

Preface

This manual contains the governing documents of the Northwest Missouri State University Interfraternity Council (IFC).

This manual also contains information valuable to Interfraternity Council-recognized fraternities. Copies of this manual shall be made available to any Interfraternity Council delegate, member chapter, and Greek affiliate.

This manual was updated by the Interfraternity Council Executive Board, IFC fraternity Presidents, and Delegation in April 2020.

The Official

Constitution

of the

Northwest Missouri State University

Interfraternity Council

Last Revised: **April 2020**

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Preamble

We, the men of all IFC fraternities of Northwest Missouri State University, do ordain and establish this constitution of the IFC of Northwest Missouri State University. We do this to better promote a structured system of codes, ethics, and cooperation among the IFC Executive Board, IFC men, Panhellenic women, NPHC men and women, administration, faculty, and the community of Maryville.

Article I. Name

1. This organization shall be known as the Interfraternity Council of Northwest Missouri State University and shall be referred to in this Constitution and the IFC Bylaws as "IFC". The organization will be guided by an Executive Board henceforth referred to in this Constitution and the IFC Bylaws as the "Board" and a governing delegation henceforth referred to in this Constitution and the IFC Bylaws as the "Delegation."

Article II. Purpose

1. The goals of this organization shall be to establish and preserve a system of government that will create a code of ethics and a set of standards for the IFC fraternities of Northwest Missouri State University, as well as to promote cooperation and friendship among and between the fraternities, the administration, the faculty, the student body, the sororities, and the community of Maryville. IFC will sponsor cultural and educational programs for members of the Greek system.
2. The Council will preserve and enforce all national, state, local, university, and Council rules and advise the IFC fraternities in compliance with all chapters' (Inter)National headquarters policies.

Article III. Mission

1. The IFC is the administrative and facilitating board of IFC fraternity men who represent the best interest of Northwest IFC-recognized fraternities. IFC seeks to promote a Greek Community in which the standards of scholarship, brotherhood, leadership, and service will serve as the guiding values of IFC and all IFC fraternities. The Board will coordinate educational, social, and recruitment programs for member chapters. It will also establish the framework and standards that all IFC fraternities uphold. It is the goal of IFC create an environment of welcoming by seeking to help each fraternity strive to reach its fullest potential.

Article IV. Ethics

1. Refer to Appendix B for all Ethics of the Interfraternity Council.

Article V. Membership

1. Membership to IFC shall consist of the (inter)national social fraternities chartered or colonized at Northwest Missouri State University. They must also be recognized by the University administration and the Student Government Association (e.g., Student Senate).
2. Representation to the Delegation shall be made up of one delegate duly elected or nominated by members of their respective IFC fraternities to attend each Delegation meeting on behalf of the interests of each fraternity. In addition to this, each IFC fraternity must have in attendance, at each meeting, a member who holds an executive office for that fraternity.
3. The Board shall be made up of a President, Vice President (VP) of Membership and Development, VP of Finance, VP of Scholarship and Academic Development, VP of Judicial Affairs, VP of Communications and Programming, VP of Philanthropy, and Service, and VP of Risk Management. They will be assisted by the Delegation and IFC advisor provided by Northwest Missouri State University. Each member of the Board will hold a term of office for one year, January 1 to December 31, and will be elected each October. No more than two members from each IFC fraternity shall hold an executive office. This can be excused with a 2/3rd vote by the Delegation.
 - a. The period from which the new Board Officers are elected until January 1 shall be known as an “elect” period in which the newly elected officers will shadow the current officers in an effort to effectively transition into the new positions.
 - b. At the last meeting of the fall trimester, the President Elect and new officers will be sworn in by the former IFC President. This shall be the last item on the agenda at this meeting.
4. IFC fraternity chapter advisors shall be encouraged to attend Delegation meetings, but are not allowed to give input during delegation meetings unless a chapter’s time is yielded to the advisor.
5. Each IFC fraternity shall be entitled to one vote in the conduct of IFC business. The Board shall not be entitled to vote. The President shall only vote in the case of a tie.
6. Each IFC fraternity will be required to maintain its membership through payment of trimester dues to IFC (See Article XI - Finances, Section 1).
7. Intentional falsification of any documents, including but not limited to, chapter membership rosters, event registration forms, etc. shall result in immediate referral to a mediation or judicial hearing.

Article VI. Meetings

1. Regular Delegation meetings shall be held at least twice each month as determined by the Delegation and the Board.
2. Quorum shall consist of two-thirds of all chapters to conduct general business of IFC. For matters needing a vote, quorum must consist of two-thirds of the eligible voting chapters.
 - a. Exceptions to this may be granted by the Board if in conjunction with the attendance excuse policy (Article III of the IFC Bylaws).
3. All meetings will run in accordance with the most recent version of Robert's Rule of Order.

Article VII. Finances

1. IFC dues will be paid during the academic trimesters by each IFC fraternity. These dues shall be collected and monitored by the VP of Finance.

2. The eight IFC executives shall be required to prepare and submit an annual budget report, based on expenses and financial needs, for the Association of Fraternal Leadership and Values (AFLV) Conference and to the Student Government Association (e.g. Student Senate) as requested.

Article VIII. Commitment

1. IFC will assist each IFC fraternity in setting principles and standards that will promote commitment to Northwest Missouri State University.
2. This commitment will be based on high academic standards and achievement; philanthropic service to campus and community; support and promotion of the University Alma Mater; leadership development; fiscal integrity; responsible membership selection and education; promotion of responsible social interaction.
3. In return for this commitment, IFC will recommend that the University recognize and respect the need for students to organize themselves into fraternities and the benefits gained from this organization.

Article IX. Judicial Power

1. All fraternities shall be subject to the Student Organization Conduct Policy.
2. IFC will yield judicial power over the IFC fraternities' minor violations as deemed so by the VP of Student Affairs through a mediation or judicial hearing process. The judicial system will also execute any punishment deemed necessary when violations of rules set forth in this/these Constitution, Bylaws, by the Federal, State and Local Governments, and/or the University, are broken.
3. IFC shall set up a judicial system whereby each IFC fraternity will be guaranteed a fair and impartial hearing.

