

SOUTHEAST MISSOURI STATE UNIVERSITY
INTERFRATERNITY COUNCIL BY-LAWS
UPDATED: 4 November 2019

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Article I: Membership

Section One: Members

Membership of the Interfraternity Council shall consist of the following social fraternities at Southeast Missouri State University:

- a) Delta Chi
- b) Lambda Chi Alpha
- c) Phi Delta Theta
- d) Pi Kappa Alpha
- e) Sigma Chi
- f) Sigma Phi Epsilon
- g) Sigma Nu
- h) Sigma Tau Gamma
- i) Theta Xi
- j) Tau Kappa Epsilon

Section Two: Delegates

A representative (delegate) of each organization identified in **Article I.1**, shall comprise the voting membership of the Interfraternity Council.

- a) Current member chapter Presidents shall serve as the Interfraternity Council delegate for their respective chapter. The President of each organization may temporarily appoint a substitute from his fraternity to operate as a proxy in the event that he is unable to exercise his voting rights due to absence, but the proxy must be the second-highest, or any member of the executive board.
- b) Each organization, and thereby each delegate, shall have one (1) vote in official meetings of the Interfraternity Council.
- c) Any item of business to be proposed at a given council meeting must be submitted in writing to the Executive Committee no later than 48 hours before the meeting
- d) In order for any voting business to be conducted in any Interfraternity Council meeting, a quorum, constituted of fifty percent (50%) of the total membership, must be present.
- e) All regular business items shall be approved or disapproved by a majority vote of a quorum, unless the Interfraternity Council Constitution or other by-laws specify otherwise.
- f) Abstaining to vote on any measure will not alter the majority threshold. A majority will still be based on the total number of members present, be it a full body, or a simple quorum.

Section Three: Dues to be paid to the Interfraternity Council

Dues to be paid to Interfraternity Council.

- a) Each member chapter of the Interfraternity Council will be required to pay semester dues of \$11.00 per member to the Interfraternity Council Vice-President of Administration. In addition, any members whose national or international chapter is not part of the North American Interfraternity Conference will pay an extra amount equivalent to the difference in per member charge set by the North American Interfraternity Conference. Invoices are to be sent to delegates the week after Bid Day each semester and shall be turned in the following meeting of the Interfraternity Council. Membership rosters to be used for the invoice will be obtained from the Office of Greek Life.
 - a. Any member chapter of the Interfraternity Council failing to pay their assigned semester dues by the first meeting of the Interfraternity Council following Bid Day of that semester will be subject to sanctions determined by the Interfraternity Council Executive Board to be proportionate to the offense.

Article II: Meetings

Section One: Operations

The Interfraternity Council shall operate according to the most recent version of Robert's Rules of Order.

- a) All questions of procedure not resolved by the Governing By-Laws shall be resolved by Robert's Rules of Order.
- b) All debate within an Interfraternity Council meeting shall be governed by the principles of Robert's Rules of Order.

Section Two: Governing Policies

The Interfraternity Council shall be governed by the following policies:

- a) Rules and Regulations of the Southeast Missouri State University Student Rights and Code of Conduct.
- b) The Interfraternity Council Constitution and By-Laws.
- c) The governing Constitution and By-Laws of each respective Chapter within the Interfraternity Council.
- d) The policies made by the respective Chapter Executive Committees, or the Interfraternity Council, as written and recorded in the minutes of official meetings.

Article III: Recruitment

Section One: Annual Review

- a) Annually, the Interfraternity Council Executive Board shall discuss and review recruitment By-Laws, Policies, and Procedures with member chapter delegates, or their designee, member chapter Presidents, and member chapter Recruitment Chairmen. By engaging in such dialogue, member chapters will better represent their views, issues, and concerns pertaining to the pre-formal, formal, informal, and open recruitment processes at Southeast Missouri State University. Revisions to the standing By-Laws, Policies, and Procedures shall be conducted as needed.

Section Two: Recruitment Participation Eligibility

Eligibility requirements to participate in recruitment:

- b) Pre-Formal Recruitment:
 - a. Must have expressed interest in Southeast Missouri State University.
 - b. Must be at least a collegiate freshman the fall succeeding his high school graduation.
- c) Formal recruitment, informal recruitment, and open recruitment:
 - a. Must be a fully matriculated (having attended at least one class in either the fall or previous spring semester) student of Southeast Missouri State University.
 - b. Must meet a cumulative GPA of a 2.5. In the case that a student transfers credit from another institution, then the GPA from his previous institution must meet a cumulative GPA of a 2.5; however, after the student has completed 12 credit hours at Southeast Missouri State University, then either his Southeast Missouri State University cumulative GPA must meet the minimum requirement of a 2.5.
 - c. Must be in good academic and disciplinary standing with Southeast Missouri State University.

Section Three: Recruitment Periods

The Interfraternity Council recognizes two (2) recruitment periods: Active recruitment and open recruitment.

- a) Active recruitment:
 - 1) The formal recruitment period shall be held within whatever time period that the Interfraternity Council Chapters decides for the fall semester and spring semesters.
 - 2) The specific dates shall be determined by a majority vote of the Interfraternity Council no later than the twelfth (12) week of the preceding semester.
 - 3) The Interfraternity Council Recruitment Committee will set the specific events and duration of those events each year. This Committee will consist of the Recruitment Chairman and/or his representative from each organization in good standing with the Interfraternity Council (that is eligible to participate in Recruitment).
 - 4) The Interfraternity Council Executive Board shall hold a minimum of one (1) educational seminars to better aid potential new members with the recruitment process, recruitment policies, and recruitment guidelines. Each seminar will be designed to better educate and assist students with the recruitment process.

- b) Open recruitment
 - 1) Open recruitment will be held in the fall and spring semesters.
 - i. In the fall semester, open recruitment will be held from the day after Formal Bid Day, until the day before classes resume for the succeeding spring semester.
 - ii. In the spring semester, open recruitment will be held from the day after Spring Bid Day, until the last day that classes are conducted that semester.

