

**THE INTERFRATERNITY COUNCIL of
VIRGINIA COMMONWEALTH UNIVERSITY
CONSTITUTION**

Adopted: October, 1975

Revised: April 28th, 2017

Article I: Name

Section 1. This organization shall be known as The Interfraternity Council of Virginia Commonwealth University, (hereafter, "IFC").

Article II: Purpose

Section 1. The purpose of this organization shall be:

- A. To create, maintain, and perpetuate positive relations among men's inter/national recognized fraternities on this campus;
- B. To inform, educate, and promote the fraternity and sorority community to both those who are familiar and unfamiliar with it;
- C. To encourage participation and success in fraternity and sorority campus activities;
- D. To encourage responsible participation in all areas of educational experiences including scholastic, social, intramural, and social service activities;
- E. To promote effective communication within the fraternity and sorority community and within the university and surrounding communities;
- F. To provide a means of solving problems and injustices within the community itself;
- G. To establish and promote programs in keeping with the university's mission, purposes and objectives; and
- H. To ensure the equal representation of each recognized fraternity within the Interfraternity Council.

Section 2. The mission statement of this organization shall be:

“The Interfraternity Council at Virginia Commonwealth University educates, governs, serves, and promotes its member organizations with the highest level of integrity and respect. We exist as the governing body to foster and instill the values of leadership, civic engagement, scholarship, and brotherhood in the development of all fraternity men.”

Article III: Membership

Section 1. Membership in the IFC:

- A. All member organizations of the IFC must be registered student organizations at Virginia Commonwealth University.
- B. Full membership is defined as a chapter that is recognized by their inter/national fraternity as a chartered chapter.
- C. Colony membership is defined as a colony that is recognized by their inter/national fraternity as a non-chartered organization.
- D. All members must be in good standing with the IFC and Virginia Commonwealth University.
 - A. Good standing is any fraternity or colony not considered a probationary member.
- E. A probationary member will be defined as the following:
 - A. Full/Colony member organization with a total membership that falls below five initiated members.
 - 1. Probation will be lifted when a chapter reaches above five members.
 - B. Full/Colony member organization with a semester GPA under a 2.5.
 - 1. Probation will be lifted when a chapter reaches above targeted cumulative GPA
 - C. Full/Colony member organization that fails to pay IFC dues by the date specified in the constitution (See Article X, Section 1.C).
 - 1. Submission of dues will immediately lift probationary status.
 - D. Full/Colony member organization that has been deemed on probation by an IFC Judicial Board Hearing sanction, or their inter/national fraternity.

Section 2. Chapter/Colony Delegates to the IFC:

- A. Each member organization will have one representative present at meetings of the IFC to serve as the delegate at IFC meetings. Each member organization will also send one member of the organizations respective Executive Board as an alternative delegate.

Section 3. Full Members and Colony Members subject to probationary membership will be expected to fulfill the following:

- A. Maintain a chapter academic average of no less than a semester 2.5 GPA.
- B. Have no unexcused absences from IFC meetings or mandatory events during the Probationary Membership period.
- C. Complete any and all sanctions imposed by the IFC Judicial Board.
- D. Probationary membership will be lifted once all sanctions have been filled.

Section 5. Expansion:

- A. Expansion within IFC will follow the steps outlined in the FSL Expansion Policies.
- B. Colonies that are not chartered within 24 months from the date by when they registered as a student organization at VCU will have to appear before the Interfraternity Council for a show cause hearing.
- C. Any colony that does not charter by the end of 30 months from the date by when they registered as a student organization at VCU will have their membership status reviewed by the Interfraternity Council Executive Board and the Interfraternity Council Advisor, with the possibility of colony termination.

Article IV: Officers of IFC

Section 1. There shall be an Executive Council, which shall be authorized:

- A. To plan and coordinate the activities of the IFC;
- B. To make recommendations to the IFC;
- C. To establish committees as necessary and to define the responsibilities of each committee;
- D. To appoint, with the approval of the IFC fraternities, representatives to campus boards and committees; and

- E. To perform all other duties that shall be designated to it by the IFC.

Section 2. Powers of Executive Council

- A. The Executive Council may investigate any crimes that are suspected to be occurring or have occurred which are in violation of the IFC Constitution, and/or By-laws, in any manner they see fit.
- B. Any action taken by the Executive Council may be rescinded by a two-thirds (2/3) vote of the IFC.

Section 3. The officers of the Executive Council of the IFC and their rank shall be:

- A. President
- B. Vice President of Judicial
- C. Vice President of Recruitment
- D. Vice President of Service and Philanthropy
- E. Vice President of Public Relations
- F. Vice President of Administration
- G. Vice President of Programming and Academics

Section 4. Officer requirements:

- A. No person can hold more than one Executive Council Office at one time.
- B. No fraternity chapter president may serve as President, Vice President, or Vice President of Recruitment, of the IFC during his term as chapter president.
- C. The officers shall be from the fraternities holding full membership in the IFC or colonies with at least one full semesters in the IFC.
- D. Officers/candidates must have a minimum cumulative GPA of 2.5.
- E. The President, Vice President of Judicial, and Vice President of Administration must have a 2.75 semester GPA per University requirements.
- F. All candidates must have served at least one academic semester as an officer within their respective chapter, or any other student organization recognized

by Virginia Commonwealth University. A candidate's status as an officer within their chapter shall be determined by the Officer Update Form provided by the Office of Fraternity and Sorority Life.