Article X. Powers of the Executive Board

1. The Board shall reserve the right to make decisions regarding matters not specifically listed in the IFC Constitution and/or By-Laws with approval of two-thirds of all IFC fraternity presidents. Decisions of the Board may be overturned by either a petition signed by at least 5 out of 8 chapters' presidents OR by a judicial ruling.
 - a. A two-thirds vote of the current Board shall be required for all decisions regarding the aforementioned.
2. The Greek Life Office Staff reserves the right to place any chapter on temporary suspension from IFC for a period of no more than two weeks after an alleged violation has occurred. This temporary suspension shall be referred to as an "investigative period" in which IFC has adequate time to arrange for mediation or judicial hearing and to gather any relevant information about the alleged violation.
 - a. In the event that a chapter is placed under temporary suspension for the investigative period, and a judicial process is unable to be executed within two weeks following the alleged violation, a chapter will be relieved of temporary suspension after the two week period has expired. However, a judicial process will still be arranged for the alleged violation.

Article XI. Amendment Appreciate

1. This Constitution may be amended by a majority vote of IFC fraternities present at any Delegation meeting; provided there is quorum, and written notice of such proposed action is presented to the Delegation members at least one week prior to the meeting.
2. Minor changes (i.e. spelling, grammatical, etc.) that do not materially change the interpretation of the IFC Constitution may be made by the Board. Chapters will be notified of such changes.

Article XII. Adoption

1. This Constitution shall be ratified by a majority vote of the IFC fraternities present at any Delegation meeting, provided there is quorum, and at least one week in advance notice prior to the meeting of ratification.

The Official

By-Laws

of the

Northwest Missouri State University

Interfraternity Council

Last Revised: **April 2020**

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Article I. Officers

1. Requirements for Board Officers
 - a. To be eligible for candidacy as a Board Officer, one must have served as a Delegation delegate for a period of at least one full trimester or have served as a Board member. This can be excused by a 2/3rd vote of the Delegation. They must have a cumulative Grade Point Average (GPA) that is equivalent to or better than the all Greek male average GPA of the previous trimester. The absolute minimum grade point standard to be eligible for candidacy is a 2.7. The higher of the two aforementioned GPA requirements shall take precedence. Also, he shall not be President, Vice President of Internal or External Operations, Judicial Board Member, or Recruitment Chair of his fraternity.
 - b. Shall exhibit absolutely no bias toward a particular IFC fraternity while exercising the duties of a Board Officer.
 - c. Shall always act for the good of IFC, IFC fraternities, and the Greek Life Community at large.
 - d. Each Board Officer shall hold no more than two terms of office per position elected.
2. Election of Board Officers
 - a. The IFC Advisor shall be responsible for seeing that all the IFC Board elections are run in a fair and impartial manner.
 - b. Elections shall be conducted within Delegation meetings, with each IFC fraternity eligible for one vote per office.
 - c. Applications will be released at least three weeks before the scheduled election date. Interviews with the Board will be scheduled at least one week prior to elections. A transcript of interviews will be posted during Board elections.
 - d. Nominations from the floor will be accepted on a case-by-case basis as decided by a majority vote of the Board with the IFC Advisor providing counsel.
 - e. Simple majority will decide who has won the election.
 - f. In the event that a Board Officer should resign during either the summer trimester or Winter Break, the Board may appoint an Interim Officer to assist with Board efforts for the remainder of the term.
3. Responsibilities of the Executive Board
 - a. Each member of the Board shall be required to help prepare and submit AFLV awards each academic year.
 - b. Each member of the Board shall be required to plan and execute at least one roundtable with members of the respective officers for that office.
 - c. As a Board, it will be required to plan two educational sessions for Delegation meetings.
 - d. President
 - a. Shall be the chief executive officer of IFC.
 - b. Shall preside over all meetings of the Board and the Delegation.
 - c. Shall have the right to call special meetings of IFC.
 - d. Shall act as the official delegate of IFC at all events and/or meetings both within and outside the University.
 - e. Shall meet every two weeks and as needed with the Greek Life Staff Member assigned to IFC.
 - f. Assures operations of IFC are in compliance with the Constitution and Bylaws.
 - g. Shall establish ad-hoc committees.
 - h. Shall be present at all mediation and Judicial Board hearings.

- i. Shall present all IFC awards during the Gala Awards Ceremony.
 - j. Have veto power:
 - i. The president may veto any main motion, resolution, constitutional amendment, or by-law amendment that is adopted by IFC if he believes the measure to be detrimental to IFC or Greek Life;
 - ii. The veto must be announced to IFC both orally at a Delegation meeting and in writing to all IFC fraternity presidents within one week of the measure's adoption;
 - iii. The veto may be overridden by an 80% vote of the Delegation within two weeks of the veto;
 - iv. The President may not veto any motion of impeachment or a motion to override a veto.
 - k. Promotes the development of leadership qualities in each Board Officer and chapter delegate.
 - l. Oversees the transition, onboarding, and swearing in of new officers.
 - i. Oath of Office
 - 1. "I (state your name) do solemnly swear that I shall faithfully execute the duties of (state your position); that I will uphold and preserve the constitution of this Interfraternity Council; that I take this obligation on my own free will and accord, without and personal reservations; and that I will ably and willfully discharge the duties of this position which I am about to enter.
 - m. Shall not hold an Executive position within his fraternity.
 - n. Will work in collaboration with the IFC VP of Judicial Affairs and the IFC Advisor to update the Constitution and Bylaws annually.
- e. VP of Membership and Development
- a. Shall assume all Presidential powers in the absence or disability of the President.
 - b. Shall oversee the Membership and Development committee and meet with members at least twice a trimester.
 - c. Shall be responsible for supervising and promoting IFC recruitment.
 - d. Shall be responsible for supervising, promoting, and approving all membership activities.
 - e. Shall be responsible for all programming aimed towards the continual development of all members of the IFC Community.
 - f. Shall be responsible for overseeing the IFC Recruitment Team Delegates.
 - g. Work with the VP of Communications and Programming to develop publication materials for the purpose of promotion of IFC Formal Recruitment Registration to give to chapters.
- f. VP of Judicial Affairs
- a. Shall recommend the form of sanctions to the Board for those IFC fraternities failing to comply with Article IV of the Constitution.
 - b. Shall approve and oversee the judicial delegates appointed by each IFC fraternity.
 - c. Judicial delegates are required to serve a term from spring to fall.
 - d. Shall follow judicial procedures found in Article X.