Section Four: Bids for Membership

- a) No chapter shall be allowed to issue invitations for membership during the fall semester until the last day of the Interfraternity Councils' formal recruitment period, or the day designated as Bid Day. During fall and spring recruitment, there will be a designated Bid Day. Bids for membership shall be handed out on or thereafter in an informal manner known as open recruitment.
- b) Open recruitment shall be allowed for any potential new member during the remainder of the year, except during the times specified in the Interfraternity Council By-Laws, or those times designated by a 2/3 vote of the Interfraternity Council's voting membership.
- c) All bids for membership to be issued on Bid Day shall be turned into the Interfraternity Council Vice-President of Recruitment and Retention, or his designee, on the date and time specified by the Interfraternity Council.
- d) Chapter Presidents shall notify the Interfraternity Council Vice-President of Recruitment and Retention and the Interfraternity Council Advisor of any person who has accepted an invitation for membership within three (3) business days of such acceptance.
- e) The only students who may be extended bids for membership during the time of pre- formal recruitment are students who have received at least thirty (30) credit hours from Southeast Missouri State University.
 - a. Per **Article III.2.a**, if a potential new member is attending Southeast Missouri State University in the fall succeeding his graduation from high school, he may not be extended a bid until the Bid Day concluding that formal recruitment period.
- f) All potential new members must register with the Office of Greek Life to have their standing with the University verified before they can be offered, and/or accept, a bid for membership.

Section Five: General Rules and Regulations

General rules and regulations.

- a) Chapters must submit an estimated outline of all formal recruitment activities to the Interfraternity Council Vice-President of Recruitment and Retention, Assistant Vice- President of Recruitment and Retention, or to the Greek Advisor no later than July 1 for the succeeding fall recruitment period. The outline must consist of the day of the event, projected time, location, and general description of the event itself. An outline of events

for informal recruitment must be received by the aforementioned persons by the first day of the preceding spring classes. An outline of events for pre-formal recruitment must be received by the aforementioned persons by the last day of the preceding spring classes.

- b) Chapters must use good taste in all recruitment activities. The Vice-President of Recruitment and Retention, or a designee, must approve all recruitment events.
- c) Chapters may not give any non-perishable items to any potential new member during any recruitment period. This includes, but is not limited to, items such as hats, shirts, cups, coupons, etc. However, member chapters may distribute items such as food and drinks, informational pamphlets, letters, flyers, or other literature as part of recruitment activities. The Interfraternity Council retains the right to distribute non-perishable items for the purpose of promoting general Greek recruitment.
- d) Students helping with, or participating in, Fall New Student Move-In Day will only be allowed to wear shirts provided by the Office of Residence Life while they are working their mandatory shift(s), unless otherwise designated by the Interfraternity Council Advisor.
- e) Member chapters will be allowed to submit one recruitment shirt design to the Interfraternity Council Vice-President of Recruitment and Retention for approval by the Interfraternity Council. All submissions must be received by the Interfraternity Council Vice-President for Recruitment and Retention no later than July 1 of the succeeding formal recruitment period, or no later than the first day of spring classes of the succeeding informal recruitment period. The Interfraternity Council will not permit chapters creating shirts for non-members to be used for recruitment. This includes what has been known as “girl shirts.”
- f) The uses of on-line social networking pages (e.g. Facebook or Twitter) are acceptable but must be open for the public to view. These social networking pages must also be in accordance with the Interfraternity Council’s internet policies.

Section Six: Alcohol

Matters pertaining to alcohol.

- a) The presence of alcohol at any scheduled or non-scheduled recruitment event(s) (as defined in **Article III.3.a.3**) is strictly prohibited.
- b) At no time shall alcohol be in the presence of any Greek student or alumni when they are in the presence of a potential new member.
- c) A student’s eligibility as a potential new member shall be defined as any male student at Southeast Missouri State University who is not affiliated with any Interfraternity Council member fraternity, or as any male student that has expressed interest in attending Southeast Missouri State University in the fall succeeding his high school graduation.
- d) Chapters will not be allowed to hold recruitment events at establishments that make at least half (1/2) of their revenue from alcohol sales after 2130 hours.

Section Seven: Enforcement and Sanctioning

Enforcement and sanctioning.

- a) All Interfraternity Council member chapters are expected to follow and assist with the enforcement of recruitment policies and guidelines and have the authority to report violations/infractions as outlined in the recruitment By-Laws.

Article IV: Absences

Section One: Absences of Delegates

Absences of delegates.

- a) The unexcused absence of any member fraternity representative from any regular or special Interfraternity Council meeting shall be punishable by a fine of \$5.00 per delegate.
- b) Excuses must be submitted to the Interfraternity Council Vice-President of Administration, President, or Interfraternity Council Advisor at least two hours prior to the Interfraternity Council meeting.

Section Two: Absences of Interfraternity Council Executive Board Officers

Absences of Interfraternity Council Executive Board Officers.

- a) Two (2) consecutive, or three (3) total, unexcused absences during the semester by any Interfraternity Council Officer shall result in automatic impeachment charges to be brought against the officer for neglect of duty.
- b) Excuses for absences must be submitted to the Interfraternity Council President or Interfraternity Council Advisor at least twelve (12) hours prior to the Interfraternity Council meeting.

Article V: Judicial Processes

Section One: Establishment and Purpose

Establishment and purpose.

- a) The Interfraternity Council establishes a student judicial board for the purpose of adjudication alleged violations of the Interfraternity Council and/or Southeast Missouri State University rules and regulations. This judicial body shall be known as the Interfraternity Council Judicial Board.
- b) The purpose and objective of the Southeast Missouri State University Interfraternity Council Judicial Board is to hear cases of alleged violations of Interfraternity Council Policy and Southeast Missouri State University rules concerning conduct of fraternities and the individual members of these organizations. The Southeast Missouri State University Interfraternity Council Judicial Board shall establish precedent and maintain continuity in regard to judicial action involving fraternities and/or their members.
- c) The Chief Justice shall be elected as the Vice-President of Judicial Affairs during each election of the Interfraternity Council Executive Board. He shall not vote as a regular member of the Judicial Board, except in the case of a tie. It will be the Chief Justice's responsibility to see that the Judicial Board meets on a regular schedule and it is his right to call special meetings of the board when necessary.
- d) The Judicial Board shall be composed of no more than two members of any fraternity recognized by the Southeast Missouri State University Interfraternity Council, and the Chief Justice. The application of a Judicial Board Justice candidate shall serve as a nomination by the Interfraternity Council-recognized chapter to which he is a member. To be installed, a Justice must be approved by the Interfraternity Council Executive Board.
- e) Each Interfraternity Council-recognized chapter must submit at least three (3) nominations for a judicial position. This procedure will ensure that only the most qualified fraternity men will be appointed as Judicial Board Justices. The Chief Justice must hold a nomination period of no less than two (2) weeks upon his assumption of office. This nomination period must begin within a week of the Chief Justice assuming his new office.
- f) The term of office for Justices of the Judicial Board shall be a one-year appointment, covering two academic semesters.
- g) Eligible candidates must be current members of Interfraternity Council-recognized fraternities, who are in good academic and disciplinary standing, at Southeast Missouri State University.
- h) No more than two (2) members from anyone (1) Interfraternity Council-recognized fraternity on the Southeast Missouri State University campus are eligible to serve as voting Justices during a one-year appointment. An exception will be made if a Justice is forced to resign from his position during his term in office, in which case the Chief Justice will appoint a successor from the outgoing Justice's chapter. The succeeding Justice will assume office upon a confirmation of the Interfraternity Council Executive Board.
- i) No Chapter President or Recruitment Chairman will be allowed to serve as a Judicial Board Justice.
- j) A minimum of five (5) Justices must be present to preside over any hearing.
- k) Any Justice who misses two consecutive meetings shall be automatically removed, and a new Justice shall be elected in accordance with **Article V.1.h.**

