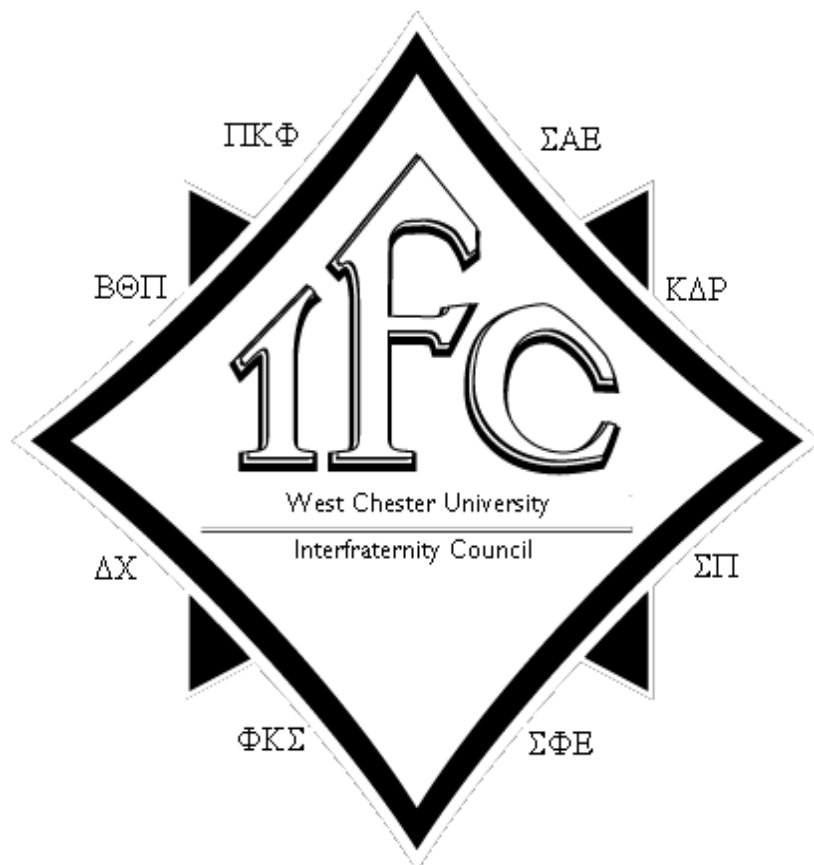


Constitution and Bylaws Of The Inter-Fraternity Council West Chester University



2010-2011 Edition

West Chester University
Constitution and Bylaws Of The Inter-Fraternity Council
Passed: November 1997 / Revised December 2010

Inter-Fraternity Council Constitution

Article I

General

SECTION 1. *Name.* The name of this organization shall be the Inter-Fraternity Council of West Chester University, hereafter referred to as I.F.C.

SEC. 2. *Purpose.* To foster loyalty to the University and to sustain University traditions. To promote intellectual, cultural, and social life among the students of the University. To promote the highest standards of gentlemanly behavior and good taste. To facilitate and increase positive relationships between fraternities. To promote better relations between the community and fraternities. To act as a medium between the student body, the organizations comprising it, and the fraternity system.

SEC. 3. *Affiliation.* I.F.C shall recognize the requests of the following organizations:

1. North American Interfraternity Conference (N.I.C.).
2. Inter-Greek Council of West Chester University (I.G.C.).
3. I.F.C. shall adhere to the bylaws of N.I.C.

Article II

Membership

SEC.1. *Classes of membership.* There shall be two (2) classes of membership in the I.F.C.: Chapter and Colony.

SEC.2. *Requirements.* All chapters and colonies must:

1. Be affiliated with a national fraternity recognized by the N.I.C.
2. Abide by their national fraternity's bylaws and/or regulations.
3. Abide by all University and I.F.C. policies and procedures.

SEC.3. *Chapter Requirements.* All chapters must:

1. Be admitted for membership by a two-thirds (2/3) vote of the I.F.C. assembly
2. Be recognized by the I.F.C. by meeting the requirements of good standing as defined by the I.F.C.
3. Good standing is defined by the I.F.C. as:
 - A. Abiding by the rules, regulations, and policies adopted by the council.
 - B. Submitting to the Director of Greek Life and the secretary of I.F.C. the following items:
 - 1) Each semester, a current list of all chapter officers, advisors, and corporations board members.
 - 2) Each semester, a current list of all active and new members.
 - 3) Within one (1) week of pledging/associating, the names of all associate members.
 - 4) A current copy of the chapter's local bylaws, if not already on file.
 - 5) A list of all new-member education activities that will take place.
 - C. Pay all dues and /or fines that are due to the I.F.C. within one (1) month of receiving the dues and/or fines

SEC.4. Colony Requirements. All colonies must:

1. Be a group of persons who desire to become a chapter but presently do not meet the criteria to become a chapter.
2. Have approval of the I.F.C. by a two-thirds (2/3) majority vote of quorum to become a recognized colony.
3. Submit a progress report to the I.F.C. at the end of each academic semester.

SEC.5. Representation. Each chapter is required to have a minimum of two (2) representatives at every I.F.C. meeting. Of these two official representatives, one must be an active brother for at least one (1) year prior to their term as representative. Also, of these two official representatives, one must be an elected officer from their respective fraternity. All official representatives must also be in good standing with their chapter and I.F.C. A representative may send another member in his place if unable to attend. Each chapter shall have two (2) votes on the Council **only** when two or more representatives are present. Any elected or appointed executive officers of I.F.C. are not allowed to represent their fraternity. An active colony's delegates will have speaking privileges only. They will have no voting rights

SEC.6. Expulsion/Suspension. Any fraternity which violates any rules or regulations of the University or I.F.C. may be expelled and/or lose its voting rights. This shall be decided by a simple majority vote of the I.F.C. Any group losing voting rights will be reported to the Director of Greek Life for any further action if necessary.

1. All appeals of expulsion/suspension shall be brought in writing before the Fraternity President's Roundtable. A representative of the I.F.C. Executive Board shall state the case and explain the reasoning for the expulsion/suspension. Following the representative's statement, the Fraternity President's Roundtable shall be allowed a question and answer session. Following this session, the representative shall exit the room and the president plus one (1) member of the sanctioned fraternity in question shall enter and state their appeal before the table. Following their appeal statement, the Fraternity President's Roundtable shall be allowed a question and answer session. The members of the sanctioned fraternity shall then exit the room and discussion will occur amongst the presidents. A chairperson will be elected of the presidents to chair this discussion. The I.F.C. president shall not participate in discussion process. A vote of simple majority will render the decision.

SEC.7. Finance financial obligations of chapters and colonies are as follows and are to be dealt with by the Vice-President of Finance:

1. Dues are \$7 per active member per each fraternity, payable by the fourth regularly scheduled I.F.C. meeting.
2. Dues are \$30 per fraternity for their associate members, payable by the fourth regularly scheduled I.F.C. meeting of the semester.
3. Fines are \$5 to each fraternity representative who are absent from a regularly scheduled I.F.C. meeting. The Executive Committee of I.F.C. shall have the power to exempt fraternities from this restriction if they see necessary. If fines are not paid by the following I.F.C. meeting, then the representative(s) found absent shall lose voting rights until fines are paid.
4. Fines are \$20 and loss of voting privileges to each fraternity representative who does not return his delegate notebooks to the Internal Vice-President by the date designated by the Internal Vice-President each semester. Voting privileges will be reinstated upon return of the delegate notebooks.
5. The fine for late payment of fines or of dues to the Vice-President of Finance shall be \$5 a day unless the party in question has made arrangement with the Vice-President of Finance.
6. A budget based on projections will be available by the third regularly scheduled I.F.C. meeting of each semester.

7. The I.F.C shall hereby reserve the right to fine chapters as they see fit for failure to comply with the requests of the I.F.C.

SEC.7. Hazing. In accordance with the West Chester University's Student Code of Conduct, hazing shall be defined as follows:

1. Hazing on and off West Chester University campus is strictly prohibited.
2. Hazing is defined as any action or situation which recklessly endangers, intentionally or unintentionally, the mental or physical health to safety of a students for the purpose of initiation or admission into or affiliation with any organization operating under the sanction of an institution of higher education.
3. The term shall include, but not be limited to, any brutality of a physical nature, such as whipping, beating, branding, forced calisthenics, exposure to the elements, forced consumption of any food, liquor, drug, or other substance, or any other voluntary or forced physical activity which could adversely affect the physical health and safety of the individual and shall include any activity which would subject the individual to extreme mental stress, such as sleep deprivation, forced exclusion from social contact, forced conduct which could result in extreme embarrassment or any other forced activity which could adversely affect the mental health or dignity of the individual.
4. For purpose of this definition, any activity as described in this definition which the initiation or admission into or affiliation into or affiliation with an organization is directly or indirectly conditioned shall be presumed to be "forced" activity, the willingness of an individual to participate in such activity notwithstanding.
5. Violations of hazing may be subject to criminal prosecution in addition to disciplinary action.
6. For the complete Anti-Hazing Policy and compliance procedures, see Section III, Policies, Ram's Eye View.

SEC.8. Recruitment: The West Chester I.F.C. and its members shall follow the Recruitment Policy that has been approved by the general assembly of I.F.C. These rules shall be in effect until they are changed and/or replaced.

1. Changing the Recruitment Policy shall be the duty of the I.F.C. Vice-President of Recruitment with the help of the Executive Committee and/or Recruitment Committee.
2. Violation of the approved Recruitment Policy shall result in judicial action.

SEC.9. Social Event Policy. All fraternities shall abide by the FIPG Risk Management Policy, as was voted on in Spring of 2008.

Article III.

Executive Committee

SEC.1. Officers. The executive committee shall consist of the President, Internal Vice-President, External Vice-President, Vice-President of Recruitment, Vice-President of Risk Management, Vice-President of Scholarship, Vice-President of Communications, Vice-President of Finance, and Parliamentarian. The Director of Greek Life and/or the director's designee shall be ex-officio members.

SEC.2. Duties. The Executive Committee shall:

1. Contain no more than two (2) members of each fraternity in different offices on the executive committee.
2. Act as an interim governing body while the I.F.C. meetings are not in session.
3. Have the power to issue statements of policy opinion and whatever it deems necessary, to carry out all policies and regulations established by the I.F.C. as well as the preparation of appropriate programs for presentation to the I.F.C. The decision of the executive committee may be changed by a simple majority vote of the I.F.C. General Assembly.

