international fraternity, the Colony must immediately begin the process of chartering themselves as a student organization by fulfilling the requirements set forth by the Institute to register as a Greek organization
3. Once these requirements are fulfilled, the Colony must file a Petition for Membership with the ERB two weeks prior to the next regularly scheduled meeting of the General Assembly. This Petition must include:
  - a) Membership List
  - b) Goals of the Colony
  - c) Summary of the activities of the Colony to date
  - d) Local alumni with whom the colony has an established relationship
4. ERB will review the progress of the Colony and, if all requirements are met, recommend to the General Assembly that the Colony be granted Associate Member status.
  - a) A two-thirds (2/3) vote of the voting delegates present at the scheduled General Assembly is required to grant Associate Member status.

## H. Chartering

1. Associate membership will continue until the Colony receives a national charter.

2. When an Associate Member receives a national charter, the chapter must submit a petition for full membership to the ERB. The petition should include:
  - a) A cover letter, a copy of the national charter petitioning documents, and any other national supporting documents
  - b) A letter from the local alumni association of the colony indicating the number of members and financial support raised since colonization
  - c) A statement of approval signed by the Dean of Students and Fraternity Advisor
  - d) A report outlining what the colony has accomplished since colonization as related to the goals submitted to gain associate member status
3. When the Petition for Full Membership is complete, the ERB will submit the packet to the IFC Executive Committee for review along with their recommendation for or against membership.
4. The Executive Committee will bring the Petition before the General Assembly at the next meeting along with their recommendation for or against membership.
5. The colony will gain Full Membership status with a vote of two-thirds (2/3) of the voting delegates present at the scheduled General Assembly.
6. An Associate Member may only petition for Full Membership once per semester.

### III. Judicial Branch (the Judicial Board)

#### A. Jurisdiction

1. The IFC shall be a peer-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 IFC Constitution, Bylaws, Code of Conduct, and other policies.
  - b) The rules and regulations of the Georgia Institute of Technology.
  - c) The general values-based conduct of fraternity men.
2. The IFC Judicial Board shall work with the campus to implement a comprehensive conduct program that enhances peer-governance; respects the authority of the campus to adjudicate alleged violations of the Student Code of Conduct; and avoids multiple, overlapping conduct processes.
  - a) The Judicial Board shall defer to the Institute or other higher governing authority in the case of overlapping jurisdiction.
  - b) Unless granted an exemption by the Executive Committee, the Judicial Board shall issue sanctions in parallel to any Institute decision.
  - c) Authority to investigate any accusations of sexual misconduct or hazing shall be ceded to the Institute.
    - (1) Other violations of Institute policy or the law may be investigated by the Council only when the Institute and all other governing authorities have declined to investigate or take action.
3. The IFC shall develop an agreement with the campus that identifies the role of each judicial body in adjudicating allegations of chapter-level misconduct.

## B. IFC Judicial Committee Composition

1. The IFC Judicial Board shall be composed of justices from the Greek community. IFC Administrative Vice President will nominate at least ten (10) justices for the calendar year.

## C. IFC Justice Eligibility

1. To serve as the IFC Justice for a member chapter on the IFC Judicial Board, an individual must meet the following requirements:
  - a) Be an active member, in good standing, of an IFC member chapter.
  - b) Maintain good academic standing with the institution.
  - 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 these Bylaws.
  - d) Have a working knowledge of the IFC Constitution and Bylaws, Georgia Institute of Technology policies, NIC Standards, and the IFC Standard Operating Procedures.
  - e) 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.
  - f) Must complete training on the IFC Judicial Code prior to serving on an IFC Judicial Board hearing.

## D. Term of Office of IFC Justices

1. The term of office for IFC Justices shall be one calendar year.

## E. IFC Judicial Board Hearing Justice Selection

1. The IFC Administrative Vice President will select five (5) Judicial Board justices, as predetermined by an alphabetical rotation of the member chapters, to hear a case. In the event the IFC Judicial Board rotation for service on a hearing falls upon an IFC Justice whose member chapter is involved in any way, with the alleged violation, the rotation will skip to the next member chapter in alphabetical rotation.

## F. IFC Judicial Board Hearing Attendance

1. All IFC Judicial Board hearings shall be conducted in accordance with the following requirements:
  - a) All IFC Justices assigned to a hearing shall be present in order to conduct business on behalf of the IFC Judicial Board.
  - b) Each IFC Justice assigned to a hearing is required to attend. Failure of an IFC Justice to attend a hearing for which he was assigned shall result in his member chapter being referred to the IFC Administrative Vice President for potential judicial review.

## G. IFC Judicial Board Hearing Voting Policies

1. All IFC Judicial Board hearings shall operate utilizing the following voting policies:
  - a) Each IFC Justice serving on a hearing shall have one vote.
  - b) A majority vote shall govern all actions of an IFC Judicial Board.

## H. Due Process

1. In appearing before the Judicial Board, each member chapter shall be granted certain rights termed “due process.” Those rights are:
  - a) Right to be notified, in writing, of all charges, as outlined in the Bylaws
  - b) Right to present a defense, including the calling of witnesses
  - c) Right to question witnesses
  - d) Right to be accompanied by an advisor for advisory purposes only, but not for representation
  - e) Right to be notified, in writing, of all findings and sanctions imposed, as outlined in the Bylaws
  - f) Right to appeal the decision, as outlined in the Bylaws.
  - g) Right to be free from double jeopardy.

## I. Filing of Complaints

1. Any individual or group may file a complaint against a member chapter, specifying in writing the particular alleged acts of the accused.
2. Complaints may be made to any officer or director of the Council.
3. The Administrative Vice President shall evaluate the jurisdiction of the violation, and pursue the violation when he determines that the Council shall be primary investigative authority.
  - a) The Administrative Vice President is encouraged to seek the advice of the Fraternity Advisor or other campus official when making this determination.

## J. Notification of Charges

1. Once the IFC Administrative Vice President has determined the filed complaint has merit, the member chapter and its international organization 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:
  - a) Date, time and location of their Informal Resolution Hearing
  - b) Description of the alleged violation
  - c) Due process rights.

## K. Investigatory Evidence

1. All evidence related to a complaint shall be compiled and presented to all parties at least one week prior to any informal Resolution Hearing or formal Judicial Board hearing. All evidence shall be directly related to the complaint(s) alleged against the member chapter and shall be approved by the IFC Administrative Vice President prior to circulation.

## L. Informal Resolution Hearing

1. Upon a finding of the IFC Administrative Vice President that a filed complaint contains information sufficient to warrant further adjudication, he may offer the charged member fraternity the opportunity to participate in an Informal Resolution Hearing unless he feels that potential sanctions could include suspension or loss of IFC recognition.
2. In cases in which the charged member chapter accepts an Informal Resolution Hearing, the IFC Administrative Vice President shall meet with a representative

of the charged member chapter to discuss the allegations of the complaint. Within three (3) business days of the Informal Resolution Hearing, the IFC Administrative Vice President may dismiss the complaint with a finding of no violations, provide the charged member chapter with his finding of violations and recommendation for a resolution through disciplinary or corrective sanctions. The charged member chapter has three (3) business days to accept or reject the terms of resolution. If the charged member chapter accepts the resolution, the charged member chapter waives all rights of appeal and the outcome is final.

3. If the charged member chapter rejects the offer of an Informal Resolution Hearing or the resolution, a Formal IFC Judicial Board Hearing will be convened to hear the case. Following the Informal Judicial Conference, the Advisor to Fraternities, may choose to offer the fraternity an appropriate "administrative sanction" in lieu of referral to the IFC Judicial Board for a hearing. This option may only be exercised for minor infractions. The Advisor to Fraternities shall determine whether a case qualifies for an administrative sanction. Examples of offenses for which this option is not applicable include, but are not limited to, intentional property damage exceeding \$200, incidents resulting in bodily injury, hazing violations, and any offenses that could result in full suspension, dismissal, or expulsion from the Interfraternity Council.
4. An "Administrative Sanction Letter" will be sent to the chapter president stating the findings of the Informal Judicial Conference and stating the proposed administrative sanction. The form must be returned by the date specified (normally within ten days) indicating whether the chapter president accepts the administrative sanction. If the chapter president accepts the sanction, he waives his chapters right to a hearing before the IFC Judicial Board and an appeal to the Interfraternity Council or his/her designee. A chapter president can accept an administrative sanction letter without admitting guilt. Failure to complete the terms of the administrative sanction by the specified date may result in the matter being referred to the IFC Judicial Board for a hearing, where a new sanction may be imposed. If the chapter president rejects the administrative sanction or fails to return the Administrative Sanction Letter form by the specified date, the case will be referred to the IFC Judicial Board, which will issue its own findings and impose appropriate sanctions. Copies of the Administrative Sanction Letter signed by the chapter president will be distributed to the IFC Administrative Vice President, the Advisor to Fraternities, The IFC Judicial Board, the IFC President, the chapter president, the chapter advisor, and other appropriate parties.

