

# **The Bylaws of the Interfraternity Council at The University of Michigan**

(Adopted January 29, 2020)

## **Article I. Election of Officers**

### **Section 1 – Nominations**

- A. All candidates must fill out and turn in an application for the IFC Executive Board prior to elections.
- B. The due date of the application will be at least one week prior to the elections and will be included on the application.

### **Section 2 – IFC Executive Board Role**

- A. Candidates will be interviewed prior to the General Election meeting by members of the current IFC Executive Board.
- B. Based on applications and interviews, the IFC Executive Board will announce a list of applicants that they feel are exceptionally qualified to run for an office. IFC Executive Board members are not permitted to pro or con candidates during elections.
- C. Current IFC Executive Board members who have submitted an application to be part of the incoming IFC Executive Board will be interviewed similar to other candidates.
- D. Current IFC Executive Board members who have submitted an application for IFC President must have a meeting with the current IFC Advisor prior to the General Election meeting.

### **Section 3 – Elections**

- A. Candidates will be elected in the following order: President, Executive Vice President, Judicial Vice President, Vice President of Social Responsibility, Vice President of Recruitment, Vice President of Public Relations, Vice President of Programming, Vice President of Service, Vice President of Internal Affairs, Vice President of Finance.
- B. Slating
  - 1. The slate will be made by the Interfraternity Council Executive Board and will serve as IFC's endorsement of candidates.
  - 2. The slate will be formed after an interview process, in which all candidates will be interviewed by, but not limited to, the current officer of the position for which the candidate is applying. (e.g. a VP of Recruitment candidate will be interviewed by the current VP of Recruitment.)
  - 3. In the event of a conflict of interest (e.g. candidate is a member of the same chapter as the current officer), the interview will be conducted by either the IFC President or VP of Internal Affairs in conjunction with the current officer. A current officer re-running will be deemed a conflict of interest and must be interviewed by an officer, not within that individual's chapter.
    - a) If no conflict persists, the IFC President will conduct this interview.
  - 4. After all candidate interviews are completed, the current IFC Executive Board will rank candidates applying for positions and create the slate.
  - 5. Any current IFC Board member running for a position will not be allowed to slate for the position which the officer is running.
  - 6. Each position will have a maximum of three candidates slated.

7. The slating list will be made available to the IFC Chapter Presidents at least two days prior to elections, both at the IFC meeting or via e-mail, so that any potential problems may be addressed. The slating list will include the chapter to which each candidate belongs, and may also be accompanied by any material representing the candidate (such as the submitted application).
  8. An individual may be slated for more than one position.
  9. Any candidate not slated for a position may still be nominated from the floor on the day of elections provided that the candidate has gone through the interview process.
- C. Speeches:
1. All candidates will speak in alphabetical order by last name.
  2. The speeches for presidential candidates will not exceed five minutes.
  3. The speeches for all other offices will not exceed three minutes.
  4. During the election of each respective office, each candidate running for said office will wait outside the room of elections, entering only to give his speech.
- D. Nominations:
1. Nominations will be taken for each office prior to the candidates leaving the room.
  2. No limit will be placed on how many positions a candidate may be nominated for.
  3. If a candidate does not win a specific office he may then be nominated for a subsequent office.
  4. The full slate of candidates will be displayed throughout elections.
- E. Pros & Cons
1. Following each candidate's speech, there will be a question and answer period by the Legislative Body where a maximum of three questions will be taken and given to all of the candidates for that position for them to answer.
  2. Following each presidential candidate's question and answer period, a maximum of two pro statements may be made about the candidate and these statements each will not exceed one minute.
  3. Following each candidate's question and answer period (except President), a maximum of one pro statement may be made about the candidate and each of these statements will not exceed one minute.
- F. The membership will vote by secret, written ballot.
- G. A majority vote of quorum is necessary to elect an officer.
1. Presidents will vote using a preferential voting system. Each president will mark his first and second choice for the office. If a majority vote is not received using the presidents' first choices, the lowest vote-getter will be removed and the second choice votes (for the removed candidate only) will be added to the remaining votes.
  2. If there are two candidates remaining, and the vote is a tie, the Interfraternity Council President will cast the tie-breaking vote.
- H. Vote
1. The Interfraternity Council President and the Interfraternity Council Advisor, so long as the candidate is not from the President's chapter, will count the votes. Another Interfraternity Council Officer will take the place of the President if necessary.