4. Make an annual report, oral or written, to the I.F.C.
5. Appoint representatives to other West Chester University governing bodies that the executive committee deems pertinent to the I.F.C.
6. Appoint representatives to the Student Activities Council, Commuter and Off-Campus Students Association, University Advisory Board, and Inter-Organizational Council.
7. Attend I.F.C. meetings, executive committee meetings and all other meetings necessary to carry out the responsibilities of the office or the purposes of the I.F.C.
8. Deliver an annual report in writing. This shall be delivered at the completion of his term of office, and an evaluation of his term as an executive committee officer to be given to his successor.
9. Have the power to appoint and dismiss chairmen, or committee members at his discretion with a two-thirds (2/3) vote of the executive committee.

Article IV.

The Executive Committee Officers and Their Duties

SEC.1. *Chain of Command.* Chain of command will be as follows: President, Internal Vice-President, External Vice-President, Vice-President of Recruitment, Vice-President of Risk Management, Vice-President of Scholarship, Vice-President of Finance, Vice-President of Communications, and Parliamentarian.

SEC.2. *President.* The duties of the President shall be, but not limited to, the following:

1. Preside over all regularly scheduled and special meetings of the I.F.C. and shall call special meetings whenever he deems necessary.
2. Serve on or represent the I.F.C. on any University or student committee where his presence is deemed necessary.
3. Have overall responsibility for the option of the I.F.C. and perform all other duties deemed necessary by the I.F.C. or stated in the I.F.C. bylaws.
4. Work closely with the Director of Greek Life, the President of the Panhellenic Council, and any other faculty or administrative personnel in an effort to uphold the purposes of the I.F.C.
5. Prepare the agenda for each meeting.
6. Be responsible for the preparation of the annual report submitted by the I.F.C. to the North-American Interfraternity Conference.
7. Preside as chairman at all meetings of the Executive Committee.
8. Have a working knowledge of Parliamentary Procedure.
9. Preside as chairman at all meetings of the fraternity presidents.
10. Shall form and assist an Expansion Committee, on an AD-Hoc level, in the event that other N.I.C. recognized fraternities petition West Chester University for expansion.

SEC.3. *Internal Vice-President.* The duties of the Internal Vice-President shall be, but not limited to the following:

1. In the absence of the President, fulfill any duties regularly required of the President.
2. If any I.F.C. officer resigns or is removed from office, the Internal Vice-President shall temporarily assume the duties of the office until an election can be held to elect a new officer.
3. Be responsible for the establishment and maintenance of the Intramural, Faculty Relations, and Social committees.
4. Be responsible for the training of all delegates to the I.F.C. and for updating delegate notebooks.
5. Represent the I.F.C. on any University or student committee in the absence of the President.
6. Be sure that all rules set forth in the I.F.C. Intramural Policy are followed (*See Appendix D for the Intramural Sports Policy of the I.F.C.*).

SEC.4. *External Vice-President.* The duties of the External Vice-President shall be but not limited to, the following:

1. In the absence of the President and Internal Vice-President, he shall fulfill any duties regularly required of the President and Internal Vice-President.
2. Be responsible for the facilitation of the educational meetings relevant to the Future Greek Leaders.
3. Plan and execute on behalf of the I.F.C., Greek Unity Programs to bring together the members of the I.F.C., as well as, members of the Panhellenic Council.
4. Shall be responsible for the establishment and maintenance of community/philanthropic service on behalf of I.F.C.

SEC.5. *Vice-President of Recruitment.* The duties of the Vice-President of Recruitment shall be, but not limited to, the following:

1. To develop a system-wide policy regarding the recruitment of new members (See Article XI)
2. Inform all fraternities of all rules and regulations regarding recruitment at West Chester University.
3. Hold a Recruitment Chair orientation prior to each recruitment to clarify the roles of the I.F.C. and individual chapter's Recruitment Chair.
4. Coordinate, with the Pan-Hellenic Vice-President of Recruitment, the semester Open House.
5. Develop a marketing strategy to encourage and inform prospective members of the recruitment and process.
6. Train all Recruitment Guides to be prepared to assist prior to and at Open House.
7. Serve as Chairman of the Recruitment Committee.
8. Oversee the publication of a Recruitment Booklet for the Fall semester of every academic year
9. VP of Recruitment must hold at least two meetings prior to the recruitment period

SEC.5. *Vice-President of Risk Management.* The duties of the Vice-President of Risk Management shall be, but no limited to, the following:

1. Shall be responsible for the establishment, and when necessary, monitoring of the Risk Management Policy.(*See Article X.*)
2. Shall be responsible for the establishment and maintenance of the Risk Management Committee, which will consist of the risk management chair of each fraternity.
3. Educate I.F.C. fraternities about potential risks and how to avoid them.
4. Shall be responsible for the establishment, and when necessary, enforcement of the Hazing Policy.

SEC.6. *Vice-President of Scholarship.* The duties of the Vice-President of Scholarship shall be, but not limited to, the following:

1. Shall be responsible for the establishment, and when necessary, enforcement of the New Member Education Policy.
2. Shall be responsible for the establishment and maintenance of the scholarship committee, which will consist of the scholarship chair of each fraternity.
3. Shall be responsible for the development and execution of an I.F.C. tutoring scholarship programming.
4. Assist chapters and colonies in achieving high academic standards through scholarship programming.
5. Shall be responsible for the establishment and maintenance of a scholarship-monitoring program for the associate members of each fraternity.

SEC.7. *Vice-President of Communications.* The duties of the Vice-President of Communications shall be, but not limited to, the following:

1. Serve as Secretary at all regular and special meetings of the I.F.C. as well as the executive committee meetings.
2. Be responsible for keeping the minutes of the I.F.C. meetings and distribute these minutes to the I.F.C. members before the next regularly scheduled meeting as well as other pertinent information.

3. Maintain a complete and up to date file which will include minutes of all the I.F.C. meetings, officers' reports, and other officers and members of each fraternity.
4. Be responsible for editing and dispatching of all I.F.C. news releases.
5. Keep accurate and current records concerning the number of active members and associate members of each fraternity, as well as records of the officers of each fraternity.
6. Be responsible for all the correspondence for the I.F.C.
7. Be responsible for all space assignments/reservations concerning the I.F.C.
8. Be responsible for the establishment and maintenance of the Public Relations committee in conjunction with I.G.C. Public Relations efforts.
9. Shall be responsible for establishing whether Quorum is present.

SEC.8. Vice-President of Finance. The duties of the Vice-President of Finance shall be, but not limited to, the following:

1. Prepare a budget for I.F.C. each semester, which is due after each fraternity's updated membership roster has been submitted.
2. Regulate, control, and supervise the finances of the I.F.C. in accordance with the budget.
3. Be responsible for the maintenance of all or any records required by the I.F.C.
4. Be responsible for the collection and/or payment of all bills to the I.F.C. except those delegated to a committee.
5. Give a monthly statement and/or oral reports of the I.F.C.'s financial condition to the I.F.C. and to fraternities.
6. Make all arrangements with the Director of Greek Life and Student Organizations including hotel, travel, and registration expenses for the annual N.G.L.A. Conference.
7. Arrange payment for I.F.C. Executive Committee members to attend U.I.F.I.

SEC.9. Parliamentarian. The duties of the Parliamentarian shall be, but not limited to, the following:

1. Assist the assembly in conducting the I.F.C. meetings according to Robert's Rules of Parliamentary Procedure.
2. Updating the Constitution and Bylaws of the I.F.C. when needed.
3. Shall be a non-voting executive committee member.

Bylaws of the Inter-Fraternity Council of West Chester University

Article I. Representatives and Assistants

- A. The duties of the Assistant Recruitment Chair(s) shall be, but not limited to, the following:
 1. To assist the I.F.C. Recruitment Director in developing a system-wide policy regarding the recruitment of new members.
- B. The duties of the Student Activities Council Representative shall be, but not limited to, the following:
 1. Attend all Student Activities Council meetings.
 2. Give the I.F.C.'s report at the Student Activities Council meetings.
 3. Report back to the I.F.C. what transpired at the Student Activities Council meeting.
- C. The duties of the Greek Week Representatives shall be, but not limited to, the following:
 1. Attend all Greek Week meetings.
 2. Give the I.F.C.'s report at the Greek Week meeting.
 3. Report back to the I.F.C. what transpired at the Greek Week meeting.
- D. The duties of the **Off-Campus and Commuter Student Association** Representative shall be, but not limited to, the following:
 1. Attend all **Off-Campus and Commuter Student Association** meetings.

2. Present the I.F.C.'s report at the **Off-Campus and Commuter Student Association** meeting.
3. Report back to the I.F.C. what transpired at the **Off-campus and Commuter Student Association** meeting.
- E. The duties of the Inter-Greek Council Representative shall be, but not limited to, the following:
 1. Attend all Inter-Greek Council meetings.
 2. Present the I.F.C.'s report at the Inter-Greek Council meeting.
 3. Report back to the I.F.C. what transpired at the Inter-Greek Council meeting.
- F. The duties of the University Advisory Board shall be, but not limited to, the following:
 1. Attend all University Advisory Board meetings.
 2. Present the I.F.C.'s report at the University Advisory Board meeting.
 3. Report back to the I.F.C. what transpired at the University Advisory Board meeting.
- G. The duties of the **Vice President of Standards** shall be, but not limited to, the following:
 1. Shall be appointed by the President and approved by majority of the IFC Executive Board and 2/3 vote of the delegation
 2. Shall serve a one-year term starting and ending at the last IFC Meeting of the spring semester.
 3. Shall oversee proper transition of Executive Board members and having a working knowledge of all positions.
 4. To serve as a non-voting member and the chair of the Judicial Board
 5. To educate new Justices or Alternate Justices on the procedures of the Judicial Board
 6. To assist the Executive Board & Greek Life Director in the investigation of alleged misconduct of a fraternity.
 7. To assist the Executive Board & Greek Life Director in resolving complaints and conducting the initial mediation between the chapters involved in the case
 8. To consult with the Executive Board & Greek Life Director in determining whether the case is to be referred to the Judicial Board
 9. To prepare a written report to the Judicial Board detailing the facts uncovered in preliminary investigation.
 10. To make arrangements for Judicial Hearings
 11. To complete a case folder to the Coordinator of Greek Life within ten days of the hearing;
 12. To review all complaints filed during the summer and other extended class breaks
 13. To sign and date the Judicial Board Policy after it has been updated.
 14. Attend IFC Executive Board meetings and events, acting as an Executive Board member.

Article II. Committees

- A. Qualifications
 1. Chairmen shall be appointed by the executive committee.
 2. Members of the committees shall be chosen by the committee chair with the consultation of the assembly
 3. Committee chairmen shall report to the I.F.C. assembly weekly.
 4. Committees shall meet at the discretion of the chairmen
- B. Types of Committees
 1. The duties of the Faculty Relations Committee shall be, but not limited to, the following:
 - a. To develop and coordinate at least one social event per semester in the interest of promoting good faculty and fraternity relations.
 - b. To cosponsor with one or more faculty departments, at least one informative meeting per semester.
 2. The duties of the Intramural Committee shall be, but not limited to, the following:
 - a. Coordinate, with the Department Recreation and Leisure Programs, the I.F.C. Intramural League.