- e. Shall set the time and date for all hearings in conjunction with the IFC Advisor.
- f. Shall determine with the IFC Advisor if infraction reports will be handled through a mediation process or through a judicial hearing.
- g. Shall inform all Judicial Board Delegates of procedures, sanctions, responsibilities, and protocols of the hearing process.
- h. Shall oversee the entire hearing as well as the closed session for the judicial board's deliberation afterward.
- i. Shall inform the accused chapter of the hearing process, the chapter's rights, the sanctions imposed (if the chapter is found responsible of the charge), and the appeals process.
- j. Shall chair the IFC Judicial Board. When doing so he will be known as the Chief Justice.
- k. Shall be required to hold a "Mock Judicial Hearing" at least once per fall trimester and once per spring trimester.
- l. Shall oversee all IFC fraternity event registration.
- m. Will work in collaboration with the IFC President and the IFC Advisor to update the Constitution and Bylaws annually.
- n. Will serve as Parliamentarian for all formal and official IFC Meetings.
- g. VP of Communications and Programming
 - a. Shall oversee the Communications and Programming committee and meet with members at least twice a trimester.
 - b. Shall coordinate with Panhellenic executive board member in charge of public relations and programming, to plan one Greek speakers once per trimester.
 - c. Shall work with IFC advisor on publications.
 - d. Shall be responsible for creating the IFC recruitment marketing plan.
 - e. Shall be responsible for promoting all IFC-sponsored events.
 - f. Shall record and preserve the minutes of all meetings of IFC and shall submit such minutes for approval at subsequent meetings.
 - g. Shall keep all records of attendance and check for quorum at all IFC meetings, as well as be responsible for submitting violation reports to the VP of Judicial Affairs for absent chapters from Delegation meetings.
 - h. Shall conduct such correspondence as may be necessary in coordination with the business of IFC.
 - i. Shall, in accordance with the attendance policy (Article III of these Bylaws), present motions at Delegation meetings to bring action against an IFC fraternity or a delegate due to lack of attendance.
 - j. Should be knowledgeable in the area of parliamentary procedure as well as the IFC Constitution and Bylaws.
 - k. Shall keep a binder of the minutes recorded at each meeting available for public inspection at any time.
 - l. Shall send out the minutes of each meeting to respective members within 24 hours of the conclusion of the meeting.
 - m. Shall be responsible for managing all Greek calendars.
- h. VP of Philanthropy and Service

- a. Shall be responsible for coordinating a philanthropic event in the spring trimester that is open to Greek Life.
- b. Shall assist in coordinating a philanthropic event in the fall trimester with the Panhellenic Council VP of Philanthropy and Service.
- c. Shall coordinate at least one Greek Life Service Event per year in conjunction with a service organization as determined by the current Board and Advisor.
- d. Shall work with the Maryville community to provide service opportunities for each chapter and members.
- e. Shall work with the VP of Communications and Programming to promote all philanthropic and service events in the Greek Life, NWMSU, and Maryville community.
- i. VP of Finance
 - a. Shall keep all of the accounts and records of IFC and render a report to the Delegation as requested by the President.
 - b. Shall oversee all deposits and withdrawals of funds.
 - c. Shall keep all books and records of IFC available for public inspection at all times.
 - d. Shall be responsible for collecting all dues assessed upon each IFC fraternity as determined by the Board.
 - e. Shall oversee all expense reports to ensure that all transactions are co-signed by the VP of Finance and the respective individual(s) conducting the transaction.
 - f. Shall be required to create and distribute a Board budget to each IFC fraternity by the third Delegation meeting each fall.
 - g. Shall provide an update on all budget operations each Delegation meeting.
 - h. Shall be required to conduct an annual audit, with the President and IFC Advisor, of IFC's expenditures to ensure financial accuracy.
 - i. Shall not serve as the Treasurer of his fraternity.
- j. VP of Scholarship and Academic Development
 - a. Shall oversee the Scholarship Committee and meet with members at least twice a trimester.
 - b. Shall be responsible for the process of annually awarding the Outstanding New Member Scholarship and the Outstanding Active Member Scholarship.
 - c. Shall be responsible for distribution of all IFC awards as outlined by Article XI of these IFC Bylaws.
 - d. Shall be responsible, in conjunction with the VP of Judicial Affairs, for overseeing all academic accountability measures for all chapters not meeting the all men's average.
 - e. Shall be responsible for overseeing all academic programming and process for all IFC chapters.
- k. VP of Risk Management
 - a. Shall educate each chapter on IFC, and Northwest Missouri State University policies once a trimester.
 - b. Host at least one Risk Management Educational Session per trimester.
 - c. Shall be a resource to fraternities in ways to reduce their overall liability.

- d. Shall ensure that all fraternities are following all IFC, and Northwest Missouri State University Policies, as well as State laws.
 - e. Shall assist the Vice President of Judicial Affairs with coordinating the registration and checking process of all fraternity events.
 - f. Shall assist the IFC Advisor, Panhellenic Advisor, and Panhellenic VP of Risk Management to maintain the Greek Life Risk Management Procedures.
4. Advisors
 - a. The title, IFC advisor, shall be granted to the Greek Life Office Staff Member assigned to IFC . The IFC Advisor shall aid and assist IFC by advising and attending all meetings of IFC, including, but not limited to, Board, Delegation, and Special meetings.
 5. Office Resignation
 - a. The resignation of a Board officer must be presented in writing at a regular Delegation meeting at least one week prior to its effect, unless extraordinary circumstances prevent it.
 6. Office Replacement
 - a. In the case where a Board Officer is displaced from his role, an officer replacement appointed by the current Board shall fulfill the duties of the office through the original term of the former Board Officer.