#### M. Prohibited Sanctions for Informal Resolution Hearing

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

#### N. Formal IFC Judicial Board Hearing

1. A formal Judicial Board hearing shall occur when:
  - a) The charged member chapter rejects having an Informal Resolution Hearing
  - b) The charged member chapter rejects the findings and/or sanctions of the Informal Resolution Hearing

- c) The IFC Administrative Vice President determines the allegation is egregious enough to warrant potential suspension or loss of IFC recognition
- d) The IFC Administrative Vice President chose not to offer an Informal Resolution Hearing
- 2. The IFC Administrative Vice President shall convene a Formal IFC Judicial Board Hearing at which the IFC Administrative Vice President will select five (5) Judicial Board justices, as predetermined by an alphabetical rotation of the member chapters, to hear the case. In the event the IFC Judicial Board rotation for service in a 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 alphabetical rotation.
- 3. The IFC Administrative Vice President shall serve as a non-voting Chief Justice and preside over all formal Judicial Board hearings.
- 4. The standard of proof for all IFC Judicial Board hearings shall be a preponderance of the evidence presented.

#### O. Formal IFC Judicial Board Hearing Proceedings

- 1. For all IFC Judicial Board hearings, the following procedures shall be followed:
  - a) Participants: Attendance at all IFC Judicial Board hearings shall be limited to the member chapters involved, any witnesses, the IFC Justices assigned to serve on the Judicial Board for the hearing, and the IFC Administrative Vice President. At the discretion of the IFC Administrative Vice President, witnesses may be excluded from the hearing room until it is his or her turn to testify. Additionally, the charged member chapter 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 chapters. The chapter advisor shall only act in an advisory capacity and is not allowed to conduct any portion of the chapter's presentation.
  - b) Confidentiality: All individuals involved in a hearing are required to agree to a statement of confidentiality. Individuals shall not disclose information regarding the following:
    - (1) Any individuals, member chapters, or IFC Justices involved.
    - (2) Details of the proceedings
    - (3) Witness testimony.
  - c) Hearing Process:
    - (1) Initiation of the Hearing: The IFC Administrative Vice President 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 chapter of the formality of the hearing and the necessity of all parties to be truthful.
    - (2) Overview of Judicial Hearing Process: The IFC Administrative Vice President shall outline the process for the remainder of the hearing as follows:
      - (a) Presentation of alleged charges, violations, and investigatory evidence against the charged member chapter shall be presented by the IFC Administrative Vice President:
        - (i) Charged member chapter may ask questions;



- (ii) IFC Justices may ask questions;
- (b) Presentation of charged member chapter:
  - (i) IFC Justices may ask questions;
- (c) Calling of Witnesses
  - (i) Charged member chapter may ask questions;
  - (ii) IFC Justices may ask questions;
- (d) Charged member chapter may give final statement;
- (e) IFC Justices deliberate in closed session to determine findings of responsibility and if necessary, appropriate sanction(s).

## P. Conflicts of Interest

1. In the event the IFC Administrative Vice President's member chapter is involved in the alleged violation, the highest ranking IFC Executive Board officer, starting with the IFC President will oversee the case.

## Q. Non-Status Sanctions

1. The IFC Judicial Board may impose sanctions that are punitive and/or educational, but not solely financial and do not restrict recruitment. Disciplinary sanctions are to be constructive in purpose.
2. There shall be twelve (12) primary sanctions, however other sanctions may be given as deemed appropriate by the Judicial Board. They shall be:
  - a) **Reprimand** is a warning that the fraternity's actions are unacceptable, and further infractions will result in more serious sanctions.
  - b) **Educational Programming** shall require the chapter to participate in a program of an educational nature, related to the offense.
  - c) **Philanthropic Service** shall require a chapter to participate in a program of service, often associated with the actions or publics involved.
  - d) **Restitution** shall require the fraternity to make reparations for damages or expenses associated with the actions or publics involved.
  - e) **Fines** shall require monetary payment by a specified date.
  - f) **Greek Activities Probation** shall prohibit the chapter from participating in Greek system sponsored activities such as Homecoming and Greek week. Any exceptions must be specified. Activities may not include such activities as leadership retreats, educational programming, and General Assembly meetings.
  - g) **Intramural Probation** shall prohibit the chapter from participating in any portion of the intramural program as determined by the Judicial Board.
  - h) **Social Probation** shall limit, restrict or prohibit the chapter from sponsoring or participating in any social events as determined by the Judicial Board.
  - i) **Disciplinary Probation** shall limit, restrict or prohibit the chapter from all activities and serves as notice that any further violations will result in the chapter's suspension or a recommendation of expulsions.
  - j) **Suspension** shall cause the fraternity to lose all rights and privileges associated with membership in the Interfraternity Council, for a specified period of time and/or until certain conditions, set by the Judicial Board may be met.
  - k) **Expulsion** may be recommended to the Interfraternity Council, and shall require a two-thirds (2/3) vote of the voting delegates present at the scheduled General Assembly meeting to send the recommendation to the

Student Activities Committee for action. Expulsion, if enacted by the Student Activities Committee, results in the loss of the charter as a student organization, and is for an indefinite period of time.

#### R. Status Sanctions

1. In the event of an egregious violation, the following are sanctions that may be imposed by the IFC Judicial Board for a specified period of time:
  - a) Suspension: Loss of IFC voting rights and removal from good standing status, and any additional Non-Status Sanctions.
  - b) Loss of IFC Recognition: Loss of IFC recognition and its rights and privileges.
2. When adjudicating a potential violation that may result in suspension/loss of recognition from the IFC for the member chapter, the Judicial Board shall work collaboratively with the inter/national organization and campus.

#### S. Duration of Sanctions

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

#### T. Notification of Findings

1. Within three (3) business days of any Informal Resolution Hearing or Formal Judicial Hearing, the IFC Administrative Vice President shall communicate in writing to the charged member chapter, its inter/national organization, and its chapter advisor, as well as any relevant Georgia Institute of Technology administrators, the alleged violation, the findings of the hearing, and any sanction(s) imposed.
2. The IFC Administrative Vice President shall notify the IFC General Body of any sanctions imposed upon a member chapter through any Informal or Formal Judicial Hearing.

#### U. Appeals

1. The IFC Judicial Board's decision is subject to appeal by a member chapter 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 or be dismissed:
  - a) Error in the charge and/or Judicial Board Hearing process that materially affected the outcome.
  - b) The severity of the sanction did not match the severity of the violation.
  - c) New information that could not have been discovered prior to the IFC Judicial Board Hearing through the exercise of reasonable diligence.
2. Sanctions imposed through the Judicial Process shall stand until an appeal is heard.

#### V. Non-Status Sanctions Appeals

1. The IFC Executive Board shall hear appeals for Non-Status Sanctions. The IFC Administrative Vice President shall first present the IFC Judicial Board's decision and rationale for its actions. The appealing member chapter shall then be afforded the opportunity to present its reasoning for seeking reconsideration of the IFC Judicial Board's actions. The appealing chapter must be given at least one week's notice of the time, place, and procedure of the appeal hearing. Any

individual from the appealing member chapter serving on the IFC Executive Board shall not participate in the appeal proceedings.

2. The IFC Executive Board may either dismiss the charge(s) with no sanctions or alter the sanctions imposed by the Formal IFC Judicial Board Hearing. Any alterations must be approved by at least two thirds (2/3) of the IFC Executive Board.
3. The decision of the IFC Executive Board shall be final for Non-Status Sanctions. Any questions regarding bylaws and or stipulations may need to be brought to the attention of the Associate Dean of Students. In the case of ambiguity, the Associate Dean of Students will provide clarity and jurisdiction in regards to the case at hand.

#### W. Status Sanctions Appeals

1. The IFC General Body shall hear appeals for Status Sanctions. The IFC Administrative Vice President shall first present the IFC Judicial Board's decision and rationale for its actions. The appealing member chapter shall then be afforded the opportunity to present its reasoning for seeking a reconsideration of the decision. The appealing chapter must be given at least one week's notice of the time, place, and procedure of the appeal hearing. Upon completion of the member chapter appeal presentation, all representatives of the Member Fraternity shall be dismissed from the meeting, including the member chapter's IFC Representative and Alternate Representative.
2. The IFC General Body shall first vote on whether to discuss dismissal or alteration of the status sanction, which shall require a two-thirds (2/3) vote. In the event the IFC General Body votes to discuss dismissal or alteration, the IFC General Body shall determine by a two-thirds (2/3) vote to either dismiss the charge(s) with no sanctions or to alter the sanctions imposed. If two thirds (2/3) majority cannot be achieved for dismissal or alteration of the sanctions, the initial sanctions will remain in place.
3. The decision of the IFC General Assembly shall be final with no further appeal rights.

### IV. Committees

#### A. Establishment of Committees

1. Standing committees may be established or dissolved by a simple majority vote of the General Assembly. In the case that a standing committee identified in Section C-1 of this article is dissolved, and/or a new committee is established, the Executive Vice-President shall revise that section of the Bylaws to reflect the changes.
2. Special or ad hoc committees may be established or dissolved by the Executive Committee, or by the President
3. Special or ad hoc committees shall not continue into the next annual administration without being re-established.