## **Article II. Duties of Officers**

### **Section 1 - Duties**

#### **A. Qualifications and General Duties**

1. Officers will not have an expected graduation date before the completion of their term.
2. Officers will be active members in good standing of a full member chapter in the Interfraternity Council.
3. Officers will attend all IFC business meetings.
4. Officers will attend weekly Executive Board meetings.
5. Officers will assist with the organization and running of recruitment, programming, and events coordinating.
6. Officers will spend time in the Office of Fraternity and Sorority Life, as projects/activities require, but plan on a minimum of four hours per week.
7. Officers will promote a positive fraternity image and serve as true role models on campus and within the general community.
8. Officers are responsible for setting an example within the community and following all IFC policies and procedures in their individual actions.
9. Officers will not serve in the position of President within their chapter.
10. Officers will have and maintain a GPA of 2.5 or higher during the term of office.

#### **B. Officer Duties**

1. **President**
  - a) By virtue of the position, the President will be ultimately responsible for all actions of the IFC.
  - b) He will provide guidance and focus on the efforts of other IFC officers and committees.
  - c) He will preside over all meetings of the Legislative Body and Executive Board.
  - d) He will cast the deciding vote in the case of a tie.
  - e) He will interact with other chapters regularly to determine what chapter needs are not being met as well as which IFC efforts are particularly strong.
  - f) He will serve as the official spokesman for the fraternity community unless otherwise delegated to another officer.
  - g) He will interact with the Panhellenic President, the Presidents of NPHC and MGC, other campus leaders, national Fraternity and Sorority organizations, the community, and the University as a leader of the fraternity community.
  - h) Every IFC President is highly encouraged to attend the Undergraduate Interfraternity Institute that is conducted by the North American Interfraternity Conference during the summer term of his tenure as IFC President. Any IFC President serving more than one term may only attend once. All registration fees shall be covered by either the IFC or that President's National Fraternity via scholarship if one is offered.
  - i) He will maintain complete and up-to-date files of his activities.

2. Executive Vice President
  - a) He will perform the duties of the President in the case of his absence, inability to serve, or at his call.
  - b) He will oversee the Interfraternal Development Committee and serve as its advisor as well as its liaison to the Interfraternity Council.
  - c) He will serve as the liaison from the Interfraternity Council to the Hazing Task Force.
  - d) He will assist the President in overseeing the internal issues of the Executive Board and the projects/responsibilities of the Executive Board members.
  - e) He will be responsible for compiling and submitting materials for regional and national IFC awards.
  - f) He will coordinate all retreats such as AFLV.
  - g) He will maintain complete and up-to-date files of his activities.
  
3. Judicial Vice President
  - a) He will oversee the Greek Activities Review Panel as its Chief Justice along with the Panhellenic Judicial officer, as well as the appropriate officers of NPHC and MGC.
  - b) He will oversee the maintenance of the Greek Activities Review Panel Procedures.
  - c) He will serve as the liaison between the Greek Activities Review Panel, the Interfraternity Council, and the Executive Board and will work to communicate the vision/direction that each body has undertaken.
  - d) He will be responsible for updating and ensuring consistency of all IFC policies, rules, and documents.
  - e) He will oversee the maintenance of the Constitution, Bylaws, and subsidiary policies.
  - f) He will maintain complete and up to date files of his activities.
  
