



UNIVERSITY OF NORTH FLORIDA INTERFRATNITY COUNCIL CONSTITUION AND BYLAWS

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CONSTITUTION OF THE INTERFRATERNITY COUNCIL UNIVERSITY OF NORTH FLORIDA

MISSION

We, the Interfraternity Council at University of North Florida set forth this Constitution and Bylaws in order to cause closer working relationships and coordination among its Member Fraternities and University of North Florida, in accordance with the policies and standards established by the North-American Interfraternity Conference (NIC).

ARTICLE I – NAME

This organization shall be known as the Interfraternity Council (IFC) at University of North Florida (UNF).

ARTICLE II – PURPOSE OF THE IFC

The purpose of the IFC shall be to:

- A. provide a sovereign governance structure for its Member Fraternities;
- B. promote the interests of its Member Fraternities;
- C. promote the interests of men's fraternities in general;
- D. discuss questions of mutual interest and present to its Member Fraternities such recommendations as the IFC deems appropriate;
- E. promote the interests of UNF;
- F. promote mutual cooperation between its Member Fraternities;
- G. promote mutual cooperation between the IFC, fellow governing councils, and student organizations at UNF; and
- H. promote mutual cooperation between the IFC and UNF, its students, faculty, staff, and local community.

ARTICLE III – NIC ALCOHOL & DRUG GUIDELINES

In any activity or event sponsored or endorsed by the chapter/organization, including those that occur on or off organizational/chapter premises:

- A. The chapter/organization, members and guests must comply with all federal, state, provincial and local laws. No person under the legal drinking age may possess, consume, provide or be provided alcoholic beverages.
- B. The chapter/organization, members and guests must follow the federal law regarding illegal drugs and controlled substances. No person may possess, use, provide, distribute, sell, and/or manufacture illegal drugs or other controlled substances while on chapter/organizational premises or at any activity or event sponsored or endorsed by the chapter/organization.
- C. Alcoholic beverages must either be:
 - a. Provided and sold on a per-drink basis by a licensed and insured third-party vendor (e.g., restaurant, bar, caterer, etc.); or
 - b. Brought by individual members and guests through a bring your own beverage ("BYOB") system. The presence of alcohol products above 15% alcohol by volume ("ABV") is prohibited on any chapter/organization premises or at any event, except when served by a licensed and insured third-party vendor.



- D. Common sources of alcohol, including bulk quantities, which are not being served by a licensed and insured third party vendor, are prohibited (i.e., amounts of alcohol greater than what a reasonable person should consume over the duration of an event).
- E. Alcoholic beverages must not be purchased with chapter/organizational funds or funds pooled by members or guests (e.g., admission fees, cover fees, collecting funds through digital apps, etc.).
- F. A chapter/organization must not co-host or co-sponsor, or in any way participate in, an activity or event with another group or entity that purchases or provides alcohol.
- G. A chapter/organization must not co-host or co-sponsor an event with a bar, event promoter, or alcohol distributor; however, a chapter/organization may rent a bar, restaurant, or other licensed and insured third-party vendor to host a chapter/organization event.
- H. Attendance by non-members at any event where alcohol is present must be by invitation only, and the chapter/organization must utilize a guest list system. Attendance at events with alcohol is limited to a 3:1 maximum guest-to-member ratio, and must not exceed local fire or building code capacity of the chapter/organizational premises or host venue.
- I. Any event or activity related to the new member joining process (e.g., recruitment, intake, rush, etc.) must be substance free. No alcohol or drugs may be present if the event or activity is related to new member activities, meetings, or initiation into an organization, including but not limited to "bid night," "big/little" events or activities, "family" events or activities, and any ritual or ceremony.
- J. The chapter/organization, members or guests must not permit, encourage, coerce, glorify or participate in any activities involving the rapid consumption of alcohol, such as drinking games.

ARTICLE IV – HAZING & SEXUAL MISCONDUCT

Section I. Hazing

The University of North Florida's Interfraternity Council takes a zero tolerance policy on hazing. This policy is considered an extension of Florida State, the Office of Fraternity and Sorority Life, and the University of North Florida's anti-hazing policies.

Section II. Definition of Hazing

Hazing activities are defined as any action or situation created, either directly or through innuendo that jeopardizes the student's psychological, emotional, and/or physical well-being, regardless of the person's membership status within the chapter or willingness to participate.

Section III. Types of Hazing

The following are types of hazing. Examples include but are not limited to:

- A. Subtle hazing: behaviors that emphasize a power imbalance between new members/rookies and other members of the group or team. This includes, but is not limited to, physical or mental manipulation or any action which can cause mental duress.
- B. Harassment hazing: behaviors that cause emotional anguish or physical discomfort in order to feel like a part of the group. Harassment hazing confuses, frustrates, and causes undue stress for new members/rookies.
- C. Violent hazing: behaviors that have the potential to cause physical and/or emotional or psychological harm. Note that the willingness of any individual to participate in any activity does not excuse any hazing violation.

Section IV. Sexual Abuse

IFC member chapters will not tolerate nor condone any form of sexually abusive behavior on the part of its members, whether physical, mental, or emotional. This is to include any actions which are harmful to women and men, including but not limited to date rape, gang rape, or verbal or printed harassment.



Section V. UNF Sexual Misconduct Policy

The University of North Florida is committed to providing all students, faculty, staff, vendors, visitors or others, an environment where they can work, study and interact with each other in a safe and dignified learning community free from any form of sexual misconduct.

The term, "sexual misconduct" includes sexual exploitation, sexual harassment, non-consensual sexual contact, non-consensual sexual intercourse, dating violence, domestic violence and stalking, each as more fully defined below. Sexual misconduct violates University policy and federal civil rights law and may also be subject to criminal prosecution. The University is committed to fostering an environment that promotes prompt reporting of all types of sexual misconduct and timely and fair resolution of sexual misconduct complaints.

ARTICLE V – UNF MEDICAL AMNESTY PROGRAM

The University of North Florida (UNF) encourages a living and learning environment that promotes the health and safety of all members of the UNF community. Drug or alcohol consumption--including excessive consumption, consumption of a dangerous substance, or consumption by someone with sensitivity--can cause serious physical and neurological harm or be life-threatening. As such, students are encouraged to make responsible decisions and to seek medical attention in serious or life-threatening situations that result from alcohol and/or other drug abuse. Students are also encouraged to seek help for any situation where medical treatment is reasonably believed to be appropriate.

If a student is under the influence of alcohol, drugs or other substances to the point where s/he is unable to be awakened, letting that person "sleep it off" is not a reasonable alternative to getting him/her immediate medical help. Students may be hesitant to seek help in such emergencies because of fear of potential conduct and disciplinary consequences for themselves, the person in need of medical attention, or the organization hosting the event where the situation occurs.

If medical attention is required, students should immediately contact professional medical personnel (9-1-1). A student who seeks emergency assistance on behalf of him- or her- self, another student, or a friend experiencing an alcohol and/or other drug related emergency, along with the individual in distress, will not be subject to disciplinary action under the UNF Student Conduct Code, as explained below. Students may be asked to participate in an educational meeting.

Section I. Medical Amnesty Program Process

When a person's health and/or safety is threatened or appears to be at risk from alcohol or drug consumption, the best course of action is to:

- A. Call 9-1-1.
- B. Stay with the person needing assistance until help arrives.
- C. Be prepared to give the emergency medical personnel as much information as possible including the amount and type of alcohol or substances consumed.

