

CONSTITUTION OF
THE INTERFRATERNITY COUNCIL
SHORTER UNIVERSITY

PREAMBLE

We, the members of the Interfraternity Council (IFC) of Shorter University, in order to form a more perfect union, establish justice, foster cooperation, ensure open communications, promote the general welfare and wholeheartedly further the fraternity system of Shorter University, do hereby ordain and establish this Constitution.

ARTICLE I: NAME

This organization shall be known as the Interfraternity Council (IFC) of Shorter University.

ARTICLE II: PURPOSE AND ROLE

The Interfraternity Council of Shorter University shall be the student organization responsible for upholding the standards, values and roles of the fraternity system and its individual chapters. The role of the IFC shall be to promote, to the best of its ability, the “Basic Expectations of Fraternity Membership,” as stated by the National Interfraternity Conference’s Commission on Values and Ethics.

In addition to living these “Basic Expectations” to their fullest, the Interfraternity Council is responsible for enforcing any policies that apply to the fraternity community and the Interfraternity Council of Shorter University.

ARTICLE III: EXECUTIVE

Section 1: Executive Board

1. The Executive Board shall be composed of the following elected officers:
1) President; 2) Vice President Recruitment; 3) Vice President Public Relations; 4) Secretary/ Treasurer
2. The above elected officers shall not be allowed to serve as the sole IFC representative/delegate of his fraternity at regular meetings while holding office.
3. The above elected officers shall not hold position as chapter president of his affiliated chapter. Overlap of holding office as chapter president due to timing of election shall not be more than ¼ of his term on the council.
4. Each elected officer of the IFC must be an initiated member of his respective fraternity.
5. Any officer failing to carry out his duties shall be referred to the Director of Student Activities for review and recommendations. The recommendation of the Director of Student Activities shall then be brought before the IFC for approval – majority vote.
6. The IFC President shall be empowered to establish special meetings of the Executive Board and/or all IFC members as deemed necessary on matters that concern interfraternal affairs.
7. The officers of the IFC must maintain a cumulative grade point average of 2.5.

Section 2: Succession

1. In case of the absence, resignation or inability to discharge the powers and duties of any executive office, the line of succession shall be the following: President, Vice President Recruitment, Vice President Public Relations, Secretary/ Treasurer.
2. If an elected position is unoccupied through the process of succession, it shall remain unoccupied, until which time a special election may be held or the next general election occurs based upon the discretion of the IFC President in consultation with the Director of Student Activities.

ARTICLE IV: DUTIES/RESPONSIBILITIES OF OFFICERS

Section 1: President

1. Provide an agenda and assure all meetings within his jurisdiction are conducted properly and efficiently.
2. Appoint persons/committees/task force to temporary positions to research and/or perform special functions.
3. Preside at all meetings of the IFC, as a voting member.
4. Maintain on file the Constitution, Bylaws and rules of the Shorter University IFC.
5. Delegate responsibilities to the IFC Executive Board and assure these responsibilities are being fulfilled.
6. Initiate ideas for positive Greek relations on-campus and assure the efficiency and effectiveness of the IFC in promoting them.
7. Serve as a contact person for the IFC, both with the Director of Student Activities and individual member fraternities.
8. Represent the IFC and Fraternity Men of Shorter University at appropriate university meetings/events.
9. Consult with the Director of Student Activities on questions and/or problems that may arise.
10. Work with the Panhellenic President on maintaining open communication and jointly planning Greek-system events and activities.
11. Attend all the IFC Executive Board and Council meetings
12. Coordinate the election process for new officers and committee chairs.
13. Coordinate constitutional, bylaw and officer duty revisions.
14. Uphold the IFC Constitution and Bylaws, as well as all other policies applied to IFC and its member fraternities.

Section 4: Vice President of Recruitment

1. Assure that all fraternity recruitment activities are carried out in a manner that is consistent with the established rules and regulations governing fraternity recruitment.
2. Meet on a semesterly basis with the various recruitment chairs of each fraternity and aid individual chapters with recruitment programs.
3. Deliver an annual report of the activities carried out under his directions and provide suggestions for his successor, during the end of his term of office.
4. Organize all IFC Recruitment activities.
5. Develop recruitment publications and promotions.

6. Attend all IFC Executive Board and Council meetings.
7. Uphold the IFC Constitution and Bylaws, as well as any other policies applied to IFC and its member fraternities.

Section 9: Vice President Public Relations

1. Publicize the IFC-sponsored events/activities in the appropriate media forms.
2. Inform all necessary publics and campus organizations of IFC achievements and related activities.
3. Promote all IFC special events.
4. Be responsible for organizing and supervising at least one campus-wide community service and one philanthropic project per semester.
5. Oversee the community service projects that will be headed by the IFC.
6. Promote/organize any short term events/projects as deemed necessary by the IFC.
7. Oversee the planning and facilitating of the activities and events of Greek Week.
8. Meet with his Panhellenic counterpart, the Director of Student Activities and the Greek Week committee on a regular basis.
9. Provide information regarding Greek Week to the IFC President and/or Director of Student Activities to be reported at all regular IFC meetings.
10. Serve as the liaison to the Panhellenic Council.
11. Attend all Council meetings.
12. Uphold the IFC Constitution and Bylaws, as well as all other policies applied to IFC and its member fraternities.