- G. The IFC President and the IFC Vice President of Judicial may not be members of the same fraternity. The President and the Vice President of Recruitment must not be members of the same fraternity.
- H. A person must be an active member of their respective chapter, taking at least 12 credit hours at Virginia Commonwealth University to be eligible for Executive Council Office.

Section 5. Officer Election and Term:

- A. Officers shall be elected by a majority of the Full Member organizations of the IFC during the last three meetings of the fall semester. The slate of officers will shadow and transition with the current slate of officers until officially taking office in January. The new slate of officers will officially take office at the first IFC meeting in the spring semester.
- B. The term of office shall be one calendar year.
- C. A secret ballot must be used in all elections, with Full Members having one vote.
- D. In the event of an officer vacancy, elections will be held in accordance with Article IV, Section 8 of the IFC Constitution.

Section 6. Removal from office shall be accomplished by either of the following procedures:

- A. Members of the IFC bringing charges against any officer for the purpose of removal from office shall present these charges in writing, signed by a majority of the Full Membership of the IFC, to the Executive Council. In addition, individual copies of such charges shall be provided for all members of the IFC at a meeting of the IFC.
 - 1. Any action on such charges shall be tabled until the next meeting.
 - 2. Removal from office shall be accomplished by a two-thirds (2/3) vote. The vote shall take place at the meeting following the presentation of charges.
- B. The Executive Council can remove any officer by a two-thirds (2/3) vote of the whole Executive Council if that officer is found to be in violation of the

IFC Constitution, and/or By-Laws. The Executive Officer in question will not have a vote in this decision.

Section 7. Resignation of Officers:

The resignation of an Executive Council Officer must be presented in writing to the President at least one week prior to the resignation taking place. If the President resigns, written notice will be presented to the Vice President at least two weeks prior to the resignation.

Section 8. Replacement of Officers:

If there is a vacancy on the Executive Council, the IFC Executive Council will have the choice of appointing, or not replacing the officer, with the majority approval from Full Members at the next General Body meeting.

Article V: Meetings & Attendance

Section 1. The IFC President may call a meeting of the IFC membership at any time. The President shall, at the request of a majority of all member fraternities, be required to call a meeting. Fines are not applicable for this meeting.

Section 2. The meetings of IFC shall be open to all fraternity men and guests. Anyone shall have the privilege of the floor upon recognition by the IFC President or his designee.

Section 3. The IFC President shall call meetings of the Executive Council as needed.

Section 4. General Body

A. Voting shall be ran in accordance to Robert's Rules of Order.

B. General Body meetings of IFC shall follow the approved annual Fraternity and Sorority life calendar dates.

Section 5. Attendance:

A. Attendance is defined as being present for the duration of the General Body meeting unless special circumstances have been approved by the IFC President.

- B. Two late arrivals will result in a marked absence by the IFC Vice President of Administration.
- C. Any chapter in good standing is given two excused absences. Any chapter not present with more than two unexcused absences, or with any unexcused absences shall be assessed the following penalties
 - 1. On the first absence, there will be a \$100 fine
 - 2. Every absences thereafter, the fine will increase by \$50
 - 3. After the fourth absence, in addition to fines and community service, the respective fraternity is sent before a Judicial Board hearing
- D. Any member who is in violation of the attendance policy will be notified in writing by the Vice President of Administration for the IFC.

Article VI – Quorums

Section 1. The quorum for meetings of the IFC shall be two-thirds (2/3) of the full members of the IFC.

Section 2. The quorum for the meetings of the Executive Council shall be a simple majority of the Executive Council.

Article VII – Voting Privileges

Section 1. Each Full Member or Colony Member in good standing as described in Article III Section I shall have one (1) vote in the IFC.

Section 2. The voting privilege shall be extended only to those voting representatives in attendance.

Section 3. The IFC President shall have one vote, representing the collective vote of the Executive Council, in the case of a tie during General Body Meetings. In case of elections refer to Bylaws: Article II, Section 2, C6.

Section 4. Colony Members who have fulfilled the following requirements will receive full voting privileges in general council meetings:

- A. Must have perfect attendance for one semester's worth of IFC Meetings.
- B. Must have a minimum of 25 members.
- C. Must follow the FSL expansion policies.
- D. Must be in good standing with the IFC.

Article VIII – Recruitment and Associate Membership

Section 1. Recruitment regulations shall be established by Vice President of Recruitment with approval of two-thirds (2/3) vote of the Full Members of the IFC of VCU. Minimum recruitment regulations will include:

- A. A man, who has been initiated into any Virginia Commonwealth University recognized fraternity, is prohibited from joining any other fraternity which is a member of the IFC or the North-American Interfraternity Conference.
- B. The new member education process may last no longer than 8 weeks after the date in which membership invitations (bids) are offered, unless their national organization states otherwise.
- C. All Executive Officers shall make no reference to their fraternity during IFC sponsored recruitment events (e.g. do not affiliate (wear letters) during chapter visits). No bids or recruitment information may be delivered to another fraternity using IFC privileges.

Section 2. A man is eligible to associate with a member organization if he has met the requirements as designated by the recruitment regulations. All other requirements, rules, and penalties shall be outlined in the aforementioned regulations. The Vice President with cooperation from the Vice President of Recruitment shall interpret any inquiry into these recruitment guidelines.