Section II. Usage of Medical Amnesty Program

The following next steps outline the process after medical help is provided to students in need of medical attention as a result of alcohol and/or drug use:

- A. The situation is first evaluated by the Student Conduct Office to determine if the Medical Amnesty Program applies.
- B. The student will meet with a conduct hearing officer for an informational meeting about the program.
- C. If the situation qualifies, students are required to meet with a staff member at the Dean of Students Office.
- D. The staff member, after evaluating the situation, may also refer the student to other available resources. Students who are referred but fail to meet and complete the recommendations in their entirety may be subject to additional requirements after an opportunity to meet with a staff member from the Student Conduct Office.



Section III. Applicable Situations of the Medical Amnesty Program

The Medical Amnesty Program applies to the following situations:

- A. UNF students who initiate and seek assistance and/or medical treatment on behalf of him- or her-self, another student, or a friend experiencing an alcohol and/or other drug related emergency.
- B. UNF students' use of alcohol or drugs where medical attention is needed.
- C. UNF students who are a victim of sexual assault and have also engaged in underage alcohol consumption.
- D. The Medical Amnesty Program does not apply to other prohibited behavior as outlined in the UNF Student Code of Conduct

Section IV. Medical Amnesty Program Limitations

Students are always encouraged to look after their friends and peers, and are encouraged to take responsible actions anytime they are necessary. However, if a student is involved in repeat alcohol and/or drug abuse incidents, the following will occur:

- A. The situation will be evaluated by the Student Conduct Office to determine if the student qualifies for medical amnesty.
- B. The availability of medical amnesty for students with repetitive violations will be determined on a case by case basis.
- C. Situations will be handled through the regular conduct process and will be considered for sanctioning purposes if a student does not demonstrate a commitment to the recommended steps and is involved in repetitive alcohol and/or drug abuse incidents.
- D. For students who reside in on campus housing, the Department of Housing and Residence Life will determine the impact the incident(s) has on their housing contract, if any.

Section V. Student Groups and Organizations

If a representative of a UNF student organization hosting an event calls for medical assistance, this act of responsibility might mitigate potential Student Code of Conduct consequences, i.e., the fact that an organization sought help will be favorably considered in potential sanctioning for university policy violations and/or FIPG Risk Management Policy violations. UNF student organizations involved in an incident must agree to take recommended steps to address concerns. In appropriate situations as determined in the conduct process, mitigation could result in the requirement of participation in an educational program or educational activities rather than other disciplinary consequences.

Section VI. Parent Notification

If a registered student is transported to an emergency medical treatment center for alcohol or drug use, the student's parents or guardians may be notified by the Office of the Vice President or Student and International Affairs or by the University Police Department if deemed necessary to protect the health or safety of the student or other individuals.

Section VII. Protection from Police or Legal Actions

The Medical Amnesty Program only applies to the UNF Student Code of Conduct and Housing and Residence Life Community Standards. It does not prevent or preclude police or other legal actions.

Section VIII. Academic Record

Medical Amnesty Program incidents will not be entered on the student's official academic record.

Section IX. Alcohol Poisoning

A. Definition

1. Alcohol poisoning is another term for an alcohol overdose, which may occur when individuals consume so much alcohol that their bodies can no longer process it fast enough. Alcohol poisoning and overdoses are potentially lethal; the human body simply cannot tolerate or process excessive amounts of alcohol. Too many college students have died as a result of alcohol poisoning.

B. Signs or Symptoms

The signs or symptoms of alcohol poisoning include (not all of these needs to be present)*:

1. Confusion or stupor
2. Vomiting while passed out, not waking up after vomiting, or incoherent while vomiting



3. Seizures
4. Breathing is slow (less than 8 breaths per minute) or irregular, with 10 seconds or more between breaths
5. Weak pulse, very rapid pulse, or very slow pulse -Cold, clammy, pale or bluish skin
6. Loss of consciousness: Inability to awaken a person with loud shouting, or inability of a person to remain awake for more than 2-3 minutes or to carry on a coherent conversation when awake (semi-conscious)

*A person who has lost consciousness and cannot be awakened is in danger of dying. Help is needed immediately.

ARTICLE VI – FLORIDA'S "911" GOOD SAMARITAN ACT

Florida's "911" Good Samaritan Act (HB 125 and SB 278) offers such immunity. In its current form, the law provides that persons acting in good faith who seek medical assistance for someone experiencing a drug-related overdose, may not be charged with simple drug possession. The law also provides that departure from lowest permissible criminal sentence is permitted when the defendant was making good faith effort to obtain or provide medical assistance for someone experiencing a drug-related overdose. In essence; the immunity protects people from being criminally prosecuted for simple drug possession.

ARTICLE VII – IFC MEMBERSHIP

Section I. Membership Eligibility

Membership in the IFC is open to chapters and colonies of fraternities at UNF, as follows:

- A. Any chapter or colony of a North-American Interfraternity Conference (NIC) member organization shall hold membership in the IFC, so long as they are in good standing with the university and OFSL
- B. Any chapter or colony of a local, state, regional, or inter/national fraternity, which is not a member of the NIC, may hold membership in the IFC.

Section II. Membership Classification for Member Fraternities

The membership classification of Member Fraternities shall be as follows:

- A. Full Member: Any fraternity chapter which has obtained its charter from its inter/national organization, or any local fraternity chapter. Full Membership grants the Member Fraternity all rights, privileges and responsibilities under the IFC Constitution and Bylaws.
- B. Associate Member: Any fraternity colony of an inter/national organization. Associate Membership grants the Member Fraternity all rights, privileges, and responsibilities under the IFC Constitution and By-Laws, except that it does not have voting privileges, cannot hold IFC Executive Board positions, nor have an IFC Judicial Committee Justice.
 1. Members of Associate Member fraternities may have voting privileges and an IFC Judicial Committee Justice beginning one (1) full semester after their expansion semester.
 2. Members of Associate Member fraternities may hold IFC Executive Board positions beginning one (1) full academic year after their expansion semester.

For the purpose of this Constitution and the IFC Bylaws, both Full Members and Associate Members are referred to as Member Fraternities.

- Alpha Tau Omega – Full Member Fraternity
- Chi Phi – Full Member Fraternity
- Delta Sigma Phi – Associate Member Fraternity
- Delta Upsilon – Full Member Fraternity
- Kappa Alpha Order – Full Member Fraternity
- Kappa Sigma – Full Member Fraternity
- Sigma Alpha Epsilon – Full Member Fraternity
- Sigma Chi – Full Member Fraternity
- Theta Chi – Full Member Fraternity



Section III. Member Fraternity Minimum Expectations

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

- A. Each Member Fraternity shall comply with all policies set forth by:
 1. The IFC Constitution, Bylaws, Code of Conduct, and other policies.
 2. The rules and regulations of UNF.
 3. The general values-based conduct of fraternity men.
- B. Each Member Fraternity shall maintain a minimum semester GPA of 2.65.
- C. Each Member Fraternity shall be current on all IFC dues owed.
- D. Each Member Fraternity shall submit required membership rosters to the IFC President, as follows:
 1. Active Member Roster: Active Member Rosters shall be submitted within one week of the beginning of each semester.
 2. New Member Roster: New Member Rosters shall be submitted within 7 days of bid acceptance.
- E. Each Member Fraternity shall comply with the attendance policies for the IFC General Body and the IFC Judicial Committee, as outlined within this Constitution.

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

Section IV. Membership Status for Member Fraternities

The membership status of Member Fraternities shall be as follows:

- A. Good Standing: A Member Fraternity shall be deemed to be in Good Standing if the Member Fraternity is not currently operating under Non-Status Sanctions or Status Sanctions, as defined within the IFC Bylaws, and is currently meeting the minimum expectations outlined in Section III of this Article.
- B. Good Standing on Probation: A Member Fraternity shall be deemed to be in Good Standing on Probation if the Member Fraternity is currently operating under Non-Status Sanctions and currently meets the minimum expectations outlined in Section III of this Article.
- C. Bad Standing: A Member Fraternity shall be deemed to be in Bad Standing if the Member Fraternity has been placed under Suspension by the IFC or has currently failed to meet the minimum expectations outlined in Section III of this Article.

