

Constitution and Bylaws of the Interfraternity Council at RIT

Documents Edited and approved Spring 2021 by 2/3rds vote of the IFC General Body

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Mission

We, the Interfraternity Council at the Rochester Institute of Technology, set forth this Constitution and Bylaws in order to facilitate a closer working relationship and coordination among its Member Fraternities and the administration within the Rochester Institute of Technology

Article I – Name

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

Article II – Purpose of the IFC

The purpose of the IFC shall be to:

1. Provide a sovereign governance structure for its Member Fraternities;
2. Promote the interests of its Member Fraternities;
3. Discuss questions of mutual interest and present to its Member Fraternities such recommendations as the IFC deems appropriate;
4. Promote mutual cooperation between the IFC, fellow governing councils, and student organizations at RIT; and
5. Promote mutual cooperation between the IFC and Member Fraternities, RIT, its students, faculty, staff, and local community

Article III – Rights and Responsibilities of the IFC

The IFC at RIT maintains the right to exert the following rights and responsibilities:

1. Vote on the acceptance of social fraternities that will attempt to join the IFC at RIT
2. Conduct business within its own meetings in an unencumbered manner
3. Remove a Member Fraternity from IFC in the event they violate the Constitution or Bylaws
4. Conduct a vote to remove a Member Fraternity from IFC and send a former Member Fraternity to RIT Student Conduct as a result of being removed from IFC
5. Implement corrective measures against organizations that fail to follow the IFC Constitution and Bylaws or are accused of action unbecoming a Member Fraternity
6. Maintain a judicial process solely apart from that of RIT's Office of Student Conduct
7. Elect its own free standing executive board
8. To work partner with RIT on the expansion process of new and rechartering NIC and non NIC fraternities
9. To have policies and programming consistent with the NIC Guidelines on Alcohol and Drugs
10. Work to implement academic policies and programming, striving for the all-fraternity GPA to be above the campus all-men's average

11. The right to have a representative present at any conduct case brought against a Member Fraternity
12. To work in conjunction with the Office of Student Conduct on any conduct case where a Member Fraternity has had charges brought against them
13. The power to contact inter/national offices as a manner of collecting delinquent dues and/or fines
14. The responsibility to have sufficient liability insurance coverage

Article IV – IFC Membership

Section I – Membership Eligibility

1. Full membership in the IFC is limited to those fraternities (including non-NIC organizations), who have adopted all NIC Standards, are affiliated with an inter/national organization, and are men's fraternities; Or,
2. Associate membership may be granted to organizations that do not meet the above criteria.
3. Only members from full IFC member organizations are permitted to serve as IFC officers, serve on the Judicial Board, or vote on Constitution and Bylaw amendments.

Section II – Membership Classification for Member Fraternities

1. Full Member – any fraternity chapter which has obtained its charter from its inter/national organization. Full membership grants the Member Fraternity all rights, privileges, and responsibilities under the IFC Constitution and Bylaws
2. Associate Member – any fraternity colony of an inter/national organization attempting to become a Full Member. Associate membership grants the Member Fraternity all the rights, privileges, and responsibilities under the IFC Constitution and Bylaws except that they will not have voting privileges, cannot hold Executive Board positions, nor have a Judicial Committee justice

For the purpose of this Constitution and the IFC Bylaws, both Full Members and Associate members will be referred to as “Member Fraternities”

Section III – Member Fraternity Minimum Expectations

Each Member Fraternity shall adhere to and abide by the following minimum expectations:

1. Each Member Fraternity shall comply with all policies set forth by:
 1. The IFC Constitution, Bylaws, Code of Conduct, and other policies
 2. The rules and regulations of RIT
2. The general values-based conduct of fraternity men
3. Each Member Fraternity shall maintain a minimum GPA of 2.75 per term
4. Each Member Fraternity shall be current on all IFC dues and/or fines owed

5. Each Member Fraternity shall submit required membership rosters to the IFC VP of Communications, as follows:
Active Member Roster – Active Member Rosters shall be submitted by the end of the fourth week of each term
 1. New Member Roster – New Member Roster shall be submitted within one week of the New Member class signing the Fraternity & Sorority Life Bid Card
6. Each Member Fraternity shall comply with the attendance policy for the IFC General Meeting and the IFC Judicial Committee, as outlined within this Constitution
7. Each member fraternity will carry sufficient liability insurance coverage

A Member Fraternity which has failed to meet any of the minimum expectations outlined in this section shall be referred to the IFC Vice President of Judicial Affairs for potential judicial review

Section IV – Membership Status for Member Fraternities

The membership status of Member Fraternities shall be as follows:

1. Good Standing – A Member Fraternity shall be deemed to be in Good Standing if the Member Fraternity is not currently operating under any sanctions, as defined within the IFC Bylaws, and is currently meeting the minimum expectations outlined in Section II of this Article
2. Probationary Standing – A Member Fraternity shall be deemed to be on Probationary Standing if the Member Fraternity is currently operating under a sanction and currently meets the minimum expectations outlined in Section II of this Article
3. Suspended – A Member Fraternity shall be deemed to be in Poor Standing if the Member Fraternity has been placed under Suspension by the IFC and has currently failed to meet the minimum expectations outlined in Section II of this Article

Section V – Individual Member Definitions

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

1. Active Member – an Active Member shall be defined as any man who has been initiated into any IFC fraternity in good standing with the Member Fraternity
2. Inactive Member – An Inactive Member shall be defined as any man who does not meet the qualifications for any of the other Individual Member definitions and is not listed on the official roster
3. New Member – A New Member shall be defined as any man who has accepted a bid to join a fraternity at RIT but has not been initiated into that fraternity
4. Potential New Member – A Potential New Member shall be defined as any man who has not accepted a bid from any social fraternity at RIT

Section VI – NIC Standards

The IFC affirms and adopts the NIC Standards, and each Member Fraternity shall be required to meet the following in order to maintain IFC membership:

1. Each Member Fraternity shall communicate its values through its Ritual at least annually or as prescribed by its policies; and
2. Each Member Fraternity shall regularly communicate the importance of its Active Members and New Members participating in educational programming covering the following topics: academic achievement, health and safety, alcohol consumption, career preparation, civic engagement, hazing, leadership development, sexual assault/abuse, and values and ethics.
3. In partnership with RIT, the fraternity community/campus will set an appropriate standard that caps the number of events with alcohol (regardless of event location)
4. Alcohol above 15% alcohol by volume (ABV) shall be prohibited from any chapter premise or chapter event, except when served by a licensed and insured third party vendor
5. The IFC will establish a medical Good Samaritan Policy
6. Each member organization shall maintain a ratio of at least 50% of its undergraduate chapters attaining a chapter-average GPA at or above the respective campus' All-Men's Average.
7. Each Member Fraternity shall have policies addressing the following:
 1. A policy requiring any Potential New Member to meet the following minimum educational standards in order to be offered a bid to join:
 1. For first semester freshmen, a minimum high school GPA of 2.50.
 2. For any student with an established college GPA, a minimum college GPA of 2.5 or be at/or above the institution's all-men's average.
 3. A policy requiring the Member Fraternity to maintain an annual cumulative GPA requirement of at least a 2.70 or be at/or above the institution's all men's average.
 4. A policy requiring its New Member education program be no longer than twelve weeks.
 5. A policy in support of student choice as to the ability of any male to freely choose when he can join an undergraduate chapter of any member organization without restrictions on the date, time and place of membership invitation, extension, and acceptance.
 6. A policy requiring the Member Fraternity to have a prohibition against women's auxiliary groups, such as "little sisters".
 7. Risk management policies covering alcohol use, fire safety, hazing, and sexual assault/abuse.
 8. A policy requiring the Member Fraternity to support open recruitment and open expansion practices.
 9. A policy requiring all recruitment activities be alcohol-free.
 10. A policy requiring all New Member education activities be alcohol-free.

11. A policy disallowing members of sororities from attending IFC sanctioned rush events. (passed 10/3/2016)

The RIT IFC will abide by the NIC Standards and will only modify them in the event that RIT's system does not support a specific standard.

Article V – IFC General Body

Section I – IFC General Body

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

Section II – IFC General Body Composition

The IFC General Body shall be composed of voting IFC Representatives from each Member Fraternity

Section III – IFC Representatives

Each Member Fraternity shall have two IFC Representatives, chosen by that Member Fraternity, who serves on the IFC General Body

Section IV – IFC Representative Eligibility

In order to serve as an IFC Representative for a Member Fraternity, individuals must meet the following requirements:

1. Be an Active Member, in good standing, of a Member Fraternity
2. Maintain good academic standing with RIT
3. Conduct himself in a professional manner consistent with the Mission and Purpose of the IFC, as defined within this Constitution.
4. Have a working knowledge of the IFC Constitution and Bylaws, RIT rules and regulations, and Member Fraternity risk management policies
5. Not be a current member of the IFC Executive Board
6. Must be in good personal conduct standing with RIT

Section V – Term of Office of IFC Representatives

The term of office for IFC Representatives shall be for one academic year, until their resignation, or replacement under the procedures determined by each member Fraternity; or upon his election to serve on the IFC Executive Board

1. If a Member Fraternity is to replace their current IFC Representative, their respective chapter must inform the Vice President of Communications at least 6 hours before the next IFC General Meeting