- l) Judicial Board Justices must maintain a GPA of at least 2.65 to stay in office. If the Justice fails to do so, then he shall be removed from office and replaced by another member of the chapter that the removed Justice represented, in accordance with **Article V.1.h**. The GPA of Judicial Board Justices will be verified by the Interfraternity Council Advisor at the end of every semester.
- m) When any conflict of interest arises, (e.g., when a Justice's own fraternity is brought before the Judicial Board), Justices with conflicts must step-down from the Board for that hearing. Conflicted Justices may not sit-in on the hearing, unless the conflicted Justice is the Chief Justice. In the event that the Chief Justice's chapter is brought before the Judicial Board, the Chief Justice will be able to sit-in on the hearing to ensure that fair judicial process is followed. However, the Chief Justice will not preside over the hearing, and shall merely serve as a silent spectator. If Interfraternity Council Judicial Procedure is breached during such a hearing, the Chief Justice may bring the aforementioned breach to the attention of the acting Associate Chief Justice immediately. It should be noted that the Chief Justice may only speak when Interfraternity Council Judicial Procedure is breached and may not speak in any other circumstance. Conversation of the Chief Justice is restricted to matters pertaining to Interfraternity Council Judicial Procedure, and may only be conducted between himself, the acting Associate Chief Justice, and the University employee designated to aid Greek Life during such hearings, unless allowed by the aforementioned persons. The conflicted Justice's votes shall then count as abstentions.
- n) In the absence or confliction of the Chief Justice, an Associate Chief Justice shall be appointed by the Interfraternity Council President, with the recommendation of the Chief Justice, and affirmed by a majority vote of the active Judicial Board Justices to preside over judicial proceedings. In the event that a hearing where the Chief Justice has a conflict of interests is appealed, the appointed Associate Chief Justice shall preside over all subsequent actions pertaining to only that hearing.
- o) Upon the completion of any judicial proceedings where the Chief Justice has been temporarily relinquished of his duties, the Chief Justice shall immediately re-assume his office.
- p) The Secretary of Interfraternity Council Judicial Board meetings shall be the Interfraternity Council Vice-President of Administration. It shall be the job of the Interfraternity Council Judicial Board Secretary to record the minutes of the hearings of the Judicial Board. Such minutes must be as detailed as possible, and must include what was said, and who said it. Upon the closing of the hearing, the minutes must be immediately sent to the Chief Justice and the University employee designated to aid Greek Life for review. If any changes to the minutes are recommended by either of the aforementioned parties, they must be submitted to the Chief Justice, University employee designated to aid Greek Life, and Interfraternity Council Vice-President of Administration within two (2) days of the hearing.
- a. If the Chief Justice did not preside over the hearing due to a conflict of interests, then the minutes of the hearing will be immediately sent to the designated Associate Chief Justice at the conclusion of the hearing. In such an instance, if any changes to the minutes are recommended by any of the aforementioned parties, they must be submitted to the Associate Chief Justice, Director of Greek

Life, and Interfraternity Council Vice-President of Administration within two (2) days of the hearing.

- q) The Judicial Board shall meet whenever a meeting is called by the Chief Justice, or the University employee designated to aid Greek Life. Additional meetings may be scheduled for training.
- r) Should the Interfraternity Council Judicial Board determine that a Justice is failing to fulfill their duties, a petition for impeachment may be brought forward by any Interfraternity Council Justice. At this time, the charges of impeachment shall be present in writing to IFC.
 - a. Discussion and debate shall take place directly following the charges of impeachment. The Justice in question has the right to defend himself against the charges.
 - b. At the following meeting of the Interfraternity Council Judicial Board, the final vote shall be taken. Upon the affirmation vote for impeachment of two-thirds of the IFC Justices, the Justice shall be removed from office.
 - i. Any Justice removed through impeachment shall be replaced in accordance with Article V.1.h.

Section Two: Jurisdiction

Jurisdiction.

- a) The acceptance of a fraternity by Southeast Missouri State University, and the acceptance of one or more individuals into that fraternity, are considered contractual arrangements through which the fraternity and its members agree to abide by all rules set forth by Federal, State, and Local Government, Southeast Missouri State University, and the Interfraternity Council.
- b) The Interfraternity Council Judicial Board shall have jurisdiction over Interfraternity Council-recognized fraternities at Southeast Missouri State University who violate any, all, or part of the following:
 - 1) The Interfraternity Council Constitution and By-laws, or other policies or regulations of the Interfraternity Council or North American Interfraternity Conference (NIC).
 - 2) The Southeast Missouri State University Student Code of Conduct. The Interfraternity Council Judicial Board shall have jurisdiction for violations of the Code of Student Conduct, which involve a fraternity event that has been referred to the Interfraternity Council Judicial Board from the Office of Greek Life, or the Office of Student Conduct. All decisions of the Interfraternity Council Judicial Board relating to The Code of Student Conduct shall be considered recommendations to the Office of Greek Life and shall be subject to approval by the Dean of Students.