#### B. Appointment of Directors and Committee Members, and Qualifications of Directors and Members

1. All directors and all committee members are appointed by the Executive Committee. Approval of the General Assembly is not required
2. The Executive Committee may choose co-directors for any committee.
3. The Executive Committee can defer the appointment of committee members to

- the committee director.
4. Every effort shall be made to appoint committee chairmen and members in a manner that provides for diverse representation from among the full member fraternities in good standing.
  5. The Executive Committee shall have the authority to set the qualifications for directorship and membership of all committees. At no time however, shall directorship or membership be extended to anyone who is on disciplinary probation with the Institute, or who is on academic probation, or whose chapter is on suspension from the Interfraternity Council.
  6. The Executive Committee retains the right to remove any director or committee members at any time.

### C. The Standing Committees

1. The standing committees of the Interfraternity Council shall be the Greek Programming Committee, the Finance Committee, the Greek Excellence Committee, the Greek Neighborhood Association Committee, the Greek Week Committee, the Homecoming Committee, the Philanthropy/Community Service Committee, the Communications Committee, the Rush Committee, the Scholarship Committee, the Operations Committee..
2. All committees must hold meetings on at least a bimonthly basis or at the discretion of the Executive Committee. Minutes should be taken and submitted to the Executive Committee before the General Assembly following the meeting.

### D. Duties of the Standing Committees

1. Duties of standing committees identified in this section of the Bylaws may be amended by a simple majority vote of the General Assembly. Additional duties may be established by the committee chairman. Standing committees may create subcommittees with subcommittee chairs with the approval of the Executive Committee
2. Programming Committee:
  - a) Plan/coordinate, publicize, provide, and keep attendance for optional and mandatory educational programming opportunities for use by the General Assembly and by individual chapters.
  - b) Provide comprehensive alcohol and hazing training in accordance with the New Member Scholarship policy.
  - c) Utilize alumni for programming whenever possible.
3. Finance Committee:
  - a) Survey the member fraternities each spring for financial data, and publish the results to all member fraternities, their chapter advisors and house corporations.
  - b) Plan, promote, execute, and evaluate programming that will assist the member fraternities in areas of financial management.
  - c) Coordinate fundraising and sponsorships for programs at the request of other committee chairs and approval of the Executive Committee.
  - d) Work extensively with the VP of Finance to assign semester invoices to member fraternities using online accounting software.
  - e) Participate in all budget revisions and attend all budget meetings with the President, Vice-President of Finance, and advisor.
4. Greek Excellence Committee:
  - a) Assist in the planning, promotion, and evaluation of the Greek Advance Leadership Retreat.

- b) Inform and encourage chapters of any and all Institute, Fraternity, and other leadership development opportunities and awards.
  - c) Assist the Executive Vice-President in the calculations of the Greek Excellence and Best Overall Fraternity awards
- 5. Greek Neighborhood Association:
  - a) Evaluate the GNA Policy yearly.
  - b) Administer the GNA Policy
    - (1) Changes to the GNA policy can be made with a vote of two-thirds (2/3) of the house managers
  - c) Produce a best practices guide for house managers.
  - d) Co-chair, with the CPC delegate, the committee of house managers.
  - e) Evaluate the Greek Housing Standards yearly with the assistance of Georgia Tech Facilities and the office of Greek Affairs.
  - f) Ensure that each House Manager upholds the Greek Housing Standards.
  - g) Lead and ensure the success of the Greek Recycling Program.
  - h) Direct programs and educational programs that will benefit the operations of Greek Facilities.
- 6. Greek Week Committee:
  - a) Coordinate, publicize, and evaluate all activities of Greek Week, and hear appeals of Greek Week rules violations.
  - b) Coordinate with the Order of Omega, an annual awards ceremonies program at which the James E. Dull Best Overall Fraternity Award and other awards are given.
  - c) Coordinate with the Order of Omega, a faculty recognition and appreciation event during Greek Week.
  - d) Should the Order of Omega cease to exist or be unwilling or unable to coordinate this event, the duty shall fall to the Greek Week Committee to plan, promote, execute, and evaluate these events.
- 7. Homecoming Committee:
  - a) Represent the Interfraternity Council on any other Institute homecoming related committees.
  - b) Coordinate, publicize, and evaluate all activities of Homecoming, and hear appeals of Homecoming rules violations.
  - c) Assist the member fraternities in planning effective alumni relations activities during Homecoming.
- 8. Philanthropy/Community Service Committee:
  - a) Plan, coordinate, publicize, provide, and keep attendance for philanthropy/community service activities for the betterment of the Interfraternity Council member fraternities and their members.
  - b) Collect and maintain records necessary for the Philanthropy category of

the James E. Dull Best Overall Fraternity Award.

- c) Maintain a list of the Philanthropy/Community Service Chairmen of each chapter and inform them of all opportunities for philanthropy and service.
- d) Collaborate with other Philanthropy/Community Service organizations whenever possible.

9. Communications Committee:

- a) Plan, promote, execute, and evaluate programming that will assist the member fraternities in the area of Public Relations.
- b) Disseminate information to appropriate media regarding positive achievements and accomplishments of both member fraternities and individuals, through press releases, publications, or other media.
- c) Update and maintain the Interfraternity Council's website.
- d) Maintain computers and other technology in the Interfraternity Council's office space.
- e) Coordinate a system to update contact information and emailing lists for officers, committee chairs, and fraternity delegates with the Secretary.

10. Rush Committee:

- a) Distribute a list of all incoming new men to each member fraternity in good standing.
- b) Produce publications to promote fraternity membership.
- c) Coordinate and supervise Interfraternity Council rush activities.
- d) Take such actions considered necessary to ensure that chapters are in compliance with the Interfraternity Council Rush Policies.
- e) Conduct an evaluation of rush and report to chapters the results of the evaluation.
- f) Conduct any other programs and/or activities that may enhance the effectiveness of member fraternities in recruiting new members.
- g) After one term as Recruitment Director, the chairman may become the Recruitment Vice President. In the event that the Recruitment Director does not become the Recruitment Vice President, an election will be held for the position

11. Scholarship Committee:

- a) Administer and recommend all changes in the Scholarship Policy.
- b) Evaluate the IFC Scholarship Policy yearly.
- c) Collect chapter scholarship policies yearly and produce a best scholarship practices guide.
- d) Promote and organize the Greek Tutoring program.
- e) Promote a system of rewards and recognitions for each term, for chapters that perform above the non-fraternity man's average, for the chapter with the highest and most improved averages, the highest pledge class average, and for individuals making a 4.0 on a full load of coursework.
- f) Propose to the General Assembly any expenditure from the Scholarship Endowment Fund, and administer any systems approved by the General Assembly for financial awards from this fund.
- g) Collect and evaluate each fraternity's scholarship plan in accordance with the New Member Scholarship Policy.
- h) Promote scholarships, fellowships, assistantships, graduate school testing, and other educational related materials to the member fraternities.
- i) Plan, promote, execute, and evaluate programming that will assist the member fraternities in the area of academic performance.

#### 12. Social Committee:

- a) Evaluate the IFC Social Policy yearly.
- b) Promote awareness of and compliance with the Social Policy by member fraternities.
- c) Maintain a social event registration system and coordinate periodic visitation of social functions to evaluate the level of compliance occurring at member fraternity social events.
- d) Lead educational programming regarding risk reduction methods for social functions, consequences of non-compliance with the Social Policy, and resources for social chairmen.
- e) Assist the Educational Programming Chairman for Social Policy education during the New Member Education seminars.
- f) Promote social interaction between chapters and other campus organizations.

## V. Financial Management Practices and Policies

### A. Authorization of Contracts

1. The President and VP of Finance are the only persons with the power to authorize a contract, or to commit The Interfraternity Council to a contractual agreement.
2. The duration of contractual agreements may not exceed the end of the academic year in which they are made, except with the approval of the General Assembly.

### B. Establishment and Maintenance of Financial Accounts

1. The President and VP of Finance are authorized to establish such accounts as may be appropriate for the management of Interfraternity Council funds.
2. All accounts shall be reconciled and balanced monthly.

### C. Bonding of Account Signers

1. The General Assembly may determine by vote at the installation of officers each year, if bonding of any or all account signers is economically feasible and necessary.

### D. Financial Reporting

1. The VP of Finance shall issue and distribute to the member fraternities, at least twice during his term, budget reports which show budgeted line items, their expended and remaining amounts, and all account balances.
2. Additional financial reporting may be requested at any time by the Executive Committee, or upon request of a member in good standing of the General Assembly. The VP of Finance shall comply with such request in a timely manner.
3. All reimbursements request forms must be filled out with the receipts attached and turned into the VP of Finance no later than thirty (30) days after the event.

### E. Scholarship and Endowment Fund

1. Each new pledge to a member fraternity shall pay a one-time fee of ten dollars (\$10.00) to the Scholarship and Endowment Fund upon pledging.
2. The Scholarship and Endowment Fund monies shall be maintained separately



from The Interfraternity Council operating funds.