- b. Assume and active role in participating in the I.F.C. Sports Council as I.F.C. representatives.
- c. Hand out a calendar of all intramural sport events to each fraternity.
- d. Have an active relationship with the Department of Recreation and Leisure Programs to ensure smooth progress of the I.F.C. Intramural League throughout the semester.
- e. Report all standings in each sport monthly
- 3. The duties of the Public Relations Committee shall be, but not limited to, the following:
To assist the Secretary with the dissemination of information regarding the activities of the member fraternities.
- 4. The duties of the Social Committee shall be, but not limited to, the following:
To work in conjunction with the Pan-Hellenic Council Social Committee to arrange social gatherings with the intention of promoting positive relations between the fraternities as well as between fraternities and sororities.
- 5. The duties of the Risk Management Committee shall be, but not limited to, the following:
 - a. To coordinate the education of fraternity members in relation to the topic of Risk Management and Personal Liability
 - b. To develop and coordinate a Risk Management seminar or make arrangements for a speaker on the topic of Risk Management at least once a year.
 - c. To develop and coordinate at least one seminar each year in relation to the topic of hazing.
- 6. The duties of the Student Government Association^[1] Committee shall be, but not limited to, the following:
 - a. Attend all meetings and represent the fraternities' interest in discussion.
 - b. Report back to the IFC general assembly the current issues being discussed.
- 7. The duties of the OCCA Committee^[2] shall be, but not limited to , the following:
 - a. Attend all meetings and represent the fraternities' interest with current issues.
 - b. Report to the IFC general assembly all issues being discussed, as well as important dates concerning elections.
- 8. The duties of the Union Advisory Board^[3] Committee shall be, but not limited to, the following:
 - a. Attend all meetings and represent the fraternities' interest.
 - b. Report to the IFC general assembly the important topics being discussed concerning Sykes Student Union.
- 9. The duties of the Philanthropy Committee^[4] shall be, but not limited to, the following:
 - a. To establish a general philanthropy and keep track of all community service hours/projects from each chapter.
 - b. Keep in touch wit the IGC community service representatives and help to collect the reports from each fraternity
- 10. The duties of the Historian Committee^[5] shall be, but not limited to, the following:
 - a. Stay in touch with each fraternity's historian chair and obtain pictures of social events.
 - b. Create a general fraternity photo album.
- 11. The duties of the Greek Wide community service Committee^[6] shall be, but not limited to, the following:
 - a. Attend all meetings and report to the IFC general assembly with current issues that are being discussed as well as important deadlines.
 - b. Act as the IFC recruitment for the service project.
 - c. Shall be responsible to collect a record of all social events held throughout a semester from each chapter.
- 12. The duties of the Town Gown Relations Committee^[7] shall be, but not limited to, the following:
 - a. Attend all meetings and represent the fraternities' interests in current issues.
 - b. Influence a positive relationship between the Greek community and the residents of West Chester, and help to solve any problems that occur.

- c. Report back to the IFC general assembly with current issues and problems.
- 13. The duties of the Student Activities Committee ^[8] shall be, but not limited to, the following:
 - a. Attend all meetings and represent the fraternities' interest in upcoming events.
 - b. Report back to the IFC general assembly the dates of upcoming events.
- 14. The duties of the Men's Health Committee shall be, but not limited to, the following:
 - a. Help with the planning of an all-Greek male competition.
 - b. Help with promoting awareness and the education of men's health.
- C. Ad-Hoc Committees
 - 1. Shall be formed, by the President under special occasions or when decisions must be made.

Article III. Meetings

- A. General Assembly
 - 1. Shall meet every Thursday night , with the time to be set by the second regularly scheduled meeting of the semester.
 - 2. Shall be chaired by the President of the IFC or in his absence shall follow the chain of command.
 - 3. Shall follow the agenda set forth by the chairmen
 - 4. Quorum shall be set at majority (50% + 1)
- B. Executive board meetings
 - 1. Shall occur on a schedule set forth by the executive board
 - 2. Shall be chaired by the President of IFC or in his absence shall follow the chain of command.
 - 3. Each executive board member shall give a report of his duties and the order of reporting shall be based on the chain of command.
 - 4. Quorum shall be set at majority (50% + 1)
- C. Committee meetings
 - 1. Shall be called on a schedule decided on by the chair and announced at the previous General Assembly meeting.
 - 2. Shall be chaired by the committee head established in the section on committees or in some instances in the duties of the individual Executive Board members.
 - 3. The chairmen shall decide agenda
 - 4. Quorum shall be set at majority or in some cases 2/3. This shall be under the discretion of the chair in consultation with the IFC President.
- D. Emergency Meetings
 - 1. Shall be called by an assembly member or chairman.
 - 2. Shall be chaired by the highest-ranking executive board member present.
 - 3. Agenda shall be in writing and presented to the Executive Board twenty-four hours before meeting time.
 - 4. Quorum shall be set at majority (50% + 1)

Article IV. Elections

- A. Qualifications
 - 1. Must be a member of a **recognized** chapter **or colony** of I.F.C.
 - 2. Must be an initiated brother of his fraternity in good standing with his chapter **and international offices** for at least one full academic semester.
 - 3. He must be in good standing with I.F.C. and with West Chester University. Good standing is defined as satisfying all academic, financial, and personal obligations as required by I.F.C. and West Chester University.
 - 4. Must be enrolled with a minimum twelve (12) credits at West Chester University during each semester he would serve as an I.F.C. executive officer.

5. No member of I.F.C. may run for I.F.C. President when he is also president of his fraternity or of the Inter-Greek Council, or assume the role of his chapter president or of the Inter-Greek Council while being president of I.F.C.
 6. No member of I.F.C. may run for Vice-President of Recruitment in I.F.C. when he is also Vice-President of Recruitment or Recruitment Chairman of his fraternity, or assume the role of Recruitment Chairman of his fraternity while being Vice-President of I.F.C.
 7. All Executive Board positions must possess at least a 2.75 cum. G.P.A. to hold office or to run for office.
 8. In order to run for the Office of President you must be an active member in IFC, this is defined as someone who has served as a committee chair or a Representative/Assistant to any student organization, in the name of IFC, or to an executive member of IFC.
 9. The Director of Greek Life holds the power to recommend to the IFC Executive Board the denial of anyone's nomination to an executive board position based on that person's academic performance.
- B. Nominations
Nominations will be held for three consecutive regular I.F.C. meetings, with the third meeting containing elections. Nominations shall begin in the first regularly scheduled I.F.C. meeting in the month of November for all positions on the executive committee. Nominees shall be present in order to accept their nominations.
- C. Voting Procedure
In all elections the candidates must be present, and deliver to the I.F.C. assembly a speech in which he shall discuss his potential to hold such an office. The speeches shall be delivered in alphabetical order and all other candidates shall vacate the room during the speech of the candidate at hand. Speeches shall be timed with all candidates having a maximum of five minutes each to speak, followed by a question and answer period. Following the end of speeches by candidates, a secret ballot vote from the I.F.C. assembly shall be taken. To be confirmed the winner, a candidate must receive quorum. If no candidate receives the required vote, then the two candidates that received the most votes shall be voted on again, and the winner of that vote shall be the winner of the election. If after the second vote, there is a tie, then the President shall vote and break the tie. In the event that the current President is running for another term in office, the Internal Vice-President shall break the tie following the second vote.
- D. Vacancy
In the event that no nominations are available to fill an office or an office has opened up during the academic year, the Internal Vice-President shall temporarily fill the office. The President, the Internal Vice-President, or the External Vice-President may open elections for the vacant position as soon as there is someone qualified to handle the position.
- E. Term of Office
1. Each officer shall hold office for one year unless for some reason he is removed or resigns from office. Each term of office will begin at the start of the spring academic semester, and end at the start of the following spring academic semester.
 - a. An officer may be removed from office for failure to follow and support the purposes of the I.F.C., after written notice has been given to the I.F.C., one (1) week prior to the vote.
 - b. A 50% +1 vote of the total membership of the Judicial Board (See risk management shall be necessary to remove an officer from office.
 2. If a vacancy occurs, nominations of qualified candidates will be held for two (2) weeks, with the first week of nominations being held at the meeting the officer is removed or resigns from office. The second week of nominations will be followed by an election for that particular office.

Article V. Parliamentary Procedures

Roberts Rules of Order Newly Revised shall be the authority on all questions of procedure not otherwise provided in the I.F.C. bylaws.

Article VI Scholarship Policy

Section 1: Authority

This policy shall be considered a governing document of the Inter-Fraternity Council, upon passage by a two-thirds majority of the Inter-Fraternity Council, making changes to the Inter-Fraternity bylaws and any passages that may conflict. It shall be the duty of the Vice President of Scholarship, with the assistance of the Inter-Fraternity Council executive board and the Director of Greek Life Programs to monitor and enforce this policy.

Section 2: Goals

The goal of the Inter-fraternity Council Scholarship Policy is to raise the all male fraternity GPA above the all male GPA on campus. Each individual fraternity, with it's own policy should strive to raise their GPA above the all male GPA. Furthermore, new member grades will reflect the positive impact that joining a fraternity can have, rather than the negative. This is reflected by new member GPA's that exceed the all male average, as well as the new student average for new freshmen joining in the fall.

Section 3: Intramural Participation

A. Chapter

If the fraternity man is a full time student with 12 credits, and the sum of his cumulative GPA and his previous semester's GPA is greater than or equal to a 4.75, then the fraternity man in question will be granted the privilege of participating in the fraternity intramurals league for the semester.

B. New Members/ Associate Members

As first semester freshman do not have a recorded GPA, the above statement does not apply to them.

New Members/Associate Members are permitted to participate in the fraternity intramural league and associate members may not participate in more than two sports.

If the Associate Member is an upper classmen, having an established GPA, then the above section bids to them.

The Internal Vice President will assist the Vice President of Scholarship with the enforcement of the section. Non-compliance with either the new member or chapter standing will result in penalties.

Section 4: Leadership Opportunities

Chapter Any individual fraternity member wish to hold IFC office, must meet a cumulative GPA of 2.75 upon election and maintain this requirement while in office, in addition to the existing requirements in the Inter-Fraternity Council Bylaws.

All chapters must have their academic policies on file with the Inter-Fraternity Council and an academic probation policy to aid those members that fail to meet the minimum academic requirements for those members to improve their grades.

Section 5: New Member Education

Each Chapter shall provide for the Director of Greek Life Programs a written new member program and calendar of events for that program. This program will not exceed seven weeks.