- 3) It is the expectation that every Interfraternity Council-recognized fraternity at Southeast Missouri State University will act with good judgment and in good faith to other Greek organizations, the University community and the Cape Girardeau community as a whole.
- c) Any infraction of said policies would subject the organization to disciplinary action by the Interfraternity Council Judicial Board. In addition, violations by individual members of Interfraternity Council-recognized fraternities may result in disciplinary action against an individual in accordance with the Southeast Missouri State University Code of Conduct.
- d) The Judicial Board shall ensure fair, impartial, and consistent treatment of chapters and council officers; confidentiality of proceedings; and public access to the results of hearings.
- e) The Judicial Board shall have the final authority to interpret all parts of the Interfraternity Council Constitution and By-Laws.
- f) As an official review board recognized by Southeast Missouri State University, the Interfraternity Council Judicial Board is an acting agent of the University.
- g) In matters where violations of University Rules or Federal, State, or Local Law occur, an auxiliary investigation may be conducted by the Office of Student Life.
- h) Actions of Interfraternity Council-recognized fraternities are subject to review. Failure to abide by University Rules may result in a disciplinary hearing for an organization by the Office of Student Conduct.
- i) The scope of limitations of the Judicial Board is not necessarily limited to the original complaint. The Judicial Board's scope of limitations may include other offenses revealed during a hearing or proceeding. If a new offense is revealed at a hearing, the chapter involved may, in writing, waive the right to three days advance notification of a hearing and have the decision rendered at the present hearing.
- j) Upon request, the Interfraternity Council Judicial Board may be designated as an arbitrator of disputes within the fraternity community in cases which do not involve a violation of Interfraternity Council Policy. All parties must agree to arbitration, in writing, and to be bound by the decision of the Judicial Board with no right of appeal. Arbitration hearings will be conducted in the same manner as disciplinary hearings, in accordance with **Article V.3**.
- k) The judicial process shall be applied equally to all parties of co-sponsored events. Co-sponsored events are defined as events which include two or more of the Interfraternity Council-recognized fraternities. If violations of Interfraternity Council Policy occur at such events, all of the fraternities sponsoring the event will be held accountable and share responsibility when the investigation and findings of fact warrant it.

Section Three: Hearing Procedures

Hearing procedures.

- a) In certain instances, it may be necessary for the University to take immediate disciplinary action, such as interim suspension, pending a hearing. This may be necessary when in the opinion of Southeast Missouri State University, the continued operations of the organization may constitute a threat or disruption to normal academic proceedings of the institution. In this instance, the Interfraternity Council Judicial Board would not hear the case, and the Office of Student Conduct would take over the investigation and subsequent proceedings.
- 1) In the event that an offending Interfraternity Council-recognized chapter, or chapter affiliate, is brought before the Office of Student Conduct, the involved person(s) must inform the Interfraternity Council Vice-President of Internal Affairs as soon as possible. The involved person(s) must also inform the Interfraternity Council Vice-President of Internal Affairs of all meetings with any Office of Student Conduct personnel, at least two (2) days in advance. In such an instance, the Interfraternity Council Vice-President of Internal Affairs will maintain contact with the Dean of Students, or the Assistant Dean of Students, or designee for the investigation. In such an instance, the Interfraternity Council Vice-President of Internal Affairs will affirm that the Office of Student Conduct investigation and hearing are completed satisfactorily, and ensure that the evidence and relevant documents brought forth in the aforementioned investigation will be automatically submitted to the Interfraternity Council Judicial Board for possible subsequent hearings and records.
 - 2) An offending Interfraternity Council-recognized chapter, or chapter affiliate, may not be tried by both the Office of Student Conduct and the Interfraternity Council Judicial Board, unless advised to do so by the Office of Student Conduct, and the University employee designated to aid Greek Life. This safeguard shall protect offending parties from instances of double jeopardy, and excessive reprimand. In the event that the Office of Student Conduct has an open case on a chapter, or chapter affiliate, the Interfraternity Council Judicial Board shall not hold a hearing related to the same matter until the Office of Student Conduct case is closed. However, if the Interfraternity Council Judicial Board holds a hearing on a chapter, or chapter affiliate, and the Office of Student Conduct wishes to open a case on the related matter *ex post facto*, it shall be the sole discretion of the Office of Student Conduct to do so.
- b) The following guidelines will be satisfied for all Interfraternity Council Judicial Board proceedings:
- 1) The Chief Justice shall serve as the spokesman and moderator for the Judicial Board in all hearings.
 - 2) If a Justice feels that he cannot judge a case fairly due to exigent or personal reasons, the Justice may choose to disqualify himself for the hearing.
 - 3) The hearing may not be conducted unless the University employee designated to aid Greek Life, or designee, is present.
 - 4) In hearings involving an entire fraternity, the chapter President, or his designee shall represent the accused fraternity.

- 5) It shall be the sole discretion of the Chief Justice to admit any person(s) who are not directly related to the investigation, or accusations of the conduct in question, to any hearing of the Judicial Board.
 - 6) In cases involving more than one accused fraternity, the Chief Justice may permit separate hearings to be conducted for each fraternity.
 - 7) In all Interfraternity Council Judicial Board hearings, the burden of proof shall rest with those bringing the charges and said burden of proof shall be by a preponderance of the evidence, meaning more likely not (51% guilty).
- c) Any charge within the Judicial Board's jurisdiction may be brought against any Interfraternity Council-recognized fraternity, or any member of an Interfraternity Council-recognized fraternity, by the following:
- 1) Any member of the Interfraternity Council Executive Board, with the exception of the Chief Justice or any of the Justices serving on the Interfraternity Council Judicial Board.
 - 2) Any student, faculty, or staff member of Southeast Missouri State University.
 - 3) Any community member or individual unaffiliated with the Greek system, or the University.
- d) The Interfraternity Council Judicial Board Chief Justice must notify the accused organization by electronic mail.
- 1) The letter shall be delivered at least three (3) days prior to the scheduled hearing and shall direct the organization to appear at the hearing.
 - 2) The letter shall include a description of the alleged violation; the date, time, and location of the hearing; and advisement of rights to the organization.
 - 3) The electronic mail shall be copied to the University employee designated to aid Greek Life, the chapter President, and the Interfraternity Council President.
- e) If any chapter's representative(s) fail to appear at the hearing, the Judicial Board, by way of majority vote, will select one of the following courses of action:
- 1) Reschedule the meeting; however, a hearing will be limited to only one rescheduling.
 - 2) Render a decision based on the available information.
- f) The chapter(s) shall be sent notification of the results of the hearing from the Chief Justice within seven (7) days of the conclusion of the hearing via electronic mail.
- 1) The decision letter shall include the results of the hearing, sanctions (if appropriate), and the appellate process.
- g) Rights of an accused fraternity/individual in the Judicial Board proceedings:
- 1) Right to be informed, in writing, of all charges, at least three (3) days before any hearing
 - 2) Right to waive, in writing, the three (3) day notice of hearing.
 - 3) Right to reasonable access to the case file upon request (with possible edits to maintain confidentiality of anonymous filings), which shall be maintained by the Interfraternity Council Vice-President of Internal Affairs and the Director of

Greek Life. The access shall not include the name(s), or organizational affiliation, of the individual who filed the initial report.