Section V. Individual Member Definitions

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

- A. Active Member: An Active Member shall be defined as any man who has been initiated into any fraternity at UNF.
- B. New Member: A New Member shall be defined as any man who has accepted a bid to join a fraternity at UNF, but has not been initiated into that fraternity.
- C. Potential New Member: A Potential New Member shall be defined as any man who has not accepted a bid from any fraternity at UNF.

Section VI. IFC Affirmation and Adoption of NIC Standards

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

- A. Each Member Fraternity shall communicate its values through its Ritual at least annually or as prescribed by its policies; and
- B. Each Member Fraternity shall regularly communicate the importance of its Active Members and New Members participating in educational programming covering the following topics: academic achievement, alcohol consumption, career preparation, civic engagement, hazing, leadership development, sexual assault/abuse, and values and ethics.



- C. Each Member Fraternity shall have policies addressing the following:
1. A policy requiring any Potential New Member to meet the following minimum educational standards in order to be offered a bid to join:
 - a. For first semester freshmen, a minimum high school GPA of 2.5
 - b. For any student with an established college GPA, a minimum college GPA of 2.5
 2. A policy requiring the Member Fraternity to maintain an annual cumulative GPA requirement of at least a 2.65 or be at/or above the institution's all-men's average.
 3. A policy requiring its New Member education program be no longer than twelve weeks.
 4. A policy requiring the Member Fraternity to have a prohibition against women's auxiliary groups, such as "little sisters".
 5. Risk management policies covering alcohol use, fire safety, hazing, and sexual assault/abuse.
 6. A policy requiring the Member Fraternity to support open recruitment and open expansion practices.
 7. A policy requiring all recruitment activities be alcohol-free.
 8. A policy requiring all New Member education activities be alcohol-free.

ARTICLE VIII – IFC GENERAL BODY

Section I. IFC General Body

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

Section II. IFC General Body Composition

The IFC General Body shall be composed of a voting IFC Delegate and Chapter President from each Member Fraternity.

Section III. IFC Delegates

Each Member Fraternity shall have one IFC Delegate, chosen by that Member Fraternity, and a Chapter President who serves on the IFC General Body.

Section IV. IFC Alternate Delegates

Each Member Fraternity may also choose an IFC Alternate Delegate, who shall represent that Member Fraternity in the IFC General Body in the absence of its IFC Delegate.

Section V. IFC Delegate and Alternate Delegate Eligibility

In order to serve as the IFC Delegate or Alternate Delegate for a Member Fraternity, individuals must meet the following requirements:

- A. Be an Active (undergraduate) Member or New Member, in good standing, of a Member Fraternity.
- B. Maintain good academic standing with UNF.
- C. Be devoted to the general ideals and principles of fraternity life and conduct himself in a professional manner consistent with the Mission and Purpose of the IFC, as defined within this Constitution.
- D. Have a working knowledge of the IFC Constitution and Bylaws, UNF policies, NIC Standards, and FIPG risk management policies.
- E. Not be a current member of the IFC Executive Board or currently serve as his Member Fraternity's IFC Judicial Committee Justice.

Section VI. Term of Office of IFC Delegates

The term of office for IFC Delegates shall be until their graduation, resignation, or replacement under the procedures determined by each Member Fraternity; or upon his election to serve on the IFC Executive Board or as his Member Fraternity's IFC Justice for the IFC Judicial Committee.



Section VII. IFC General Body Meeting Policies

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

- A. The most recent edition of Robert's Rules of Order shall be used to run all meetings.
- B. A quorum shall exist when two-thirds (2/3) of the voting representatives are present, and a body so constituted may enact any rules for the Council and transact all business, which may properly come before the Council.
- C. The IFC General Body shall conduct regularly scheduled business meetings on a biweekly basis or at the discretion of the Exec Council
- D. Special meetings may be called by the IFC President at any time or at the request of two Member Fraternities, with notice of the time, location, and purpose of the special meeting provided to all Member Fraternities at least 72 hours in advance.
- E. Each Member Fraternity's Chapter President and IFC Delegate are required to attend all meetings of the IFC. More than two absences per academic year shall result in the Member Fraternity being referred to the IFC Vice President of Standards for potential judicial review.

Section VIII. IFC General Body Voting Policies

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

- A. Each Member Fraternity, in good standing, shall have one vote per member organization.
- B. Individuals holding IFC Executive Board positions are not entitled to a vote.
- C. In the event of a tie, the IFC President shall cast the deciding vote.

ARTICLE IX – IFC EXECUTIVE BOARD

Section I. IFC Executive Board

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

Section II. IFC Executive Board Composition

The IFC Executive Board shall be composed of the following positions with duties and responsibilities outlined within the IFC Bylaws, this list shall also be numbered in the order of rule and contingency.

1. President
2. Vice President of Administration
3. Vice President of Standards
4. Vice President of Recruitment
5. Vice President of Scholarship
6. Vice President of Programming & Member Development
7. Vice President of Member Safety & New Member Education
8. Vice President of Community Relations
9. Vice President of Public Relations

Section III. IFC Executive Board Eligibility

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

- A. Be an Active Undergraduate Member in good standing of a Member Fraternity.
- B. Maintain a 2.5 GPA with UNF.
- C. Be devoted to the general ideals and principles of fraternity life and conduct himself in a professional manner consistent with the Mission and Purpose of the IFC, as defined within this Constitution.
- D. Have a working knowledge of the IFC Constitution and Bylaws, UNF policies, NIC Standards, and FIPG risk management policies.
- E. Must be available during the established IFC General Body and Executive Board meeting times.
- F. Not currently serve as his Member Fraternity's IFC Delegate, Alternate Delegate, or IFC Judicial Committee Justice.
- G. Must complete formal judicial policies and procedures training.



Section IV. IFC Executive Board Meeting Polices

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

- A. The most recent edition of Robert's Rules of Order shall be used to run all meetings.
- B. A majority of IFC Executive Board members present shall constitute a quorum in order to conduct IFC Executive Board business.
- C. IFC Executive Board shall conduct regularly scheduled meetings biweekly based on the discretion of the board members.
- D. Special meetings may be called by the IFC President with notice of the time, location, and purpose of the special meeting provided to each IFC Executive Board member at least 24 hours in advance.
- E. Each IFC Executive Board member is required to attend all meetings of the IFC Executive Board and all meetings of the IFC General Body. Absences may result in removal from office.

Section V. Executive Board Office Hours

Each elected Executive Board officer is required to hold 3 office hours per week of the fall and spring academic semesters. Hours can be set at the discretion of the officer but must remain consistent each week of the academic semester.

- A. Office hours will be set and announced to the IFC general body, OFSL staff, and council leaders by the first general body meeting of each semester.
- B. Any emergency changes in office hours must be approved by the IFC advisor and require immediate notification to the constituents listed in section A.
- C. If a member of the executive council fails to maintain consistent office hours, the officer may be brought before the IFC Judicial Board.

Section VI. Report of IFC Officers

A report of any newly elected or appointed IFC Executive Board officers shall be submitted to the NIC within one week of the election or appointment.

Section VII. Application

All candidates seeking office will submit a written application to the Interfraternity Council and will be required to abide by all selection policies outlined in Section IX.

Section VIII. Selection of Officers

The offices of President, VP of Administration, VP of Standards, VP of Recruitment, VP of Scholarship, VP of Programming and Member Development, VP of Member Safety and New Member Education, VP of Community Relations, and VP of Public Relations of the University of North Florida Interfraternity Council shall be elected by ballot, slating committee, and voted on by the chapters.