At the beginning of each semester, the Vice President of Scholarship along with the External Vice President will coordinate a New Member Educator retreat to discuss and train new member educators, and to focus on scholarship and plan worthwhile activities for new members.

Two weeks into the New Member Education, the New Member Educators will receive a Mid-Semester Grade Report to give to the New Members. The report is to be completed and returned within two weeks to the Vice president of Scholarship. If the chapter does not return their reports

a fine will be assessed. Finally the Vice President of Scholarship will then create a report for each chapter.

Section 6: Sanctions

Any Chapter that falls below a 2.5 will be automatically place on academic probation. The chapter must create an academic improvement plan and have it approved by the IFC executive bored council prior to mid –semester.

First Offense

A chapter whose GPA is below a 2.5 from the previous academic term will pay a 10% penalty on regular chapter dues.

Second Offense

Any Chapter that falls below a 2.5 will face the penalty of paying \$3 per man in addition to semester dues. The fines will be added by using the active members on file with the Coordinator of Greek Life. Total academic fines are not to exceed \$3 per man.

If a Chapter falls below a 2.5 GPA for two or more consecutive semesters, it will have to appear before the IFC executive board and may lose their good standing with the Inter-fraternity Council.

Section 7: Incentives

The following will be offered as an incentive to the chapters and or Greek men who achieve the following criteria.

A Chapter whose GPA is over the all-male average on the university for the previous academic term will receive a 10% discount on their regular per-member dues.

A letter of congratulations will be sent out to the National Fraternity of the chapter with the highest overall chapter GPA and to the chapter with the highest new member GPA.

The Inter-Fraternity Council will pay for the Intramural participation in one sport during the semester for the chapter with the previous semesters highest GPA.

Each Greek male receiving a 3.0 GPA or better for a given semester will have his name included in congratulations

A one hundred dollar scholarship off dues will be made available to the member with the highest GPA in his individual class. This will be made available to only three different fraternities. The three fraternities will be defined by individual GPAs.

Section 8: IFC Outstanding Brothers

Towards the end of each semester the “Outstanding Brothers” domination sheet will be passed out. Each chapter will nominate their Brother of the year and their MVP in sports. All the people nominated along with any Greek male who earned a 4.0 will get their name put into a hat to have a chance to get their next semester dues paid. The executive board will determine the amount of money given away towards the payment of dues.

Section 9: Appeals Process

If a chapter decides to appeal a particular section of the scholarship policy due to extreme extenuating circumstances, a formal letter of appeal from the president of the given chapter should be given to the Vice President of Scholarship. The letter will then be presented to the IFC executive board for a majority decision. The board may then take any action necessary to correct the situation.

Article VII. Amendments

- A. The I.F.C. bylaws shall be amended by two-thirds (2/3) vote of the total voting membership of the I.F.C.
- B. All proposed amendments to the I.F.C. bylaws must be given to the I.F.C. Vice-President of Communications prior to the start of the meeting in which the amendment is to be proposed.
- C. All amendments must be table for two I.F.C. meetings and then voted on at the third I.F.C. meeting.

Article VIII. Anti-Discriminatory

There shall be no provisions in the National or Local Constitution, By-laws, or Ritual, or other governing rules of member chapter which require the student membership for the member fraternities or colonies to refrain from considering for membership, pledging, electing, or initiating any student on the basis of race, color, socioeconomic status, creed, lifestyle, national origin, or religion.

Article IX. Judicial Board Policy of the Inter-Fraternity Council

*West Chester University
Judicial Board Policy of the Inter-Fraternity Council*

Purpose

The Judicial Board was established because the Inter fraternity Council (IFC) recognized the need to regulate and adjudicate organizational activities and membership. The Judicial Board will interpret the actions of the member fraternities as set forth by the IFC Constitution and other IFC policies. The Judicial Board is educational in nature and will function with the best interests of the University and the IFC member fraternities uppermost in mind.

Jurisdiction

The IFC has jurisdiction over all member fraternity chapters and colonies to enforce IFC and University policies, rules, and regulations. Instances of alleged misconduct may result in referral to the Judicial Board or appropriate University body for disciplinary action.

Actions taken by or pending by a fraternity's own Judicial Board, a fraternity's administrative office, by the appropriate University body, or the state of Pennsylvania will not affect the determination of whether or not a case is referred to the Judicial Board.

Fraternity misconduct need not be officially sanctioned by the entire membership nor is there a minimum number of chapter members who must be involved in an incident before disciplinary action may be taken against a chapter. A complaint may be considered a matter for referral to the Judicial Board whenever the actions of a fraternity could reasonably be expected to reflect negatively upon the fraternity system or may cause conflict within the Greek community.

Composition

The Judicial Board shall be composed of eleven members including the IFC Vice President of Standards, and eight voting Delegates, one from each chapter, the IFC Parliamentarian, and the Greek Life Advisor.

The eight Delegates will be nominated by the members of their respective chapters and approved by the majority vote of the IFC Legislative body. An application and interview **may** be used by the IFC Executive Council as a selection process for each Delegate. The

respective chapters may nominate new Delegates anytime there is an opening on the Judicial Board.

Vice President of Standards

The Vice President of Standards will have the following responsibilities:

1. To serve as a non-voting member and the chair of the Judicial Board and a non-voting member of the Executive Board;
2. To educate new Delegates or Alternate Delegates on the procedures of the Judicial Board;
3. To assist the Director of Greek Life & IFC President in the investigation of alleged misconduct of a fraternity;
4. To assist the Director of Greek Life & IFC President in resolving complaints and conducting the initial mediation between the chapters involved in the case;
5. To consult with the Director of Greek Life & IFC President in determining whether the case is to be referred to the Judicial Board;
6. To prepare a written report to the Judicial Board detailing the facts uncovered in the preliminary investigation;
7. To make the arrangements for Judicial Hearings;
8. To complete a case folder after the completion of each case including the decision of the Judicial Board and all pertinent information regarding the case;
9. To deliver a decision letter to the involved chapter within ten days;
10. To deliver a case folder to the Director of Greek Life within ten days of the hearing;
11. To review all complaints filed during summer and other extended class breaks.
12. To sign and date the Judicial Board Policy after it has been updated.
13. To vote only in the event of an unbreakable tie.

If the fraternity of which the Vice President of Standards is a member is involved in the incident, either as the complainant or the accused fraternity, the judicial responsibilities of the Vice President of Standards, as they pertain to the particular case, shall be assumed by the President of the IFC Executive Council or another delegate selected by the Director of Greek Life.

Ex-Officio Members

The Director of Greek Life and IFC Parliamentarian are ex-officio members and advisors of the Judicial Board

These members will have the following responsibilities, as they pertain to complaints regarding fraternities:

1. To ensure that all fraternities are informed of relevant policies, University regulations and expectations, and applicable local, state, and federal laws;
2. To investigate all complaints regarding fraternities;
3. To facilitate the resolution of disciplinary problems;
4. To assist the Vice President of Standards in the performance of his judicial responsibilities;
5. To advise the Vice President of Standards in making arrangements for Judicial Hearings and preparing the hearing notices;
6. To attend Judicial Hearings and serve as the advisor to the Judicial Board;
7. To see that appropriate records are maintained, including a complaint log and the minutes of Judicial Hearings;
8. To prepare reports for the appropriate University offices when necessary;
9. To assist other University offices dealing with a fraternity complaint;
10. To refer individual fraternity members to the appropriate University offices;
11. To keep records of all complaints filed during summer and other extended class breaks.
12. To ensure the Judicial Board Policy gets signed and dated after it is updated.

Delegates

Delegates serve on the Judicial Board panel that hears the cases referred to the Judicial Board by the Vice President of Standards. At such hearings, they shall review all evidence and question witnesses in order to determine the facts, and if necessary, impose sanctions. No two Delegates may be from one fraternity. No Delegate may serve in a Judicial Board hearing in which his fraternity is involved. Each Delegate must meet the following requirements:

1. Must maintain a cumulative grade point average of 2.5 or above;
2. Must be an initiated member in good standing with his chapter;
3. May not hold a major fraternity office (President, Vice President, Treasurer, Secretary, or Chairperson of Judicial Committee) or be on the IFC Executive Council.

Responsibilities of the Delegate are the following:

1. Attend the meetings of the Judicial Board;
2. To listen to the evidence and arguments during a Judicial Hearing and to cast a vote on the determination of guilt.

Each Delegate will be on the Judicial Board for a period of one year, or until he fails to meet the requirements listed above.

A Delegate that is absent, for more than two Judicial Hearings without adequate reason and prior notice, will be removed from the Judicial Board. A Delegate has the right to reapply and serve a second term. In the event of a missing Delegate, the Parliamentarian's vote will be accepted.

Meetings

The Judicial Board will meet a minimum of two times a semester. A regular meeting time of the Judicial Board shall be set at the beginning of each semester and must be agreed upon by a majority of the members.

Complaints

All complaints regarding member fraternities shall be, filed with the Vice President of Standards and the IFC Parliamentarian, placed into the IFC Mailbox, or hand delivered to a Judicial Board Delegate. Any chapter or individual may register a complaint. A complaint must be filed within 14 working days of the event.

When a complaint is received, a representative of the accused fraternity may be called to meet with the Director of Greek Life and the Vice President of Standards to discuss the possibility of immediate solution to the complaint. Mediation between the accused fraternity representative and the complaining party may also be conducted in order to discuss and agree upon a mutually acceptable resolution. In this case, the Vice President of Standards and the Director of Greek Life will serve as the mediators and facilitators.

If University action against individual fraternity members seems appropriate, the Director of Greek Life may refer such persons to the Office of Judicial Affairs.

The Vice President of Standards in consultation with the Director of Greek Life shall determine on a case by case basis whether a case of fraternity misconduct will be referred to the Judicial Board. If the Vice President of Standards feels that a hearing is in the best interest of the fraternity system, he may refer a case to the Judicial Board even though the complainant desires that no disciplinary action be taken. The Vice President of Standards, after consultation with the Parliamentarian, shall have the option to bypass mediation if deemed necessary.

Judicial Hearings

The Vice President of Standards must give written notice to all parties involved at least seven days prior to the judicial hearing.

Judicial Hearings shall be held at the regular meeting times whenever possible. The Vice President of Standards, Director of Greek Life, and at least five Delegates eligible to vote must be present to hear the case.

Each Judicial hearing will be recorded both electronically and by the appointed Judicial Secretary who will take minutes of the hearing.

A standard of judicial procedures will be followed in order to ensure fair and timely judicial hearings. All hearings will follow the same West Chester University, Inter-Fraternity Council format. No Judicial Hearings will take place during finals week, or the week prior to finals week.

The Judicial Board will not act as a criminal court; it will act within the confines of the IFC Constitution and Bylaws.