4. Vice President of Social Responsibility
  - a) He will oversee the Social Responsibility Committee Executive Board as its Chairman.
  - b) He will keep an updated list of all fraternity Social Responsibility Committee members.
  - c) He will train all Social Responsibility Committee members concerning the Social Policy.
  - d) He will work in conjunction with the Vice President of Programming in the area of alcohol awareness and risk management educational programming.
  - e) He will keep an up to date record of all chapters that have acquired SRC sanctions and those chapters on social probation.
  - f) He will be responsible for keeping the IFC Executive Board informed about weekly visits by SRC.
  - g) He will cooperate with the Panhellenic VP of Social responsibility in implementing and enforcing the SEMP.
  - h) He will maintain complete and up-to-date files of his activities.

5. Vice President of Recruitment
  - a) He will be responsible for coordinating all IFC recruitment events, including but not limited to: dates for formal recruitment, Mass Meetings, Fraternity Forum (in Diag), Welcome Week events, Orientation events, and information sessions in Residence Halls.
  - b) He will be responsible for all activities relating to IFC bids and Bid Day, as well as IFC bid registration and registration day.
  - c) He will aid chapters who desire recruitment workshops to improve their chapter's recruitment practices.
  - d) He will seek opportunities for Fraternity members to recruit informally throughout the year through a variety of campus activities and make these opportunities known to the Council membership.
  - e) He will facilitate an annual community-wide recruitment workshop for all recruitment chairs.
  - f) He will utilize the Recruitment Task Force for assistance.
  - g) He will be responsible for all external communications, marketing, and advertising regarding fall and winter recruitment. This will include but is not limited to, the production and distribution/placement of the following: summer mailer, Diag boards, Diag banners, bus signs, table tents, recruitment guidebooks/literature, campus mail literature, t-shirts, WOLV-TV advertising, quarter sheets.
  - h) He will facilitate the selection of a Recruitment Task Force as denoted in the Interfraternity Council Bylaws.
  - i) He will serve as the Chairperson of the Recruitment Task Force and serve as its liaison to the Interfraternity Council, the IFC Executive Board, and GARP.
  - j) He will maintain complete and up-to-date files of his activities.
  
6. Vice President of Public Relations
  - a) He will be responsible for the marketing of the fraternity community to local media, national organizations, and the university.
  - b) He will maintain personal relationships with local media outlets including, but not limited to: the Michigan Daily, the Ann Arbor News, and WOLV-TV.
  - c) He will maintain a positive working relationship with the University Spokesperson and his/her staff.
  - d) He will be responsible for working with staff updating and marketing the IFC and Fraternity and Sorority Life website.
  - e) He will be responsible for communicating Council messaging throughout the Fraternity and Sorority Community and the broader campus community.
  - f) He will serve as the liaison to the Fraternity and Sorority Life newspaper, in conjunction with the Panhellenic Association VP of Public Relations.
  - g) He will generate all external correspondence for the IFC executive board.
  - h) He will aid all other IFC officers in the promotion of their events and programming.
  - i) He will maintain complete and up-to-date files of his activities.
  
7. Vice President of Programming
  - a) His efforts will be focused on but not limited to programming in the following areas: leadership development, scholarship, risk management, new member education, alcohol awareness, SAPAC programming, and chapter development.
  - b) He will work with other student groups to find campus activities for IFC to support.