Section 10: Secretary/ Treasurer

1. Maintain an accurate financial record of all IFC transactions that will be published and distributed at the meeting of each month.
2. Present an itemized annual budget for the calendar year beginning January 1 that may be discussed for purposes of adoption at any regular IFC meeting.
3. Assess and Collect all membership dues each semester. Dues will be \$5 per member/ new member, and will be due at the first meeting of each semester.
4. Pay all bills promptly.
5. Establish and enforce the IFC budget for the year.
6. Assess fines when financial sanctioning is necessary.
7. Maintain neat and accurate records of all the IFC financial transactions.
8. Record and distribute accurate typed minutes of all IFC meetings and special meetings on a timely basis.

9. Process and properly distribute all communications.
10. Manage correspondence between IFC and other organizations/individuals.
11. Maintain an accurate file of all IFC minutes and correspondence.
12. Schedule, secure and announce all meeting rooms.
13. Inform member fraternities of any loss of voting privileges.
14. Order all necessary office supplies (upon approval of the IFC President and the Director of Student Activities).
15. Work with the Panhellenic Council Secretary on the establishment of an annual All-Greek executive directory.
16. Oversee and keep current all information on the Interfraternity Council Website or supervise the cabinet member designated for task.
17. Maintain up-to-date IFC phone/address/e-mail lists.
18. Attend all IFC Executive Board meetings and Council meetings.
19. Uphold the IFC Constitution and Bylaws, as well as any other policies applied to IFC and its member fraternities.

Section 11: General

1. The executive officers shall be required to perform all duties, necessary and proper, to successfully complete the requirements of their office that are in accordance with this Constitution, Bylaws, Student Conduct Code or any other applicable form of law.
2. Each Executive officer is allowed to miss only one unexcused IFC Meeting, Activity, or Program.

ARTICLE VI: MEETINGS AND ELECTIONS

Section 1: Regular Meetings

1. Regular IFC meetings will be held monthly.

Section 2: Special Meetings.

1. Special meetings shall be announced by the IFC president or the Director of Student Activities.

Section 3: Quorum

1. Regular Meetings: a simple voting majority of members shall constitute a quorum to do business for regular meetings.
2. Special meetings: a majority of voting members shall be deemed sufficient to establish a quorum.

Section 4: Parliamentary Procedure

1. Meetings shall be conducted by Robert's Rule of Order.

Section 5: Elections

1. Nominations of officers shall take place no later than the last regular Council meeting in the fall semester.
2. Elections shall take place annually no later than the last regular Council meeting in the fall semester.
3. The newly elected officers will be installed in their new positions at the IFC meeting at the first of the spring semester, and shall serve a term of one year.
4. A fraternity shall be allowed to have a maximum of two members elected to Executive positions.
5. Persons eligible for election or continuation in office must be an Shorter University fraternity member having a cumulative GPA of 2.5 or greater. Each candidate's fraternity must be in good standing with IFC, in order for the candidate to be considered eligible for office.
6. Upon vacancy of an executive position, a special election will be held. The vacancy will be announced at the first meeting after the vacancy occurs, with election occurring no longer than two weeks after the announcement.

ARTICLE VII: MEMBERSHIP AND VOTING

Section 1: Membership

1. Any national chapter, colony or local fraternity shall be incorporated into IFC after it has submitted a petition and received a majority affirmative vote of IFC members in attendance.

Section 2: Voting

1. Member fraternities in good standing shall be entitled to have one (1) vote through its chapter delegate.
2. A simple majority vote of members present shall be sufficient for passage in all matters unless otherwise specified by this Constitution, the Bylaws, or the Director of Student Activities.
3. Any representative (or his alternate) absent from two (2) consecutive meetings shall cause his fraternity to sacrifice their voting privileges for the remainder of the semester.
4. Upon the request of any fraternity representative in good standing and passed by a simple majority of IFC, any matter may be tabled until the next IFC meeting at which time it must be discussed.

ARTICLE VIII: CONSTITUTION, AMENDMENTS, BYLAWS AND RATIFICATION

Section 1. Constitution

1. Each member fraternity of the IFC shall be presented with a copy of the Constitution and Bylaws upon membership.

Section 2: Amendments

1. Proposed amendments must be read, discussed and voted on at two consecutive meetings. At the initial meeting, the proposed amendment(s) shall be presented and discussed, but not voted upon. At the following meeting, the proposed amendment(s) shall be voted on by the IFC representatives in good standing.
2. A majority vote of all member fraternities belonging to IFC shall be required for passage.

Section 3: Bylaws

1. Bylaws may be adopted, changed or modified by a majority of the IFC membership.
2. The proposed Bylaws must be presented at two consecutive meetings in the same manner as proposed amendments to secure passage.

Section 4: Ratification

1. This Constitution shall become effective upon a majority vote of the voting membership of IFC.

ARTICLE IX: FINANCES

Section 1: Appropriations/Expenditures

1. The appropriation of all IFC finances shall be determined by the IFC Executive Board with the approval of the IFC, and handled in accordance with University regulations.
2. All IFC expenditures shall be authorized by the IFC President and the Director of Student Activities.

Section 2: Financial Statement and Budget

1. The Secretary/ Treasurer of the IFC shall submit a semesterly itemized financial statement to the member fraternities of the IFC.

October 7, 2010