Section 3. A fraternity is eligible to associate men unless restricted by the Virginia Commonwealth University Administration.

Article IX: IFC Judicial Board

Section 1. The purpose of the IFC Judicial Board shall be to interpret the IFC Constitution and By-laws, the Virginia Commonwealth University Student Rules and Procedures, Fraternity and Sorority Governing Council Risk Management Policies and Procedures, and Hazing Policy in response to alleged violations of these documents by members of the Interfraternity Council of Virginia

Commonwealth University. The procedures for the IFC Judicial Board can be found in the By-laws of the IFC of VCU.

Article X: Finances

Section 1. In matters of finance, a two-thirds (2/3) vote of the full membership is required.

Section 2. Dues:

- A. A budget for the Interfraternity Council will be presented by the Vice President of Administration for adoption at a regular meeting of the Interfraternity Council.
- B. Dues will be \$10 per active brother and per new member.
- C. Dues will be assessed twice each year; Fall Semester dues will be assessed by the first IFC General Body meeting in November. For the Spring Semester dues will be assessed by the first IFC General Body meeting in April. IFC Dues must to be paid within fourteen (14) days from when they're assessed.
 - 1. Dues paid after fourteen (14) days will receive a \$30 late fee per day, up to twenty-one (21) days
 - 2. Dues paid after twenty-one (21) days will receive a \$50 late fee per day, up to twenty-eight (28) days.
 - 3. Dues not paid after twenty-eight (28) days will require an immediate meeting with the IFC President, Vice President of Administration, and Advisor, along with the Chapter President and Treasurer.
- D. Payment plans may be requested on a chapter-by-chapter basis and will be negotiated by the IFC President and Vice President of Administration and Chapter President and/or Treasurer.

Section 3. The budget and fine schedule will be approved by the IFC before the last regular meeting of each semester.

Section 4. Interfraternity Council Funds

- A. No Interfraternity Council Funds can be used to purchase alcohol or sponsor an event where alcohol is supplied.
- B. Interfraternity Council funds may not be used to furnish the Executive Council with expensive or unnecessary private social events.
- C. All social events sponsored by IFC will follow all Virginia Commonwealth University event guidelines.

Section 5. Interfraternity Council Accounts

- A. The Interfraternity Council will utilize a checking account at a local banking establishment in Richmond, Virginia.
- B. The Interfraternity Council Advisor, the President of the Interfraternity Council, or the Vice President of Administration, will sign all checks written off the checking account. All checks will be signed by two signers on the account.
- C. The Interfraternity Council will also have an on-campus account with the funds allocated to the IFC from the Monroe Park Campus Student Government Association for IFC programs.

Article XI – Amendments

Section 1. The amendments to the IFC Constitution may be proposed by:

- A. A representative of a member fraternity;
- B. The IFC Executive Council Officer; and
- C. Any committee formed by the IFC for the purpose of constitution revision.

Section 2. Proposed amendments to the constitution must be submitted to the IFC President in writing at least one (1) meeting before the meeting in which they are to be voted upon.

Section 3. Amendments shall become part of the IFC Constitution upon ratification by a two-thirds (2/3) vote of the eligible membership of the IFC.

**THE INTERFRATERNITY COUNCIL of
VIRGINIA COMMONWEALTH UNIVERSITY
BYLAWS**

Adopted: October 2006

Revised: April 28th, 2017

Article I – Membership

Section 1. Duties of all member organizations of the IFC shall be:

- A. To attend the meetings of the IFC;
- B. To be informed on issues pertaining to fraternal affairs;
- C. To vote intelligently on IFC business (applicable to Full Members only); and
- D. To offer constructive criticism concerning the IFC, its government, and its activities.

Section 2. Responsibilities of the member organizations of the IFC shall be:

- A. To represent the interests of the fraternal community;
- B. To ably represent the fraternity from which the member was elected;
- C. To provide a means of communication between the member's fraternity and IFC; and
- D. To serve on the committees of IFC and to aid in the execution of the decisions and policies of IFC.

Article II - Selection of Officers

Section 1. Eligibility

- A. A candidate for an Interfraternity Council Executive Council officer position may not have an expected graduation date prior to the expiration of his term of office, nor may he have been accepted to a study abroad program during the

term of office.

- B. A candidate for an officer position must be an initiated member in good standing with his respective chapter, which holds Full Membership in the IFC, or a member in good standing with his respective colony, which has at least two full semesters in the IFC.
- C. An officer of the Interfraternity Council may not concurrently serve in any officer position that causes conflict with Interfraternity Council programs or position which include: President, Vice President and Vice President of Recruitment.
- D. No Full Member or Colony may have more than two members serve on the Interfraternity Council Executive Council at a time.

Section 2. Election Procedures

- A. The Interfraternity Council elected officers shall be announced at the meeting prior to elections in the fall semester. An officer information packet and application shall be available for persons interested in running for an elected office at the meeting nearest November 1.
- B. Each man who is interested in an Interfraternity Council Executive Council position will complete the application in the officer information packet.
- C. Elections
 - 1. A quorum must be present at the meeting in order to proceed with the election.
 - 2. Officers shall be elected in the following order: President, Vice President of Judicial, Vice President of Recruitment, Vice President of Service and Philanthropy, Vice President Public Relations, Vice President of Administration, and Vice President of Programming.
 - 3. Each candidate will be allowed to present a 2 minute speech and participate in a 2 minute question and answer session.
 - 4. The delegates will then hold pro, con discussion on each candidate mediated by parliamentary procedure ending on a pro.