- c) He will be responsible for fraternity involvement in community and university programming such as Senior Days, Welcome Week, and Homecoming.
  - d) He will maintain complete and up-to-date files of his activities.
8. Vice President of Service
- a) He will be responsible for organizing council-wide community service projects.
  - b) He will organize a community service orientation for all newly appointed service and philanthropy chairs throughout the fraternity community.
  - c) He will compile and update a philanthropy information binder as a resource to chapters.
  - d) He is not limited to but will focus his efforts on programming in the following areas: leadership development, scholarship, risk management, new member education, alcohol awareness, SAPAC programming, and chapter development.
  - e) He will inform the Vice President of Public Relations about philanthropic projects as they are planned or accomplished by chapters.
  - f) He will maintain complete and up-to-date files of his activities.
9. Vice President of Internal Affairs
- a) He will keep an up-to-date chapter membership roll and call it at every meeting.
  - b) He will create agendas for all IFC council and executive board meetings.
  - c) He will keep and distribute full minutes from all IFC council and executive board meetings.
  - d) He will reserve and arrange all IFC meetings with nameplates and distribute documents.
  - e) He will handle any incoming mail not addressed to a specific officer.
  - f) He will organize and update all phone lists and e-mail groups belonging to various positions.
  - g) He will compile membership GPA and scholastic statistics for all chapters for all relevant reporting.
  - h) He will organize, in conjunction with representatives from the Panhellenic Association, MGC, NPHC, and the Office of Fraternity and Sorority Life staff, a Fraternity and Sorority Awards night for the end of the winter semester.
  - i) He will organize and coordinate all activities, deadlines, and forms for the election of the IFC Executive Board.
  - j) He will serve as the IFC Achievement Expectations Council Representative and work with representatives from Fraternity and Sorority Life, Panhellenic Association, Multicultural Greek Council, and National Pan-Hellenic Council in order to support the participation in the Achievement Expectations Program.
  - k) He will maintain complete and up-to-date files of his activities.
10. Vice President of Finance
- a) He is the chief financial officer and will serve as custodian of the IFC accounts and any funds associated with IFC.
  - b) He will collect all dues in a timely, professional, and complete manner.
  - c) He will handle and pay all bills of the IFC.
  - d) He will compose and maintain a twelve-month budget to ensure financial viability.
  - e) He will oversee the proper and fair distribution of any IFC scholarships with the President of IFC.
  - f) He will maintain complete and up-to-date files of his activities.

## **Article III. Removal from Office & Vacancies**

### **Section 1 – Duties**

- A. An Executive Board member may be removed from office for the following reasons:
  - 1. The failure to perform his duties as outlined in the IFC Constitution and Bylaws.
  - 2. Conduct not befitting a gentleman and officer of IFC.
  - 3. Failure to maintain good academic standing.
- B. The procedure for removal:
  - 1. Notice of the motion to impeach must be presented in writing to the IFC President.
  - 2. The President will notify the officer in question and the Legislative Body of the motion to impeach.
  - 3. The officer in question will have the opportunity to defend himself at the meeting of the vote and will not be permitted to have legal representation present on his behalf.
  - 4. A minimum two-thirds vote of a quorum assembly of the Legislative Body is required for removal.
- C. Vacancies
  - 1. If a vacancy should occur in any office for any reason, the office will be filled by either an election by the IFC Legislative Body at the soonest convenience or a temporary substitution by members of the Executive Board.

## **Article IV. Finances**

### **Section 1 – Dues**

- A. The Executive Board will determine the dues that member chapters owe IFC and will announce (by April 30) the amount of dues subject to majority approval of the Legislative Body.
- B. Dues must be paid in full no later than 30 days following the receipt of an invoice. Failure to do so will result in Intramural Sports and Social probation as determined by the Vice President of Finance.
- C. Chapters with outstanding dues will not be permitted to vote in IFC Business, including officer elections nor will any member of that chapter be allowed to run for an elected position.
- D. The Vice President of Finance will have the option of turning unpaid dues over to a collection agency for collection.

### **Section 2 – External Funding**

- A. The following process shall be followed by organizations that wish to seek funding or donations from the Interfraternity Council.
  - 1. The organization must submit a completed External Funding Request Form to the President or the Vice President of Finance.
    - a) External Funding Request Forms will be made available upon request.
    - b) The External Funding Request Form may be submitted either via email or to the Office of Fraternity and Sorority Life.
    - c) If the request meets the funding restrictions, then the request shall be presented before the IFC executive board.
      - 1) If the request is for less than \$500, then the Executive Board will decide whether to fund the request, deny the request, or have the Vice President of Finance present the proposal at the next IFC Business meeting.
      - 2) If the request is for \$500 or more, the Vice President of Finance will present the request at the next IFC Business meeting.