Article II Committees

1. Standing Committees.
 - a. Standing Committees will be assigned at the beginning of each current Board term. The Board has the authority to create all committees and update this document as needed in regards to Standing Committee responsibilities.
2. At any time, the President has the right to form ad-hoc committees that may be composed of delegates or general chapter members to assist in carrying out IFC functions.

Article III. Attendance and Roster Update Policies

1. Representation
 - a. Representation to the Delegation is outlined in Article V, Section 2 of the IFC Constitution.
 - b. If a Delegation Delegate has accumulated three unexcused absences in a trimester, he will be relieved of his duties and his chapter will appoint a replacement. If a delegate is unable to attend a meeting, he must submit an excuse to the IFC VP of Communications and Programming no later than 24 hours prior to the meeting.
 - c. Replacement delegate(s) are needed for quorum, but will not count for attendance unless the absence has been excused for the original delegate(s).
 - d. Excuses will be reviewed by the IFC President and VP of Communications and Programming.
2. An IFC fraternity that has failed to have one of its two delegates present at two consecutive meetings or a total of three or more meetings in a trimester shall immediately be referred to the VP of Judicial Affairs for mediation or a Judicial Board Hearing.

3. An IFC fraternity which does not have a full delegation present at a meeting shall forfeit its voting privileges for the course of that meeting. Exceptions to this policy shall be evaluated by the Board if extenuating circumstances should arise.
4. Board officers shall be allowed to miss no more than one unexcused Delegation or Board meeting, or IFC event per trimester. If a Board officer is absent from two or more of these events then he shall be considered negligent of his duties and shall be subject to impeachment proceedings (See Article IV of these Bylaws).
5. All rosters must be updated by the start of the second week of classes each fall and spring, and 30 days prior to the assessment of dues each academic trimester.

Article IV. Impeachment Proceedings

1. Any member of an IFC fraternity bringing charges against a Board officer for the purpose of removal from office shall present these charges in writing, signed by at least three Delegation delegates from separate IFC fraternities, at the upcoming regularly scheduled Delegation meeting.
2. Any action on these charges must be tabled until the next regularly scheduled Delegation meeting after they are presented.
3. After a due hearing, with quorum present, a Board officer shall be removed from office by a 2/3 majority vote of the Delegation.
4. In the event the President is under charge, the VP of Membership and Development shall preside at the meeting.
5. In the case of internal Board matters, a Board officer may bring charges against another Board officer. This will constitute an internal Board hearing of only Board officers and the IFC Advisor. The Board officer under these conditions must receive a 2/3 majority vote of the current Board in order to be impeached. The VP of Judicial Affairs will not be allowed to vote as he will serve as the appeals officer.
6. In the event that any officer is impeached, refer to Article I, Section 6 of the Bylaws.
7. Appeal Process
 - a. All impeached officers will be granted an appeal.
 - b. For appeal procedures, please refer to Article X, Section 11.

Article V. Recognition of Fraternities

1. All respective IFC fraternities or colonies with a (inter)national organization, desiring recognition by IFC, should refer to Appendix D for the requirements that need to be fulfilled in order to attain such status.
 - a. The petition for an organization to become a colony must be approved by a simple majority vote of the Delegation.
 - b. Once the organization has been granted recognition by the Student Senate, the organization will be granted colony status by IFC.
 - c. The colony must remain as a colony for at least one probationary trimester. During this trimester, the Board will review, monitor, and determine whether the colony's activities and involvement meet IFC standards.
 - d. The colony must send a full delegation to all meetings during their probationary trimester with no voting power.

- e. IFC will grant associate membership by a simple majority vote of the Delegation, provided all of the IFC requirements are fulfilled.
- f. Associate members of IFC will be granted all rights and privileges and be subject to the same rules and regulations as all recognized chapters of the IFC.

Article VI. Awards

1. The B. D. Owens Academic Award shall be awarded by IFC, once per academic year, to the IFC fraternity having the highest grade point average for that academic year.
 - a. If a member is active for any time during the trimester he is considered active for the entire trimester and will be counted in the GPA. If one is not an active member, but an associate for any part of the trimester he will be considered associated for the entire trimester and will be counted in the associated GPA.
 - b. The aforementioned information is based upon records kept on file with the Greek Life Office.
2. The Gary Gaetti Intramural Supremacy Award shall be awarded by IFC, once per academic year, to the IFC fraternity having the most supremacy points in intramurals.
 - a. Supremacy points can be obtained by contacting the Recreation Center. All points from the previous calendar year will need to be totaled for this award. (i.e., for spring 2016 Awards Ceremony, ask for all Supremacy points from spring 2015 and fall 2015).
3. Budgeted expenses for the awards and engraving of the plaques shall be paid from the IFC treasury.
4. The Outstanding New Member Scholarship shall be awarded to one IFC fraternity member, who demonstrates excellence in each area of the fraternal values, actively demonstrates commitment to IFC's Mission and Purpose, and has joined an IFC fraternity at Northwest Missouri State University in the same academic year as the award is presented.
5. The Outstanding Active Member Scholarship shall be awarded to one IFC fraternity member who demonstrates excellence in each area of the fraternal values, actively demonstrates commitment to IFC's Mission and Purpose, and has been a member of an IFC fraternity at Northwest Missouri State University for at least one full calendar year.
6. Scholarships shall be awarded in the amount of \$250 per scholarship.
7. All scholarship award recipients shall be determined by a committee comprised of faculty/staff at Northwest Missouri State University.
 - a. The faculty/staff scholarship committee shall not consist of chapter advisors or the Office of Student Involvement Staff. Typically, this committee shall not consist of any other individuals directly related to the Greek Community.
 - b. The VP of Scholarship and Finance shall not have any say in the final decision of scholarship recipients.
8. Members of the Board are not eligible for any of the aforementioned scholarships.
9. Awards shall be presented during the Gala Awards Ceremony.