3. The funds of the Scholarship and Endowment Fund shall be invested in guaranteed, interest-bearing investments. No speculative, uninsured, or non-guaranteed investments are permitted.
4. The Scholarship Committee shall determine the system of awarding funds from the Scholarship and Endowment Fund for the purposes of recognition of achievement by individuals or chapters, or to support programs that are designed to enhance the academic performance of member fraternities and their individual members.
5. The existing principal of the Scholarship and Endowment Fund shall not be used. The annual income from new pledge fees and the interest income of the fund may be used for awards; however, there should be some growth of the principal from new pledge fees each year.

#### F. Value Based Grants

1. In efforts to promote the common, core values among the IFC member fraternities, a budgeted amount from the IFC operating budget will be allocated back to the member fraternities in order to reimburse select costs of chapter philanthropy, fundraising, or service events.
2. The Interfraternity Council defines values-based as an event, program, or service that promotes each fraternity's mission and values. Parties, tailgates, and social events do not benefit the values or mission of your fraternity.
3. The individual fraternity funding allocation will be decided on a case-by-case basis. Fraternities will submit the form to the IFC executive council, specifically the VP Philanthropy and VP Finance, then the case will be reviewed. Each VBG will come as a reimbursement. Therefore the chapter will pay for the event, and if approved, the chapter will be reimbursed via check made out to the chapter organization, not an individual within the chapter. The IFC VP Philanthropy, VP Finance, and Executive board have the ultimate authority over approval of requested VBGs.
4. The requirement for a fraternity to be eligible to receive a value based grant is as follows:
  - a) Fraternity must be in good-standing with the Interfraternity Council.
  - b) Funding must be used to elevate, promote, or encourage the values of your organization.
  - c) The Chapter President or chapter philanthropy chair are the only agents to authorize a funding request.
  - d) All expenses are approved by the Vice President of Philanthropy, Vice President of Finances, and the IFC Executive Board.

- e) It is permitted to request funding for programming/events that occurred in the past, however, it must be in the same academic semester.
- f) All funding excludes summer and winter terms.
- g) The event must not serve or distribute alcohol or any illicit substances.
- h) The amount of money allocated for VBGs will be split into 2 distribution batches per semester. Halfway through and at the end of the semester, each request under \$500 that meets all requirements will be paid in full unless the total amount of requests exceeds the total budget for that distribution batch. In this case, each request will receive a grant equivalent to the highest percentage of submitted expenses permitted by the budget.
- i) Any individual chapter's requests cannot exceed \$1,500 per chapter per semester.
- j) Any request exceeding \$500 is subject to a lower percent of reimbursement, subject to IFC executive board approval.
- k) VBG requests must report all relevant information to the Google form provided by the IFC VP Philanthropy.
- l) Chapters must be able to provide itemized receipt of expenses relating to the event (either in the application or if requested after the event). This ensures that IFC funds are actually going to philanthropic events and necessary supplies.

## VI. Standing Policies

### A. Establishment of Policies

1. "Policies" shall be a set of rules, all of which apply to the same or similar subject.
2. Policies may be established, amended, and deleted upon the recommendation of Executive Committee members, committee chairmen, or action by delegates to the General Assembly. In each case the approval of the General Assembly by two thirds (2/3) vote at a regularly scheduled General Assembly meeting is required.

### B. Pledging Policy

1. In order to pledge a fraternity, a rushee must be a Georgia Tech student, have a minimum cumulative GPA of 2.5, and not be on academic probation or review status.
2. New pledges must be reported to the Fraternity Advisor within five (5) business days of bid acceptance.
3. New pledges must attend Greek Peer Education.

4. All new pledges must sign a Grade Release/Hazing Policy/Conduct Code form and turn it into the Fraternity Advisor within 5 business days of bid acceptance.
5. A member that depledges from one fraternity shall not be eligible to pledge another fraternity until all financial obligations to the first fraternity have been paid.

### C. Hazing Policy

1. A fraternity member, who believes in true brotherhood and the ideals taught in his fraternity's ritual, could not possibly haze a pledge/associate member or brother. Every national fraternity has outlawed hazing. The State of Georgia has enacted legislation making hazing a criminal offense. The Georgia Tech administration is unconditionally opposed to any situation created to produce mental and/or physical discomfort, embarrassment, harassment or ridicule. Pledges are expected not to participate in any hazing activity, and to report immediately (anonymously if necessary) any such activities of which they become aware. Failure to report hazing is in effect giving tacit approval of it.
2. Hazing may be caused by either overt or covert coercion. When any hazing activity is suggested by a fraternity or member of a fraternity, to new or trial members, covert coercion will be established, even if the activity is said to be "voluntary".
3. Hazing is defined as any action taken or situation created, whether on or off fraternity premises, to produce mental or physical discomfort, embarrassment, harassment or ridicule. Such activities and situations include (but are not limited to):
  - a. Paddling in any form, pushing, hitting, or physical threats;
  - b. Creation of excessive fatigue, or forced or coerced participation in calisthenics;
  - c. Physical or psychological shocks;
  - d. Quests, treasure hunts, scavenger hunts, road trips or any such activities carried on outside the confines of the house and not directly related to the purposes of the fraternity;
  - e. Wearing publicly, apparel which is conspicuous and not normally in good taste, or requiring shaved hair;
  - f. Public nudity;
  - g. Engaging in public stunts or buffoonery;
  - h. Morally degrading or humiliating games and activities;
  - i. Late work sessions or activities that interfere with scholastic activities,

including exhausting and time consuming projects that are disruptive to normal study patterns;

- j. Tasks of personal servitude;
- k. Physical disfigurements (temporary or permanent) including tattooing or branding (simulated or actual);
- l. Deprivation of normal sleep (less than six uninterrupted hours per night);
- m. Memorization of information not directly related to fraternity lore;
- n. Forced, required, or coerced consumption of any food, liquid, or other substance;
- o. Any dangerous activity including, but not limited to, long swims, jumps from high places, binding, and blindfolding (except as may be required during the national ritual);
- p. Requiring the carrying of objects such as bricks, buckets, or large wooden objects;
- q. Required participation in public acts, skits, or songs, for the purpose of humiliation or embarrassment;
- r. Any activity considered morally offensive by an individual pledge/associate member;
- s. Intentionally creating clean-up work;
- t. Confining pledges to rooms or areas that are uncomfortable due to temperature, noise, size, or air quality for the purpose of harassment;
- u. Any activity without a constructive aspect or reasonable purpose, including but not limited to, "line-ups", "rat courts", mock trials, interrogations, yelling of obscenities, or votes of continuance not consistent with the national constitution of , or sanctioned by, the national fraternity;

## D. Initiation Policy

1. Fraternities should follow their (inter)national fraternity's programs for new member education and initiation.
2. Each fraternity reserves the right to initiate before or after the term grade report has been finalized.
3. All candidates for initiation must be enrolled Georgia Tech students or be

enrolled as co-op students on work semester. Students from other institutions may not become members of chapters that are chartered as Georgia Tech student organizations.

## E. Scholarship Policy

1. The Georgia Tech fraternity system stands for excellence in scholarship. It seeks, as a part of the Institute, to promote diligent application to study by fraternity members, not only in order that the requirements of the Institute be met, but also that achievement above the average level may be attained. In congruence with this philosophy the Interfraternity Council has developed a policy for the promotion of scholastic achievement.
2. It is the immediate goal of the Interfraternity Council for each chapter to maintain a minimum grade point average that exceeds the school average.
3. A grade point average of 2.70 on a 4.0 scale must be maintained by each individual chapter in order to remain on good standing.
4. Any chapter performing below 2.70 will be placed on scholastic probation and be subject to the following corrective actions:
  - a) The chapter will lose all social privileges for the next academic session (summer session is not considered as a probation period), but will be allowed to participate in Homecoming and Greek Week events.
  - b) The chapter will be unable to submit a team for the Fraternity "A" League the following academic session (summer is not considered as a probation period). Any team the fraternity enters in a "B" or independent league will not earn IFC points.
  - c) A copy of the letter informing the fraternity of their probationary status will be sent by the IFC Scholarship Chairman to the Chapter Advisor, the Faculty Advisor, and the (inter)national office of the fraternity on probation.
5. Probation continues until grades are received for the next grading period (summer session is not considered as a probation period).
6. If a fraternity requests grade changes after being placed on academic probation, then that fraternity remains on academic probation and should act accordingly until the new grade reports are released showing that the member fraternity's grades are above the set minimum.

## F. New Member Scholarship Policy

1. Each fall and spring new member class (those rushees who accept a bid for the fall or spring class and remain affiliated for the entire semester), must attain a group GPA of 2.70 on a 4.0 scale. If the group fails to attain a 2.60, their chapter will be placed on a social probation for the following spring semester (except for the summer semester).

2. The standards for the fall and spring new member class will be 2.60 on a 4.0 scale if the chapter:
  - a) Has 75% of new members in attendance at the fall and spring Peer Education program.
  - b) Submits and receives approval for the required scholarship program under the Minimum Standards policy.
  - c) Has an active Faculty/Staff Advisor registered with the Office of Greek Affairs whose role and duties are defined in the chapter scholarship program.
  - d) Has 75% of new members in attendance at an additional educational programming event designated by the Greek Programming chairman.
  - e) All submissions must be made by the first General Assembly meeting each semester.
3. If a new member class fails to meet their required GPA, the fraternity must submit a plan to the IFC Executive Committee by the first General Assembly meeting of the following semester detailing what measures will be taken to improve their grades.