- 4) Right to remain silent.
 - 5) Right to be presumed innocent, until it is proven by a preponderance of the evidence that a violation of the Interfraternity Council policy has occurred.
 - 6) Right to have an advisor present during the hearing.
 - 7) Right to present witnesses.
 - 8) Right to a closed hearing.
 - 9) Right to make a record of the hearing at the accused party's own expense.
 - 10) Right to appeal the decision, in writing, to the Chief Justice, the Interfraternity Council President, and the University employee designated to aid Greek Life within seven (7) days of receiving notification of the outcome.
- h) Rights of an accusing fraternity/individual in the Judicial Board proceedings:
- 1) Right to not be in attendance at the hearing.
 - 2) Right to submit an allegation form that details the alleged actions/consequences, and all other pertinent facts of the claim.
 - 3) Right to have an advisor present during the hearing.
 - 4) Right to have the accusing and accused fraternity's past Interfraternity Council behavioral history discussed during the hearing. Questions or relevancy shall be determined by the Chief Justice and the University employee designated to aid Greek Life.
 - 5) Right to make a record of the hearing at the accusing party's own expense.

Section Four: Disciplinary Sanctions

Disciplinary sanctions.

- a) If a chapter/individual is found in violation of Interfraternity Council Policy, a disciplinary sanction will be delivered, and the decision and sanction will be used as precedent in subsequent cases to decide appropriate disciplinary sanctions.
 - 1) All sanctions decided upon by the Interfraternity Council Judicial Board concerning violations of Interfraternity Council Policy shall be decided upon under the advisement of the University employee designated to aid Greek Life.
 - 2) Sanctions are graduated and imposed based upon the seriousness of the violation, and serve both as a deterrent, and an educational tool. Sanctions must relate to the offense whenever possible.
- b) If chapter is found in violation of Interfraternity Council Policy, one or more of the following sanctions may be recommended or imposed.
 - 1) Warning:
 - i. Admonition of an organization for actions unbecoming of a fraternity at Southeast Missouri State University.
 - 2) Reprimand;

- i. This is a warning indicating that the convicted party's actions were inappropriate, and that subsequent violations may result in more serious disciplinary actions.
 - 3) Educational Programming:
 - i. This requires the convicted party to attend, sponsor, and/or present an educational program. The program must be approved by the Chief Justice and the University employee designated to aid Greek Life.
 - 4) University/ Community Service:
 - i. The group must complete a specified number of hours, approved by the Chief Justice and the University employee designated to aid Greek Life, with certain minimum requirements.
 - 5) Other Penalty:
 - i. The Judicial Board may impose other restrictions, requirements, or sanctions in addition to, or in conjunction with, those listed when deemed appropriate. This can be inclusive of limiting privileges to intramurals, Greek Week, philanthropies; issuing fines; or writing essays.
 - 6) Disciplinary Probation:
 - i. This is a serious warning which states that subsequent infractions of Interfraternity Council Policy will most likely result in an organization's suspension. The probation is given for a specific period of time. The headquarters of the fraternity placed on probation will be notified of this action.
 - 7) Deferred Suspension:
 - i. The sanction of suspension may be placed in a deferred status. If the fraternity is found in violation of any Interfraternity Council Policy during the time of deferred suspension, the suspension will take effect immediately, and without further review.
- c) If an individual is found in violation of Interfraternity Council Policy, one or more of the following sanctions may be recommended or imposed.
 - 1) Reprimand:
 - i. This is a warning indicating that the individual's actions were inappropriate and that subsequent violations may result in more serious disciplinary action.
 - 2) Letter of Apology:
 - i. A letter must be written by the convicted individual to the aggrieved party.
 - 3) Educational Programming:
 - i. This requires the convicted party to attend, sponsor, and/or present an educational program. The program must be approved by the Chief Justice and the University employee designated to aid Greek Life.
 - 4) University/Community Service:

- i. The individual must complete a specified number of hours, approved by the Chief Justice and the University employee designated to aid Greek Life, with certain minimum requirements.
- 5) Other Penalty:
 - i. The Judicial Board may impose other restrictions requirements, monetary fines, or sanctions in addition to, or in conjunction with, those listed when deemed appropriate.
- d) The Interfraternity Council shall be given a summary of the actions of the Judicial Board at the end of each semester.

Section Five: Appellate Requests

Appellate requests:

- a) An organization aggrieved by the Judicial Board has the right to appeal to the Interfraternity Council, the University employee designated to aid Greek Life, or an Appointee by the University employee designated to aid Greek Life, for either administrative review, or a new hearing.
 - 1) The Appointee by the University employee designated to aid Greek Life shall meet the following qualification(s), a current full-time staff member at Southeast Missouri State University and finally, absolutely no affiliation with any chapter represented on the Southeast Missouri State University campus (i.e. current, colonizing or suspended).
- b) Such an appeal must be made in writing within seven (7) calendar days of the letter notifying the organization of the decision of the Interfraternity Council Judicial Board.
- c) Appeals must be based on one or more of the following criteria.
 - 1) Unjust sanctions(s).
 - 2) Violation of due process.
 - 3) Introduction of new evidence.
- d) Notice of an appeal suspends impositions of the delivered sanction(s) until the appeal is heard, but interim action may be taken as authorized.
- e) Any decisions of the Interfraternity Council Judicial Board may be appealed only to the Interfraternity Council Executive Board as follows:
 - 1) All appeals must be in writing and filed with the Chief Justice, Interfraternity Council President, and the University employee designated to aid Greek Life within seven (7) days of receiving the notification letter from the Interfraternity Council Judicial Board.
 - 2) Appeals must be presented at soonest convenient meeting of the Interfraternity Council Executive Board, where the appeal will be heard by the Interfraternity Council Executive Board.
- f) Any and all decisions appealed to the Interfraternity Council Executive Board may be further appealed to the presidents of member chapters by following the appeals procedure of that office.
- g) The Interfraternity Council Executive Board, the University employee designated to aid Greek Life, or the Appointee by the University employee designated to aid Greek Life. The presidents, may approve, reject, or modify the decision in question. They may also require that the original

decision of the Judicial Board be reopened for the presentation of additional evidence and reconsideration of the decision.