## B. Funding Restrictions

1. The Interfraternity Council shall not donate any funds to an organization that intends to use them for the purchase of alcohol, tobacco, firearms, gasoline, or any other item that the Student Organization Account Service will not reimburse.
2. The Interfraternity Council shall not fund an event held by a member chapter of IFC unless the organization agrees to accept IFC as a full co-sponsor and accept an IFC appointed delegate on the event's planning committee.
3. The Vice President of Finance will maintain accurate records of how much of each external organization's allocation has been used.
4. External organizations which have received funding from IFC have 4 school weeks to submit their receipts to the Vice President of Finance or risk losing their allocation at the discretion of the Vice President of Finance.

## Article V. Expansion

The Interfraternity Council (IFC) supports the expansion of Fraternity and Sorority Life at the University of Michigan and believes that fraternal membership enhances the experience of the undergraduate student during his time at the university and later in life.

The Interfraternity Council believes that at no time should expansion impede the success and growth of current IFC member chapters.

### Section 1 – Expressing Interest

- A. The Interfraternity Council will accept letters of interest to expand from any nationally recognized fraternity at any time.
  1. An interest letter should include a statement of interest, proposed timeframe for expansion, why it is believed that the organization would benefit the Fraternity and Sorority Community at the University of Michigan, and contact information for follow-up.
- B. If the Interfraternity Council believes it needs to expand, it can choose to solicit interest from national organizations that it believes could benefit the Fraternity and Sorority Community at the University of Michigan.
  1. The IFC Advisor shall compile a list of all organizations that have expressed interest in expanding on the University of Michigan campus as a member of the Interfraternity Council. The IFC Advisor may also include organizations with a strong national following, or any group they believe would make a strong addition to the Interfraternity Council and the Fraternity and Sorority community.
- C. If it is determined that the Interfraternity Council is not able to support an expansion chapter, the IFC will still collect interest for expansion to be kept on file for a time when the council is ready to expand.

### Section 2 – General Factors

- A. The following factors are to be considered prior to allowing any fraternal organization to expand at the University of Michigan:
  1. Organizations seeking expansion status must demonstrate a commitment to the following ideals considered to be primary factors reflecting the character of Fraternity and Sorority Life at the University of Michigan:
    - a) Commitment to risk management. Organizations will demonstrate a commitment to strong risk management practices that reduce hazing, harm to chapter members, and those they are responsible for, sexual misconduct, and other forms of risk.
    - b) Commitment to Member Education. Organizations will outline a plan to educate *new*

- and *active* members.
- c) Commitment to the community. Organizations will demonstrate a commitment to the efforts of the Fraternity and Sorority community and the University of Michigan campus community.
  - d) Commitment to leadership. Organizations will demonstrate a commitment to the development of leadership within their chapter and to the development of leaders within the larger campus community.
  - e) Commitment to service. Organizations will demonstrate the initiative to engage in philanthropic and service-related activities.
  - f) Commitment to integrity. Each organization will conduct itself in a manner consistent with the ideals of the University of Michigan and Fraternity and Sorority Life.
  - g) Commitment to good financial standing. Organizations will demonstrate an ability to financially support themselves and maintain good financial standing with the Interfraternity Council.
  - h) Understanding of all rules and regulations. Organizations will demonstrate a complete understanding of, acceptance of, and support for the policies, bylaws, and constitution that guide the Interfraternity Council. They will likewise demonstrate an understanding of all university policies relating to student organizations.
2. The history of an organization previously affiliated with the Interfraternity Council at the University of Michigan shall be considered in the organization's effort to reestablish itself on campus.