Article VII. Recruitment and New Member Guidelines

1. Open Recruitment

- a. The open recruitment period will be defined as any time outside of the formal recruitment period while Northwest Missouri State University is open during the fall or spring semester.
 - b. No form of chapter-specific recruitment may occur during university sanctioned finals week nor any time during the summer.
 - c. The schedule for formal recruitment will be at the discretion of the VP of Membership and Development and must be passed by the entirety of the delegation.
 - i. This schedule shall include all dates for IFC formal recruitment.
 - ii. This schedule must be passed by the end of the preceding semester.
 - iii. An agreement to follow this schedule shall be signed by a recruitment representative from each chapter.
2. General
- a. No fraternity shall display items that are considered demeaning to a group of individuals. These items include, but are not limited to, banners, billboards, and signs that express racist, sexist, or other offensive sentiments.
 - b. No chapter shall permit verbally degrading, slanderous, or offensive language, particularly against any other chapter. Every chapter is to promote their own chapter and speak of all others with fondness and community demeanor.
 - c. All promotional materials must reflect the values of the Northwest Greek Life Community and be in good taste.
 - d. A potential new member is defined as any registered student at Northwest Missouri State University that is not currently affiliated with an IFC organization.
 - e. Interfraternity Council Executive Officers shall not be allowed to attend their own chapter's recruitment events and must remain completely unbiased/unaffiliated from their chapter during the formal recruitment period.
 - f. Fraternities must allow the Board or their representatives onto their premises if they so request in order to confirm adherence to the IFC Open Recruitment Bylaws.
 - g. No women may be in attendance at any recruitment event. No women may be utilized for recruitment purposes. They shall not be present at recruitment events nor wear Fraternity clothing with or without letters during the formal recruitment period. They also may not be utilized in any publication or promotional recruitment materials.
 - h. A chapter who wishes to give a potential new member a formal bid after the formal recruitment period will use the following process:
 - i. A potential new member will complete and sign the Potential New Member Grade Release Form which can be found on Bearcat Link.
 - ii. The potential new member will be required to return the form to a member of the Greek Life Office Staff and show their Bearcat ID.
 - iii. The Greek Life Office Staff Member will then run the potential new member's 919 number to check grades and send a completed Grade Release Form to the chapter president and recruitment director.
 - iv. Once chapter officers have received a completed Grade Release Form, they may extend a bid to that potential new member.

- v. The chapter officers will then complete and file a Bid Acceptance Reporting Form for all potential new members who have accepted their bid from the chapter with the Greek Life Office.
3. Dry Recruitment
- a. Dry recruitment bylaws should be upheld at any point in open recruitment.
 - b. Active and alumni chapter members may not discuss topics such as recruitment or chapter specific information with any potential new member where alcohol, illegal drugs and other controlled substances are present.
 - c. Satellite houses may not have potential new members in attendance at registered social events, excluding recruitment events.
 - i. If a recruitment event is to be held at a satellite house, the chapter president and/or recruitment officer must get permission from the Vice President of Membership and Development.
 - ii. The IFC President and Vice President of Membership and Development have the authority to request a member of the IFC board be in attendance at any recruitment event. This board member may not be affiliated with said chapter.
 - 1. In the event the IFC President and Vice President of Membership and Development are of the same chapter affiliation or of the chapter in question, the following IFC board member as listed in the IFC bylaws may also have the authority to request a member of the IFC board be in attendance.
 - d. Members and advisors can attend any recruitment event as long as they are not under the influence of alcohol, illegal drugs and other controlled substances.
4. New Membership Guidelines
- a. First semester freshmen must have transferred in with a minimum High School grade point average of 2.50 to accept a bid.
 - b. Prospective members who have completed university credit hours and/or have a recognized grade point average at Northwest Missouri State University must have a minimum of 2.50 cumulative grade point average to accept a bid.
 - c. Prospective members who are two or more calendar years removed from high school enrolled in any college and/or university must have a minimum of a 2.50 cumulative GPA to accept a bid.
 - d. Organizations giving a bid to prospective members with learning disabilities (recognized by the University), will conduct as follows: The prospective member will receive a bid from the Organization, regardless of grade point average, with evidence from the University and with two-thirds approval from the Board.
5. Judicial Review
- a. Each chapter is responsible and accountable for the actions of its individual members and alumni who violate the presented recruitment bylaws. Any violation will be an immediate referral to, and adjudication by, the IFC Judicial Board.

Article VIII. Hazing Guidelines

- 1. Definition of Hazing

- a. Any action taken or situation created, intentionally or unintentionally, whether on or off IFC fraternity premises, to produce mental or physical discomfort, embarrassment, harassment, or ridicule. Such activities may include but are not limited to the following: use of alcohol; paddling in any form; creation of excess fatigue; physical and psychological shocks; quests, treasure hunts, scavenger hunts, road trips or any other confines of the chapter house; wearing of public apparel which is conspicuous and not normally in good taste; engaging in public stunts and buffoonery; morally degrading or humiliating games and activities; and any other activities which are not consistent with fraternal law, ritual or policy or the regulations and policies of the educational process.
2. IFC Policy on Hazing
 - a. The Northwest Missouri State University Interfraternity Council is in support of constructive, educational and inspirational membership education programs among the member fraternities. IFC further believes that an IFC fraternity has a solemn obligation in the positive development of its members and associate members or pledges. IFC, therefore, is unequivocally in opposition to all hazing and pre-initiation activities which do not contribute to the positive development and welfare of pledges or associate members and initiates of the member fraternities of IFC.
 - i. IFC will uphold and support the Northwest Missouri State University hazing policy

Article IX. Social Guidelines

1. Please refer to Risk Management Policy for all expectations of social guidelines.

Article X. Judicial Procedures

1. Purpose
 - a. The purpose of the Northwest Missouri State University IFC Judicial System is to give IFC a method of enforcing and interpreting policies and rules of conduct to hold chapters accountable to their actions. The Judicial System is designed to hear cases that involve fraternities as organizations, not cases of individual students.
2. The relationship of the IFC Judicial System to the University's Judicial Code is as follows:
 - a. The University Judicial Code provides a process for the hearing of individual student cases and student organization cases that interprets University policies, rules, and regulations. Therefore, the IFC judicial system is designed to hear cases of alleged policy or rule violations involving IFC fraternity chapters.
3. Definition of Authority and Responsibility:
 - a. IFC hereby establishes the following Judicial System which provides jurisdiction over all IFC fraternities recognized by IFC and Northwest Missouri State University, at the discretion of the Vice President of Student Affairs, and in accordance with the Student Organization Conduct Policy. If a fraternity is found to have committed a major violation the fraternity shall be subject to the Judicial Procedures specified in the Student Organization Conduct Policy. The Judicial System provides for the interpretation of IFC policies, rules, and regulations; for the hearing of cases of alleged violations by IFC fraternity chapters; for the determination of responsibility; and the distribution of

disciplinary sanctions when appropriate. The authority of the IFC Judicial Board may be limited or suspended by the University at any time.