Rights of the Accused

The accused fraternity has the rights of timely and proper notification of a hearing, a statement of charges, a report of facts on which a case is based, and will have seven days to prepare a response for alleged violations.

The fraternity has the right to call witnesses.

The representative of the accused fraternity has the right to be present to hear and question all witnesses, to examine all evidence presented to the Judicial Board, and to defend their position.

The accused fraternity has the right to have an advisor present during the hearing. The advisor may not, however, present evidence or make motions during the hearing even if the advisor is a lawyer. The representative must be a current undergraduate member of the accused fraternity.

Rights of the Complainant

The complainant reserves the same rights as the accused fraternity.

Witnesses called by the Judicial Board

Witnesses must receive notice to appear at least three working days prior to any hearing.

The Judicial Board has the authority to require members of fraternities to appear as witnesses.

If a member of a fraternity fails to appear without adequate reason and prior notice, the fraternity chapter of the member may be referred to the Judicial Board for possible action.

Faculty/Staff members or students who are not members of Greek-letter organizations and others may be requested to appear as witness at hearings.

Witnesses shall not be placed under oath, but are expected to speak the truth. If it is found that a witness from a fraternity has clearly and deliberately lied to the Judicial Board, the Judicial Board shall take disciplinary action against the witness' chapter.

Decisions

Guilt must be proven by "clear and convincing" evidence. This standard requires only that the Judicial Board members be convinced of guilt to a substantial level of certainty.

A decision of the Judicial Board must be by a 2/3 majority vote of those on the hearing panel and must be based upon the evidence brought out during the hearing and on prior precedent.

A written copy of the decision shall be given to the fraternity within ten working days of the hearing. The written copy will have the signatures of the IFC President, VP of Standards, and Director of Greek Life Programs. The decision letter should briefly state the basis of the finding of guilt or innocence, any sanctions imposed, and notice of the right to an appeal of the decision, including the sanctions. A copy of the decision letter shall be given to the Director of Greek Life, the fraternity's chapter advisor, and placed in the respective fraternities file located in the Student Greek Life Office (RM 231)

Sanctions

The Judicial Board sanctions are educational in nature and will have a specific purpose. Sanctions will reflect the severity of each violation while attempting to correct the wrong doing.

The Judicial Board has the authority to impose any one or a combination of the following sanctions:

1. Any sanction outlined within the "Code of Student Life" for student organizations, including warning, probation, suspension from IFC, and dismissal from IFC;
2. Financial restitution;
3. Social service sanction, with the Judicial Board determining the total hour requirement and the compliance period (The Director of Greek Life shall approve the fraternity's specific social service project.);
4. Suspension from specific IFC privileges, not to exceed one year.

All sanctions are to remain confidential and to be put into the IFC Judicial records with the decisions.

Failure to comply with a sanction within the time set by the Judicial Board will result in further Judicial

Board action resulting in a more severe sanction imposed.

Violations of IFC Policies are subject to sanctions outlined in those documents.

Appeal Procedures

A fraternity desiring to appeal a decision must give written notice of its intent to the IFC Executive Board within ten working days after receiving the decision.

The fraternity must state one or more of the following grounds for its appeal and all discussion during the appeal must relate to these grounds:

1. The sanction was unreasonable;
2. There is significant new evidence;
3. The findings were not supported by substantial evidence;
4. Unfairness of the judicial proceedings (This is only valid if technical departures or errors in the judicial proceedings were such that they prevented a fair and just determination of the issues.)

Any Judicial Board decision is subject to an appeal to the entire eligible Inter fraternity Council. A two-thirds majority vote of the total eligible IFC Presidential Roundtable shall be required to reverse or modify a decision of the Judicial Board. A fraternity involved in

the case, either as a complainant or the accused, shall not be eligible to vote on the appeal.

The appeal will be placed on the agenda of the next IFC Presidential Roundtable Meeting, providing notice is given to all parties involved not less than seven working days prior to the meeting. The IFC President will chair the proceedings of the appeal. The fraternity shall be granted the same rights as in the original Judicial Hearing. The Vice President of Standards will present the Judicial Board's defense of its decision.

Amendments

Amendments or additions to this policy may be made by a majority vote of the entire voting membership of the Judicial Board and must be approved by a majority vote of the IFC Legislative body. Any approved changes may be applied directly to the text of this document. A revised and current copy must be delivered to each IFC member fraternity within 10 working days of any approved changes.

Judicial Board Hearing Procedures

(The procedures are not addendum to the Judicial Policy)

The Judicial Hearing will proceed generally as follows with the IFC Vice President of Standards chairing the meeting and the Secretary taking minutes:

I. Information Gathering Phase

- A. The Vice President of Standards
 - 1. The Hearing is called to order.
 - 2. The panel is introduced.
- B. The Accused Chapter
 - 1. The accused chapter signs the statement indicating the nature of the hearing (open to the public or closed to the public.)
 - 2. The relationship of the witnesses and other present is explained to the panel.
- C. The Complainant explains the relationship of the witnesses and other present to the panel.
- D. The Vice President of Standards
 - 1. The accused chapter is informed of its guaranteed rights.
 - 2. The purpose of the Judicial Board is read.
 - 3. The function of the Director of Greek Life and the attending Chapter Advisor is reviewed.
 - 4. The complaint is read to the panel.
- E. The Vice President of Standards asks the Accused Chapter how it pleads (Innocent or Guilty).
 - 1. If the plea is Guilty
 - a. The Vice President of Standards will entertain a motion to accept the plea
 - b. The Vice President of Standards will move to the next step of the Proceedings.
 - 2. If the plea is innocent,
 - a. The Vice President of Standards will entertain a motion to accept the plea.
 - b. The Vice President of Standards will move to the next step of the Proceedings.
- F. The Complainant or IFC Prosecutor will present the case.
 - 1. The accused chapter may cross examine the witnesses as they appear.
 - 2. The Judicial Board may cross examine the witnesses as they appear.
- G. The Accused Chapter will present its defense.
 - 1. The Complainant or IFC Prosecutor may cross examine the witnesses as they appear.
 - 2. The Judicial Board may cross examine the witnesses as they appear.

H. The Complainant or IFC Prosecutor may present a rebuttal using arguments and evidence.

I. The Accused Chapter may present a rebuttal using arguments and evidence.

II. Finding of Innocence or Guilt

A. The Judicial Board deliberates and decides the issues of guilt or innocence. All persons attending the hearing not on the Judicial Board must leave the room during the deliberation.

B. The Accused Chapter and the Complainant are informed of the Judicial Board's finding of Innocence or Guilt.

III. Discussion of Appropriate Penalty for Guilty Finding

A. The Complainant may present arguments and evidence recommending an appropriate penalty.

B. The Accused Chapter may present arguments and evidence recommending an appropriate penalty

IV. Appropriate Penalty Deliberation

A. The Judicial Board deliberates and decides on the appropriate penalty. All persons attending the hearing not on the Judicial Board must leave the room during the deliberation.

B. The Accused Chapter and the Complainant are informed of the Judicial Board's decision of appropriate penalty.

V. Discussion of the Judicial Hearing

A. The Judicial board renders a written decision as to the Chapter's Guilt or Innocence of the charges. It sets forth findings of fact in support of the charges. The decision states the penalty, if any, and the procedures for appeal. The accused chapter and the Prosecutor shall each be given a copy of the decision.

B. At the completion of each hearing, the Vice President of Standards will summarize the appeal procedure if requested by the Accused Chapter.

C. After this all persons attending the hearing not on the Judicial Board must leave the room for Committee Business.

VI. Committee Business

A. The written record of the complaint and said violations, the finding of Innocence or Guilt, and the penalty should be signed by the Vice President of Standards and the Delegates.

B. The Vice President of Standards, the Director of Greek Life, the Secretary, and one Delegate should review the Secretary's record of the hearing to ensure accuracy and, if needed, suggest changes.

Article X. Risk Management Policy

West Chester University Risk Management Policy of the Inter-Fraternity Council

Statement on the Future of Our Greek System

As every day passes, the Greek world is changing all around us. It is our responsibility to make the decision to take the actions that will ensure our future existence, not stand idly by while our system slowly dies. Fraternities and sororities continue to draw negative publicity every day due to allegations of:

- Underage Drinking

Incidents of sexual assault -

Abuse of Alcohol

- Reports of Hazing

- Anti - Scholarship-

Racist attitude

TO ASSURE THAT OUR GREEK SYSTEM WILL CONTINUE TO EXIST, IT MUST BEGIN TO CHANGE

Statement on Chapter and Individual Responsibility

The Greek system, as well as the individual brothers and sisters that it is comprised of, will behave and operate in such a manner as to exhibit respect, care and concern for all. The members of the

Inter-fraternal council will openly oppose any behavior that is abusive in any manner, be it physical, mental, emotional, or sexual in nature. Any action that encourages, supports or is based upon any actions that can be deemed demeaning or dangerous to any other person must be combated by the members of our Greek system.

Goal of this Policy:

It is to be the goal of this policy to ensure responsible behavior by ALL members at ALL functions and events dealing with or sponsored by the Greek system. Furthermore, these events should be planned with safety in mind at all times, ensuring a safe environment for all members and guests alike. It is also to be the goal and responsibility of this policy to encourage all members to use alcohol in a LEGAL, RESPONSIBLE and SAFE manner, thus drastically reducing a member organization's exposure to loss and liability.

Definition of Terms

Risk Management: This term is to be defined as the process of EDUCATION, REGULATION and ENFORCEMENT of all activities deemed unsafe by, but not restricted to, this policy, our Greek System, individual member organizations and the Greek Life Office. The reduction or elimination of high risk behavior through education is to be the most essential goal of Risk Management in this policy and in our system.

Greek Social Event: This term is to include, but is not restricted to; parties, mixers, brotherhood/sisterhood events and any other event that is 1) planned by a Greek member organization, 2) located at one of the registered residences of any member organization or 3), attended by at least 35% of an organization's membership. (If the percentage of membership necessary to have a function deemed a social event by a member organization's nationals is lower than 35%, then that is to be the figure upon which the status of an event will be based.) This term will also be referred to in this policy as a Social Event, Greek Event, Greek Function, and Member Organization Event.

Chapter House: A Chapter House is defined as any place of residence where five (5) or more members of any member organization are listed on a lease, mortgage, or any other legal document upon which official occupancy can be based. If the policy of the national organization of any member organization on this campus deems this number to be lower, it will be that lower figure upon which the status of a residence is to be based. This term may also be referred to as Chapter Premises in this document.

Sober Monitor: This term is to be defined as any individual who has been given the responsibility of acting as a sober internal monitor for any event. The term "sober" will be interpreted by this policy to mean that said individual has not consumed ANY drugs or alcohol prior to or during the event they are to be monitoring.