Section IX. Slating Procedure

A slating committee of one member of each regular membership organization (determined at the discretion of the chapter president), current Interfraternity Council President, and one Interfraternity Executive Board Officer make up the slating committee. The slating committee shall consider the qualifications of all candidates for elected officers and shall nominate one name for each elected officer position. The Interfraternity Council Advisor shall serve as an ex-officio member of the slating committee.

- A. The Interfraternity Executive Board Officer serving on the slating committee will be selected by the IFC Executive Board. Eligibility for each officer will be determined by a performance review with the IFC Advisor based upon officer position descriptions. The selected officer cannot be of the same affiliation as the Interfraternity Council President.
- B. The Slating Committee shall prepare thorough statements/presentations outlining the reasons that they chose each candidate for their respective positions. The names of the other candidates the committee considered for each position must be included as well.
- C. Each candidate nominated for elected positions by the slating committee shall be affirmed by a majority vote of the IFC General Body proceeding the last business meeting of each calendar year.



- D. If the individual that the slating committee chooses is not confirmed by a majority vote of the IFC General Body, an open election will be established for that position at the following IFC General Body meeting.
- E. In the instance of an open election occurring for a position, an individual must receive majority vote of the IFC General Body in order to be formally elected.

Section X. Removal of Officers

Any individual serving in an IFC Executive Board position may be removed from his position by a $\frac{2}{3}$ affirmative vote of the IFC General Body

A member of the Executive Board may be removed if:

- 1. He fails to uphold the duties of his position as stated in these Bylaws; or
- 2. The IFC General Body deems it necessary for the benefit of the Council and/or Community at large.

A. Immediate Circumstances

- a. Any individual serving in an IFC Executive Board position may be removed from his position by a $\frac{2}{3}$ affirmative vote of the IFC General Body.

B. Resignation

- a. A member of the Executive Board, Board of Directors, Associate Board, and Fraternal Judicial Board may resign from office for personal issues or extenuating circumstances. As much advanced notice as possible is required for resignation.

Section XI. Vacancies

- A. In the event of a vacancy in any IFC Executive Board position, the IFC President shall appoint a successor to complete the term under the advice and consent of the remaining members of the IFC Executive Board.
- B. Should a vacancy occur in the office of the IFC President, the Vice President of Administration shall assume the duties and responsibilities of the office of President until the office of the President is filled.
- C. A special election shall be held within two meetings for any vacancy on the Interfraternity Council Executive Board.

ARTICLE X – IFC JUDICIAL COMMITTEE

Section I. IFC Judicial Committee Jurisdiction

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

- A. The IFC Constitution, Bylaws, Code of Conduct, and other policies.
- B. The rules and regulations of UNF.
- C. The general values-based conduct of fraternity men.

Section II. IFC Judicial Committee Composition

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

Section III. IFC Justice Eligibility

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

- A. Be an Active Member for at least one full semester of an IFC Member Fraternity and in good standing with their chapter.
- B. Maintain good academic standing with the institution.
- C. Be devoted to the general ideals and principles of fraternity life and conduct himself in a professional manner consistent with the Mission and Purpose of the IFC, as defined within this Constitution.



- D. Have a working knowledge of the IFC Constitution and Bylaws, UNF policies, NIC Standards, and FIPG risk management policies.
- E. Not be a current member of the IFC Executive Board or serve as his Member Fraternity's IFC Delegate or Alternate Delegate for the IFC General Body.
- F. Not be a current member of their chapter's Executive Board
- G. Must complete formal judicial policies and procedures training prior to serving on an IFC Judicial Board hearing.

Section IV. Term of Office of IFC Justices

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

Section V. IFC Judicial Policy

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

Section VI. IFC Judicial Board Hearing Attendance

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

- A. All IFC Justices assigned to an IFC Judicial Board hearing shall be present in order to conduct business on behalf of the IFC Judicial Committee.
- B. Each IFC Justice assigned to an IFC Judicial Board hearing is required to attend the hearing. Failure of an IFC Justice to attend an IFC Judicial Board hearing for which he was assigned shall result in his Member Fraternity being referred to the IFC Vice President of Standards for potential judicial review.

Section VII. IFC Judicial Board Hearing Voting Policies

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

- A. Each IFC Justice serving on an IFC Judicial Board hearing shall have one vote.
- B. A majority vote shall govern all actions of an IFC Judicial Board.

ARTICLE XI – IFC COMMITTEES

Section I. Standing Committees

The IFC shall have the following standing committees chaired by its respective corresponding member of the IFC Executive Board:

- A. Recruitment Committee
- B. Finance Committee
- C. Scholarship Committee
- D. Member Development Committee
- E. Community Service Committee
- F. Public Relations Committee

Section II. Ad Hoc Committees

The IFC Executive Board or the IFC President may form ad hoc committees as deemed necessary to perform the work of the IFC. The IFC President shall appoint the ad hoc committee chairman and committee members with the concurrence of the IFC Executive Board.

Section III. IFC Committee Meeting Policies

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

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



ARTICLE XII – CONSTITUTIONAL AMENDMENTS

Section I. Constitutional Amendments

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

Section II. Adoption

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



BYLAWS OF THE INTERFRATERNITY COUNCIL UNIVERSITY OF NORTH FLORIDA

ARTICLE I – ROLE OF THE IFC DELEGATE

Section I. IFC Delegate

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

- A. Serve as a representative and voice for his Member Fraternity's concerns regarding the fraternity community.
- B. Represent the larger fraternity community's interests.
- C. Inform his Member Fraternity of the actions, discussions, and workings of the IFC General Body.
- D. Serve as a liaison between the IFC General Body and his respective Member Fraternity.
- E. Serve as an active member of IFC Standing Committees and Ad Hoc Committees, as necessary.
- F. Represent the highest ideals of fraternity life to the greater campus community.

ARTICLE II – ROLE OF THE IFC EXECUTIVE BOARD OFFICERS

Section I. IFC President

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

- A. Provide guidance and focus to the efforts of the General Body and Executive Board.
- B. Preside over all meetings of the General Body and Executive Board.
- C. Cast the final vote in the event of a tie.
- D. Build rapport and establish positive working relationships between IFC and Member Fraternity leaders.
- E. Serve as the official spokesperson for the fraternity community
- F. Establish positive working relationships with campus and local law enforcement agencies.
- G. Regularly interact with the leaders of other governing councils and campus organizations.
- H. Establish a working relationship with key college administrators.
- I. Establish a working relationship with and communicate campus data, issues, and trends in a timely manner to the NIC.
- J. Maintain current information for accurate Member Fraternity rosters.

Section II. IFC Vice President of Administration

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

- A. Serve as chair of the IFC Finance Committee.
- B. Supervise the annual budget process.
- C. Collect IFC Member Fraternity dues or other assessments as needed.
- D. Maintain accurate records throughout the year through invoicing and receipts.
- E. Review and approve all IFC Expenditure Request Forms and IFC Reimbursement Request Forms.
- F. Make all disbursements with a cosigner.
- G. Prepare financial statements monthly and at the end of each term for distribution to all Member Fraternities.
- H. Make bank deposits when necessary and in a timely manner.
- I. Provide advice and support to Member Fraternity financial officers.
- J. Serve as secretary of the IFC General Body.
- K. Be responsible for developing educational programming and serving as a resource to chapter treasurers needing assistance in training and handling financial matters.
- L. Be responsible for writing agendas, keeping minutes, and taking attendance for all Interfraternity Council meetings.
- M. Fulfill the duties of President in his absence.