Section Six: Advisor

Advisor.

- a) The Advisor of the Interfraternity Council Judicial Board shall be the University employee designated to aid Greek Life, or a designee from his/her office (such as the Graduate Assistant for the Interfraternity Council).
- b) The University employee designated to aid Greek Life shall guide the Interfraternity Council Judicial Board for the purpose of clarifying information, procedures, or instructions concerning deliberations.
- c) The University employee designated to aid Greek Life may call a meeting of the Interfraternity Council Judicial Board at any time.
- d) No hearings may be conducted unless the University employee designated to aid Greek Life is present.
- e) The University employee designated to aid Greek Life is ultimately responsible for the imposition of all disciplinary sanctions recommended by the Interfraternity Council Judicial Board.
- f) The University employee designated to aid Greek Life may serve as an advisor to the Judicial Board but may not directly question or cross-examine witnesses.
- g) In the event that the University employee designated to aid Greek Life, or his/her designee, cannot be present, the Assistant Vice-President for Student Success shall designate an individual to act as the Interfraternity Council Judicial Board Advisor.

Article VI: Risk Reduction

Section One: General Rules

General rules.

- a) Use of Interfraternity Council or chapter funds for alcohol is prohibited.
- b) Providing inaccurate, dishonest, and/or slanderous/libelous information about any member of a fraternity or any fraternity is strictly prohibited, and if verified, is punishable by the Interfraternity Council Judicial Board.
- c) The use and association of inappropriate themes at events (socials, service, philanthropy, fundraisers, etc.) and advertising on publicity items (trinkets, posters, flyers, T-shirts, etc.) is prohibited. Inappropriate themes include but are not limited to demeaning and patronizing racial themes, sexual themes, social class themes, ethnic themes, religious themes, ability/disability themes, ageist themes, and homophobic themes.
- d) No policy can cover all the possible situations which may arise. When this policy is not specific in a certain point, the Interfraternity Council member chapters are expected to conduct their activities in the spirit of responsibility embodied in this policy and the Interfraternity Council Mission Statement. Member chapters in violation of this policy's intent will be subject

to review and sanctions by the Interfraternity Council Judicial Board.

Article VII: Internet Presence Policy

Section One: Upkeep of Online Content

Upkeep of Online Content

- a) All chapters must have their websites kept up-to-date by the end of each semester in order for their chapter link to be posted on the Southeast Greek website <https://semo.edu/greeklife/>.

Section Two: Reinstating Online Content

Reinstating online content.

- a) The Interfraternity Council Technology Chairman will make recommendations for action to the Interfraternity Council Executive Board. All of the aforementioned recommendations will be discussed, and voted on, by the Interfraternity Council Executive Board. In order to notice a chapter of a needed change on their online presence, a majority vote must be met. The Interfraternity Council President shall not vote, unless there is a tie. In the event that the Interfraternity Council Executive Board votes to notice a chapter about any online content, the Interfraternity Council Technology Chairman will be responsible for the necessary communication between the Interfraternity Council Executive Board, and the notified chapter. Once necessary changes have been made to the online content, the chapter President, or a designee, must contact the Interfraternity Council Technology Chairman with proof of the changes. Upon satisfactorily completing the needed changes, the Interfraternity Council Technology Chairman will re-instate the links for the online content.
- b) Chapter Presidents may appeal the removal of a link from semogreeks.com, or the alteration of their online presence, to the Interfraternity Council Executive Board, who will then review the website again until a final decision has been made with the approval of the University employee designated to aid Greek Life.

Section Three: Improper Online Content

Improper Online content

- a) Chapter links will be removed immediately from semogreeks.com if any website displays content that is against fraternal values and standards.
- b) The aforementioned content includes, but is not limited to, sexually explicit material, alcohol related material of any kind, material discrediting another chapter or members on campus, and material discrediting the University, as well as its students, faculty, and/or staff.
 - 1) Sexually explicit material:
 - i. No pornographic pictures, videos, or text of any kind will be present on your website.

- 2) Alcohol-Related Material:
 - i. No photos, videos, or text of drinking, or photos of intoxicated members, will be put on your website.
 - 3) Discrediting Chapter Material:
 - i. This includes any material that may cause embarrassment to any Greek chapters, as well as their members, including your own, with photographs, videos, or text. This also includes slanderous/libelous accusations or mockery of any said chapter or its members.
 - 4) Discrediting University Material:
 - i. This includes any material that may cause embarrassment to the University, as well as its students, faculty, and staff through photos, videos, or text. This also includes slanderous/libelous accusations or mockery of the university and its students, faculty, and/or staff.
- b) If your website contains any of the aforementioned prohibited material, it will be removed from semogreeks.com, and will not be reinstated until a full calendar year has passed from the date that all improper content was removed, and approved, by the Interfraternity Council Executive Board.

Article VIII: Philanthropy Guidelines

Section One: Application Process for Philanthropic Events

Application Process for Philanthropic Events

- a) IFC Chapters will use the 5 Star Program as the application for Philanthropic Events
- b) 5 Star Applications must be completed in full, as indicated by the Greek Life Office
- c) Two weeks after the 5 Star results are announced the IFC Vice President of Community Service and Philanthropy will host a mandatory round table for all Internal Philanthropy Chairs. The chairs must come in with at least 3 ideal dates to host their week.

Section Two: Regulations for Philanthropic Events Regulations for philanthropic events.

Regulations for Philanthropic Events Regulations for philanthropic events.