Section VI – IFC General Body Meeting Policies

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

1. The most recent edition of Robert's Rules of Order shall be used to run all meetings
2. A majority of Member Fraternities present shall constitute a quorum in order to conduct IFC General Body Issues
3. The IFC General Body shall conduct regularly scheduled meetings at least twice a month during the academic year with the exception of those months affected by long breaks (example. – December)
4. Special meetings may be called by the IFC President at any time or at the request of two Member Fraternities, with notice of the time, location, and purpose of the special meeting provided to all Member Fraternities at least 72 hours in advance
5. Each Member Fraternity's IFC Representatives are required to attend all meetings of the IFC. Each absence from a required meeting will be subject to a fine of \$10 per absent representative to be paid by the start of the following meeting.
6. More than two absent representatives per term shall result in the Member Fraternity being referred to the IFC Vice President of Judicial Affairs for potential judicial review

Section VII – IFC General Body Voting Policies

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

1. Each full Member Fraternity, in good standing, shall have one vote cast by the senior delegate
2. With the exception of the election of IFC Executive Board positions, there shall be no secret ballot votes

Article VI – IFC Executive Board

Section I – IFC Executive Board

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

Section II – IFC Executive Board Composition

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

1. President
2. Vice President of Judicial Affairs
3. Vice President of Recruitment

4. Vice President of Finance
5. Vice President of Diversity & Inclusion
6. Vice President of Public Relations
7. Vice President of Programming & Events
8. Vice President of Communications

The listing above shall also serve as the organization's hierarchy

Section III – IFC Executive Board Eligibility

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

1. Be an Active Member in good standing of a Member Fraternity for a minimum of one term
2. To be eligible for the position of IFC President, one must have served as a Member Fraternity's IFC Representative and/or IFC Executive Board member for a period of one semester
3. Must maintain a 2.75 cumulative GPA; if GPA drops below the minimum requirement the individual will be removed automatically and the request for nominations will be open
4. Must be in good personal conduct standing with RIT
5. Must conduct himself in a professional manner consistent with the Mission and Purpose of IFC, as defined within this Constitution
6. Have a working knowledge of the IFC Constitution and Bylaws, RIT Policies, and Member Fraternity risk management policies
7. Not currently serving as his IFC Representative or as their IFC Judicial Committee Justice representative
8. A maximum of two members from one chapter may serve on the IFC Executive Board at any one time
9. Must not be a part of a Member Fraternity on probation or suspension for the semester that the individual is being elected for

Section IV – IFC Executive Board Meeting Policies

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

1. The most recent edition of Robert's Rules of Order shall be used to run all meetings
2. A majority of IFC Executive Board members present shall constitute a quorum in order to conduct IFC Executive Board business
3. The IFC Executive Board shall conduct regularly scheduled meetings on a bi-weekly basis
4. Special meetings may be called by the IFC President with notice of time, location, and purpose of the special meeting provided to each IFC Executive Board member at least 72 hours in advance
5. Each IFC Executive Board member is required to attend all meetings of the IFC Executive Board and all meetings of the IFC General Body. Absences may result in removal from office

Section V – IFC Executive Board Voting Policies

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

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

Section VI – Executive Board Election Policies

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

1. Applications for IFC Executive Board positions shall be accepted any time between the general meeting preceding RIT's Thanksgiving break and the beginning of the general meeting following RIT's Thanksgiving break.
2. Elections for the IFC Executive board shall happen at the general meeting following RIT's Thanksgiving break.
3. Installation of IFC Executive Board officers shall take place during the last business meeting of each calendar year
4. Each IFC Executive Board officer shall be elected by a majority of the votes cast by the IFC General Body
5. In the event none of the candidates for the designated office receives greater than 50% of those cast, the two candidates who received the most votes will be candidates in a runoff election
6. The election of officers shall be done in the hierarchical order listed in Article VI, Section II
7. All E-board members are required to hold at least one transition meeting with the individual elected to take over their position.
8. If only one candidate is running for an Executive Board position, they shall win by affirmation unless a chapter with voting rights states they would like to abstain. In which case, a vote shall be cast
9. No candidate can win an Executive Board position if the votes abstained outnumber the votes in the affirmative

Section VII – IFC Executive Board Vacancy Election Process

1. In the event of a vacancy in any IFC Executive Board position, the IFC President shall appoint a successor to complete the term under the advice and consent of the remaining members of the IFC Executive Board
2. Should a vacancy occur in the office of the IFC President, a special election shall be held within two meetings after the vacancy was created

Section VIII – Offenses that Constitute Removal of Officers from the IFC Executive Board

Executive Board Officers may be removed from office for the following reasons:

1. Failure to fulfill responsibilities as a Executive Board Officer
2. Failure to uphold the good name of IFC
3. Behavior inconsistent with that of an Executive Board Officer
4. Violation of conduct unbecoming of a member of a Greek-letter organization
5. Failure to maintain a cumulative GPA of 2.75 or higher
6. Failure to attend General Body and/or IFC Executive Board meetings

Section IX Removal of Officers Procedure

1. Upon written complaint to the IFC Adviser and/or the IFC President, by a Member Fraternity or individual member, a special session of the Executive Board will investigate the complaint
 1. The accused Executive Board officer or member will not be present at this special session
 2. If the IFC President is the accused member, the Vice President of Judicial Affairs will preside over the special session of the IFC Executive Board
 3. Executive Board officers must be given at least 72 hours notice of the special session of the Executive Board
2. Executive Board Special Session
 1. Quorum will consist of three-fifths of the Executive Board members
 1. If the special session of the Executive Board concludes that the accusations against the Executive Board Officer have merit, the accused will be informed in writing of the charges against him
 2. The charges will be presented at the next IFC General Body meeting
 3. If the IFC President is the accused member, the Vice President of Recruitment will preside over the IFC General Body meeting
3. IFC General Body Meeting
 1. Quorum will consist of three-fifths of the Member Fraternities
 1. The Vice President of Judicial Affairs will present the case to remove the member of the Executive Board
 2. If the Vice President of Judicial Affairs is the accused member, the Vice President of Recruitment will present the case
 3. The accused member of the Executive Board will be permitted to present his case or will be permitted to resign
 4. The Member Fraternity delegates will vote on the validity of the charges
 5. A two-thirds majority vote of the Member Fraternities is required to remove the Executive Board member

Article VII – IFC Judicial Committee

Section I – IFC Judicial Committee Jurisdiction

The IFC shall be a self-governing organization with an independent Judicial Committee which shall have jurisdiction over cases involving alleged Member Fraternity violations, including but not limited to:

1. The IFC Constitution, Bylaws, Code of Conduct, and other policies
2. The rules and regulations of RIT
3. The general values-based conduct of fraternity men

Section II – IFC Judicial Committee Composition

The IFC Judicial Committee shall be composed of one IFC Justice from each Member Fraternity, chosen by that Member Fraternity, and shall be chaired by the IFC Vice President of Judicial Affairs.

Section III – IFC Justice Eligibility

In order to serve as the IFC Justice for a Member Fraternity on the Judicial Committee, an individual must meet the following requirements:

1. Be an Active Member, in good standing, of an IFC Member Fraternity
2. Maintain a 2.75 cumulative GPA
3. Must conduct himself in a professional manner consistent with the Mission and Purpose of the IFC, as defined within this Constitution
4. Have a working knowledge of the IFC Constitution and Bylaws and RIT policies
5. Not be a current member of the IFC Executive Board
6. Must complete formal judicial policies and procedures training prior to serving on an IFC Judicial Board hearing
7. Must not be the current President of their respective IFC Member Fraternity

Section IV – Term of Office of IFC Justices

The term of office for IFC Justices shall be until their graduation, resignation, or replacement under the procedures determined by each Member Fraternity; or upon his election to serve on the IFC Executive Board

Section V – IFC Judicial Policy

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

Section VI – IFC Judicial Board Hearing Justice Selection

The IFC Vice President of Judicial Affairs will call upon all Judicial Committee justices to hear a case.

Section VII – IFC Judicial Board Hearing Attendance

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

1. All IFC Justices assigned to an IFC Judicial Board hearing shall be present in order to conduct business on behalf of the IFC Judicial Committee

2. Each IFC Justice assigned to an IFC Judicial Board hearing is required to attend the hearing. Failure of an IFC Justice to attend an IFC Judicial Board hearing for which he was assigned shall result in his Member Fraternity being referred to the IFC Vice President of Judicial Affairs for potential judicial review

Section VIII – IFC Judicial Board Hearing Voting Policies

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

1. Each IFC Justice serving on an IFC Judicial Board shall have one vote
2. A majority vote shall govern all actions of an IFC Judicial Board

Section IX - IFC Judicial Committee Training

1. Each IFC Justice must meet with the IFC VP of Judicial Affairs prior to the hearing. Refer to Article IX, Section XX, of the IFC Bylaws for a further description

Passed April 23, 2016

Article VIII – Committees

Section II – IFC Committee Meeting Policies

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

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

Section III – Ad Hoc Committees

The IFC Executive Board by a majority vote or the IFC Primary adviser may form ad hoc committees as deemed necessary to perform the work of the IFC. The IFC Executive Board or IFC Primary Adviser shall appoint the ad hoc committee chairman and committee members

Article IX – Constitutional Amendments

Section I – Constitutional Amendments

This Constitution may be amended by a three-fourths (3/4) affirmative vote of the IFC General Body provided notice of the proposed amendment has been provided to Member Fraternities at the preceding regularly scheduled business meeting of the IFC General Body

Section II – Adoption

This Constitution shall become effective and shall supersede all previous Constitutions of the IFC when adopted by a three-fourths (3/4) affirmative vote of the IFC General Body

Approved 10-31-13

Bylaws of the Interfraternity Council

ARTICLE I – ROLE OF THE IFC REPRESENTATIVE

Section I - IFC Representatives

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

1. Serve as a representative and voice for his Member Fraternity's concerns regarding the fraternity community.
2. Represent the larger fraternity community's interests.