### **Section 3 – Process to Gain Approval for Expansion**

- A. If the IFC Executive Board concludes that an organization has met all of the factors outlined in Section 2, it shall notify the organization that there is mutual interest in expansion.
- B. The IFC shall observe the following process for deciding when organizations will be allowed to expand:
  1. New Organizations<sup>1</sup>
    - a) No more than one organization shall be allowed to be an “Expansion Chapter<sup>2</sup>” per academic term.
    - b) The council can choose to “stack” organizations
      - 1) Stacking is defined as determining the future order of when organizations will be allowed to expand. i.e. Fraternity ABC will expand Fall 2015, then fraternity XYZ will expand Winter 2016, and then fraternity AAA will expand Fall 2016.
    - c) Organization will be provided with the necessary information (e.g. Constitution and Bylaw provisions, SOAR link, copy of expansion program/plan and criteria, other relevant university information, etc.) regarding fraternity expansion at the University of Michigan.
    - d) The IFC Executive Board will determine if the organization will be allowed to present to the IFC Legislative Body.
      - 1) If the IFC Executive Board determines that the organization should present, it shall schedule a presentation by the organization to the IFC legislative body before the end of the academic term.
      - 2) If the IFC Executive Board determines that the organization should not present,

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<sup>1</sup> “New Organizations” are defined as “Any organization that is colonizing without any current members who are enrolled at the University of Michigan”

<sup>2</sup> “Expansion Chapters” are referenced in the IFC Constitution (Article III.E) as “... a chapter that has been voted on to the IFC expansion calendar and must adhere to the guidelines of an expansion chapter as defined in the IFC Bylaws. The chapter will have no vote in the Legislative business and will not pay dues, except the designated expansion fee.”

it shall notify the organization. Notification will include a reason why the organization is not allowed to present to the IFC Legislative Body.

- e) The IFC Executive Board shall present a report to the IFC Legislative Body of the organization's history at the University of Michigan, its national reputation, as well as a recommendation as to how the IFC Legislative Body should vote regarding the organization's expansion timeline. This may include a recommendation as to when the expansion process should begin.
  - f) After a discussion about the organization, the IFC Legislative Body must vote to place the organization on the expansion calendar. A 2/3 vote of eligible members is required.
  - g) If the vote passes, the organization must have "Expansion Chapter" status for a minimum of one semester and then "Conditional Chapter"<sup>3</sup> status for a minimum of one semester before becoming an "Active Chapter." At the end of each semester, the IFC Legislative Body will vote to determine if the organization should advance along the expansion schedule. A 2/3 vote will be required to advance.
    - 1) Failure to gain a 2/3 vote to advance will result in an end to the expansion process (see Article V Section 8 of this policy).
2. Existing Organizations<sup>4</sup>
- a) If an organization forms outside of the IFC Expansion Process, the IFC Executive Board must determine that they believe the organization is ready to contribute to IFC immediately.
    - 1) If the IFC Executive Board believes the organization is ready to contribute to IFC, the "Existing Organization" process will continue.
    - 2) If the IFC Executive Board does not believe the organization is ready to contribute to IFC, the organization will follow the "New Organization" process described in Article V. Section 3 B. 1.
  - b) Organization will be provided with the necessary information (e.g. Constitution and Bylaw provisions, SOAR link, copy of expansion program/plan and criteria, other relevant university information, etc.) regarding fraternity expansion at the University of Michigan.
  - c) Organization will be asked to provide a presentation regarding their candidacy to the Interfraternity Council Executive Board.
    - 1) This presentation must include the following:
      - a. Demonstrated knowledge of council policies
      - b. A minimum organization average GPA of 3.0 for the previous semester.
    - 2) The IFC Executive Board, in conjunction with the organization, will determine a time for the presentation to be given.
  - d) After hearing the presentation, the IFC Executive Board will determine if the organization will be allowed to present to the IFC Legislative Body.
    - 1) If the IFC Executive Board determines that the organization should present, it shall schedule a presentation by the organization to the IFC legislative body before the end of the academic term.
    - 2) If the IFC Executive Board determines that the organization should not present, it shall notify the organization within one week of presenting to the IFC Executive Board. Notification will include a reason why the organization is not allowed to present to the IFC Legislative Body
  - e) The IFC Executive Board shall present a report to the IFC Legislative Body of the

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<sup>3</sup> "Conditional Chapters" are referenced in the IFC Constitution (Article III.B) as "... a chapter seeking to become an active chapter as outlined in Chapter Expansion Guidelines outlined in the Bylaws. It will have a voice and vote in the Legislative body; however, its members will be ineligible for executive or judicial office. A conditional chapter is obligated to send a representative to all meetings and pay full dues."