5. A two-thirds (2/3) majority vote by secret ballot shall be required to elect an officer. In the event that more than two candidates run for an office and the election is not resolved in the first round of voting, the candidate with the fewest votes shall be dropped from the ballot. After the candidate is dropped another secret ballot will be held.
6. In the case of a tie a second ballot will be held to confirm the deadlock. In the case of a deadlock, the Interfraternity Executive Council shall cast the tiebreaking vote.
7. No more than two officers may be elected from the same fraternity.

Section 3. The newly-elected Interfraternity Council Executive Council Officers shall be installed by the outgoing President and Officers at the last regular meeting of the fall semester of the Interfraternity Council.

Article III – Officers of the IFC

Section 1: The duties of the President shall consist of the following:

- A. Have overall responsibility for the operation of the Interfraternity Council.
- B. To call and preside at all regular and special meetings of the Interfraternity Council.
- C. To preside at all Executive Council meetings.
- D. To serve as the Chief Justice of the Interfraternity Council Judicial Board in the absence of the Vice President, or in a situation where a conflict of interest arises with the Vice President.
- E. To review and approve all contracts involving the Interfraternity Council of Virginia Commonwealth University.
- F. To report as required to the North-American Interfraternity Conference.
- G. To ensure that the IFC is in line with the NIC Standards.
- H. To vote on behalf of the Executive Council only in the event of a tie.
- I. To serve on the Interfraternity Council Expansion Committee when appropriate.
- J. To maintain a complete and up-to-date President's notebook which will

contain the following:

1. Interfraternity Council of Virginia Commonwealth University Constitution and Bylaws
2. All relevant standing rules and regulations
3. Current Interfraternity Council Budget
4. Current correspondence and materials received from NIC
5. Agendas and minutes from all meetings

Section 2. The duties of the Vice President of Judicial shall consist of the following:

- A. To serve as the Chief Justice of the Interfraternity Council Standards Board.
- B. To train all Interfraternity Council Standards Board justices.
- C. To perform the duties of the President in his absence.
- D. To act as chairman of all Ad Hoc committees.
- E. To be responsible for all updates and revisions of the Interfraternity Council of Virginia Commonwealth University Constitution and Bylaws.
- F. To advise and work with the College Panhellenic Council Vice President, Multicultural Greek Council Vice President, and the National Pan-Hellenic Council Vice President in the leadership and development of Risk Management policies that will benefit fraternity and sorority life.
- G. To work with the individual chapter social and risk management chairs to aid in the development of risk reduction and education policies and procedures.
- H. To maintain a complete and up-to-date notebook which will contain the following:
 1. Interfraternity Council of Virginia Commonwealth University Constitution and Bylaws
 2. All relevant standing rules and regulations
 3. Current Interfraternity Council Budget
 4. Current correspondence and materials received from NIC

5. Agendas and minutes from all meetings

6. IFC Judicial Code and procedures

Section 3. The duties of the Vice President of Recruitment shall consist of the following:

- A. To establish and supervise all functions and facilities pertaining to recruitment activities, as outlined in the annual Recruitment Guidelines.
- B. To work in increasing the number of men going through formal recruitment by use of a variety of publications and presentations
- C. To review any and all changes in the North-American Interfraternity Conference guidelines for recruitment, and implement them in the IFC.
- D. To organize and implement a fall recruitment registration activity
- E. To advise and work with the College Panhellenic Council Vice President of Recruitment, Multicultural Greek Council Vice President of Recruitment, and the National Pan-Hellenic Council Director of Programming in the leadership and development of recruitment/promotional activities that will promote a positive environment for new members.

Section 4. The duties of the Vice President of Philanthropy and Service shall consist of the following:

- A. To perform all other duties pertaining to this office, and perform all duties delegated by the Interfraternity Council President and Vice President of Judicial
- B. To work with the individual chapters and community service chairs to develop a strong philanthropy and community service program.
- C. To aid in the recognition process for outstanding philanthropic and community service activities
- D. To plan an IFC service project each year.

Section 5. The duties of the Vice President of Public Relations shall consist of the following:

- A. To be responsible for the official correspondence of the Interfraternity Council
- B. To be responsible for all publications on campus and otherwise related to fraternity and sorority events, awards, and projects.

- C. To be responsible for all social media of the IFC (Facebook, IFC Website, Instagram).

Section 6. The duties of the Vice President of Administration shall consist of the following:

- A. To be responsible for the general supervision of the finances of the Interfraternity Council of Virginia Commonwealth University.
- B. To be responsible for the preparation of the annual budget and following its approval by the Interfraternity Council, providing a copy to each Interfraternity Council member organization
- C. To prepare monthly financial reports and present them to the Interfraternity Council.
- D. To receive all payments due to the Interfraternity council, collect all dues, and give receipts
- E. To be responsible for the prompt payment of all bills of the Interfraternity Council of Virginia Commonwealth University.
- F. To maintain up-to-date financial records, and give an annual report at the close of his term of office.
- G. To establish and/or oversee the Virginia Commonwealth University fraternity and sorority scholarship and any awards or honors.
- I. To develop programs to recognize outstanding academic achievement among IFC Men.
- J. To perform all other duties pertaining to this office, and perform all duties delegated by the Interfraternity Council President and Vice President.
- K. To maintain a complete and up-to-date notebook which will contain the following:
 - 1. Interfraternity Council of Virginia Commonwealth University Constitution and Bylaws
 - 2. All relevant standing rules and regulations
 - 3. Current Interfraternity Council Budget
 - 4. Current correspondence and materials received from NIC
 - 5. Agendas and minutes from all meetings