- a) Each chapter may participate in as many co-sponsored events as will fit into the Greek Calendar. Co-sponsored events are defined as any philanthropic events that are hosted by two or more chapters and require the participation of only the host chapters.
- b) During inclusive events, the host chapter(s) may use only one of the following events to award spirit points: serenade competition, banner competition. Any other event that is not listed above may not be included in philanthropic events without prior consent from the Vice-President of Community Relations (e.g. chalking and window painting is not allowed).
- c) During inclusive events, the host chapter(s) may only charge entry fees and host queen

and king contests in order to raise funds. Activities that are not listed above may occur, but points may not be awarded for participation (e.g. awarding points for the purchase of T-shirts is not allowed).

d) Any chapter(s) participating in a philanthropic event may be disqualified or deducted points for poor sportsmanship (e.g. drinking, swearing, etc.) at the host chapter's discretion.

e) The host chapter(s) must provide an informational packet to any chapter participating in their event, as well as the Interfraternity Council Executive Board at least three weeks prior to the event.

f) The use and association of alcohol, drugs, and/or inappropriate sexual conduct at any chapter or council community service or philanthropic event is strictly prohibited. The use of tobacco may be permitted, so long as it is legal to do so in the area where the community service/philanthropic event is being hosted, and authorization has been given by the non-Greek organization sponsoring the event. All tobacco products used must be disposed of properly (e.g. throw away exhausted chewing tobacco packs and cigarette filters). If a chapter or individual is found disregarding this policy, action may be taken against them by the Interfraternity Council Judicial Board.

Article IX: Expansion/Re-Colonization

Section One: Purpose

Purpose.

- a) Any fraternity wishing to expand or re-colonize at Southeast Missouri State University shall be allowed to pursue such an endeavor without being deterred or dissuaded by any organization with relation to the Interfraternity Council. No reason other than incompleteness or violation of the Expansion/Re-Colonization Policy shall keep a fraternity from becoming a member of the Interfraternity Council.
- b) To prevent the Interfraternity Council from over-expanding to its detriment, and to ensure a chapter's success and longevity, the Expansion/Re-Colonization Policy shall ensure that any chapter/colony wishing to become a member of the Southeast Missouri State University Interfraternity Council has followed the necessary steps to prove that their addition to the Interfraternity Council will be a beneficial one.

Section Two: Policy

Expansion/Re-colonization policy.

- a) Associate Member Status
 - 1) Pre-Expansion:
 - i. Per North-American Interfraternity Conference (NIC) regulations, the

Interfraternity Council at Southeast Missouri State University will endure potential colonization of new chapters at all times.

- a) The colonizing chapter must be sponsored by a regional, national, or international fraternal organization.
- b) The colonizing chapter shall become recognized as a student organization, as long as an affirming vote is recorded by the Southeast Missouri State University Student Government Association (SGA).
- c) The colonizing chapter must submit a written letter of intent to the Interfraternity Council President and the University employee designated to aid Greek Life. The letter must list all of the following information in a typed report format:
 - 1) (Inter)National Fraternity
 - i. Name and address of Director of Expansion (and names of the person(s) who would be working most with the colony).
 - ii. Date and place of founding.
 - iii. Present chapter roll and location of chapters and colonies (please send a map if possible).
 - iv. List of colonies that the national organization will have for the academic year, and their location.
 - v. National purpose/philosophy.
 - vi. Please include copies of the following:
 1. National Constitution and By-Laws
 2. Risk Management Policies
 3. New/Associate Member Program
 4. Scholarship Program
 5. Any other relevant policies, standards, etc.
 - 2) Colonization Procedures
 - i. Give an overview of your colonization procedures. Include time required to prepare for colonization and time required for colony to exist before chartering. List and describe recruiting/selecting colony members.
 - ii. List policies and procedures for housing of collegiate chapters.
 - iii. State what your group will offer the Greek system at Southeast Missouri State University.
 - iv. Propose a time that your fraternity prefers to start the colonization process at Southeast Missouri State University.
- d) Meet with the Interfraternity Council President and University employee designated to aid Greek Life, and then with the Interfraternity Council Executive Board to discuss the chapter's plan for recruitment and expansion/re-Colonization.
- e) Present their expansion plans to the Interfraternity Council.
- f) The Interfraternity Council shall bring any concerns they have with the chapter fulfilling the requirements above to the Interfraternity Council Executive Board, or the University employee designated to aid Greek Life.
- g) If no concerns are brought to the Interfraternity Council Executive Board or the University employee designated to aid Greek Life, the group shall receive associate member status at the next Interfraternity

Council meeting. If there are concerns, the group shall be notified and given a reasonable time period to address the stated concerns and make another presentation to the Interfraternity Council.

- h) Colonization/re-colonization personnel/teams from an NIC-recognized chapter's headquarters may not participate in recruitment efforts or events during formal recruitment or informal recruitment, but they may participate in recruitment efforts or events during the open recruitment and pre-formal recruitment periods.
 - 1) Colonizing/re-colonizing personnel/teams from an NIC-recognized chapter's headquarters, as well as their newly recruited members, are subject to all judicial regulations stated in this document. If a colonizing/re-colonizing chapter's affiliate is charged with a violation of the regulations within this document, then the colonizing/re-colonizing chapter will be responsible for all subsequent Interfraternity Council Judicial Board Hearings which will be conducted contingent on the colony obtaining a charter from its headquarters.
 - 2) Upon receipt of an infraction report against a colonizing/re-colonizing affiliate, the University employee designated to aid Greek Life will immediately notify the on-campus expansion director, or equivalent, of the charged chapter, as well as the charged chapter's headquarters.

Article X: Elections of New Officers

Section One: General Procedures

General procedures for electing new Interfraternity Council Officers.

- a) Elections for Interfraternity Council Officers will be preceded by an application process, which will begin no later than the first week of the month of November.
 - a. To initiate the application process, the current Interfraternity Council President will make an announcement to all the member chapter presidents and Interfraternity Council delegates via e-mail, which will also contain the formal application as an attachment.
 - b. The application for Interfraternity Council officer positions must include the following:
 - i. Eligibility for office:
 - 1. Be a full-time (minimum of 12 hours) student.
 - 2. Be in good standing with the University, as well as his chapter.
 - 3. Must be an initiated member of his chapter.
 - 4. Must maintain a 2.65 cumulative GPA or higher.
 - 5. Cannot be current chapter President or Recruitment Chair while holding Interfraternity Council office.