<sup>4</sup> "Existing Organizations" are defined as "Any organization that currently has members enrolled at the University of Michigan"

organization's history at the University of Michigan, its national reputation, as well as a recommendation as to how the IFC Legislative Body should vote regarding the organization's expansion timeline. This may include a recommendation as to when the expansion process should begin.

- f) The IFC Executive Board will present the organization to IFC for a vote to join the council. A 2/3 vote of confidence from voting membership will grant the organization "Conditional Chapter" status (allowing them to surpass "Expansion Chapter" status and allowing them to join IFC while a chapter is in the "Expansion Chapter" stage).
- g) If the vote passes, the organization will be granted "Conditional Chapter" status."
- h) If the vote fails, the organization will not be granted "Conditional Chapter" status. The organization can reapply for admission as an "Existing Organization" or as a "New Organization" the following semester.

#### **Section 4 – Support from IFC**

- A. IFC will assist in reserving rooms for meetings concerning official expansion and/or fraternity business. All costs associated with these reservations will be the responsibility of the organization using the rooms.
- B. "Expansion Chapters" and "Conditional Chapters" will be allowed to participate in Recruitment Mass Meetings, Fraternity Forums, Formal Recruitment, and any other recruitment events or resources made available to active chapters.
- C. IFC will provide advice and guidance on colonizing at the University of Michigan, as well as information on IFC, the University, and any associated policies or situations that directly affect the expansion/colonization process.

#### **Section 5 – Expectations of an "Expansion Chapter"**

- A. All "Expansion Chapters" must adhere to the expansion schedule established by the IFC and the Office of Fraternity and Sorority Life. Failure to comply will result in withdrawal of support from IFC, the Office of Fraternity and Sorority Life, and/or loss of standing on the expansion calendar.
- B. "Expansion Chapters" will pay a fee of \$250 during the initial expansion process, but will not pay IFC dues.
- C. The organization must show continued alumni and/or inter/national support.
- D. All chapter activities and events will comply with IFC guidelines defined in the Constitution and Bylaws.
- E. "Expansion Chapters" will have full recruitment privileges.
- F. "Expansion Chapters" will be required to attend every IFC presidents' meeting but will not have voting rights.
- G. All members of the "Expansion Chapter" must successfully complete University Health Service Sober Monitor Training.
- H. "New Organizations" that hold "Expansion Chapter" status may hold restricted events that conform with the IFC's social policy exclusively and are required to complete the Achievement Expectations Program.
- I. "Existing Organizations" that hold "Expansion Chapter" status or "New Organizations" that the IFC Executive Board determines to have a significant portion of membership from a previous organization will have an expansion plan created specific to their situation. This plan will address any concerns that may exist on the part of the Office of Fraternity and Sorority Life or the Interfraternity Council, as well as outlining rights and responsibilities of the "Existing Chapter" (including rights related to restricted events). This plan will be in addition to the other expectations listed for "Existing Chapters" above, but may also replace or remove expectations.
- J. The IFC Executive Board will review the "Expansion Chapter" at the end of the academic term to determine if the chapter has met the expansion requirements and can become a

“Conditional Chapter.”

1. If the IFC Executive Board does not believe the “Expansion Chapter” met the expansion requirements, the chapter can lose the right to expand based on a vote of the IFC Legislative Body (see Article V. Section 8 of this policy).
2. If the IFC Executive Board believes the “Expansion Chapter” has met the expansion requirements, it will present the chapter to the IFC Legislative Body for a vote to become a “Conditional Chapter.” A majority vote of the Body is required to move the chapter to “Conditional Chapter” status.