Section 7. The duties of the Vice President of Programming and Academics shall consist of the following:

- A. To coordinate all educational programs sponsored by the Interfraternity Council of Virginia Commonwealth University
- B. To coordinate and distribute materials helpful in the preparation of good membership development programs for member organizations.
- C. To meet with the chapter membership development and new member educators as needed
- D. To perform all other duties usually pertaining to this office.
- E. To work with the individual chapter scholarship chairs to develop strong scholarship programs.
- F. To serve at least 2 office hours per week in the Fraternity and Sorority Governing Council Office.
- G. To maintain a complete and up-to-date notebook which will contain the following:
 - 1. Interfraternity Council of Virginia Commonwealth University Constitution and Bylaws
 - 2. All relevant standing rules and regulations
 - 3. Current Interfraternity Council Budget
 - 4. Current correspondence and materials received from NIC
 - 5. Agendas and minutes from all meetings

Article IV: Committees

Section 1. The standing committees of the IFC shall be Recruitment, Scholarship, Risk Management, Public Relations, and Service.

- A. The Public Relations Committee shall work with the IFC President and IFC Vice President of Public Relations in all area of public relations.
- B. The Service Committee shall coordinate all special charitable programs undertaken jointly by the member fraternities of the IFC.

Section 2. Committee chairmen shall hold office for one calendar year or until their successors have been chosen and installed.

Section 3. Ad Hoc committees may be appointed by the IFC Executive Council when necessary.

Article V: Communication and Website Administration

Section 1. Interfraternity Council website

- A. The Interfraternity Council website will be managed by the Vice President of Public Relations, per the requirements set forth by Virginia Commonwealth University.
- B. Review of the Interfraternity Council web-site will take place each semester by the all members of the Interfraternity Council Executive Board. Review of Chapter websites will take place monthly by the Vice President of Public Relations.
- C. Chapters that have a website may request their site be linked directly to the Interfraternity Council website (www.ifcvcu.com). Chapters that have a Facebook page may request their site be linked directly to the Interfraternity Council website (www.ifcvcu.com). A review of chapter sites that are linked to the Interfraternity Council website will also be reviewed each semester by the Vice President of Public Relations. Any inappropriate images, including but not limited to, parties, alcohol, women, etc., will be asked and required to be removed immediately. Failure to comply will result in the immediate removal of the said site from the Interfraternity Council website.
- D. The Interfraternity Council website will include, but is not limited to, the following:
 1. Interfraternity Council Constitution
 2. Fraternity and Sorority Governing Council Risk Management Regulations
 3. Information on all member chapters
 4. Formal and informal recruitment information
 5. Council calendar for the semester

Article VI: Standing Rules

Section 1. Social Affiliate: Having social affiliates or social members of any kind shall be illegal. Fraternities found responsible of adding to membership by informal affiliation may be subject to Judicial Board investigation of all recruitment and new member procedures.

Article VII: IFC Standards Board

Section 1. Purpose

- A. The purpose of this standards board is to provide an orderly and stable Fraternity community in which the freedoms to which the members are entitled may be protected and practiced, and in which the Greek community can pursue and accomplish its primary purpose and carry out normal activities. The IFC Standards Board has the authority to enforce all Greek codes, regulations, and guidelines as provided by the IFC constitution, bylaws, recruitment guidelines, and other standing rules. The intent of this program follows the idea that the IFC fraternities should take responsibility for their own actions and when necessary set forth procedures where by those who are accused of violating Greek community rules may be afforded a fair process and, when appropriate, fair sanctions.

The standards program is designed to handle organizational or group types of cases or situations and not individual situations. Individual students will always be accountable to the Dean of Students Office directly, while this board will only be concerned with matters considered to be IFC fraternity related. It is not the intent of the IFC Standards Board to incorporate all of the legal intricacies and maneuverings of a normal court of law.

B. Specifically, the IFC Standards Board will:

1. Decide on matters of fact, supported by conclusive evidence.
2. Mediate disagreements inside the IFC Community as well as between the University and/or Richmond communities and IFC fraternities.
3. Determine responsibility based on information of a violation of the IFC Constitution, Bylaws, Recruitment Guidelines, Fraternity and Sorority Governing Councils of Virginia Commonwealth University

Risk Management Policies and Procedures, or other Greek policies and/or regulations.

4. Impose appropriate sanctions when necessary

Section 2. Structure of the IFC Standards Board

A. Composition

The IFC Standards Board shall be composed of one justice from all full member organizations of the Interfraternity Council of VCU, and the IFC Vice President of Judicial will serve as Chair of the board.

1. In order for a hearing to be held, quorum of full member organizations must be represented. The quorum for IFC Standards Board hearings shall be two-thirds (2/3) of the full members of the IFC with a Standards Board trained justice.
2. The accused fraternity will not have a member represented on the IFC Standards Board.