Section III. IFC Vice President of Standards

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

- A. Serve as chair of the IFC Judicial Committee and serve as the non-voting Chief Justice of all IFC Judicial Board hearings.
- B. Investigate and refer to the IFC Judicial Board alleged violations of IFC policy, including but not limited to:
 1. the IFC Constitution, Bylaws, and policies;
 2. Federal, state, and local laws;
 3. the rules and regulations of UNF; and
 4. the general values-based conduct of fraternity men.
- C. Ensure proper filing and preparation for all judicial actions.
- D. Ensure compliance with all IFC judicial action imposed upon a Member Fraternity.
- E. Educate Member Fraternities on the IFC Constitution and Bylaws, and judicial processes.
- F. Conduct judicial policy and procedures training for new IFC Judicial Committee justices.
- G. Assist in conflict mediation between Member Fraternities.
- H. Review all IFC governance documents, at least annually.
- I. Must plan and execute at least one FIPG/Risk Management training per semester for member fraternities

Section IV. IFC Vice President of Recruitment

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

- Serve as chair of the IFC Recruitment Committee.
- B. Utilize technology (social media, fraternityinfo.com, etc.) in recruitment and marketing efforts.
- C. Produce and distribute promotional materials to all incoming students and unaffiliated students.
- D. Develop recruitment workshops and programs for Member Fraternities.
- E. Uphold the IFC Recruitment Policy and ensure no restrictive policies are placed on new member recruitment.
- F. Maintain an interest list of Potential New Members.
- G. Collect and maintain accurate New Member Rosters for each Member Fraternity.
- H. Provide advice and support to Member Fraternity recruitment officers.
- I. Must plan and organize at least two IFC Sponsored Recruitment Events during the summer semester, one of which being an informational event.

Section V. IFC Vice President of Scholarship

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

- A. Coordinate a scholarship chair orientation program for Member Fraternities.
- B. Collect and distribute academic performance rankings.
- C. Publish important academic dates and deadlines.
- D. Collect and distribute information about campus academic services, such as tutors, the writing lab, math lab, learning assistance programs, interest tests, career counseling, placement workshops, and library resources.
- E. Meet with chapter scholarship chairs or appropriate council officer at least once a semester to discuss chapter's academic plan and/or performance
- F. Work individually with member fraternity scholarship chairs below the all-men's grade point average.
- G. Build and maintain relationships with faculty, academic offices, and academic honorary societies.
- H. Provide advice and support to Member Fraternity scholarship officers.
- I. Plan and host at least three academic/scholarship events per semester for member fraternities.
- J. Coordinate UNF IFC Scholarship Application and program, oversee the review of UNF IFC Scholarship Applications, and determine amount of scholarship awards and number of scholarships given per semester.
- K. cast the final vote in the event of a tie for scholarship award recipients.



Section VI. IFC Vice President of Programming & Member Development

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

- A. Develop best practices for member education programs for Member Fraternities.
- B. Collect and report member retention, academic, and involvement statistics.
- C. Develop opportunities for continuing member education by collaborating with alumni, UNF offices and departments, and student organizations to offer educational programming covering the following topics: academic achievement, alcohol consumption, career preparation, civic engagement, hazing, leadership development, sexual assault/abuse, and values and ethics.
- D. Provide advice and support to Member Fraternity member development officers.
- E. Must plan and execute one alumni engagement program per officer term.
- F. Must plan and execute one co-hosted council program per semester with the MGC, NPHC and Panhellenic councils.
- G. Work with IFC Vice President of Member Safety & New Member Development on council wide programs.

Section VII. IFC Vice President of Member Safety & New Member Education

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

- A. Meet with chapter risk management chair or appropriate council officer at least once a semester to discuss chapter's risk management policy and/or performance
- B. Must plan and execute two programs a semester on bystander intervention, alcohol, drugs, hazing, sexual assault prevention and/or similar topic.
- C. Develop best practices for new member education programs for Member Fraternities.
- D. Must plan and execute the New Member Orientation program once per semester.
- E. Collect and report new member retention, academic, and involvement statistics.
- F. Work with IFC Vice President of Programming & Member Development on council wide programs

Section VIII. IFC Vice President of Community Relations

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

- A. Meet with chapter community service chair or appropriate council officer at least once a semester to discuss chapter's community service plan and/or performance Develop service projects and philanthropic events for Member Fraternities.
- B. Must plan and execute one co-hosted council community service event per semester with the MGC, NPHC and Panhellenic councils
- C. Share relevant service and community engagement opportunities in a timely manner to member fraternities
- D. Collect and report Member Fraternity community service hours, philanthropic dollars, and activities.
- E. Establish a positive working relationship with external constituents.
- F. Assist in the development of various outreach programs

Section IX. IFC Vice President of Public Relations

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

- A. Establish a strategic communication plan for the IFC and its member chapters that addresses protocols for crisis response, social media, marketing and media engagement.
- B. Collect and disseminate information on the fraternity community to all campus and community media sources.
- C. Keep the media informed on upcoming events or potential news.
- D. Assist in the development of various IFC publications
- E. Maintain IFC's social media accounts and promote member chapters and all councils' endeavors.
- F. Maintain the UNF IFC's website and update at least once a month.
- G. Establish a relationship with the NIC's communications team and contact them for additional resources and support



ARTICLE III – ROLE OF THE IFC JUSTICE

Section I. IFC Justice

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

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

ARTICLE IV – ROLE OF IFC STANDING COMMITTEES

Section I. IFC Recruitment Committee

The IFC Recruitment Committee shall assist the IFC Vice President of Recruitment in the development and implementation of activities, programs, and resources that foster its Member Fraternities' ability to implement a successful and quality recruitment effort while ensuring no restrictive policies are imposed on new member recruitment.

Section II. IFC Finance Committee

The IFC Finance Committee shall assist the IFC Vice President of Administration in the development of IFC fiscal policies, annual budgets, and programs that assist Member Fraternities' financial officers. The Committee shall also review and/or propose changes to the IFC dues structure.

Section III. IFC Scholarship Committee

The IFC Scholarship Committee shall assist the IFC Vice President of Scholarship in the development and implementation of activities, programs, and resources that promote academic achievement within its Member Fraternities.

Section IV. IFC Member Development Committee

The IFC Member Development Committee shall assist the IFC Vice President of Programming & Member Development in the development and implementation of activities, programs, and resources for continuing and new member development covering topics such as alcohol consumption, career preparation, civic engagement, hazing, leadership development, sexual assault/abuse, and values and ethics.

Section V. IFC Community Service Committee

The IFC Community Service Committee shall assist the IFC Vice President of Community Relations in the development and implementation of activities, programs, and resources that promote the fraternity community and the encouragement of Member Fraternity involvement in service and philanthropic endeavors that enhance the reputation of the fraternity community at UNF.



ARTICLE V – ROLE OF THE IFC ADVISOR

Section I. IFC Advisor

In accordance with the Standards and Guidelines for Fraternity and Sorority Advising Programs of the Council for the Advancement of Standards in Higher Education (CAS), the duties and responsibilities of the IFC Advisor are as follows:

- A. Advise the IFC and its Member Fraternities.
- B. Host at least two meetings per semester with member fraternity presidents to discuss goals, chapter performance, and resources.
- C. Advise financial processes.
- D. Coordinate life safety, facility management, and risk management programs in conjunction with local agencies.
- E. Facilitate or provide resources, including potential presenters of campus or national renown to conduct workshops, programs, retreats, and seminars on relevant topics, including the following:
 1. Multicultural Competence.
 2. Leadership Development
 3. Recruitment and Intake
 4. Risk Management
- F. Monitor membership and academic retention by Member Fraternity and the entire community for purposes of improving academic support and recommending intervention strategies.
- G. Gather and disseminate information via meetings, websites, newsletters, social media venues, and/or information bulletins to the various entities in fraternity life.
- H. Provide assistance and advice in planning and assessing IFC and Member Fraternity programs.
- I. Organize and facilitate leadership programs, retreats, and workshops.
- J. Connect the Members and New Members of Member Fraternities to leadership opportunities across campus, in the local community, and within their inter/national organizations.
- K. Publish or share documents that focus on current events, leadership opportunities, trends, and other information regarding fraternity life.
- L. Provide for the recording and archiving of information about the fraternal community and encourage Member Fraternity leaders to do the same within their organizations.