- b. All candidates for the IFC Judicial Board shall:
 - i. Have a cumulative grade point average equivalent to or higher than the all Greek male GPA, or at minimum at 2.7 GPA
 - ii. Be an active member of Greek life for two or more trimesters
 - iii. Be in good standing with their fraternity's Disciplinary Board/Standards/Judicial Board
 - iv. Not be allowed to be their chapter's President, or on their respective chapters' Disciplinary Board/Standards/Judicial Board.
4. Duties and Responsibilities of the Judicial Board
 - a. The Judicial Board is responsible for the following:
 - i. Dealing with violations of the IFC Constitution and By-Laws as well as state and local laws, and university policies in accordance with the Student Organization Conduct Policy.
 - ii. Educating IFC fraternities about the IFC judicial procedures, Greek life, and Northwest Missouri State University policies and procedures.
 - iii. Attending mandatory training sessions as scheduled by the IFC VP of Judicial Affairs. They must also understand thoroughly the Judicial Board procedures to be followed, proper questioning techniques, the rights of the accused organizations/individuals, appropriate method of evaluating evidence, and deliberations and sanctioning.
 - iv. Conducting fair hearings with impartial Judicial Board members who follow proper Judicial Board procedures.
 - v. Maintaining strict confidentiality before, during, and after the proceeding.
5. Composition of the Board
 - a. The VP of Judicial Affairs serves as the chair of the board and will be known as the Chief Justice as outlined in Article I, Section 3-D of these Bylaws. The Chief Justice has voting privileges only in the case of a tie. If the chapter being brought up on charges or bringing charges is the chapter of the Chief Justice, the Chief Justice will recuse himself and the VP of Risk Management will be required to be the Chief Justice. After that, the President will take that role.
 - b. Each chapter is required to have two appointed judicial board members, one of which is required to be at any judicial hearing.
 - i. Each chapter only receives one vote, except for the chapters being brought up or bringing charges.
 - ii. If judicial board members do not attend the hearing as scheduled the hearing will proceed without that chapter's vote.
 - c. The IFC Advisor must be present at all hearings as an ex-officio member. The IFC Advisor does not have voting privileges and shall serve in an advisory capacity. They will not pass judgement and will only give advice on processes and sanctioning.
 - d. A member of the Judicial Board will be appointed to take minutes of the hearing. A Mediation/Hearing Data Form should be used.

- e. Chapter presidents are not to be members of the Judicial Board. Chapter presidents need to be available to sign Violation Report Agreements or answer charges on behalf of their chapters at all hearings.
 - f. In the case that four or more member chapters are involved in the same incident they will be tried by a board of at least two executive members from the National Pan-Hellenic Council, Panhellenic Council, and IFC, provided the IFC members are not members of the same chapter if possible.
6. Mediation
- a. The mediator shall be either a campus judicial officer, or other qualified faculty/staff delegate who is familiar with the Greek system and judicial procedures, excluding any chapter and/or IFC Advisor. The IFC Advisor and the VP of Judicial Affairs are also required to attend.
 - b. During mediation chapter advisors may be present, but may not participate in the mediation processes, as well as the presidents of the chapters in question. If the defending party(s) are individuals, they are required to attend. Failure to attend will result in the rendering of a responsible verdict.
 - c. The Vice President of Judicial Affairs and the IFC Advisor shall select to send a violation charge to either mediation as the form of resolution or to a Judicial Board hearing.
 - i. The accused parties reserve the right to appeal a mediation referral. In the event that this occurs, the Judicial Board will hear the case.
7. Notification Procedures
- a. Please refer to the Student Organization Conduct Policy found in Appendix F at the end of these Bylaws.
 - b. Once a minor violation is identified by the Student Organization Conduct Policy, the chapter will be notified within two (2) business days of the Board opening an investigation into the charges.
 - c. At the conclusion of the investigation, the Board will have five (5) business days to communicate the date of the hearing.
8. Judicial Board Meeting Procedures
- a. The hearing is closed to observers.
 - b. Each hearing shall be recorded, with the exception of the deliberations of the Judicial Board, for purposes of security, as well as to be reviewed in the case of an appeal.
 - c. Each IFC fraternity may be represented by its president, or designated member.
 - d. Chapters involved in the hearing have the right to consult with their IFC fraternity (inter)national officer, a chapter advisor, and/or an attorney. They may also be allowed to be present at the hearing. However, their purpose is for consultation only. They are not allowed to speak in defense of the chapter/member in question.
 - e. During deliberation, all will leave the room with the exception of the IFC President, IFC Advisor, Chief Justice, and the Judicial Board members. After this, the accused will have the option to stay and hear the verdict or will be allowed to waive their right to hear the verdict and opt to be emailed the verdict. If the latter is chosen, the Chief Justice will communicate the verdict to the accused within two (2) business days of the hearing.
 - f. Deliberations are confidential, and the comments are not to be reported outside the hearing room.