B. Justice Eligibility

1. The justice must be in good standing with his chapter, and Virginia Commonwealth University.
2. The justice should have 30 credit hours completed before he will be deemed eligible to serve on the IFC Standards Board.
3. The justice shall have a cumulative grade point average of 2.75 at the beginning of his term on the IFC Standards Board. No further GPA requirements will follow.
4. The justice must have attended the IFC Standards Board training.
5. This justice is subject to approval by the IFC, and will be done so at an IFC General Body meeting.
6. Persons acting as President of their respective fraternity are not eligible. If a justice becomes the acting President of their chapter during their term on the Standards Board, he must step down from his position on the Board.
7. The justices of the IFCSB shall adhere to expectations of membership set forth by the Chief Justice as well as the ethical standards of the IFC Standards Board.

8. The term of the justice to IFCSB is for the calendar year.

Section 3. Ethical Standards and Removal

- A. Because the Interfraternity Council delegates the authority of the IFC Standards Board, certain institutional guidelines regarding discipline must be observed by all members of the Board. Violation of these standards is cause for an individual's removal from the Board.

- B. Standards

It is the responsibility of each Standards Board member to observe the following ethical standards:

1. Information regarding the disciplinary status of any student or fraternity chapter is not to be discussed with anyone outside the Board. Likewise, any information given in confidence at a standards session should not be discussed with anyone outside the Board.
 2. When talking with a student, Standards Board members should refrain from making accusations or statements of any kind that cannot be supported by conclusive, indisputable evidence.
 3. In cases involving discipline, the vote of each Board member is confidential. The vote of the entire Board, however, is shared with the chapter(s) when the Board's decision is announced.
 4. All members of the Board must uphold all decisions of the board, even though there may be dissenting opinions.
- C. The confidentiality of the Standards Board proceedings under these standards must be stressed. The association of students with the greater Greek community and the unique identification of members with their fraternity are strong forces within the community, and the campus at large. When disciplinary proceedings are undertaken, strict confidentiality is the best means to ensure that the individual's right to privacy is maintained, and that the reputation of other chapter members and indeed all of the Greek community at Virginia Commonwealth University are upheld.
 - D. In addition to the aforementioned standards, all Board members are expected to observe the following:
 1. Within the University system, all members must abide by the Student Code of Conduct policies and procedures, state and federal law, and existing Fraternity and Sorority Life codes and guidelines as stipulated by the IFC Constitution and by-laws.
 2. Reasonable attendance to all standards sessions and forums, according to Article V

Section V.

E. Removal

A Standards Board justice may be removed by the Interfraternity Council membership for breach of any of the aforementioned standards or any actions or circumstances that are considered to be substandard and damaging to the integrity of the Board. If the Vice President, or other justices, suspects any of the previously stated circumstances, the Standards Board must conduct an internal investigation on the justice in question. Based on the results of the investigation, if removal is deemed necessary, the following procedure must be followed:

1. A 2/3 vote for removal from the Standards Board is necessary to propose removal of a justice to the IFC General Body. The Vice President can bypass the aforementioned vote by submitting a written recommendation for removal to IFC Executive Board. A 2/3 vote for removal from the IFC Executive Council is then required to propose removal of a justice to the IFC General Body.
2. At the next IFC General Body Meeting, the justice in question will be brought up for review. The Vice President will notify the General Body of the situation and circumstances surrounding the justice's removal. He will also present any pertinent evidence found during the internal investigation. Once the Vice President has presented the case, the justice in question will be afforded the opportunity to speak in his defense. After which, the General Body will be allowed to question the justice. At the conclusion of questioning, the General Body will take a final vote for removal of the justice, with a 2/3 vote for removal necessary to remove the justice. The vote of the IFC General Body is final.
3. If a Standards Board justice is removed from office or quits, his organization will not have a justice on the Board until the following semester.

Section 4. Rights of the Accused

- A. The IFC Standards Board recognizes that every student by virtue of matriculating at Virginia Commonwealth University retains their student rights as outlined in

Virginia Commonwealth University's Student Code of Conduct. As such, the IFC

Standards Board grants the accused the subsequent rights when under investigation.

1. The chapter must receive written notice indicating the time, location, and date of the hearing. This notice must be postmarked at least 7 days prior to

the hearing date. The aforementioned notice shall include the following:

- A. A concise summary of the alleged violation
 - B. The date, time, and location of the alleged violation
 - C. The sections of the Fraternity and Sorority Governing Councils of Virginia Commonwealth University Risk Management Policies and Procedures, IFC Policies, or University Policies allegedly violated.
 - D. A list of the Complainant's Witnesses
 - E. A deadline to contact the IFC Vice President
 - F. The opportunity for the accused chapter to resolve the matter through mediation outside of a hearing
- 2. The chapter has the right to a closed hearing.
 - 3. The chapter has the right to have an advisor present at the hearing for advisory purposes only, but not for representation.
 - 4. The chapter has the right to hear all testimony presented against them.
 - 5. The chapter has the right to present witness and/or statements in accordance with the IFC Standards Board, and the Student Code of Conduct.
 - 6. The chapter has the right to question witnesses.
 - 7. The chapter must be informed of their right to appeal and the procedure for making an appeal.
 - 8. The chapter has the right to expect a fair and expedient hearing.
 - 9. The chapter has the right to be notified, in writing, of all findings and sanctions imposed.
 - 10. A chapter has the right to review their respective judicial record at any time.
- B. It shall also be understood that the IFC Standards Board is not a court of law. It is a judicial authority as defined by the Interfraternity Council at Virginia

Commonwealth University's Constitution and By-Laws.