Section II. Annual Data Reporting to the NIC

In accordance with the NIC Standards, IFC Advisors shall assist the IFC in providing the following data to the NIC annually:

- A. Campus, All-Men's, All-Fraternity, and individual Member Fraternity GPA by semester.
- B. Total number of men who pledged all Member Fraternities each academic year.
- C. Total number of men who were initiated in all Member Fraternities each academic year.
- D. Percentage of fraternity men compared to the total number of all men at UNF.
- E. Total number of chapter and colonies opened and closed in each academic year.
- F. Total number of Greek life full-time professionals at UNF.
- G. Graduation rate of fraternity men compared to the total number of all men at UNF.

ARTICLE VI – FINANCIAL MANAGEMENT POLICY

Section I. Fiscal Term

The IFC Fiscal Term shall be a semester in length each summer, fall, and spring term.

Section II. IFC Budget

The IFC Vice President of Administration shall propose an annual budget to the IFC Executive Board by the first meeting of each semester. Upon adoption by the IFC Executive Board, the budget shall be presented to the IFC General Body for ratification.



Section III. IFC Contingency Account

The IFC Budget shall include a contingency account that equals 10-15% of the overall expenses. The contingency account shall be utilized for cost overruns in budgeted areas and/or unanticipated, unbudgeted items, such as new IFC programs developed after the budget was finalized. At the end of the fiscal year, any amount remaining in the IFC Contingency Account shall be carried over to the next fiscal year.

Section IV. Appropriate Use of IFC Funds

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

Section V. Expenditure Approval

The IFC President, IFC Vice President of Administration, or IFC Advisor shall approve all budgetary expenditures.

Section VI. Requests for Reimbursement

Individuals or Member Fraternities conducting business on behalf of the IFC may request a reimbursement for their expenses. All reimbursement requests shall be submitted within two weeks of the purchase and are subject to the approval of the IFC President and IFC Vice President of Administration.

Section VII. Financial Reporting

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

Section VIII. Financial Record Keeping

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

ARTICLE VII – MEMBER FRATERNITY FINANCIAL OBLIGATIONS

Section I. IFC Member Fraternity Dues

The semester dues for each Member Fraternity shall be fixed at \$7 per active member and new member.

Section II. Establishment of IFC Member Fraternity Dues

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

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

Section III. IFC Member Fraternity Dues Assessment

The aggregate total of dues assessed shall be based upon each Member Fraternity's semester Member Roster that is filed with the IFC President in accordance with the requirements of Article III, Section III(D) of the Constitution. The IFC Vice President of Administration shall invoice each Member Fraternity within one week of receipt of an Active Member Roster or New Member Roster. Invoices shall be paid within two weeks of receipt.



Section IV. Delinquent Payments

Any amount unpaid by the due date shall result in a 10% penalty and loss of representation in the IFC General Body until payment has been made. Any amount unpaid within one month of the due date shall result in the Member Fraternity being referred to the IFC Vice President of Standards for possible judicial action.

Section V. Academic Incentive Policy

All Member Fraternity chapters will receive the following additions or reductions towards their IFC Dues based on their chapter's semester GPA

- A. Any Member Fraternity's chapter with a semester GPA at or above a 3.2 will receive a discount of \$3 per member.
- B. Any Member Fraternity's chapter with a semester GPA at or above a 2.9 but below a 3.2 will receive a discount of \$2 per member.
- C. Any Member Fraternity's chapter with a semester GPA at or below a 2.64 will receive an increase of \$1 per member.
- D. Any Member Fraternity's chapter with a semester GPA at or below a 2.49 will receive an increase of \$2 per member.

ARTICLE VIII – IFC CODE OF CONDUCT

Section I. IFC Code of Conduct

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

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



ARTICLE IX – IFC SCHOLARSHIP FUND

Section I. IFC Scholarship Fund Procedures

- A. The IFC shall provide a scholarship to active members of the Member Fraternities who are in good standing with both their local chapter and National/International Organizations.
- B. The UNF IFC Scholarship will be awarded through the UNF IFC Scholarship Application
- C. The UNF IFC Scholarship will only be awarded to those who have met all of the minimum criteria stated in the UNF IFC Scholarship Application.
- D. The IFC Scholarship Committee and the IFC Advisor will convene once a semester to review applications and select award recipients.
- E. The number and amount of scholarship awards will be determined by the IFC Scholarship Committee and the IFC Vice President of Administration and by the number of deserving applicants, if any.
- F. Awarded scholarships may be used towards the following
 - a. Local Chapter Dues
 - b. National/International Organization Dues
 - c. National/International Organization Conferences, Conventions, Regional Conferences, etc.
 - d. National/International Conferences (AFLV, SEIFC) and Fraternal Leadership Development Programs (UIFI)
 - e. National/International Organization or Local Fraternal Organization Application fees
- G. UNF IFC Scholarship Recipients must present what they will use the awarded amount for to the IFC Executive Board for approval to receive funds.
- H. If awarded scholarship is to be used outside of the allowed aforementioned the recipient must receive approval from the IFC Executive Board.
- I. Awarded scholarships may not be used towards anything outside of the National/International Fraternal realm.
- J. Proof of awarded scholarship funds but be provided to the IFC Vice President of Administration within 72 hours of use. Failure to provide this information will result in the recipient's chapter owing the amount awarded in full.

ARTICLE X – IFC JUDICIAL POLICY

Section I. IFC Judicial Powers and Responsibilities

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

- A. The IFC Constitution, Bylaws, Code of Conduct, and policies;
- B. the rules and regulations of UNF; and
- C. the general values-based conduct of fraternity men.

Section II. Due Process

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

- A. Right to be notified, in writing, of all charges, as outlined in the Bylaws;
- B. Right to present a defense, including the calling of witnesses;
- C. Right to question witnesses;
- D. Right to be accompanied by an advisor for advisory purposes only, but not for representation;
- E. Right to be notified, in writing, of all findings and sanctions imposed, as outlined in the Bylaws;
- F. Right to appeal the decision, as outlined in the Bylaws.
- G. Right against double jeopardy.



Section III. Filing of Complaints

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

Section IV. Notification of Charges

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

- A. Date, time and location of their informal judicial hearing;
- B. Description of the alleged violation; and
- C. Due Process Rights.

Section V. Investigatory Evidence

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

Section VI. Informal Judicial Hearing

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

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

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

Section VII. Prohibited Sanctions for Informal Judicial Hearings

The IFC Vice President of Standards shall not recommend suspension or loss of IFC recognition through an Informal Judicial Hearing. Should the IFC Vice President of Standards believe suspension or loss of IFC recognition is warranted, the case shall automatically be referred to a Formal IFC Judicial Board hearing.

Section VIII. Formal IFC Judicial Board Hearing

If:

- A. the charged Member Fraternity rejects having an Informal Judicial Hearing;
- B. the charged Member Fraternity rejects the Informal Judicial Hearing recommendation for resolution; or
- C. the IFC Vice President of Standards determines the allegation is egregious enough to warrant potential suspension or loss of IFC recognition; the IFC Vice President of Standards shall convene a Formal IFC Judicial Board Hearing.