3. Inform his Member Fraternity of the actions, discussions, and workings of the IFC General Body.
4. Serve as a liaison between the IFC General Body and his respective Member Fraternity.
5. Serve as an active member in the Ad Hoc committee, as necessary.
6. Represent the highest ideals of fraternity life to the greater campus community.

ARTICLE II – ROLE OF THE IFC EXECUTIVE BOARD OFFICERS

Section I - IFC President

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

1. Provide guidance and focus to the efforts of the General Body and Executive Board.
2. Preside over all meetings of the General Body and Executive Board.
3. Work with the Panhellenic Council and Multicultural Greek Council on opportunities to collaborate
4. Build rapport and establish positive working relationships between IFC and Member Fraternity leaders.
5. Serve as the official spokesperson for the IFC member fraternities.
6. Establish positive working relationships with campus and local law enforcement agencies.
7. Regularly interact with the leaders of other governing councils and campus organizations.
8. Establish a working relationship with key college administrators.

Section II - IFC Vice President of Judicial Affairs

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

1. Serve as chair of the IFC Judicial Board and serve as the non-voting Chief Justice of all IFC Judicial Board hearings.
2. Investigate and refer to the IFC Judicial Board alleged violations of IFC policy, including but not limited to:
 1. The IFC Constitution, Bylaws, and policies;
 2. Federal, state, and local laws;
 3. the rules and regulations of RIT; and
 4. The general values-based conduct of fraternity men.
 5. Ensure proper filing and preparation for all judicial actions.
 6. Ensure compliance with all IFC judicial action imposed upon a Member Fraternity.
3. Educate Member Fraternities on the IFC Constitution and Bylaws, judicial processes, and risk management Policies
 1. Conduct judicial policy and procedures training for new IFC Judicial Committee justices.
4. Assist in conflict mediation between Member Fraternities.
5. Review all IFC governance documents, at least annually
6. Will serve as the parliamentarian for the IFC.

Section III - IFC Vice President of Recruitment

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

1. Serve as chair of the IFC Recruitment Committee.
2. Utilize technology (social media) in recruitment and marketing efforts.
3. Produce and distribute promotional materials to all incoming students and unaffiliated students.
4. Develop recruitment workshops and programs for Member Fraternities.
5. Uphold the IFC Recruitment Policy and ensure no restrictive policies are placed on new member recruitment.
6. Maintain an interest list of Potential New Members in an unbiased manner.
7. Provide advice and support to Member Fraternity recruitment officers.

Section IV - IFC Vice President of Finance

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

1. Prepare the annual budget by the first IFC General Meeting of the academic year.
2. Collect IFC Member Fraternity dues or other assessments as needed.
3. Maintain accurate records throughout the year through invoicing and receipts.
4. Review and approve all IFC Expenditure Request Forms and IFC Reimbursement Request Forms.
5. Make all disbursements with a cosigner.
6. Prepare financial statements monthly and at the end of each term for distribution to all Member Fraternities.
7. Make bank deposits when necessary and in a timely manner.
8. Provide advice and support to Member Fraternity financial officers.

Section V - IFC Vice President of Public Relations

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

1. Develop and execute a public relations and social media strategy.
2. Establish and maintain a strategic communication plan for the IFC and its member chapters that addresses protocols for crisis response, social media, marketing and media engagement
3. Collect and disseminate information on the fraternity community to all campus and community media sources.
4. Keep the media informed on upcoming events or potential news.
5. Assist in the development of various IFC publications and outreach programs.

Section VI - IFC Vice President of Programming and Events

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

1. Coordinate all non-recruitment programming activities for the IFC including but not limited to campus outreach and social events between the Member Fraternities

2. Develop service projects and philanthropic events for Member Fraternities.
3. Serve as the IFC Liaison to the Greek Programming Board
4. Develop opportunities for continuing member education by collaborating with alumni, Rochester Institute of Technology offices and departments, and student organizations to offer educational programming covering the following topics including but not limited to: academic achievement, alcohol consumption, career preparation, civic engagement, hazing, leadership development, sexual assault/abuse, and values and ethics.