6. Must be available to attend the yearly AFLV conference, which will be held in early February.
- ii. Personal Information:
 1. Name.
 2. E-Mail.
 3. Chapter Association.
 4. Phone Number.
 5. Cumulative GPA.
 6. Expected graduation date.
 - iii. Brief, but substantive responses to the following clauses:
 1. Why are you interested in serving this/these particular role(s) on Interfraternity Council?
 2. What new concepts or ideas do you have for Interfraternity Council and/or specifically the positions you are applying for?
 3. What are some personal goals you have for the position(s) you are applying for?
 4. What is your time commitment in the next year? Please list all jobs, activities, etc. and how many hours per week you expect to spend doing them.
 5. Please list all activities, offices, honors, and awards inside your chapter, within the Greek community, and within Southeast.
- c. Applications must be submitted to the Office of Greek Life no later than the close of business of the second Friday after they were released.
 - d. After applications are received, applicants will be contacted in a timely manner to schedule an interview with the selection panel.
- b) Selection Panel Membership and Guidelines.
 - a. The selection panel for general elections will consist of:
 - i. All outgoing Interfraternity Council officers who are not re-applying for a position on the Interfraternity Council Executive Board.
 - ii. Chapter presidents, or their designee, of member chapters who do not have an active member on the Interfraternity Council Executive Board.
 - iii. The University employee designated to aid Greek Life, and/or the Greek Life Graduate Assistant at the University employee designated to aid Greek Life's request.
 - b. Selection of new Interfraternity Council Officers will be based on the following criteria:
 - i. Quality of the applicant, as displayed in his application.
 - ii. Quality of the applicant's interview.
 - iii. Attitude and demeanor of the applicant.
 - iv. History of leadership roles and extracurricular activity.
 - v. Overall potential for success from the applicant in his desired role.

- c. The selection panel will make appointments on the basis of a simple majority of the panel, after thorough deliberation of the applicant pool takes place.
 - i. The outgoing President of the Interfraternity Council will only vote in an instance where a tie must be broken amongst the selection panel.

Article XI: Scholarship Policy Section One:

Purpose

- a) The intended purpose of this Scholarship Policy of the Interfraternity Council of Southeast Missouri State University is to promote academic standards for the fraternities which exceed the requirements set forth in this policy. Furthermore, it is to provide a scholastic directive for the fraternity system as a whole, culminating in a Greek Male GPA that continues to surpass the All-Male GPA of SEMO.
- b) The Office of Greek Life will calculate fall and spring semester grade point averages for each chapter. It is the responsibility of each chapter to make sure the membership rosters are updated by the semester deadline.

Section One: Requirements

- a) Each chapter must maintain an average chapter GPA of 2.7000 or greater each semester to stay off of Academic Restriction or Academic Probation.
- b) Chapters that earn an average chapter GPA below 2.6000 **or** that earn a chapter GPA of 2.6000-2.6999 for consecutive semesters will be placed on Academic Probation.
- c) The Vice President of Education will notify every chapter President and Education chair at the beginning of the semester to inform them of the sanctions, if any, their chapter will be facing.

Section Two: Academic Probation

A chapter that is under Academic Probation is mandated the following sanctions:

- a) Level 1 (1st consecutive Semester with an overall chapter GPA below 2.6000 or 2nd consecutive Semester with an overall chapter GPA of 2.6000-2.6999)
 - a. Limited to **one** (1) registered social event (as defined above) per month excluding sorority mixers, which shall be limited to two (2) per semester.
 - b. Must host an educational event for their chapter, covering an academic topic approved by the IFC VP of Education. They must have at least 50% attendance from their members for the event to count towards their sanction requirement.
- b) Level 2 (2nd consecutive Semester with an overall chapter GPA below 2.6000 or 3rd consecutive Semester with an overall chapter GPA of 2.6000-2.6999)
 - a. No registered social events.
 - b. Must host an educational event that is open to the entire campus community, covering an academic topic approved by the IFC VP of Education. The hosting chapter must have at least 60% attendance from their members for the event to count towards their sanction.
 - c. Ineligible to participate in intramurals, to nominate members for Man of the Year,

or to nominate members for Greek God.

- c) Level 3 (3rd consecutive Semester with an overall chapter GPA below 2.6000 or 4th consecutive Semester with an overall chapter GPA of 2.6000-2.6999)
 - a. No registered social events.
 - b. Must host an educational event that is open to the entire campus community, covering an academic topic approved by the IFC VP of Education. The hosting chapter must have at least 75% attendance from their members for the event to count towards their sanction.
 - c. Ineligible to participate in intramurals, Homecoming, and Greek Week events.
- d) Level 4 (4th consecutive Semester with an overall chapter GPA below 2.6000 or 5th consecutive Semester with an overall chapter GPA of 2.6000-2.6999)
 - a. Loss of recognition from the Southeast Missouri State University Interfraternity Council.

Section Three: Appeals

Appeals of sanctions levied on chapters for violating scholastic requirements shall be dealt with jointly by the IFC VP of Internal Affairs and by the VP of Education.

Section Four: Boundaries

A chapter will be bound to a sanction so long as their average chapter GPA qualifies them for it. Should a chapter fall from good academic standing into either Academic Restriction or Academic Probation, it will be treated as their first semester under that academic standing.

Section Five: Vice President of Education

Chapters on either Academic Restriction or Academic Probation will be required to meet with the IFC VP of Education within the first month of the semester and after midterms to discuss the chapter's progress. Any additional meetings will be set up depending on the needs of the chapter at the discretion of the IFC VP of Education.

Section Six: Registration of Social Events

All chapters on Academic Restriction or Academic Probation are required to register their events for approval. The approval process and procedures for addressing violations are stated as follows:

- a) The chapter must file an Event Registration Form to the IFC at least seven (7) days before the date the event is to occur. The chapter will be provided with the Event Registration Form at least seven (7) days before the first day of the semester.
- b) The chapter must meet with the IFC VP of Education and the IFC VP of Internal Affairs to discuss the request.
- c) The chapter will be notified in writing at least 48 hours or two (2) days before the requested event date.
- d) Chapters who host events that are determined to be in violation of the terms of their probation will be assessed a fine of \$150 per event. The administration of this fine does not preclude the IFC Judicial Board from hearing a case regarding an event violating the terms of probation provided that said event is separately in violation of IFC Bylaws or Constitution. An event that is in violation is herein defined as any event that is not registered and approved.