## G. Social Policy

### 1. Resolution

**WHEREAS**, in the fraternity world, there have been numerous lawsuits filed against chapters as a result of incidents ranging from noise disturbances, to personal injury cases, to wrongful deaths occurring at social functions, and **WHEREAS**, a uniform set of rules must be implemented for all fraternities in order to reduce the risks of a major incident which could threaten the existence of the Greek system at the Georgia Institute of Technology, and **WHEREAS**, at social functions most incidents occur as a result of a lack of supervision and uncontrolled use of alcohol, **THEREFORE BE IT RESOLVED**, by the Interfraternity Council that its member chapters adhere to the following policy.

### 2. Definition for Events

- a) Party – a social event funded, sponsored, or supervised by a fraternity, or which an observer would associate with a fraternity, that appears to be premeditated (e.g. band parties, DJ parties, theme parties, holiday parties, invitation parties, etc.)
- b) Mixer – a social event funded, sponsored, or supervised by a fraternity and a sorority, at which the membership of the fraternity and sorority are invited together for a social function.
- c) Social – a social event funded, sponsored, or supervised by a chapter, at which the attendees consist of fraternity members and invited guests only (e.g. alumni dinner, date night, semi-formal, formal, etc.)
- d) The IFC Executive Committee shall decide which of these definitions an event falls under.

### 3. General Regulations

- a) All parties and mixers must be registered with the Social Committee chairman the Monday prior to the event. A standard event registration form shall be used.
- b) All events registered late may be subject to a cancellation determined by the IFC Executive Board
- c) The maximum number of events shall be set by the IFC Executive Board's discretion with approval by Chapter Presidents within two (2) weeks of the start of each semester.
- d) An event may only be advertised on a house banner not including language of exact dates or mention of drugs/alcohol. Additionally only private social media accounts for registered events may be used. No other form of advertisement is allowed.
- e) No function shall grow so large as to overflow the property boundaries of the event site.
- f) The service of alcohol must comply with the Georgia Institute of Technology Student Policy on Alcohol and Drugs, and conform to all local, state and federal laws concerning alcohol and drugs.
- g) No alcoholic beverages may be purchased with chapter funds, funds pooled by the chapter, or by any member for or on behalf of the chapter.
- h) The purchase, possession or use of a bulk quantity or common container of alcoholic beverages is prohibited (e.g. kegs, "Hunch Punch," etc.)
- i) Amplified sound, as specified by the Georgia Tech Police Department's Sound Ordinance will be dealt with on an individual basis with the Georgia Tech Police Department. Upon their discretion, sound will either be turned down or turned off immediately.

### 4. Sober Monitoring

- a) A chapter must have 1 sober monitor for every 100 expected attendees. Up to 5 sober monitors are required per event. Monitors shall:
  - (1) Be present at all times and for the entire duration of the event
  - (2) Stay free from the influence of alcohol and other drugs for the duration of the event
  - (3) Have their names and phone numbers posted on a minimum of two (2) points of common entry/exit, pictures are highly encouraged
  - (4) Identify potential problems
  - (5) Patrol the event for underage drinking, glass bottles, common sources of alcohol, and harmful and disruptive behavior for the entire duration of the event
  - (6) Present themselves upon request of a member of IFC Social Committee or IFC Executive Committee

5. Any chapter that does not take immediate corrective actions recommended by the Social Committee representatives or does not shut down its function will be reported to the Administrative Vice President for judicial action.

6. Security Guards, Sober Monitors, and IFC Social Patrols will be responsible for

maintaining the overall security and safety of the event through:

- a) Proper distribution of wristbands
  - b) Ensuring monitored entrances
  - c) Maintaining a sign-in list at the main entrance
  - d) Handling any potential problems, including but not limited to removing from the property underage individuals seen consuming alcohol, escorting noticeably intoxicated individuals off of the property, and when necessary, involving the Georgia Tech Police in the removal of these individuals.
7. The IFC Social Patrols will fill out an infraction form and report all violations of any of the aforementioned policies to the Administrative Vice President for possible judicial action.
8. Social Event Patrols
- a) The IFC Social Committee will visit fraternities during events to protect the welfare of members and guests, and to identify potential violations.
  - b) The Committee shall:
    - (1) Patrol in pairs representing different chapters
    - (2) Announce themselves upon arrival by requesting to speak with the Risk Manager or highest ranking officer present
    - (3) Not enter any area of the house unescorted (by a member of the fraternity) with the exception of the area required to find a member of proper authority
    - (4) Verify the age of two (2) or more wristband attendees
    - (5) Patrol the event, verifying the event contract, verifying the sober monitor contract, checking a minimum of two (2) private rooms and all common areas for potential policy violations
    - (6) Notify the President or highest ranking officer of any potential policy violations
    - (7) The first patrol shall take place before the event starts and thus all infractions, although noted, shall not constitute violations as long as they are remedied by the start of the event. All early infractions not remedied will be written up as social violations and reported to the Administrative Vice President.
    - (8) An event checklist will be filled out during all patrols and signed by the social patrol and Risk Manager or highest ranking chapter officer.
    - (9) The Committee can return to the event as many times as is deemed necessary.
    - (10) The Committee will correctively instruct fraternities who have not taken proper precautions to avoid violations. The fraternity must comply with these instructions, or the event will be shut down immediately, and the function will be reported to the Administrative Vice President for action by the Judicial Board.
    - (11) The Committee will return later to verify that the problem has not recurred.
    - (12) If any problem persists, the Committee will fill out an



infraction form and report violations to the Administrative Vice President for possible judicial action.

#### 9. Regulations for Events with Alcohol

- a) The host fraternity must hire at least three (3) licensed and insured security officers for each registered party.
- b) For events over four hundred (400) attendees, an extra security guard must be hired for each additional one (1) to one hundred fifty (150) attendees. Fraternities in violation of this policy will be required to restrict access to the event until space clears or additional guards arrive.
- c) IFC recommends getting a consultation with your security company before the event to assess the ideal number of security guards.
- d) Anyone choosing to consume alcoholic beverages at the event must show proper identification to the security guard or police officer in order to obtain a wristband.
- e) Anyone not wearing a wristband will not be allowed to consume alcohol. Wristbands from other events will not suffice as proper identification of those allowed to consume alcohol at the event.
- f) No members, collectively or individually, shall purchase for, serve to, or sell alcohol beverages to anyone under the legal drinking age.
- g) Members of a fraternity may not serve as bartenders for their own fraternity.
- h) Each location where alcohol is served must have bottles of water present for attendees. There must be no less than 72 bottles (16 oz. or greater) available at each of these locations at the start of the party.

#### 10. Regulations for Events without alcohol

- a) Definition- Any event hosted by the fraternity where alcohol will not be present.
- b) All Events without alcohol must follow the General Regulations.
- c) Recommendations fraternities should consider when having a dry event:
  - (1) The host fraternity should hire at least one (1) licensed and insured security officer for the party to ensure the safety of all participants

#### 11. Regulations for Mixers and Socials

- a) All Mixers and Socials must follow the General Regulations.
- b) Sober monitors are required in accordance with the sober monitoring policy

#### 12. Social Violations

- a) Definitions in this section apply during any fraternity event in addition to applicable IFC and/or Institute policies.
- b) Sanctions in this section apply only to social policy violations, and other IFC and/or Institute policy violations may carry increased penalties.

- c) Definitions
  - (1) A violation is defined as any act that breaks a rule of the social policy or risk management policy that is documented by the IFC Social Committee or the IFC Executive Board.
  - (2) A special case violation is defined as any violation that occurs at an event that will require the attention of the IFC advisor and/or the Institute.
- d) Any sanction can be appealed through the IFC Judicial Process.

## H. Good Samaritan Policy

- 1. Individual
  - a) If a member assists another person in obtaining immediate and appropriate medical care related to the use or consumption of alcohol, drugs, or to another medical emergency, then that member, as well as those who are assisted, will not be subject to individual disciplinary action with respect to the incident. This is the case even if the member who is assisting was a contributing factor to that emergency. An individual may benefit from this policy more than once, though repeated use of the policy may receive stricter scrutiny.
- 2. Chapter
  - a) A chapter that seeks immediate and appropriate medical assistance for a person in need related to the use or consumption of alcohol, drugs, or to another medical emergency, may be eligible for mitigation of charges related to violations of organizational policies. To be eligible for this potential mitigation, the chapter will be required to meet in person or by phone with a national staff member or an alumni volunteer designated by the fraternity. A chapter may benefit from this policy more than once, though repeated use of the policy may receive stricter scrutiny.

## I. Risk Management Policy

- 1. This policy's purpose is to set forth regulations that must be followed by a fraternity daily.
- 2. The presence of alcohol products above 15% alcohol by volume ("ABV") and those exceeding 16 fluid ounces is prohibited on chapter premises during any event where alcohol is being served. Effective May 13th, 2019
- 3. If an event is not premeditated but would be considered an event by an observer, or attendance reaches 2.5 times the size of the organization, it must be registered immediately and an IFC Executive Committee member notified.
  - a) The event must follow all General Regulations
  - b) The fraternity will not have to hire security guards for the event.