Open Party: This term is to be defined as any event that does not follow ALL of the guidelines set forth in the *Procedures* and *Policies* section of this Risk Management Policy. (See *Procedures* and *Policies*)

Slush Funds: This term is to be defined as any money collected by a member organization or by an individual of a member organization for the purpose of purchasing alcoholic beverages.

Policies

I. General Policy on Alcohol and Drugs

1. The possession, sale, use or consumption of alcoholic beverages, while at a member organization house, during a Greek social event, in any event sponsored or endorsed by a member organization, or in any event that can fall within the definition of a member organization function (see Definitions, *Greek Social Event*), must be in compliance with the laws of the state, province, county, city and institution of higher education, and must comply with the BYOB or Third Party Vendor guidelines stated in the *Procedures* section of this document.

2. No alcoholic beverage may be purchased with chapter funds, nor may the purchase of alcoholic beverages for members or guests be undertaken or coordinated by any member in the name of, or on behalf of, a member organization. Furthermore, the collection of “slush funds” (see Definitions, *Slush Funds*) or social fees collected for the purpose of purchasing alcohol as part of or in addition to, member organization’s dues is prohibited.
 3. The possession or purchase of bulk quantities of alcohol, such as party balls, kegs, cases or alcoholic punch is to be strictly forbidden. As stated in the *Policies* and the *Procedures* sections of this document, all functions are to be strictly BYOB or Third Party Vendor events. (see *Procedures*)
 4. Open parties, meaning those with unrestricted access by non-members of a member organization, without specific invitation, and where alcohol will be or is present, shall be prohibited. (see Definitions, *Open Party*)
 5. Any citations, suspensions, fines or other penalties incurred as a result of a violation of this policy and/or any laws of the state, province, county, city or University will be the sole responsibility of the sponsoring or co-sponsoring member organization(s).
 6. No member organizations, collectively or individually, shall knowingly purchase for, sell to, or serve any alcoholic beverages to anyone who is not of legal age. (i.e.; 21 years of age or older)
 7. All social events that are sponsored or co-sponsored by a member organization, or can be deemed a social event per the definition aforementioned, must be BYOB or Third Party vendor events. (see Definitions, *Greek Social Event*) No bulk quantity of alcohol, such as party balls, kegs, cases or alcoholic punch are to be permitted at any of these functions. Furthermore, all events must follow ALL of the guidelines and procedures as defined in the *Procedures* section of this document.
 8. The possession, sale or use of any illegal drugs or controlled substances while on chapter premises or at any event that can be deemed a member organization event (see Definitions, *Greek Social Event*) is strictly forbidden.
 9. All rush/recruitment activities associated with any member organization will be DRY functions, with the definition of dry function being an event where no alcohol or controlled substances are to be consumed, sold or served to any of the persons in attendance.
 10. No member shall permit, tolerate, encourage or participate in “drinking games.”
- II. General Policy on Hazing
1. No member organization, individual member, alumnus or associated individual shall participate in nor condone any activity that can be deemed as hazing. Hazing is defined as, but not limited to,
Any action taken, or situation created, whether on or off member organization premises, designed to produce or resulting in emotional or physical discomfort, embarrassment, harassment, or ridicule, including but not limited to, sleep deprivation, physical assault, forced consumption of any kind, etc. A further definition of hazing can be found in the most current edition of the Ram’s Eye View of West Chester University.
 2. Just as any other violation, any activity found to be in violation of this policy’s stance on hazing will be brought before a Judicial Review Board, as defined in the *Judicial Review Process* section of this document.
- III. General Policy on Sexual Assault, Abuse and Harassment
1. No member organization shall tolerate nor condone any form of sexually abusive behavior on the part of its members or associates, be it physical or emotional. This is to include, but is not limited to, any action that may be demeaning to any man or woman including, but not limited to, date rape, gang rape, the use of “date rape drugs”, verbal harassment or any behavior resulting in mental or physical injury or harm.
 2. Any activity found in violation of this policy’s stance on sexual assault, abuse and harassment will be brought before a Judicial Review Board, as defined in the *Judicial Review Process* of this document.
- IV. General Policy on Fire, Health and Safety

1. All member organization chapter houses (see Definitions, *Fraternity/Sorority Chapter House*) must be in compliance with all applicable government fire and health codes and standards.
 2. All chapters shall have posted by common phones the numbers for local fire, police and ambulance and should have evacuation routes posted on the back of the doors to each room.
 3. Possession and/or use of any firearms, explosives or incendiary devices within the confines or on the property of any chapter house (see Definitions, *Chapter House*) or while in attendance at any member organization event (see Definitions, *Greek Social Event*) is strictly and expressly forbidden.
- V. If the policies of a member organization's national organization require that the actions of any member organization be under stronger restrictions than the above policies, then the policy of that national organization will take precedence.

Acting in a manner that is in violation of these policies shall result in a hearing before the Judicial Board, as stated in the Judicial Process section of this Constitution of West Chester University Inter-Fraternal Council.

Procedures

- I. Proper Conduct for Planning a Greek Social Event
 1. All social events (see Definitions, *Greek Social Event*) must be organized through the distribution of invitations (tickets) and the establishment of an event Guest List. The guest list must contain all guests' full names, member affiliation (i.e.; the name of the member who has invited said guest to the event) and the guest's age category. (i.e.; whether or not the said guest is of legal drinking age) All guest lists are to be signed by all guests upon arrival at an event.
 2. No ticket sales are to be made at the event. All ticket sales and guest lists must be established at least 4 hours prior to the beginning of any Greek social event.
 3. Total number of guests invited to an event is not to exceed a total of two (2) guests per each one (1) member of the host member organization if that number is in compliance with all applicable fire and safety codes.
 4. The limitations on the total occupancy of any facility by the County of Chester supercede any other ruling on safe occupation by this policy, the Greek Life Office, or any member organization's national foundation or headquarters.
- II. Proper Conduct for Hosting a Greek Social Event
 1. All guests must provide proof of age (i.e.; a valid driver's license or equivalent photo ID card that clearly shows the individual's age) when arriving at the event. It is to be the responsibility of the sober monitors (see Definitions, *Sober Monitor*) or any independent professional security hired to check the aforementioned guests' identification.
 2. Upon arrival at an event (see Definitions, *Greek Social Event*), all guests under the legal drinking age (21) must be clearly identified as such. This is to be the responsibility of the sober monitors (see Definitions, *Sober Monitor*) or any professional security staff hired for the said event.
 3. All social events (see Definitions, *Greek Social Event*) are to be facilitated either through 1) a purely BYOB policy or 2) a Third Party Vendor who is responsible for the sale, distribution and control of all alcoholic beverages. BYOB is defined as the process through which guests of an event (see Definitions, *Greek Social Event*) who are of legal age are required to provide their own alcoholic beverages upon arrival. Third Party Vendor organization of an event is defined as an event where the sale, distribution, and consumption of ALL alcoholic beverages by ALL guests and members is controlled by an independently operated, officially licensed vendor who has no affiliation with any host member organization(s).
 4. Only guests who have provided the necessary proof of legal age (i.e.; a photo ID with a clearly marked birth date on it) will be permitted to bring any alcoholic beverages into a social event. (See Definitions, *Greek Social Event*).
 5. Those guests who are of age and do provide their own alcoholic beverages at an event will be permitted to bring up to, but not in excess of, six (6) cans of beer.
 6. All guests who bring alcoholic beverages will be issued a beverage card by the host of the event. (see Definitions, *Greek Social Event*) Said beverage card is required to designate the

guest's name and the number of alcoholic beverages said guest has brought. Each time that a guest is given one of his/her alcoholic beverages, it is the responsibility of the host to mark the beverage card appropriately.

7. Alcoholic beverages are only to be issued to the individual whose name is listed on the beverage card.
8. No glass bottles, hard alcohol, squeeze bottles or thermoses filled with alcohol will be permitted into any social event. (see Definitions, *Greek Social Event*)
9. Any guest who arrives at an event under the influence of alcohol will not be permitted into the social event. (see Definitions, *Greek Social Event*)
10. There must be at least one Sober Monitor (see Definitions, *Sober Monitor*) for every twenty-five (25) guests in attendance.
11. Alternative beverages (i.e.; beverages not containing alcohol) and non-salted, high protein food must be made readily available to all guests and members present at a social function. (see Definitions, *Greek Social Event*)
12. Any guest or member who is visibly intoxicated shall not be served or permitted to consume any more alcohol.
13. No guest or member will be permitted to leave a social event (see Definitions, *Greek Social Event*) with an open container of alcohol.
14. If a guest is asked to leave an event by the sober monitors (see Definitions, *Sober Monitor*), the host reserves the right to keep any remaining alcohol that said guest still has.
15. If a member organization chooses to operate an event (see Definitions, *Greek Social Event*) with a Third Party Vendor in control of all alcoholic beverages, then articles four (4) through article fourteen (14) will be the responsibility of said Third Party Vendor.
 - It is recommended that any Third Party Vendor used by a member organization be required to present a copy of their insurance coverage to said member organization.
 - It is further recommended that any Third Party Vendor used by a member organization has a minimum of \$2 Million in insurance coverage.

Acting in a manner that is in violation of these procedures shall result in a hearing by the Judicial Board, as stated in the Judicial Process section of the Constitution of West Chester University Inter-Fraternal Council.

Enforcement of the Risk Management Policy

- I. Reporting of Suspected Violations
 1. All suspected, alleged or witnessed reports of violations to this Risk Management Policy must be shall be, filed with the Vice President of Standards and the IFC Parliamentarian, placed into the IFC Mailbox, or hand delivered to a Judicial Board Delegate. Any chapter or individual may register a complaint. A complaint must be filed within 14 working days of the event. Made utilizing the Violation Report Form for West Chester University.
 2. All suspected violations reported shall be kept confidential. The presidents of the member organizations in question will be contacted by the Vice President of Standards with written notice to all parties involved at least seven days prior to the judicial hearing.
 3. The Vice President of Standards will be responsible for setting up a preliminary meeting with the president of the accused member organization as soon as is possible for all parties involved. The purpose of this meeting will be to discuss the plea of the accused member organization.
 4. The national headquarters of any member organization that is brought up on charges will be informed of said charges by the Greek Life Office before the judicial review process begins.
 5. If suspected violation of ANY risk management policies is reported, it is the responsibility of said chapter to contact their national organization with in twenty-four (24) hours of reported violation.

- A) It is the responsibility of the Greek Life Office to follow up with said chapter's national organization as he/she may see fit.