Section VII - IFC Vice President of Diversity and Inclusion

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

1. Provide IFC chapters with on-campus resources related to diversity and inclusion
2. Provide training and resources for chapters
3. Meet once per month with CPC and MGC Diversity and Inclusion Chairs
4. Plan at least one event for chapters related to diversity and inclusion each semester
5. Sit on the Greek Inclusivity Coordinating Committee

Section VIII – IFC Vice President of Communications

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

1. Serve as secretary of the IFC General Body.
2. Coordinate meeting agendas and minutes, distribute them to all concerned parties at least 6 hours prior to General Body meetings, and maintain a record of them
3. Serve as clerk and non-voting member of the IFC Judicial Board by recording minutes and keeping attendance
4. Ensure that the IFC Information on the website is current and up to date
5. Keep current statistics concerning the number of initiated members and new members of each organization for a minimum of 5 years.
6. Be responsible for collecting chapter information including, but not limited to, the following:
 - Rosters
 - Chapter Officer contact information
 - Chapter representatives contact information
 - Chapter service hours
 - Events Activities
 - Chapter Philanthropic donations
7. Attend all meetings of the Interfraternity Council.
8. Attend all meetings of the Executive Board.
9. Perform all other duties as assigned.

ARTICLE III – ROLE OF THE IFC JUSTICE

Section I - IFC Justice

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

1. Serve as an impartial justice, as called, on IFC Judicial Board hearings.
2. Uphold:
 1. The IFC Constitution, Bylaws, Code of Conduct, and policies;
 2. The rules and regulations of Rochester Institute of Technology;
 3. The general values-based conduct of fraternity men.
3. Maintain confidentiality in all judicial hearings, matters, and deliberations.

ARTICLE IV – SUSPENSION

Section I – Suspension

Any section of the bylaws may be suspended for the duration of one business meeting by a 2/3 affirmative vote of the IFC general body

Approved – October 31, 2013

ARTICLE V – ROLE OF THE IFC ADVISORS

Section I - Primary IFC Advisor

The IFC Primary adviser shall be the Associate Director for Greek Life or his/her designee

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

1. Advise the IFC and its Member Fraternities.
2. Advise financial processes.
3. Shall provide required information related to academic reports, membership numbers, and other pertinent information to RIT and any other approved entities
4. Monitor membership and academic retention by Member Fraternity and the entire community for purposes of improving academic support and recommending intervention strategies.
5. Gather and disseminate information via meetings, websites, newsletters, social media venues, and/or information bulletins to the various entities in fraternity life.
6. Provide assistance and advice in planning and assessing IFC and Member Fraternity programs.
7. Organize and facilitate leadership programs, retreats, and workshops.
8. Connect the Members and New Members of Member Fraternities to leadership opportunities across campus, in the local community, and within their inter/national organizations.
9. Publish or share documents that focus on current events, leadership opportunities, trends, and other information regarding fraternity life.

10. Provide for the recording and archiving of information about the fraternal community and encourage Member Fraternity leaders to do the same within their organizations.
11. Serve as the IFC Representative at any Student Conduct case involving a Member Fraternity

Section II - Secondary IFC Advisor

The IFC Secondary adviser shall be the Assistant Director for Fraternity and Sorority Life or anyone recommended by the Primary IFC Advisor and voted upon by the IFC Executive Board and approved by a $\frac{2}{3}$ majority

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

1. Advise the IFC and its Member Fraternities.
2. Advise financial processes.
3. Shall provide required information related to academic reports, membership numbers, and other pertinent information to RIT and any other approved entities
4. Monitor membership and academic retention by Member Fraternity and the entire community for purposes of improving academic support and recommending intervention strategies.
5. Gather and disseminate information via meetings, websites, newsletters, social media venues, and/or information bulletins to the various entities in fraternity life.
6. Provide assistance and advice in planning and assessing IFC and Member Fraternity programs.
7. Organize and facilitate leadership programs, retreats, and workshops.
8. Connect the Members and New Members of Member Fraternities to leadership opportunities across campus, in the local community, and within their inter/national organizations.
9. Publish or share documents that focus on current events, leadership opportunities, trends, and other information regarding fraternity life.
10. Provide for the recording and archiving of information about the fraternal community and encourage Member Fraternity leaders to do the same within their organizations.
11. Serve as the IFC Representative at any Student Conduct case involving a Member Fraternity

ARTICLE VI – FINANCIAL MANAGEMENT POLICY

Section I - Fiscal Year

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

Section II - IFC Annual Budget

The Vice President of Finance shall propose an annual budget to the IFC Executive Board by the second meeting of the first semester of the calendar year. Upon adoption by the IFC Executive Board, the budget shall be presented to the IFC General Body for ratification by two-thirds (2/3) affirmation. Any additional changes to the budget must be approved by the IFC General Body by two-thirds (2/3) affirmation.