4. Each fraternity can have at most three (3) events that are not premeditated but would be considered an event by an observer per semester.
5. The fraternity must immediately shut down any unregistered event that occurs after the fraternity has reached three events that are not premeditated.
  - a) In addition to the fraternity, the IFC Social Committee or Executive Committee shall decide if an event falls into this category.

## J. Recruitment Policy

### 1. Definitions

- a) Recruitment for the purpose of this policy is defined as the active solicitation of members, or activities being conducted in relation thereto.
- b) A recruitment event is defined as any communication between a fraternity member and a non-member for the purpose of influencing that person's choice of membership in a fraternity.
- c) An Official Rush Period is defined as the designated time of rush announced by the Vice President of Recruitment.
- d) The recruitment year starts at the beginning of the summer academic session and ends at the beginning of the next summer academic session.
- e) A member is defined as all actives, associates, and pledges on the fraternity's role according to IFC records at the time of the violation.
- f) An off-site event is defined as any event not held in the fraternity house, facility, or grounds.

### 2. General Recruitment Regulations

- a) The Recruitment Policy is in effect for all Official Rush Periods designated by IFC, or at any recruitment event as defined by chapter or IFC policy.
- b) No restriction in regard to class standing may be placed upon persons wishing to associate or pledge fraternities at Georgia Tech.
- c) All events must comply with IFC Social Policy regarding Socials and noise regulations.
- d) Fraternities at their discretion may associate or pledge members at any time provided the new member conforms to relevant IFC and Institute policy.
- e) Fraternities may hold recruitment events at any time provided they conform to IFC policy.
- f) All events must be absent of illegal drugs and drug paraphernalia, unless they are for medical purposes (with a valid prescription).
- g) Only members, associate members, pledges, and advisors may participate in formal recruitment. Non-members may not.
  - (1) If non-members live in the respective fraternity house, they may be present, but may not actively participate in formal recruitment by interacting with potential new members.

### 3. Disaffiliation

- a) Members of the Executive Committee, IFC Rush Committee, or other representatives of the Interfraternity Council shall not reveal their

affiliation to non-affiliated persons either directly or indirectly while serving as a representative of the Greek community where they may gain an advantage in recruiting by their association with IFC.

4. Official Rush Period Regulations

- a) Official Rush Periods shall be announced by the Vice President of Recruitment.
- b) Fall semester rush dates shall be announced no later than the last General Assembly meeting of the spring academic semester.
- c) Spring semester rush dates shall be announced no later than the last General Assembly meeting of the fall academic semester.
- d) The IFC Executive Committee or Vice President of Recruitment reserve the right to move announced dates due to unforeseen circumstances.
- e) During an Official Rush Period, fraternity members are not allowed in the house, facility, or grounds of another fraternity unless they are invited and escorted by a member of the host fraternity at all times.
- f) Any off-site events must be registered with IFC at least one week in advance.
- g) All events must conform to all social regulations.
- h) All events must be absent of illegal drugs and drug paraphernalia, unless they are for medical purposes (with a valid prescription).

5. Recruitment Outside of Official Rush Periods

- a) All recruitment events, including off-site events, must be registered with IFC at least one week in advance.
- b) All events must conform to the social policy.

6. FASET Regulations

- a) A FASET session is defined as the time that FASET officially designates as the beginning of that session or the time that a student checks-in for their session, whichever is earlier, through the time that FASET officially designates as the end of that particular FASET session. (Refer to the current FASET schedule for exact times.)
- b) No fraternity functions are permitted during FASET sessions.
- c) Fraternity members are strictly prohibited from any contact with students attending a FASET session, with the exception of FASET Leaders, the Executive Committee or their designees, and the IFC Rush Committee in the performance of their official duties.
- d) No fraternity member may reveal their affiliation, either directly or indirectly, regardless of their FASET Leader status, to any student attending a FASET session.
- e) Students attending FASET are not allowed on fraternity property during their session.
- f) Pre- and post-FASET events must begin and end outside of officially designated FASET session times.
- g) An alcohol related violation during FASET levied on an IFC member FASET Leader by the FASET judicial body shall result in a medium recruitment violation as stated in Section H-12 of this article.
- h) Severity of offenses is left up to the discretion of the IFC Executive Committee and will be punished accordingly.

7. Advertising Regulations
  - a) Fraternities are permitted to advertise recruitment events.
  - b) Advertised recruitment events must conform to all recruitment event policies.
  - c) All advertising must promote the fraternity system and the individual chapter in a positive manner.
  - d) No alcohol or reference to alcohol is permitted on advertising of any form for recruitment events.
  - e) Fraternities must submit all advertising material to the Vice President of Recruitment for approval at least one week prior to printing.
8. Alcohol Related Regulations
  - a) This policy applies to all recruitment events.
  - b) Alcohol cannot be present at the event.
  - c) During Official Rush Periods no alcohol shall be present in the house, facility, or grounds.
  - d) Outside of Official Rush Periods, the house does not have to be completely dry, but alcohol must be stored away from common areas and inaccessible to those present at the event.
  - e) No alcohol shall be served or consumed by any person present, regardless of age.
  - f) No intoxicated person is allowed on fraternity grounds or at any event.
9. Establishment of Emergency Rules
  - a) The Executive Committee and the Vice President of Recruitment shall have the power to enact rules and regulations it deems necessary to ensure fair recruitment for all fraternities.
  - b) This power may only be used when a vote before the General Assembly is not possible.
  - c) Any policy enacted shall be voted on by the General Assembly at the first meeting a quorum is reached following establishment of the rules. These rules will be added to the bylaws after voted in or can be designated as only necessary for this recruitment season by a  $\frac{2}{3}$  majority vote of the General Assembly.
  - d) Violators may use standard appeal procedures if the rule is upheld by the General Assembly. Violations will be erased if the rule is not upheld.
10. Exploitive Event Themes
  - a) There shall be no recruitment events whose themes are based upon the exploitation or exhibitionism of men, women or any cultural, ethnic, or religious group.
  - b) There shall be no themes such as female mud-wrestling, wet T-shirt contests, or bikini contests for any recruitment event.
11. Enforcement
  - a) Patrols of recruitment events will be conducted by the IFC Rush Committee and Executive Committee.
  - b) The IFC Rush Committee and Executive Committee will:
    - (1) Patrol in pairs representing different fraternities, and may not patrol their own fraternities.
    - (2) Announce themselves upon arrival and request to speak with the

- president, recruitment chairman, or next-highest ranking officer present.
- (3) Not enter any area of the facility or event unescorted by the president, recruitment chairman, or next-highest ranking officer with exception of the area required to find a member of proper authority.
- (4) Fraternities who refuse to provide an appropriate escort will be charged with a Medium recruitment violation.
- (5) Reserve the right to conduct a search of any part of the facility or event, which does not include any room where non-initiated persons may not enter.
- c) Rooms where non-initiated persons may not enter must be registered with IFC and verified by the fraternity inter/national headquarters.
- d) Rooms that are not registered must be unlocked and available for inspection at all times during the Official Rush Period or a recruitment event.
- e) search includes inspecting the facility or event until the patrol is satisfied that no violations are occurring.
- f) If the patrol believes a violation has occurred they reserve the right to conduct a more thorough search of the premises.
- g) Notify the president, recruitment chairman or next-highest ranking officer of any alleged violation(s).
- h) The fraternity will be notified of any alleged violations by email from the Vice President of Recruitment (or other executive officer if he is disqualified) within twenty-four (24) hours.

## 12. Recruitment Violations

- a) Definitions in this section apply during any recruitment event or Official Rush Period in addition to other applicable IFC and/or Institute policies.
- b) Sanctions in this section apply only to recruitment policy violations, and other IFC and/or Institute policy violations may carry increased penalties.
- c) Level One offenses accumulate only over Official Rush Periods. All other violations accumulate over the recruitment year.
- d) The recruitment year lasts from the end of the spring semester to the end of the following spring semester
- e) Definitions
  - (1) Level One Offense - may include, but is not limited to, violations such as empty or factory sealed alcoholic containers less than 15% alcohol by volume (ABV), or other violations of the IFC Recruitment Policy.
  - (2) Level Two Offense – may include, but is not limited to, broken factory seal alcoholic containers, any alcoholic containers greater than 15% alcohol by volume (ABV), presence of drugs or drug paraphernalia (without valid prescriptions), failure to turn in relevant recruitment information to the VP of Recruitment or the Recruitment Chair, or other violations of the IFC Recruitment

Policy.

- (3) Level Three Offense – may include, but is not limited to, violations such as consumption of alcohol by any fraternity member, consumption of drugs or drug paraphernalia (without valid prescriptions) by any fraternity member, violations during FASET, or other violations of the IFC Recruitment Policy
- (4) Level Four Offense – may include, but is not limited to, violations such as consumption or possession of an alcoholic beverage by a non-member, consumption of drugs or drug paraphernalia (without valid prescriptions) by any non-member, or other violations of the IFC Recruitment Policy, or relevant Institute Policy.
- (5) Violation is defined as per incident or occurrence, or in the case of alcohol violations, one category of violation per room inspected.
- (6) A special case violation is defined as any violation that occurs that will require the attention of the IFC advisor and/or the Institute.
- (7) A. Each special case offense will be heard by the IFC Advisor and/or the IFC Judicial board in addition to any hearings administered by the Institute.