9. Judicial Hearing Order of Events

- a. Call to Order by the Chief Justice.
- b. Introductions, following this charges are stated by the Chief Justice.
- c. Up to a five minute opening statement by accuser.
- d. Up to a five minute opening statement by the accused.
- e. Call of any witnesses by the accuser and cross-examination from the Judicial Board.
- f. Questions posed to the accuser from the Judicial Board.
- g. Call of any witnesses by the accused and cross-examination from the Judicial Board.
- h. Questions posed to the accused from the Judicial Board.
- i. Closing statement by the accuser.
- j. Closing statement by the accused.
- k. All in attendance except the Chief Justice, IFC President, and Judicial Board delegates are excused from the meeting.
- l. Charges are restated by the Chief Justice.
- m. Chief Justice requests motion from Judicial Board member.
- n. Discussion of motion.
- o. Verdict rendered.
- p. Appropriate sanction determined if responsible, or if not responsible, charges are dismissed.
- q. After accused and chapter advisor return to the hearing room, verdict and sanctions are read.
- r. Verdict and appeal information (if responsible) is put into writing and emailed within two (2) business days to the chapter president, chapter advisor, and the Greek life office.

10. Sanctions

- a. The Judicial Board may choose more than one sanction depending upon the severity of the violation that was found to occur. The Judicial Board will take care to ensure that the sanction(s) imposed is/are appropriate to the severity of the violation committed. If a chapter is found in violation of any actions, their Inter/National Organization will be notified.
- b. Possible sanctions include, but are not limited to:
 - i. A formal written apology to IFC or any chapter/person harmed by the chapters' actions to be read at a Delegation meeting.
 - ii. Payment (restitution) of any damages incurred.
 - iii. Payment of a fine payable to IFC.
 - iv. Denial of designated privileges for a specified period of time (i.e. Greek Week, social functions, intramurals, etc.).
 - v. A community service project identified by the Judicial Board or the Board.
 - vi. Loss of IFC voting privileges for specified period of time.
 - vii. Sponsoring an educational program (including cost) identified by the Judicial Board or the Board for the good of the Greek community.
 - viii. Probationary status within IFC for a specified period of time.
 - ix. Suspension from IFC and refusal of chapter recognition.

- x. Formal, written recommendation by the Judicial Board to the IFC Advisor, the VP of Student Affairs, and the (inter)national fraternity for the revocation of the chapter's charter, as well as recommendation to student senate to remove student organization status.

11. Appeals Process

- a. Appeals can be made in writing to the IFC Advisor or IFC VP of Judicial Affairs. Appeals will only be heard in the case of improper judicial procedures; the discovery of new evidence; or if the chapter feels the sanction was inappropriate given the gravity of the situation.
- b. The IFC Advisor and IFC VP of Judicial Affairs will be responsible for reviewing the matter and arriving at a conclusion affirming or rejecting the decision of the Judicial Board, or the sanctions imposed.
- c. The appeal board may accept the decision of the judicial board, reverse the decision and dismiss the case, or reduce the sanctions at its discretion. It may NOT increase the sanctions given by the Judicial Board.
- d. The appeal must be submitted within one week of mediation, or judicial board hearing.
- e. The appeals meeting will happen within one week of the appeal request.

12. Removal Stipulations

- a. Each Judicial Board member will sign a contract to abide by the duties and responsibilities of the Judicial Board. Each member shall also be required to sign a confidentiality form.
- b. Upon breaking of contract, the Judicial Board delegate will be removed from the Judicial Board, and replaced by another member of the same organization who is eligible as defined in Article X, Section 3-A of these Bylaws.

Article XI. Finances

1. Each chapter shall be required to submit dues each academic trimester to IFC for active and associate members by October 15 for the fall trimester and March 15 for the spring trimester.
 - a. Dues shall consist of \$13 per active member.
2. Failure to submit payment following the times specified in Article XI, shall result in a \$25 dollar fine and an additional \$5 per business day thereafter until receipt of payment.
3. Each chapter that carries a balance into the next academic trimester shall have all social activities revoked until payment has been issued to IFC.
4. At no time will IFC provide any type of monetary donation to any IFC fraternity, Panhellenic sorority, NPHC fraternity or sorority, Panhellenic Council, NPHC Council, philanthropy, or any other organization when chapter dues pay for that donation. This can be voted on by the Delegation and passed with a simple majority vote of the Delegation.
5. Any non-budgeted expense greater than 5% of the total IFC treasury must be approved by a simple majority vote of the Delegation.

Article XII. Adoption and Amendments

1. These Bylaws shall be ratified by a majority vote of the Delegation.
2. These By-Laws may be amended by a majority vote of the Delegation, provided amendments are submitted and approved to the IFC President, in writing, one week prior to the voting.

3. Minor changes (i.e. spelling, grammatical, etc.) that do not materially change the interpretation of the IFC By-Laws may be made by the Board. Chapters will be notified of such changes at the next regularly scheduled Delegation meeting.

Appendices

Appendix A: Definitions

Academic trimester: The fall and spring trimesters of the calendar year. This does not include the summer trimester.

Active member: A fully initiated member of a fraternity.

Associate member: A member of a fraternity who has not yet been initiated or has not completed the trimester in which he signed a bid. Associate members shall hold the title of associate member for the entire trimester in which they became an associate member.

Bid Day: The day in which formal recruitment concludes and chapter bid offers are extended to potential new members for signing, usually a Friday.

IFC Treasury: The combined amount of IFC's total finances derived directly from chapter dues and carry-over from the previous fiscal period.

Drinking Games: Anything that includes but not limited to the consumption of shots of alcohol, liquor, or alcoholic beverages in a matter or any activity which involves duress or encouragement related to the consumption of alcohol (including but not limited to: pong, beer bong, quarters, circle of death, beer dice).

Executive Office(r) or The Board: Consists of the positions held by members of the Executive Board, as outlined in Article III, Section 5 of the Constitution.

Delegation: The general body of the Interfraternity Council made up of delegates from each Fraternity, the Board, and the IFC Advisor.

Greek affiliate: Any individual who has is a member (associate or active) of a social Greek Organization at Northwest Missouri State University.

Interfraternity Council Delegate: Any chapter member who has been either elected or appointed to attend IFC meetings and speak on behalf of his chapter. He shall also be an active member of one of the IFC standing committees.

Judicial Process: Refers to the IFC judicial system by means of either mediation or judicial board hearing.