Section III - Appropriate Use of IFC Funds

IFC funds are under the jurisdiction of the IFC Member Fraternities and shall only be used in a manner that benefits the fraternity community and that is congruent with the values of fraternity life. IFC funds shall not be used to purchase alcoholic beverages.

Section IV - Financial Reporting

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

Section V - Financial Record Keeping

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

ARTICLE VII – MEMBER FRATERNITY FINANCIAL OBLIGATIONS

Section I - IFC Active Member Fraternity Dues

The semester dues for each member fraternity shall be set on an annual basis with the budget by the Vice President of Finance.

Section II - Establishment of IFC Member Fraternity Dues

Any proposed amendment to the established per active member dues in Section I of this Article shall be initiated utilizing the following protocol:

1. If the IFC Executive Board determines a need to amend the established per active member dues amount, it shall charge the IFC VP of Finance with assessing the current dues amount and providing a recommendation for possible amendments.
2. The IFC Executive Board shall consider any recommendations made by the IFC Finance Committee and propose an amendment to the dues amount to the IFC General Body.
3. A 2/3 vote of the IFC General Body is required to amend the IFC Member Fraternity dues amount.

Section III - Delinquent Payments

Any amount of dues unpaid by the due date shall result in a 10% fine and loss of representation in the IFC General Body until payment has been made. The Fine shall be due at the next IFC General Meeting.

Section IV-Late Fines

Any Fine not paid by the due date, shall be doubled, with the new fine due by the start of the next IFC General Meeting. Should the doubled fine not be paid on time, it will be doubled again and the group shall be recommended to the IFC Advisor for loss of RIT Event Registration Privileges until such time as all fines have been paid in full.

ARTICLE VIII – IFC CODE OF CONDUCT

Section I - IFC Code of Conduct

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

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

ARTICLE IX – IFC JUDICIAL POLICY

Section I - IFC Judicial Powers and Responsibilities

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

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

Section II - Due Process

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

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

6. Right to appeal the decision, as outlined in the Bylaws.
7. Right against double jeopardy.

Section III - Filing of Complaints

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

Section IV - Notification of Charges

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

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

Section V - Investigatory Evidence

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

Section VI - Informal Judicial Hearing

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

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

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

Section VII - Prohibited Sanctions for Informal Judicial Hearings

The IFC Vice President of Judicial Affairs shall not recommend suspension or loss of IFC recognition through an Informal Judicial Hearing. Should the IFC Vice President of Judicial Affairs

believe suspension or loss of IFC recognition is warranted, the case shall automatically be referred to a Formal IFC Judicial Board hearing.

Section VIII - Formal IFC Judicial Board Hearing

If:

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

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

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

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

Section IX - Formal IFC Judicial Board Hearing Proceedings For all IFC

Judicial Board hearings, the following procedures shall be followed:

1. **Participants:** Attendance at all IFC Judicial Board hearings shall be limited to the Member Fraternities involved, any witnesses, the IFC Justices assigned to serve on the Judicial Board for the hearing, and the IFC Vice President of Judicial Affairs. Additionally, the charged Member Fraternity may be accompanied by its chapter advisor during any Judicial Board hearing. The chapter advisor must be registered as the official chapter advisor of the Member Fraternity.
2. **Confidentiality:** All individuals involved in a hearing are required to agree to a statement of confidentiality. Individuals shall not disclose information regarding the following:
 1. Any individuals, Member Fraternities, or IFC Justices involved.
 2. Details of the proceedings
3. **Witness testimony.**
 3. **Hearing Process: Initiation of the Hearing:** The IFC Vice President of Judicial Affairs shall inform all individuals present that the hearing will be conducted in an orderly manner and any person causing disruption will be asked to leave. Additionally, he shall advise the charged Member Fraternity of the formality of the hearing and the necessity of all parties to be truthful.

1. Presentation of alleged charges, violations, and investigatory evidence against the charged Member Fraternity shall be presented by the IFC Vice President of Judicial Affairs
 1. Charged Member Fraternity may ask questions
 2. IFC Justices may ask questions
2. Presentation of charged Member Fraternity
 1. IFC Justices may ask questions
 2. Charged Member Fraternity may ask questions
 3. Calling of Witnesses
 1. Charged Member Fraternity may ask questions
 2. IFC Justices may ask questions
4. Charged Member Fraternity may give final statement
5. IFC Justices deliberate in closed session to determine findings of responsibility and if necessary, appropriate sanction(s).