### 13. Sanctions

- a) All offenses carry the penalty of increased patrols.
- b) Any offenses can be appealed through the IFC Judicial Process
- c) Each Level of Offense is worth the following points:
  - (1) Level One - 1 Point
  - (2) Level Two - 5 Points
  - (3) Level Three - 15 Points
  - (4) Level Four - 60 Points.
- d) All offenses are cumulative (i.e. a Level Two and a Level Three combine to equal 20 points)
- e) The table below shows the different point totals along with the different sanctions

Total Points	Sanctions
1 to 4	Letter sent to President and Recruitment Chair
5 to 9	\$5 Fine per brother and a letter sent to President and Recruitment Chair
10 to 14	\$5 fine per brother and a letter sent to President, Recruitment Chair, and Headquarters
15 to 19	\$6 fine per brother and a letter sent to President, Recruitment Chair, and Headquarters
20 to 24	\$8 fine per brother and a letter sent to President, Recruitment Chair, and Headquarters
25 to 29	\$10 fine per brother and a letter sent to President, Recruitment Chair, and Headquarters

30 to 37	\$10 fine per brother and a letter sent to President, Recruitment Chair, and Headquarters. In addition up to half a year of social probation to be determined by the Judicial Board
38 to 44	\$10 fine per brother and a letter sent to President, Recruitment Chair, and Headquarters. In addition up to a year of social probation to be determined by the Judicial Board
45 to 51	\$10 fine per brother and a letter sent to President, Recruitment Chair, and Headquarters. In addition one year of social, Greek Week, and Homecoming probation
52 to 59	\$10 fine per brother and Letter Sent to President and Rush chair and headquarter and one year of GW, HC, Social probation, Cant apply for Greek Excellence Awards
60 to 74	\$15 fine per brother and a letter sent to President, Recruitment Chair, and Headquarters. In addition one year of social, Greek Week, and Homecoming probation. The Chapter cannot also apply for Greek Excellence Awards.
75 to 89	\$20 fine per brother and a letter sent to President, Recruitment Chair, and Headquarters. In addition one year of social, Greek Week, and Homecoming probation. The Chapter cannot also apply for Greek Excellence Awards.
90 to 104	\$25 fine per brother and a letter sent to President, Recruitment Chair, and Headquarters. In addition one year of social, Greek Week, and Homecoming probation. The Chapter cannot also apply for Greek Excellence Awards.
104 to 119	\$30 fine per brother and a letter sent to President, Recruitment Chair, and Headquarters. In addition one year of social, Greek Week, and Homecoming probation. The Chapter cannot also apply for Greek Excellence Awards.
120 to 134	\$30 fine per brother and a letter sent to President, Recruitment Chair, and Headquarters. In addition one year of social, Greek Week, and Homecoming probation. The Chapter is also suspended from IFC for one year and cannot apply for Greek Excellence Awards.
135+	\$30 fine per brother and a letter sent to President, Recruitment Chair, and Headquarters. In addition one year of social, Greek Week, and Homecoming probation. The Chapter is also suspended from IFC for one year and cannot apply for Greek Excellence Awards. IFC will also recommend Chapter is removed from campus in a letter to Headquarters.

## K. Intramural Policy

1. Only initiated members, pledges, or associate members currently on the active roster of a fraternity, and not on academic or disciplinary probation may participate in intramural events that earn Greek Excellence Awards Award points. This includes Fraternity A league, B league, and one time intramural sponsored events.
2. Violations will result in forfeiture of all games in which an illegal player participated, and any Greek Excellence Awards Award points earned by that team.

## L. Auxiliary Organizations Policy

1. JOINT Resolution WITH PANHELLENIC COUNCIL:  
WHEREAS, the Georgia Tech Panhellenic and Interfraternity Councils believe sororities, women's fraternities, and men's fraternities offer excellent



opportunities for women and men to share a fraternal experience with individuals of the same sex, and

WHEREAS, opposite sex auxiliary groups, commonly referred to as "big brothers" and "little sisters", are inconsistent with the concept and philosophy of separate and equal women's and men's fraternal organizations, and furthermore existence of these groups threaten the protected, single-sex status of fraternal institutions, and

WHEREAS, the Interfraternity and Panhellenic Councils believe that these groups inhibit the accomplishment of chapter goals by:

- Diverting the resources of time, effort, and money which are needed for the chapter operations and programming;
- Distracting chapter members in the performance of essential duties;
- Undermining the process of membership recruitment;
- Inviting disharmony within the chapter;
- Placing undue liability on the Greek organizations at Georgia Tech and their members; and

WHEREAS, there are equally attractive alternatives to the aforementioned auxiliary groups;

THEREFORE BE IT RESOLVED, that the Interfraternity and Panhellenic Councils believe that "big brother" and "little sister" groups are not desirable adjuncts to the collegiate chapters of the fraternal organizations at Georgia Tech; and furthermore that opposite-sex auxiliary groups will not be allowed to exist on the Georgia Tech campus after June 30, 1991.

2. Violations of this policy will be presented to and judged, as to penalties, by the appropriate judicial bodies of the Panhellenic and Interfraternity Councils. The following list includes violations of the above stated policy.
3. The fraternal institutions of Georgia Tech may not rush, give bids to, or initiate into an auxiliary group, members of the opposite sex and maintain the right to participate in sex-preferential rush.
4. The fraternal institutions of Georgia Tech may not address members of the opposite sex as "little sisters", "big brothers", "honored guests", or any other title which denotes a group organizational title associated with their institutions.
5. Members of the opposite sex may not attend meetings concerning chapter business unless allowed by their respective (inter)national fraternity.
6. Any person may have a standing invitation to any fraternity or sorority house. This invitation may be extended by any member of the chapter but not as a result of a chapter vote or consensus. Invited guests may not be given a title.
7. It is not the intent of this policy to stop persons of the opposite sex from spending

time at fraternity and sorority houses or functions held at these houses. It is, however, the intent of this policy to eliminate the organization and structure that bind these persons of the opposite sex into an auxiliary group, thus lessening the potential liability and negative aspects presented by these groups.

## M. Minimum Standards Policy

1. Purpose – The purpose of the Interfraternity Council minimum standards policy is to clearly set what each fraternity must comply with to remain in good standing with IFC. The penalties for not maintaining these levels will be clearly laid out within each standard. These are not meant to be guidelines for a chapter to determine how well they are doing, but rather guidelines for the Interfraternity Council to determine when something has gone to a point that the issue needs to be addressed. In addition to a chapter following all other outlined policies including, but not limited to, rush, social, scholarship, judicial, and any other policies outlined in the bylaws a chapter must comply in the following areas:
  - a) General Assembly meeting attendance
    - (1) Attendance shall be constituted as having at least one delegate of a fraternity at the general assembly meeting.
    - (2) Each chapter will be given one free unexcused absence per semester. Each chapter will then be required to attend the remaining meetings of the semester with the exception of the summer semester. Each meeting will be announced to the chapter's president and chosen representative at the following General Assembly meeting. If a chapter fails to meet this in the fall semester they will lose their voting privileges in the spring semester. If they fail to meet this standard in the spring semester they will lose their voting privileges for the following fall semester. The only exception to this is that the chapter will be allowed to vote on any motion to amend or change the bylaws.
    - (3) Excused absences. A chapter may obtain an excused absence if they contact the Vice President of Communications or the President with a valid excuse no less than three (3) days before the scheduled General Assembly meeting. An excuse will be determined valid at the discretion of the Secretary and approved by the President.
    - (4) After one (1) unexcused absence a chapter will be assessed a fine of \$5 per member for each additional unexcused absence
  - b) Payment of Interfraternity Council Dues
    - (1) All member chapters of the Interfraternity Council are responsible for payment of semester dues.
    - (2) The total amount of these dues will be based on the number of active brothers, as well as the number of pledges at the beginning of the semester.
    - (3) Failure to make payment of the semester dues on the day requested will result in a chapter receiving a warning. Following the warning, the chapter will be expected to make payments within one (1) month.