Section 5. Rights of the Complainant and Witness

A. It is the firm belief of the IFC Standards Board that all members of the Virginia Commonwealth University community shall have the right to bring complaints concerning any IFC chapter. Furthermore, the belief of this board is in testifying, witnesses should not become the accused. Witnesses shall be accorded certain rights and treated with respect by this board, and all bodies participating in judiciary matters.

1. Any student, faculty member, staff, or administrator has the right to appear before and/or file a complaint with the IFC Standards Board.
2. All statements or testimony given before the IFC Standards Board will be kept in strict confidence by all individuals involved.
3. Individuals giving testimony reserve the right to remain silent only when the evidence given may be self-incriminating. The Vice President may then direct the witness to answer any question that is not self-incriminating. If the witness refuses to offer testimony, the Vice President may rule that witness testimony be dismissed.
4. No witness will be forced to answer leading or inappropriate questions, as deemed by the Vice President.
5. All witnesses will be informed of these rights prior to presenting testimony.
6. In the event a witness is unable to attend a scheduled hearing, that witness will be allowed to submit written

testimony. Section 6. Formal Hearing Procedure

A. Initiation of a Case

1. A case may be referred to the IFC Standards Board from any source. Anyone filing a report should be prepared to present such information or testimony to the Board. If a case is referred to the IFC Standards Board involving the IFC Vice President's chapter, the IFC President shall perform his duties as outlined in Section 6.
2. In order to initiate a case before the IFC Standards Board, written documentation or physical proof must be submitted to the Interfraternity Council President or the Interfraternity Council Vice President no more than (10) days after knowledge of the alleged incident.

3. Upon receipt, the IFC Vice President will meet with the IFC Standards Board to discuss the case, and to determine whether the case shall be brought before the Board for official review. If a hearing is to take place, the IFC Vice President will designate a Justice of the Board to serve as the complainant. The IFC Vice President and designated Justice maintain the right to conduct pre-hearing investigations at their discretion.
4. In the event that more than one chapter is involved in the alleged incident, each chapter shall be investigated separately by the appropriate judicial body (if not another IFC member chapter).
5. If the case is to be brought before the IFC Standards Board for official review, the IFC Vice President by way of letter shall notify the chapter(s) and/or individual(s) of the charges.
6. The written notice must abide by, and include all the items outlined in Section 4 Subsection A.1.
7. An accused Chapter who desires to resolve the matter through mediation outside of a hearing must contact the IFC Vice President and schedule a meeting to discuss the matter. If the Chapter accepts the sanctions proposed by the IFC Vice President at the scheduled meeting, a written letter will be sent to the Chapter President outlining the agreed upon sanctions. The letter will also include a deadline by which the sanctions are to be completed. If the accused Chapter disagrees with the proposed sanctions, the IFC Standards Board will hear the case.

B. Procedure

1. The IFC Vice President will allow the complainant to state their case and reasons to uphold the sanctions proposed by this party. The proposed sanctions must be type-written and previously handed into the IFC Vice President by the start of the hearing.
2. All witnesses that have been submitted to the IFC Vice President can be called by the complainant at this time. The witnesses will be held in an anteroom, and only be allowed into the hearing room for their portion of the case.
3. After the complainant has completed his case the defendant may proceed using the same procedure as the complainant.
4. After both sides have completed their cases, all parties will be excused with the exception of the presiding IFC Standards Board Justices and IFC Vice President. During deliberations, the judicial advisor may be called in to answer any questions that may arise.

5. At the conclusion of deliberations, a vote shall be conducted by secret ballot, and counted aloud in front of all who are present for deliberations. A simple majority vote is required to determine responsibility for the alleged case. If an organization is deemed responsible, a second vote will be conducted in a similar manner to determine the appropriate sanctions. No abstentions are allowed. If a Justice refuses to vote, he will be subject to removal from the IFC Standards Board, as outlined in Section 3 Subsection C.
 6. After a decision has been reached, all parties will be called back into the deliberation room. The IFC Vice President will announce the verdict of the IFC Standards Board as well as their reasoning. If necessary, a brief explanation of the appeals process can be outlined to the Chapter Representative and Advisor (if present).
 7. Within two (2) business days of reaching a verdict, the IFC Vice President will send a written letter to the involved Chapter President with the IFC Standards Board's final decision, imposed sanctions and deadline for completion (if applicable), and the process for appeal.
- C. If a Chapter does not complete their sanctions without making previous arrangements with the IFC Vice President and IFC Standards Board, the Chapter will be called before the Board again to review the previously established sanctions. At this point, the IFC Standards Board may impose additional sanctions or refer the case to the Dean of Students Office, if necessary.

Section 7. Appeals Procedure

- A. If a chapter is not satisfied that a fair and just sanction has been rendered by the IFC Standards Board, the Chapter may appeal the decision to the Associate Director for University Student Commons and Activities. A letter of appeal shall be submitted to the Associate Director for University Student Commons and Activities within four (4) business days of the chapter receipt of the decision.
- B. In order to determine if an Appeal hearing is required, the organization must state as clearly and fully as possible the reason for seeking a modification of the decision. The University criteria for considering an Appeal are as follows:
 1. Whether the original board's process was conducted fairly and in accordance with prescribed procedures.
 2. Whether there is new evidence or relevant information not available at the time of the original hearing that, if consequential, shall result in a

remanding of the case to the original board.