Judicial Ruling: Any verdict reached by the IFC Judicial Board. This does not include decisions made through an IFC mediation (see Article X).

Mixer: Constitutes as an event with two or more organizations holding a gathering together.

National Panhellenic Council (NPHC): The national governing body composed of 9 historically Black Greek letter fraternities and sororities (typically referred to as the Divine Nine).

Open parties: Events with unrestricted access by non-members of the fraternity, without specific invitation

Order of Omega: The national Greek honor society in which membership is based upon academics, service to the community, leadership within the chapter and Greek community, and participation in University activities, clubs, and organizations.

Panhellenic Council: The administrative and governing body of campus sororities.

Potential new member: Any member who is a potential prospect to join the Greek Community.

Publication or Promotional Materials: information, articles, or advertisements issued to secure public notice or attention

Recruitment Events: Any event hosted by a fraternity or its members during the formal recruitment period or held for the purpose to recruit potential new members.

Satellite House: Refer to Student Organization Conduct Policy found in Appendix F.

Social event: Refer to Student Organization Conduct Policy found in Appendix F.

Tavern: Refer to Student Organization Conduct Policy found in Appendix F.

Appendix B: Code of Ethics

We as undergraduate and graduate members of the Northwest Missouri State University male, Greek Community agree to:

1. Uphold the letter and spirit of the Interfraternity Council Standards at all times by all potential new members, actives, and alumni.
2. Recognize friendly relations with the importance of creating and building friendships between active and non-active Sorority and Fraternity members.
3. Lay aside competition in order to strive for respect, mutual trust, and cooperation.
4. Avoid activities that have potential to bring harm or danger to others. This includes both physical and psychological harm.

Appendix C: Team Standards for Excellence

Please refer to the Greek Life Standards of Excellence Program.

Appendix D: Expansion Policy

Must petition the IFC for colony status. This consists of at least two members of the prospective colony and a delegate from the (inter)national Fraternity, interviewing with the IFC Advisor, President, and VP of Membership and Development. The prospective colony must submit a copy of a letter which acknowledges their nationally recognized status, a constitution, an alcohol policy, any house plans, and a list of all chartering members (must have at least ten members to petition).

1. Selection Criteria
 - a. Any (inter)national Greek-letter organization should contribute positively to the undergraduate experience of its members and should uphold the Greek Life values of scholarship, leadership, service and brotherhood. It should espouse ideals consistent with those of Northwest Missouri State University and should commit the human and financial resources necessary to ensure achievement of these ideals.
 - b. Each organization should specify to the IFC it can specifically support and nurture a strong fraternity capable of contributing to the education, leadership development, and character development of its members in terms of the following areas:
2. Alumni Support
 - a. Including strength of alumni associations, number of alumni, alumni support in establishing a chapter at Northwest Missouri State University, selection and training program for alumni/advisors, and potential house corporation members.
3. Strength
 - a. This will be assessed by number of active chapters, number of chapters gained and lost in the last five years, and recruitment statistics.
4. Support Staff
 - a. This includes consultants/field delegates (or alumni acting as organization delegates) as well as any colonization team. The following will be minimum standards for this category:
 - b. There must be at least one consultants/field delegates to work with the colony/chapter on a regular basis for the period of at least two years after installation/chartering.
 - c. There must be one (inter)national officer that assumes responsibility for the colonization process and is in attendance at the colony recruitment.
 - d. There must be specific commitment to continuing support for the new chapter over a five year period in the form of extra visitations by consultants/field delegates and national officers (if applicable) funding for increased chapter attendance at (inter)national leadership training conferences, and the development of alumni support.
5. Success of Recent Colonizations
 - a. IFC will solicit the opinions of IFC Advisors on other campuses where the fraternity has recently made colonization efforts.
6. Quality of Programs
 - a. Fraternities should provide written materials describing their education programs, policies on hazing, alcohol and drug abuse, assault, member development programs, programs for active/alumni interaction, recruitment and membership selection programs, and any other leadership programs.
7. Chapter Development Programs

- a. Fraternities must provide written materials describing chapter programs and methods of implementation for scholarship development, self-discipline, character development, and broad based involvement of membership in chapter responsibilities.
8. Quality of Proposed Colonization Procedure
- a. Nationals attempting to colonize must have:
 - i. An orderly colonization procedure, outlined in writing and previously tested on other campuses.
 - ii. Plans for recruiting alumni volunteers. The plan must include plans to have active chapter members from other campuses and (inter)national and regional officers.
 - iii. Financial backing for colony establishment.
 - iv. Plans to cooperate with IFC in publicizing colony recruitment.
 - v. Plans for colony office and member training.
9. Considerations
- a. The Interfraternity Council should consider the following information to make the decision on whether or not fraternity expansion is both desirable and feasible:
 - i. The number of male students participating in fraternity recruitment in relation to the number who end up pledging/associating.
 - ii. The number of chapters and colonies on campus.
 - iii. The number of active and new/associate members.
 - iv. The average size of chapter memberships as well as the median number of members in all chapters.
 - v. Chapters and colonies currently experiencing membership problems and an assessment of projected measures to assist them.
 - vi. The college's projection of enrollment trends.
 - vii. If it's a chapter that has previously been on campus, the historical relationships with the national organization and alumni will be taken into consideration.

Appendix E: Northwest Missouri State University ANTI-HAZING POLICY

The most up to date version of this policy can be found here:

<https://www.nwmissouri.edu/studentaffairs/PDF/policy/hazing.pdf>

I have read the Northwest Missouri State University Hazing Policy to the members at a regularly scheduled meeting of our organization. As President and/or Advisor (or equivalent), I assume responsibility for and attest to my organization's compliance with this policy.

Student Organization/Group Name Date

Student President's Signature Student President's Printed Name

Advisor's Signature

Policy approved by Northwest Missouri State University Board of Regents, September 13, 2012

Appendix F: Student Organization Conduct Policy

The most up to date version of this policy can be found here:

<https://www.nwmissouri.edu/policies/student/Student-Organization-Conduct.pdf>