Section X - Conflicts of Interest

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

Section XI - Prohibition on Recruitment Restrictions as a Sanction

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

Section XII - Sanctions

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

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

The IFC will not issue blanket sanctions for chapters that have not been found responsible for policy violations (i.e. system-wide ban on activities). An exception may be made for health and

safety concerns with restrictions limited to events with alcohol, provided the exception is for a defined period of no more than 30 days, with a specific plan to lift the restriction, and in accordance with powers enumerated in the IFC Constitution and Bylaws

Section XIV - Duration of Sanctions

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

Section XV - Notification of Findings

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

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

Section XVI - Appeals

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

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

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

Section XVII - Sanctions Appeals

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

1. If the Vice President of Judicial Affairs is a member of the fraternity appealing, the IFC President shall preside over the IFC Executive Board process

2. If both the IFC President and IFC Vice President of Judicial Affairs are members of the fraternity appealing, the presiding officer of the Executive Board appeal process will go to the next IFC Executive Board officer down the hierarchy until that presiding officer is not a part of the member fraternity appealing

Section XVIII – Probation Defined

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

Section XIX-Suspension Defined

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

Section XX- IFC Judicial Committee Training

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

ARTICLE X – EXPANSION POLICY

Section I - Expansion Philosophy

As prescribed in the Constitution - Article IV, Section VI, the IFC supports open expansion. In the event that more than one group attempts to expand at one time, the IFC shall be able to hold a vote to determine the order that groups may expand to prevent multiple groups conducting expansions at the same time.

Section II - Expansion Processes

There are several routes for an expansion to occur, including in preference order:

1. Student Interest Group Colonization: A group of enrolled students at RIT may choose to form a chapter that is affiliated with an inter/national organization and may seek membership in the IFC as a result of that affiliation. The group of interested students shall submit a Letter of Intent that includes a Letter of endorsement from the inter/national organization.

2. Open Invitation to Colonize: In the event the IFC wishes to seek expansion opportunities, a formal invitation shall be sent to inter/national organizations requesting Letters of Intent. The IFC President shall contact the North-American Interfraternity Conference
3. Inter/national Fraternity Colonization: If an inter/national fraternity petitions to join the IFC, a Letter of Intent shall be sent to the IFC President.

Section III - Letter of Intent A Letter of Intent shall consist of information pertinent to educating the fraternity community on the inter/national organization, including:

1. Overview of the Fraternity's History, Mission, and Values;
2. Summary of the Colonization Plan, including: outline of the colonization timeline, inter/national and/or local support, and contact information; and
3. Summary of support after the colonization process is over: programs for members, availability of representatives to conduct chapter visits, etc.
4. Statement of agreement with the Minimum Expectations as stated in Article III, Section III and the NIC Standards as stated in Article III, Section VI of the IFC Constitution.

Upon receipt of the Letter of Intent, the IFC President shall notify the IFC General Body of the inter/national fraternity's intent and the process by which the inter/national organization intends to colonize. Upon receipt of the Letter of Intent, the IFC General Body shall conduct a vote to grant or deny the organization Associate Membership.

Section IV - Granting of Associate Member Status

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

Section V - Granting of Full Member Status

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

ARTICLE XI – RECRUITMENT AND BID SIGNING OF POTENTIAL NEW MEMBERS

Section I – RECRUITMENT POLICY

All member organizations are required to abide by the RIT IFC Recruitment Guidelines and Schedule. Any changes to the existing RIT IFC Recruitment Guidelines require two-thirds (2/3) affirmation by the IFC General Body.

Section II – RECRUITMENT Schedule

All IFC Chapters must adhere to the IFC Recruitment Schedule approved by two-thirds (2/3) affirmation of IFC General Body by week 10 of the semester before the semester it pertains to. Any deviation from the schedule will result in the Chapter being sent before the IFC Judicial Board.

Section III – PROHIBITION OF SWITCH BIDDING

Once a potential new member has completed the New Member Card & Hazing Form with the Fraternity & Sorority Life Office, the individual is not allowed to pledge to another organization until the start of the next academic term (semester/quarter), cannot accept a bid from any other organization, or participate in any new member education process until that time.

Section IV – HARASSING POTENTIAL NEW MEMBERS

Potential New Members should be free of pressure to accept one chapter's bid. In the event that a new member is "harassed" into accepting a bid from a Chapter, the Chapter in question can be brought before the IFC Judicial Board for action unbecoming a member of IFC.

1. "Harassed" is defined as but not limited to excessive calling, texting, messages on social media, accompanying members to sign their bid, etc.

Ratified on 2/5/2018 by 2/3rd vote of the IFC General Body

ARTICLE XII – PUBLICATION AND DISTRIBUTION OF CONSTITUTION AND BYLAWS

Section I - Publication and Distribution of Constitution and Bylaws

A copy of the IFC's current Constitution and Bylaws shall be distributed to all the chapters.

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

ARTICLE XIII – AMENDMENTS

Section I - Amendments

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

Section II - Adoption

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