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



Section IX. Formal IFC Judicial Board Hearing Proceedings

For all IFC Judicial Board hearings, the following procedures shall be followed:

- A. **Participants:** Attendance at all IFC Judicial Board hearings shall be limited to the Member Fraternities involved, any witnesses, the IFC Justices, the IFC Vice President of Standards, the IFC President, and the IFC Advisor. Additionally, the charged Member Fraternity may be accompanied by its chapter advisor during any Judicial Board hearing. The chapter advisor must be registered as the official chapter advisor of the Member Fraternity.
- B. **Confidentiality:** All individuals involved in a hearing are required to agree to a statement of confidentiality. Individuals shall not disclose information regarding the following:
 - a. Any individuals, Member Fraternities, or IFC Justices involved.
 - b. Details of the proceedings
 - c. Witness testimony.
- C. **Hearing Process:**
 - 1. Initiation of the Hearing: The IFC Vice President of Standards shall inform all individuals present that the hearing will be conducted in an orderly manner and any person causing disruption will be asked to leave. Additionally, he shall advise the charged Member Fraternity of the formality of the hearing and the necessity of all parties to be truthful.
 - 2. Overview of Judicial Hearing Process: The IFC Vice President of Standards shall outline the process for the remainder of the hearing as follows:
 - a. Presentation of alleged charges, violations, and investigatory evidence against the charged Member Fraternity shall be presented by the IFC Vice President of Standards:
 - i. Charged Member Fraternity may ask questions;
 - ii. IFC Justices may ask questions;
 - b. Presentation of charged Member Fraternity:
 - i. IFC Justices may ask questions;
 - c. Calling of Witnesses
 - i. Charged Member Fraternity may ask questions;
 - ii. IFC Justices may ask questions;
 - d. Charged Member Fraternity may give final statement;
 - e. IFC Justices deliberate in closed session to determine findings of responsibility and if necessary, appropriate sanction(s).

Section X. Consequences of Breaking Confidentiality

Individuals who break their confidentiality agreement will be subject to the following:

- A. Removal from current judicial hearing
- B. Removal from current leadership role, if applicable
- C. Brought before the IFC Vice President of Standards, the IFC President, the IFC Advisor, and the IFC Judicial Board for a hearing
- D. Incur a fine towards their Member Fraternity chapter in the total of \$50

Section XI. Conflicts of Interest

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

Section XII. Prohibition on Recruitment Restrictions as a Sanction

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



Section XIII. Non-Status Sanctions

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

- A. Letter of apology
- B. Fines
- C. Restitution
- D. Educational programming
- E. Public service to the campus or community
- F. Meetings with campus office/departments
- G. Loss of social event and/or campus event privileges
- H. Loss of eligibility for Greek Awards
- I. Loss of pledge class
- J. Censure

Section XIV. Status Sanctions

In the event of an egregious violation, the following are sanctions that may be imposed by the IFC Judicial Board for a specified period of time:

- A. Suspension: Loss of IFC voting rights, removal from Good Standing status, and any additional sanctions listed in Non-Status Sanctions.
- B. Loss of IFC Recognition: Loss of IFC recognition and its rights and privileges.

Section XV. Duration of Sanctions

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

Section XVI. Notification of Findings

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

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

Section XVII. Appeals

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

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

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

Section XVIII. Non-Status Sanctions Appeals

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



Section XIX. Status Sanctions Appeals

The IFC General Body shall hear appeals for Status Sanctions. The IFC Vice President of Standards shall first present the IFC Judicial Board's decision and rationale for its actions. The appealing Member Fraternity shall then be afforded the opportunity to present its reasoning for seeking a reconsideration of the decision. Upon completion of the Member Fraternity appeal presentation, all representatives of the Member Fraternity shall be dismissed from the meeting, including the Member Fraternity's IFC Delegate and Chapter President.

The IFC General Body shall first vote on whether to uphold the status sanction, which shall require a two-thirds (2/3) vote. In the event the IFC General Body fails to uphold the decision, the IFC General Body shall determine by a two-thirds (2/3) vote to either dismiss the charge(s) with no sanctions or to alter the sanctions imposed.

The decision of the IFC General Body shall be final with no further appeal rights.

ARTICLE X – EXPANSION POLICY

Section I. Expansion Committee

For expansion to occur, the council must vote to create an Expansion Committee to investigate expansion. The purpose of the committee will be to review letters/packets of intent from the various fraternity headquarters and provide recommendations to the general body of the Interfraternity Council as to what organization(s) should present to campus and recommendations for Associate Membership.

- A. The search committee shall be comprised of the chapter president from each recognized IFC fraternity, the IFC President and the IFC Advisor
 - a. If the chapter president is unable to serve as a member of the expansion committee, the president may select a member of his chapter leadership to serve in his place.

Section II. Expansion Processes

The IFC at the University of North Florida expansion process is as follows:

- A. In the event the IFC wishes to seek expansion opportunities, a formal invitation shall be sent to inter/national organizations requesting Letters of Intent. The expansion committee will draft a letter for the NIC IFC advisor to disseminate to the (inter)national HQ of the various fraternal organizations. If multiple inter/national organizations submit Letters of Intent, the expansion committee will coordinate with the (inter)national organizations and the NIC to establish an agreeable timeline for expansion.
- B. Interested fraternal organizations will submit packets/letters of intent to the Expansion Committee within the specified submission period. The committee will then narrow the interested fraternities down by reviewing the letters/packets of intent (Article X, Section III).
- C. The Expansion Committee will present the information to the IFC General Body for a vote on who to bring to present to campus. The IFC general Body will confirm, amend, or deny the Expansion Committee recommendations
- D. Once chapters are selected to present at UNF, the Expansion Committee will reach out to all interested organizations to inform them of whom IFC is inviting to campus to present. The committee will work with OFSL to handle logistics for open presentations, meetings, and interviews with selected fraternal organizations.
- E. The expansion committee will collect feedback from the presentations, meetings, and interviews to provide an overall recommendation to the IFC general body.
- F. The IFC General Body will vote to determine what fraternal organization should begin the colonization process. The general body could select to invite multiple chapters to campus and create a tiered structure of expansion over a few years. The council could also not choose any chapters to come to campus.
 - a. The IFC General Body must approve the colonization by a 2/3 vote to grant the organization Associate Membership.



Section III. Letter of Intent

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

- A. Overview of the Fraternity's History, Mission, and Values;
- B. Summary of the Colonization Plan, including: outline of the colonization timeline, inter/national and/or local support, and contact information; and
- C. Statement of agreement with the Minimum Expectations as stated in Article III, Section III and the NIC Standards as stated in Article III, Section VI of the IFC Constitution.

Section IV. Granting of Associate Member Status

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

Section V. Granting of Full Member Status

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

ARTICLE XI – RECRUITMENT POLICY

Section I. Recruitment Philosophy

The IFC supports a delayed recruitment process. Formal bids to join a Member Fraternity can be extended to Potential New Members in the fall and spring academic semesters. To this end, the IFC shall not establish policies that inhibit men from participating in recruitment activities and joining Member Fraternities during the fall and spring academic semesters.

Section II. Membership GPA Requirements

Any Potential New Member shall meet the following GPA requirement in order to be accepted as a New Member by any Member Fraternity:

- A. a minimum high school GPA of 2.5 for first semester freshmen; or
- B. a minimum college cumulative GPA of 2.5

Section III. IFC Sponsored Recruitment

Under the guidance of the IFC Vice President of Recruitment, the IFC shall designate periods of time during each semester when the IFC will assist Member Fraternities by advertising their recruitment events, hosting campus-wide recruitment events, and educating Potential New Members on the fraternity community.

Section IV. Recruitment Event Notification

All Member Fraternities are required to submit notification of recruitment events to the IFC President, IFC Vice President of Recruitment, and IFC Advisor no later than two weeks prior to the event. Failure to do so will result in a \$50 fine for each event not submitted, and a \$20 fine for each event that is submitted late. This is only applicable during the Fall and Spring semesters; this is not to include the Summer Semester.