Sanctions

I. First Offense

1. If found in violation of the regulations on open social events or bulk quantities of alcohol, the following sanctions will be imposed by the Judicial Review Board:
 - A. An automatic fine of \$500 will be charged to any member organization found in violation of the open party/BYOB/ Third Party Vendor requirements.
 - B. If the violation is in the form of kegs or party balls, a \$150 fine per keg or party ball will be charged in addition to the mandatory \$500 fine.
 - C. It will be the responsibility of said chapter to contact their national organization with all fines and sanctions within twenty-four (24) hours following the verdict.
 - D. It will be the responsibility of IFC VP of Risk Management and Education along with VP of the Pan-Hellenic Council to draft and send a letter entailing all fines and sanctions to said chapters national organization within five (5) business days.
 - E. The Judicial Review Board reserves the right to issue any one or any combination of the following additional sanctions:
 1. An alcohol awareness program that has been approved by the Greek Life Office must be presented to the entire Greek system within one (1) month of receiving punishment.
 2. One (1) month of full social probation. The terms of this probation are to be determined by the Judicial Review Board after hearing the case.
 3. One (1) month loss of intramural privileges
 4. One (1) month loss of IFC or Pan-Hellenic Council voting rights.

II. Second Offense

1. If found in violation of the regulations on bulk quantities of alcohol or open parties for a second time, an additional \$500 fine will be imposed on the guilty member organization.
2. If the violation is found to be in the form of kegs or party balls, then an additional fine of \$300 per keg or party ball will be imposed.
3. The Judicial Review Board reserves the right to impose any additional fine, restriction, or suspension deemed necessary with a majority vote after guilt has been found of a second offense.
4. It will be the responsibility of said chapter to contact their national organization with all fines and sanctions within twenty-four (24) hours following the verdict
5. It will be the responsibility of IFC VP of Risk Management and Education along with VP of the Pan-Hellenic Council to draft and send a letter entailing all fines and sanctions to said chapters national organization within five (5) business days.

III. Sanctions for Non-Event Related Violations

1. If found in violation of any article of the *Policies* and/or *Procedures* sections of the Risk Management Policy not directly related to open social events or bulk quantities of alcohol, it is the responsibility of the Judicial Review Board to come up with and impose any fines, suspensions or penalties deemed necessary by a majority vote of the Judicial Review Board.
2. If found guilty of violating any article relating to sexual harassment or hazing, it is to be the responsibility of the guilty chapter to report the violation and all fines and sanctions to its national foundation or headquarters within twenty-four (24) hours of receiving a verdict of guilty.
3. It will be the responsibility of IFC VP of Risk Management and Education along with VP of the Pan-Hellenic Council to draft and send a letter entailing all fines and sanctions to said chapters national organization within five (5) business days.
4. If these reports are not made in the manner aforementioned, the Director of Greek Life will contact the guilty member organization's national foundation or headquarters immediately.

IV. Role of Member Organization's National Headquarters

1. If a member organization is found guilty of violating any one or more of the articles listed in the *Policies* section of this document, it is the responsibility of said guilty organization to report

- the violation to its national headquarters within twenty-four (24) hours of the imposition of punishment by the Judicial Review Board. If the guilty member organization does not file for appeal with the VP of Risk Reduction and Education or the Internal VP of the Pan-Hellenic Council within the three (3) days provided, (see *Appeals*) and also fails to contact its national foundation or headquarters within the twenty-four (24) hours allotted in the *Sanctions* section of this policy, the Director of Greek Life will contact the guilty member organization's national foundation or headquarters immediately following the end of the twenty-four (24)hour period allotted.
2. After an appeal has gone to deliberation as stated in the *Appeals* section of this document, the Office of Greek Life will contact the guilty member organization's national headquarters IF the member organization in question is found again to be guilty by the Board of Appeals. If the Board of Appeals finds a member organization not guilty, it is to follow only the sanctions imposed by said board, per the *Appeals* section of this document.
- V. All fines collected by the Judicial Review Board will be donated to a charity or charities to be selected by the Executive boards of the IFC and Pan-Hellenic Council.

Judicial Process

All Judicial actions are to follow the IFC Judicial board Policy within this Constitution. It is also the responsibility of the Judicial Board to impose all sanctions deemed necessary and proper by the Sanctions section of this Constitution.

The Following Sources Were Cited in the Creation of
This Risk Management Policy

FIPG Inc. Risk Management Policy – “The Risk Management Policy of FIPG Inc. includes the provisions that follow and shall apply to all fraternity entities and all levels of fraternity membership.” (Quote taken directly from the policy)

The Sigma Phi Epsilon Risk Management Guide, 1998-99 - This policy is strictly FIPG in nature, as are all policies of all national organizations. It was cited to provide a framework for this document's organization and some of its phrasing.

The Risk Management Policies of the following Universities were also cited: Iowa State University, University of Delaware, Penn State University, University of Pennsylvania, University of North Carolina – Chapel Hill and the University of Maryland.

The input of the following advisors played an integral role in the planning, direction and purpose of this policy:
Charles Warner, Director of Greek Life and Student Affairs; Gina D'Amato, Assistant Director of Greek Life and Student Affairs; Mitchell G. Crane, Attorney at Law; David Stollman, PLATFORMS INC; Jim Sredzinski, Manager of Risk and Loss Control for the County of Chester; and Steven V. Zizzo, President of FIPG, Inc.

Article XI: Recruitment Policy

*West Chester University
Recruitment Policy of the Inter-Fraternity Council*

The premise of this policy is to provide a set of guidelines and regulations that will result in a positive and fair concentrated recruitment experience for all men's social fraternities on this campus. To keep the procedures and policies simple, there will be only four main rules that will be adhered to. Those are:

Section 1: No alcohol is allowed to play a role in the concentrated recruitment process.

There will be no drinking with non-Greek males at any time during the recruitment period at the beginning of each semester. Rush officially begins **when school is in session**. Fraternities may not have open parties with non-Greek males until the end of the recruitment period is over. Those fraternities choosing to continue with rush after the **formal rush ends; this chapter needs to** adhere to this rule until they have begun their new member program.

Section 2: Our community will support open bidding at all times, except during designated closed periods.

As of the Fall semester of 2004, West Chester University has supported and implemented the policy of continuous open bidding to any potential new member who meets the criteria established by the IFC and the Director of Greek Life and Student Organizations. This is true except for a time periods designated by IFC that is during the beginning weeks of rush. Starting from the day we return to campus for the semester up until the Monday before pinning day. Furthermore, the chapter extending the bid must have the established requirements completed before extending any invitation to new members. The criteria are as follows:

- a. The chapter must have their new member education program and calendar turned into the Office of Greek Life and Student Organizations before extending an invitation to any potential new members.
- b. The chapter must clear any potential new member through the Office of Greek Life and Student Organizations in order to ensure that the student has at least a **2.5 GPA** and has completed (or is scheduled for) at least 12 credit hours.
- c. Each potential new member must attend one of the information sessions. If a new member cannot attend the sessions or is accepting a bid after the rush period, he must meet with the VP of Recruitment, pending valid reasons for missing the meetings. The decision on whether the new member will receive a bid shall be left to the discretion of the Vice President of Recruitment and the President.

Section 3. No women are to be involved in the recruitment process.

The young men interested in becoming a part of your chapter should be interested in your chapter for its brotherhood, not women. It is to each chapter's benefit to. Do not involve women in the recruitment process because of its ability to corrupt the judgment of a potential new member. This involvement will include, but is not limited to, planned events involving female students (Greek or non-Greek), **women at rush events (inside or outside the meeting)**, trips to any gentlemen's clubs, the involvement of strippers at any function or home of a chapter members, etc.

Section 4. Recruitment Advertisements

Each fraternity will be allowed to hang flyers around campus, or the Director of Greek Life. These flyers must be hung in accordance with the current University policies. This also includes the flyers that are hung up in the residence halls, which are to be turned into the front desks of the residence halls to be hung by the Resident Assistants. Please note that fraternities no longer will be allowed to hang flyers in the residence halls. The Residence Life Staff is now responsible for hanging flyers.

The number of flyers (8 1/2 X 11) approved for posting for each fraternity on and around campus will not exceed 300 flyers. Eighty (80) may be approved for posting in the Residence Halls and Eleven (11) for South Campus Apartment Complex. All remaining flyers may be posted on and around campus on designated bulletin boards. **NOTE:** We also understand that some national offices supply official rush posters that might exceed the size limitation for flyers. For each of those larger posters, please subtract one from the 300 allotted.

Shirt designs will need to be approved by the IFC VP of Recruitment or Director of Greek Life before shirts are manufactured. This consistent way to advertise is an important vehicle and we must use it to our advantage.

Flyers are allowed to be handed out via "dormstorming" or other events. During "dormstorming", please DO NOT post flyers. Only hand out flyers to prospective members. These flyers are NOT part of the original 300 approved "Posting" flyers.

Chapters wishing to "Dormstorm" must meet with the Director of Greek Life to receive permission and to complete the paperwork. Chapters found in residence halls without this paperwork are subject to judicial action by the Office of Residence Life and Housing Services.

Business cards for Chapter Rush Chairs are allowed.

Section 5. Guidelines for Fraternity Open Houses sponsored by the Interfraternity Council (if applicable)

Process: The intention of a Fraternity Open House is to promote Greek Life in general as well as to promote individual chapters. By building our Greek system as a whole, we will ultimately be improving our individual chapters.

Dress: Since we are representing the Greek community, and more importantly, trying to sell the Greek community, the IFC recommends that each chapter take their appearance into consideration. However, the IFC leaves the issue of dress for the Fraternity Open Houses up to each individual chapter.

Display: Feel free to bring awards, trophies, flags, and banners. Your national organization has numerous marketing pieces that you can also have at your table. It is a good idea to bring a laptop to the event whereby you can exhibit your national's web page. Copies of your rush schedule should be available. Pictures may be displayed as long as they are in good taste and free of alcohol.

Occupancy: Please remember that it is very intimidating to approach a table full of men who already know each other. It is up to each fraternity to determine how many people they will have present at their table, but IFC recommends no more than three men representing the fraternity at any one time.

Section 6. Establishment of Eight Man Rush Committee

Requirements:

- Must be a committee head or executive board member
- Cannot hold the position of Recruitment chair or President
- May NOT be a member of the current IFC executive board
- Complete application form
- GPA Requirement- 2.75
- Each IFC fraternity must be equally represented on this committee

Duties:

- Responsible for the promotion of non bias recruitment
- Develop and exhibit a presentation for information sessions with the help of the VP of Recruitment
- Setup and facilitate signup tables with the help of the entire IFC executive board
- Attend recruitment meetings established by the Vice President of Recruitment

Section 7. Enforcement of the IFC Recruitment Policy

Process:

1. To file a complaint against a chapter, a letter must be turned into the Director of Greek Life or the IFC Vice-President of Standards. This letter must be turned in within 14 days of the suspected event(s).
2. The complaint is then passed along to the IFC Executive Board, who determines the legitimacy of the suspected violation and then schedules a time to meet with the accused fraternity to hear the issue.
3. The IFC Executive Board will then meet with the accused fraternity in order to ascertain responsibility or innocence. They will then convene to come to a decision, based on a majority vote of those officers present, and will contact all parties involved.
4. If found responsible, the accused fraternity has the ability to appeal this decision to the Director of Greek Life who will have the final appeal decision.