- (4) If a chapter fails to make payment within one (1) month of their warning, five (5) percent of the total amount due will be added to the overall chapter's dues. The chapter will be given two (2) weeks to make payment on the dues as well as the penalty.
- (5) If a chapter continues to neglect payment following the five percent penalty, a second penalty of seven (7) percent will be added to the overall chapter's dues. The House will be given a total of two (2) weeks to make payment on the original dues as well as the two penalties added.
- (6) If a chapter shows no intention of making payment on the outstanding dues, then the Executive Council will decide which Greek/social related events the chapter will be unable to participate in for the following semester.
- (7) Possible activities the chapter will be unable to participate in, include Homecoming events and Greek Week events and registered social events. For each week the Chapter fails to make the full payment, a Greek event will be removed from their participation status. Despite the chapter's inactivity in the events, they are still responsible for complete payment of their dues.

c) Maintenance of a Sexual Assault Action Plan

- ~~(1) Each chapter shall be required to submit a sexual assault action plan for approval to the Executive committee~~
- ~~(2) A chapter will be unable to register an event until their sexual assault action plan is approved by the Executive Committee~~
- ~~(3) A chapter that is found to not follow the provisions outlined in their sexual assault action plan will immediately be referred to HFC Judicial Board for sanctioning~~

## N. Greek Neighborhood Association Policy

1. Purpose – The purpose of the Greek Neighborhood Association (GNA) is to promote an aesthetically pleasing Greek community, facilitate facility-related programming, and encourage good relations between chapter houses within the Georgia Tech Greek sector. The GNA recognizes that the Greek sector is a prominent part of campus; therefore, the general appearance of the Greek sector is not only important but necessary.
2. The GNA will consist of the house manager or designated representative from each chapter that has an on-campus facility.
3. The GNA will be chaired by two (2) delegates: one from the Collegiate Panhellenic Council and one from the Interfraternity Council. These delegates will be chosen according to their Council's method of selecting chair persons.
4. The Greek Neighborhood Association chairs will host meetings with house managers at least once per semester. These meetings will serve to foster appropriate communication and to create programming, which includes, but is not limited to, fire safety and risk management, house manager best practices, and open forums.

5. The Greek Neighborhood Association will enforce yard cleanliness policies seven (7) days a week, according to the following parameters:
  - a) Every yard must have a clean appearance by 7:00 AM every morning.
  - b) A clean yard is defined by an orderly appearance with the absence of excessive loose trash.
  - c) Lawn maintenance (specifically grass length) is also included in an orderly appearance. If a lawn maintenance notification is given, chapters will have three (3) days to cut grass (unless circumstances delaying this are discussed with the GNA staff advisor). Afterwards, notifications will follow the general notification guidelines model with two (2) hours equivalent to two (2) days for lawn maintenance notifications.
6. Infractions to these policies shall be:
  - a) First Notification: A written and verbal notification will be given to the house manager and the chapter president. The issue must be resolved within two (2) hours of the notification. If not resolved, 25% of the chapter will assist in cleaning up the Greek community one morning (preferably a weekday). The day will be decided upon by the chapter house manager and the GNA staff advisor. The clean-up day must be completed within two weeks after the sanction is given.
  - b) Second Notification: If the issue is not resolved after the first notification, a second written notification will be given to the house manager and the chapter president. The issue must be resolved within two (2) hours of this notification. If not resolved, 25% of the chapter will assist in cleaning up the Greek community one morning (preferably a weekday) and a fine of five \$5.00 per member will be issued. The day will be decided by the chapter house manager and the GNA staff advisor. The clean-up day must be completed within two weeks after the sanction is given.
  - c) Third Notification: If the issue is not resolved after the second notification, a third written notification will be given to the house manager and the chapter president. The issue must be resolved within two (2) hours of this notification. If not resolved, 25% of the chapter will assist in cleaning up the Greek community two (2) mornings (preferably weekdays) and be completed within three weeks after the sanction is given.
7. A tier system will also be used to encourage yard cleanliness on a consistent basis.
  - a) Tier One: Less than four (4) unrelated, written notifications issued to a chapter. Notifications and sanctions will follow the General Notification Model.
  - b) Tier Two: Four (4) unrelated, written notifications issued to a chapter. The first written notification regarding a specific instance will be treated as the second notification in the General Notification Model and chapters will be automatically assessed a fine of \$5.00 per chapter member.
  - c) Tier Three: Five (5) unrelated, written notifications issued to a chapter. The first written notification regarding a specific instance will be treated as the third notification in the General Notification Model and chapters will automatically be assessed a fine of \$5.00 per chapter member.

- d) Tier Four: Six (6) or more unrelated, written notifications issued to a chapter. The chapter is automatically put on social probation.
  - e) If a chapter goes two (2) months without written notifications, the chapter will drop to the next lowest tier. For example, if a chapter is currently on tier three and goes two (2) months without incident, the chapter will drop down to the beginning of tier two.
  - f) If a chapter receives a financial sanction from these notifications and compounding issues, a chapter advisor and/or a house corporation board member will be notified in writing.
- 8. The Greek Neighborhood Association will enforce dumpster policies outlined by the Georgia Tech of Solid Waste Management & Recycling. The Greek Advisor will notify the house manager(s) of the issue and inform the house manager(s) of the necessary steps that must be taken to resolve the issue. Note that all house managers assigned to a dumpster are held at an equal level of responsibility to resolve the issue.
- 9. Infractions to these policies shall be:
  - a) First Notification: A written notification will be given to the house manager and the chapter president. The issue must be resolved within two (2) business days of the notification. If not resolved, a fine of \$200.00 will be issued to each chapter responsible for the dumpster area.
  - b) Second Notification: If the issue is not resolved after the first notification, a second written notification will be given to the house manager and the chapter president. The issue must be resolved within two (2) days of this notification. If not resolved, an additional \$200.00 fine will be issued to each chapter responsible for the dumpster area.
  - c) Third Notification: If issue is not resolved after the second notification, a third written notification will be given to the house manager and the chapter president. The issue must be resolved within two (2) days of this notification. If not resolved, an additional \$200.00 fine will be issued to each chapter responsible for the dumpster area.
- 10. A tier system will also be used to encourage correct dumpster use on a consistent basis.
  - a) Tier One: Less than four (4) unrelated, written notifications issued to a chapter. Notifications and sanctions will follow the General Notification Model.
  - b) Tier Two: Four (4) unrelated, written notifications issued to a chapter. The first written notification regarding a specific instance will be treated as the second notification in the General Notification Model and chapters will be automatically assessed a fine of \$200.00.
  - c) Tier Three: Five (5) unrelated, written notifications issued to a chapter. The first written notification regarding a specific instance will be treated as the third notification in the General Notification Model and chapters will automatically be assessed a fine of \$400.00.
  - d) Tier Four: Six (6) or more unrelated, written notifications issued to a chapter. The chapter is automatically put on social probation.
- 11. If a chapter goes two (2) months without written notifications, the chapter will drop to the next lowest tier. For example, if a chapter is currently on tier three

and goes two (2) months without incident, the chapter will drop down to the beginning of tier two.

12. If a chapter receives a financial sanction from these notifications and compounding issues, a chapter advisor and/or a house corporation board member will be notified in writing.
13. The Greek Neighborhood Association will host a meeting at the beginning of each semester to educate house managers on the policy and to discuss best practices in effectively meeting policy expectations.

## VII. Office of the Interfraternity Council

### A. Maintenance of an Office

1. The Executive Committee shall be empowered to secure necessary and sufficient office space for the operation of the Interfraternity Council.
2. Funds may be requested from the General Assembly for maintenance of this office and its furnishings, technology, equipment, and supplies.

## VIII. Interfraternity Conferences and Organizations

### A. Maintaining Membership and Support of Interfraternal Organizations

1. Unless a financial emergency is declared by a vote of the General Assembly, the Interfraternity Council shall maintain membership in the Southeastern Interfraternity Conference, and the Center for the Study of the College Fraternity, paying all dues and fees to remain in good standing.
2. The Fraternity Advisor shall maintain membership in the Association of Fraternity Advisors, and the Interfraternity Council shall pay all fees and dues for the Fraternity Advisor to remain in good standing.

### B. Participation in Conferences and Meetings

1. Unless a financial emergency is declared by a vote of the General Assembly, the Executive Committee and the Fraternity Advisor shall represent the Interfraternity Council at the Southeastern Interfraternity Conference.
2. The Fraternity Advisor shall attend the annual conference of the Association of Fraternity Advisors. If necessary, the Interfraternity Council shall defray all reasonable costs of attendance for the Fraternity Advisor. The Fraternity Advisor shall furnish to the IFC VP of Finance, an accounting of all expenditures within

seven (7) business days of the conclusion of the annual conference.

## IX. Amending the Bylaws

### A. Process to Amend the Bylaws

1. Written notification to all members must be made by mail or email at least two (2) weeks in advance of any proposed changes in the Bylaws.
2. Bylaws amendments may be proposed by any officer or committee chairman, or any member in good standing of the General Assembly, at a regularly scheduled meeting of the General Assembly.
3. An affirmative vote of two-thirds (2/3) of the voting delegates at a regularly scheduled General Assembly meeting is required for adoption of an amendment. Abstentions count as a vote in the computation of the total votes.
4. Should any situation not specified in the Bylaws of the Council or the Constitution require immediate action, the executive board is given full authority to take any action/decision it deems necessary and proper for the good of the council. The board must propose such measure(s) to the council for amendment to the By-laws within 30 days of the start of the next academic semester (Fall, Spring).

### B. Revision and Distribution of New Bylaws

1. At least once per year, each member fraternity shall be furnished one copy of the Constitution and Bylaws of The Interfraternity Council, which shall reflect all amendments occurring since the last publication.
2. Bylaws amendments shall be contained in the minutes of the General Assembly meeting at which they are passed. Distribution of these minutes shall serve as notice of the amendment until the next distribution of the Constitution and Bylaws.