3. Whether the original decision is supported by substantial evidence.
 4. Whether the regulations alleged to have been violated were properly interpreted or applied by the original board.
 5. Whether the sanction imposed was proportionate to the gravity of the misconduct
- C. An accused group may appeal the decision of the IFC Standards Board in writing within four (4) business days of the date of the decision letter. A group not appealing within that time period will lose its rights to appeal, and all action on the matter shall be considered closed.
- D. Action of Appeal

An appeal may do the following:

1. Void a decision rendered by the IFC Standards Board
2. Modify or change the decision of the IFC Standards Board

Section 8. Sanctions

- A. It is a belief that the sanctions should be an educational endeavor to educate the entire Greek Community. Therefore, it is recommended that all sanctions have educational basis rather than be a simple punitive measure, although more than one sanction may be delivered pending each case.
- B. Whether or not the chapter is being sanctioned by their nationals or the police should be weighed when this body is sanctioning. A chapter can receive disciplinary action from more than one body, but other sanctions should be weighed before this body hands down a sanction if possible.
- C. The sanctions may be recommended by the complainant and the accused, and the IFCSB shall review both of them before reaching a decision.
- D. The IFC Standards Board has the authority to recommend one, or a combination, of sanction(s), including, but not limited to:
1. Official Warning

An incident may be considered to be mild in nature and outcome by one that could have negatively influenced/affected the community. The incident may have been a spontaneous action or a planned event. The

official warning is notification to the organization that they have been found responsible for a violation and that any other violations will result in more serious sanctions. Official warning is a statement to the organization that they need to reevaluate their behavior before serious action has to be taken.

2. Educational Sanctions

The Judicial Board may choose to assign an educational project or task to be completed. Some examples of these sanctions include program development and implementation.

3. Alcohol Education Class

Organizations found in violation of the Alcohol Policy may be required to attend Alcohol 101 class or another privately sponsored program (fee determined by the service provider).

4. Referral for Counseling

If, in the opinion of the Judicial Board, an organization involved in a disciplinary situation will best be served by counseling, the group may be required to attend counseling sessions with a member of the Virginia Commonwealth University Counseling Staff or another professional off campus. The group will be responsible for all fees incurred by contracting the services of an independent professional.

5. Restitution

Reimbursement for damage or loss to person(s) or property or misappropriation of property, either through appropriate repairs or monetary compensation, may be imposed as a sanction.

6. Campus Restitution Hours

Campus restitution hours are intended to benefit the organization and the campus. If the group does not complete the assigned campus restitution hours by the required date, the group may face additional charges and a new hearing.

7. Fines

Organizations may be required to pay a reasonable sum of money as a sanction.

8. Suspension of Social Privileges

A student organization may lose social privileges that are specified with a particular sanction. The student or organization may not participate in extracurricular events or

represent the university on or off the campus, except for activities that are required to meet class assignments.

9. Disciplinary Probation for Student Organizations

A probationary status, imposed for a specific time period, during which an organization is expected to show a positive change in behavior. A letter will be sent to the national organization or governing body notifying them of probationary status.

10. Disciplinary Suspension of Organization Recognition (may lead to loss of charter)

An organization may be removed from the university which permits the group to apply for recognition at a later date. While a group is suspended, they may not meet as a group or utilize campus facilities or services (intramurals, meeting in university space, etc.). If the organization attempts to return without official recognition, they risk their eligibility to return to VCU in the future.

11. Disciplinary Action of Members

The IFC Judicial Board will have the opportunity to refer specific members to the Office of Student Conduct and Academic Integrity.

12. Preliminary Suspension of Recognition

A unique probationary status in which the organization is expected to immediately exhibit a marked improvement in behavior, or face suspension from the university. The sanction of disciplinary suspension was considered for the group but was not deemed necessary. If the group does not meet all special stipulations association with the preliminary suspension or if they are ground responsible of violating any other rule, regulations, policy or law, they may be sanctioned with disciplinary suspension from the university. If the group does not complete any stipulation of the preliminary suspension by the assigned date their recognition may be reevaluated. Their national governing body is notified of the organization's status with the university.

13. Permanent Separation

Permanent removal from the university. Organizations separated from the university will not be allowed to return to Virginia Commonwealth University in the future.

14. Other

Section 9. Amendment and Ratification

A. Ratification

1. Initial ratification of this document shall require the two-thirds vote of approval of by the IFC General Body as per the IFC Constitution.

B. Amendment

1. The amendments to this document may be proposed by:
 - i. A representative of a member fraternity;
 - ii. The IFC Executive Council Officer; and
 - iii. Any committee formed by the IFC for the purpose of constitution revision.
2. Proposed amendments to the constitution must be submitted to the IFC President in writing at least one (1) meeting before the meeting in which they are to be voted upon.
3. Amendments shall become part of the IFC Constitution upon ratification by a two-thirds (2/3) vote of the eligible membership of the IFC.

ADDENDUM

Section 1. Recruitment Regulations and Guidelines

Section 2. Fraternity and Sorority Governing Council Risk Management Regulations and Policies

Section 3. IFC Expansion and Colonization Guidelines

Section 4. Shared Standards Agreement for Fraternities and Sororities

Section 5. Fraternity and Sorority Chapter Academic Policy

Section 6. Advertising and Promotions Approval Process