Penalties: Each rule will have its own set of fines that will be imposed on any chapter found guilty of violation(s). If a rule is broken twice in one semester, there will be additional sanctions placed on the responsible chapter. Violations of the following rules will result in the following fines:

Alcohol: Violation of the no alcohol policy rule will result in a fine of \$200.00 if found responsible. A second violation of the no alcohol policy will result in an additional \$200.00 fine as well as, a letter sent to their national headquarters.*

Bids: Violation of the requirements to extend a bid to a potential new member will result in a \$50.00 fine for the first violation and a loss of intramurals play for one month if violated a second time.*

Women: Violation of the no women policy will result in a \$25.00 fine. If violated a second time, one month of social probation will be imposed.*

Mention of Alcohol: Any mention of alcohol in recruitment in any way will lead to a \$25.00 fine for the first violation. A second violation will result in an additional \$25.00 fine and a loss of voting privileges for one month.

Advertising: Violation of the advertising regulations will result in a \$25.00 fine upon first violation. A second violation will result in an additional \$25.00 fine and a loss of voting privileges for one month.*

*If anyone rule is broken more than twice in one semester, the Executive Board of the IFC will have to the power to impose further sanctions they deem necessary with a majority vote of all officers.

Article XII: Expansion Policy

West Chester University

Expansion Policy of the Inter-fraternity Council

I. Procedures for Expansion

Any International/National Men's Fraternity who is a member of the North-American Inter-fraternity Conference (NIC) is eligible to apply for expansion/colonization.

1. Through a formal expansion plan approved by the WCU IFC and the Director for Greek Life Programs.
2. Through receiving a formal petition for recognition by an interest group, or
3. Through reviewing a formal petition for recognition by a group coming off a disciplinary loss of University recognition.

A. Procedures for formal Expansion Plan by the IFC Executive Committee

1. Determine need for Expansion
2. IFC executive committee gains approval from the IFC and the Director for Greek Life Programs.
3. IFC establishes an expansion committee.
4. IFC determines number of organizations to be involved in the expansion plan based on need and resources. Consideration may be given to fraternities who previously had a chapter at WCU.
5. The expansion committee advertises expansion and then reviews information and selects no more than three groups, out of the groups that applied, to be invited to make on-campus presentations.

6. Fraternities making on-campus presentations will meet with the Director for Greek Life Programs, the IFC expansion committee, and the IFC executive committee.
7. IFC will provide a checklist of expectations to the groups. Following the presentations, the IFC expansion committee will send a recommendation to the IFC Executive Board, IFC, and Director for Greek Life Programs.
8. The IFC will by 2/3 vote approve the fraternity invited to colonize.

B. Procedures for Petitioning Groups

1. Prior to initiating contact with potential new student members, the Greek letter organization must gain approval from the IFC and the Director for Greek Life Programs.
2. Submit information requested in Section II to the IFC and Director for Greek Life Programs. IFC will provide a checklist of expectations to the chosen group.
3. IFC Executive board will establish an Expansion Committee.
4. Schedule presentation and meetings with the IFC and Director for Greek Life Programs, the IFC expansion committee, and the IFC executive committee.
5. Following the presentation, the IFC expansion committee sends recommendations to the IFC Executive Board and the Director for Greek Life Programs.
6. The IFC will by 2/3 vote approve the fraternity invited to colonize.

C. Procedures for a Group coming off disciplinary loss of University recognition or removal of charter by National headquarters or local alumni board.

1. After duration of University loss of recognition or removal of charter by national headquarters or local alumni board, meet with the IFC executive committee and Director for Greek Life Programs to discuss possible re-colonization and receive a list of criteria to be met to return to WCU as an active chapter. Said group must have completed and been compliant with sanctions from IFC, the Office of Judicial Affairs, and Greek Life Programs. IFC will provide a checklist of expectations to the chosen group.
2. Submit information requested in Section II and C.2 to the Director for Greek Life Programs.
3. IFC establishes an expansion committee.
4. Schedule presentations and meetings with the Director for Greek Life Programs, the IFC expansion committee, and the IFC executive committee.
5. Following the presentation, the IFC will vote if the organization has met the criteria set forth by the IFC executive committee. A two-thirds (2/3) vote is needed for the organization to re-colonize.

II. Materials to be included in the petition for colonization

1. Logistical Information
 - a. Name of fraternity
 - b. Founding Date
 - c. History with WCU
 - d. Current number of colonies
 - e. Current number of undergraduate members
 - f. Average chapter size

- g. Number of chapters closed in the last five years and reasons for closing
- h. Membership Costs: new member, initiation fees, insurance, regular dues

2. Program Policies

- a. Position on Risk Management
- b. Position on Hazing
- c. Length/focus of new member program
- d. Minimum standards of potential new members
- e. Scholarship program
- f. Community Service program
- g. Constitution and By-laws
- h. How the organization plans to meet the requirements of the WCU Five-Star Awards Program.

3. Colonization

- a. List and status of colonies established in last five years
- b. Procedures
- c. Ongoing support for colony
 - i. field staff visits
 - ii. Recruitment support
 - iii. Additional resources
- d. Criteria for chartering: to include minimum number of students pledged to establish a secure colony

4. Organizational structure

- a. List of all chapters and locations
- b. Volunteer Support
 - i. district
 - ii. local

5. Resources

- a. (Inter) National Headquarters
 - i. Foundation Scholarships/loans
 - ii. Housing Support/ (Inter)National Housing Corporation
 - iii. Leadership schools or conventions
 - iv. Publications
- b. Nearest Chapter
 - i. Number of alumni who live within 15 miles or less of West Chester
 - ii. List of alumni committed to serve as advisors and house corporation members (including their contact information).

III. Colonization Procedure

A. Organizations selected to colonize or re-colonize must meet the following criteria:

1. Recruit at least 30 full-time, WCU undergraduate students.
2. Representatives must attend all IFC meetings and all members are strongly encouraged to participate in every facet of the Greek community.
3. Meet the requirements as set forth by the WCU Greek Five-Star Awards program.
4. Secure the support of a University advisor.
5. The colony shall maintain an active alumni committee consisting of at least five alumni, with one being designated as the chapter advisor. This committee shall be trained by the (Inter) National fraternity. The chapter advisor should attend all meetings of the active chapter and scheduled meetings for advisors by the Office of Greek Affairs.
6. The chapter must abide by all IFC and University policies, regulations, and guidelines.
7. The group must remain a colony for at least two academic semesters, yet has only four academic semesters to fulfill membership obligations.

B. Active IFC membership becomes automatic when the fraternity begins the colonization process.

Other Stipulations of forming an interest group/expanding a colony:

1. Interest group or International Men's Fraternity must first meet with the Director of Greek Life Programs to review recognition/forming of a student organization procedure and process.
2. Group must be in meet the requirements of the WCU Student Government Association and the Office of Student Leadership and Involvement.
3. No group is permitted to form/colonize while another men's group is currently forming or slated to colonize.
4. No group can apply to form/colonize until a colony is chartered as a chapter for one full academic semester (i.e. if a colony becomes a chartered chapter in the fall semester, no interest group can start to form until the following fall semester as said newly chartered chapter is permitted one full semester to be an active chapter).

Adopted from the Louisiana State University Fraternity IfC expansion policy.

Article XIII : Intramural Policy

*West Chester University
Intramural Sports Policy of the Inter-Fraternity Council*

Intramural Policies

General Policy on Eligibility

1. To be eligible for play, fraternity men's CGPA and GPA from the previous semester must equal or exceed a 4.5
2. Only New Members who have been pinned as Associate Members, and registered with the Greek Life Office are eligible to play.

General Policy on Sportsmanship

11. Inter-Fraternal Council of West Chester University has adopted a zero tolerance policy and any action or reaction that the game officials, sport coordinator, or Internal Vice President witnesses or deem to be of an unsportsmanlike nature can be brought to the IM Judicial Review Board.
12. Crowd control is the responsibility of the Captain. At no time will the crowd make any inappropriate or derogatory gestures to Recreation & Leisure Staff, spectators, or the opposing teams.
13. Until leaving the facility players are still under the jurisdiction of the game officials, sports coordinator, and Internal Vice President in regards to sportsmanship and general policy outlined in this document.
14. Any citations, suspensions, fines or other penalties incurred as a result of a violation of this policy and/or any laws of the state, province, county, city or University will be the sole responsibility of the member organization(s).
15. Any activity found in violation of this policy's stance on sportsmanship will be brought before a Judicial Review Board, as defined in the *Judicial Review Process* of this document.

General Policy on Physical Confrontation

3. No member organization, individual member, alumnus, or associated individual shall participate in any physical abuse to teammates, opponents, game officials, or spectators.
4. Any violation of this policy will super cede the IM Judicial Review Board and go before the University Judiciary process for sanctions.

General Policy on Verbal Assault

1. No member organization shall tolerate nor condone any form of verbal abuse to game officials, teammates, opponents, or spectators at any time during, post, or pregame. Verbal abuse includes but is not limited to cursing, derogatory, or racial remarks.
2. Any activity found in violation of this policy's stance on verbal assault will be brought before an IM Judicial Review Board, as defined in the *IM Judicial Review Process* of this document.

General Policy on Destruction of Property

3. No member organization shall tolerate nor condone destruction or tampering with University Property or any property of the opposing team
4. Any activity found in violation of this policy's stance on destruction of property will be brought before an IM Judicial Review Board, as defined in the *IM Judicial Review Process* of this document.

If the policies of a Recreation & Leisure or member organization's national organization require that the actions of any member/organization be under stronger restrictions than the above policies, then the policy of that organization will take precedence.

Enforcement of the Intramural Policy

Reporting of Suspected Violations regarding member fraternities shall be, filed with the Vice President of Standards and the IFC Parliamentarian, placed into the IFC Mailbox, or hand delivered to a Judicial Board Delegate. Any chapter or individual may register a complaint. A complaint must be filed within 14 working days of the event.

Revised: December 1993 by Eric Larsen
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 Revised: July 2000 by Ryan H. Smith
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 Revised: October 2003 by Gregory E. Horst
 Revised: February 2007 by Tom Worley
 Revised: October 2008 by Drew Clinise
 Revised: March 2009 by David P. Nickels
 Revised: November 2009 by: David P. Nickels
 Revised: December 2010 by: Robert J. Trasatti III