Section V. Structured Recruitment

Member fraternities are encouraged to participate in the structured recruitment process, comprised of a structured rush in both the fall and spring semesters. Bids are not allowed to be extended to any Potential New Member during any other time throughout the year.



Section VI. Member Fraternity Recruitment

Each Member Fraternity shall develop recruitment events, materials, and activities that are:

- A. Values-based;
- B. Alcohol-free and illegal substance-free;
- C. Generally in good taste;
- D. Not derogatory, degrading, or slanderous;
- E. In support of the National Panhellenic Conference's Unanimous Agreement X that supports each College Panhellenic denouncing the participation of undergraduate Panhellenic women in men's recruitment; and
- F. In compliance with all FIPG Policies and University of North Florida Standards.

Section VII. Recruitment Guidelines

- A. Recruitment Event
 - a. A recruitment event is defined as any chapter activity where potential new members are present.
 - b. Recruitment events may be scheduled at any point throughout the year (365 days).
- B. Eligibility to Recruit
 - a. Any Member Fraternity who is deemed as a recognized member of the UNF Interfraternity Council
- C. Recruit Eligibility
 - a. A male undergraduate student at UNF, whose records are not encumbered by the University, may participate in Interfraternity Council sponsored recruitment
- D. Eligibility of Bid Extension
 - a. Any male undergraduate student who meets the minimum GPA requirements stated in Article XI Section II
 - b. Must be a fully matriculated student at the University of North Florida
- E. Bid Definition
 - a. A bid is any form of invitation, written or verbal, to join a fraternity.
- F. Bidding
 - a. Each Member Fraternity shall reserve the right to extend or retract a bid utilizing a process and timeline as determined by that Member Fraternity, so long as it is within the fall and spring semesters.
 - b. Each Potential New Member shall reserve the right to accept or decline any bid at any time without any penalty or pressure placed upon the Potential New Member.
- G. Bidding Timeline
 - a. Bids can only be distributed to Potential New Members the Monday following the first week of classes and until the Friday before the week of finals during the fall and spring semesters.
- H. Substance Free Recruitment
 - a. No alcohol or illegal substances may be present at any recruitment event
 - b. All Member Fraternities of the UNF Interfraternity Council must abide by the FIPG Guidelines and NIC's Alcohol and Drug Guidelines
- I. Women
 - a. No women are allowed at recruitment events unless they are a chapter advisor or a regular chapter employee. Women are not to displayed in distasteful manners which includes but is not limited to strippers, prostitutes, and pornography
- J. Ethical Recruitment
 - a. "Dirty rushing" and any use of money, drugs, alcohol, and/or women to get a potential new member to join a member fraternity is forbidden. Rumors, trash talk, or conversations that degrade other member fraternities is forbidden.



Section VIII. Report of New Members

- A. Grade Release Forms for all Potential New Members must be submitted to and processed by the Office of Fraternity and Sorority Life prior to the individual being extended a bid. If the New Member is extended a bid prior to their grade sheet being submitted, a \$100 fine will be assessed to the chapter.
- B. New Member Declaration Form must be submitted to the Office of Fraternity and Sorority Life within *seven (7)* days of the bids being extended. Failure to report New Members within *seven (7)* days of bid acceptance will result in a \$50 fine per day it is late.
- C. All new members must be added to ORACAL on their personal MyWings account within *seven (7)* days of bid acceptance. Failure to have New Members added to ORACAL within *seven (7)* days of bids being extended will result in a \$50 per day it is late.
- D. No informal grade forms will be accepted. Under no circumstance what so ever are potential new members to allow grade access to any member of a fraternity, formally or informally. FERPA 1974

Section IX. New Member Disassociation / De-pledging

A New Member shall reserve the right to disassociate / de-pledge from the new member process of any Member Fraternity at any time and may accept a bid from another Member Fraternity at any time following that disassociation / de-pledging.

Each Member Fraternity shall submit an updated New Member Roster to the Office of Fraternity & Sorority Life within one week of any New Member disassociating / de-pledging.

Section X. Comity

No Member Fraternity shall initiate communication with a New Member or Member of another Member Fraternity about disassociation / de-pledging in order to become a New Member or Member of their own Member Fraternity. Any Member Fraternities caught in violation of this shall be sent to the IFC VP of Standards for further review.

Section XI. Ballroom Recruitment Procedures

- A. On the first day of fall and spring Rush Week, the IFC Vice President of Recruitment shall organize a formal recruitment event involving all chapters actively participating in recruitment that semester.
- B. Room/spot selection will be decided by previous semester GPA. The chapter with the highest semester GPA will be allowed to have first selection, then the second, and so on.
- C. If chapters wish to use a recruitment video, the video must be submitted to the Vice President of Recruitment at least two (2) days prior to the Ballroom Recruitment Event. If a chapter shows a video without prior consent, that chapter will automatically be assessed a \$150 fine and may be called before the IFC Judicial Board.

Section XII. Summer Bid Application

Applying Member Fraternities will be allowed to extend bids to any student who meets the University and IFC Council requirements of Greek Life Eligibility during the Summer Semester, so long as the application is confirmed by a $\frac{2}{3}$ vote by the IFC General Body.

- A. Each Member Fraternity has the opportunity to apply for Summer Recruitment, however it is at the discretion of the IFC General Body if the application gets approved.
- B. Member Fraternities applying for Summer Bidding must present a compelling [argument that includes factors such as; current chapter size, projected chapter size, problems currently facing the chapter, and how summer bidding will positively affect your chapter, the IFC Community, and UNF at large.
- C. If your initial application is not approved by the IFC General Body, Member Fraternities are allowed a maximum of *Two (2)* Summer Bid Applications per academic year.



ARTICLE XII – GREEK LEAGUE INTRAMURALS

Section I. Rules and Regulations

All IFC chapters participating in Greek League Intramurals must abide by any and all University guidelines on intramurals found in the UNF INTRAMURAL SPORTS HANDBOOK.

- A. Any violation of the rules and regulations found in the UNF INTRAMURAL SPORTS HANDBOOK may result in a judicial hearing by the Vice President of Standards, and possible suspension of Greek League privileges.

Section II. Eligibility and Rating Scale

Any IFC member Fraternity that receives a sportsmanlike rating < 2 will be referred to IFC Vice President of Standards for review on the eligibility of that team to participate for a sanctioned time.

ARTICLE XIII – PHILANTHROPY AND EVENT PARTICIPATION

Section I. Participation and Involvement

If a philanthropy or event requires practice and/or attendance prior to said event occurring:

- A. Member fraternities are not to reschedule or modify previously scheduled member/new member activities to accommodate to an event or philanthropy event.
- B. Member fraternities are not to begin practices more than three (3) weeks in advance.
- C. Individual Members participating in an event that requires a team participation fee are not to pay individual entry fees for 0 their chapters and will inform the respective group of which chapters are available and have the necessary number of members to participate.

ARTICLE XIV – PUBLICATION AND DISTRIBUTION OF CONSTITUTION AND BYLAWS

Section I. Publication of Constitution and Bylaws

The IFC's current Constitution and Bylaws shall be published on the IFC website.

Section I. Distribution of Constitution and Bylaws

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

ARTICLE XV – AMENDMENTS

Section I. Amendments

These Bylaws may be amended by a two-thirds (3/4) affirmative vote of the IFC General Body provided notice of the proposed amendment has provided to Member Fraternities at the preceding regularly scheduled business meeting.

Section II. Adoption

These Bylaws shall become effective and shall supersede all previous Bylaws of the IFC when adopted by a two-thirds (3/4) affirmative vote of the IFC General Body.