### **Section 6 – Expectations of a “Conditional Chapter”**

- A. Must adhere to the expansion schedule established by IFC and the Office of Fraternity and Sorority Life. Failure to comply will result in withdrawal of support from IFC, the Office of Fraternity and Sorority Life, and/or loss of standing on the expansion calendar.
- B. Will be responsible for paying standard IFC dues, including all past dues for organizations that were previously at the University of Michigan.
- C. Must show continued alumni and/or inter/national support.
- D. Hold activities and events that will comply with IFC guidelines defined in the Constitution and Bylaws.
- E. Will have full recruitment privileges.
- F. Will be required to attend every IFC Chapter Presidents’ meeting but will not have voting rights.
- G. All members of the “Conditional Chapter” must successfully complete (or have previously completed) University Health Services Sober Monitor Training.
- H. May hold restricted events that conform with the IFC’s social policy exclusively.
- I. “Conditional Chapters” are required to complete in the Achievement Expectations Program.
- J. “Existing Organizations” granted “Conditional Chapter” status will have an expansion plan created specific to their situation. This plan will address any concerns that may exist on the part of the Office of Fraternity and Sorority Life or the Interfraternity Council. This plan will be in addition to the other expectations listed for “Conditional Chapters” above, but may also replace or remove expectations.
- K. The chapter must establish a minimum chapter cumulative grade point average of 3.0.

### **Section 7 – Admittance into the Interfraternity Council**

- A. Upon completion of the period of time specified for a “Conditional Chapter,” the IFC Executive Board will review the chapter and present the results of the review to the IFC Legislative Body.
- B. The IFC Legislative Body will vote to admit the organization into IFC as an “Active Chapter.” This will require a 2/3 vote.
  1. If the vote does not pass, the “Conditional Chapter” can be granted one more semester as a “Conditional Chapter” by a 2/3 vote of the IFC Legislative Body.
  2. If the vote to grant an additional semester as a “Conditional Chapter” does not pass, the chapter will not be allowed to join IFC.
- C. The organization will be responsible for fulfilling all responsibilities of an “Active Chapter” as outlined in the IFC Constitution and Bylaws.

### **Section 8 – Loss of Right to Expand**

- A. The IFC legislative body reserves the right to cancel or terminate the expansion process<sup>5</sup> at any time if circumstances dictate such action. Termination of the expansion process will require a 2/3 vote.

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<sup>5</sup>This can be any point between submittal of interest to vote by IFC to grant “Active Chapter” status

- B. Failure to comply with any of the expansion policies will result in a vote by the IFC

- Legislative Body for the loss of standing in the expansion schedule, withdrawal of support from IFC, the Office of Fraternity and Sorority Life, and retraction of the invitation to join IFC. Termination of the expansion process will require a 2/3 vote.
- C. Failure to meet expansion goals will result in a vote by the IFC Legislative Body for loss of expansion status. Termination of the expansion process will require a 2/3 vote.
  - D. Violation of the social policy, a police incident, or a University-related incident by an “Expansion Chapter” or “Conditional Chapter” or any members of such organization would result in a review by the IFC Executive Board.
    - 1. Upon completion of review, the IFC Executive Vice President will present the findings to the IFC Legislative Body. The IFC Legislative Body will then vote according to Article V. Section 8 A. of this policy.
  - E. “Expansion Chapters” and “Conditional Chapters” may appeal any loss of expansion status to the IFC Executive Board.
    - 1. A letter of appeal must be submitted to the IFC President.
    - 2. Letter must include new information as to why the violations that resulted in a loss of expansion status should be reconsidered.
    - 3. The IFC Executive Board can choose to meet with representatives from the organization within five school days of receiving the appeal letter.
    - 4. The IFC Executive Board will issue a ruling on the appeal within ten days of receiving the appeal letter.

## **Article VI. Suspension**

### **Section 1 – Process**

- A. Upon due cause, a chapter of IFC may be suspended following a vote of two-thirds (66.6%) of the eligible voting membership. Suspended chapters may not vote in any IFC meeting nor participate in any IFC projects, programs, or activities. Members of suspended chapters may not seek any IFC office, including GARP, SRC Executive Board, Hazing Task Force, etc. IFC may impose conditions or terms of suspension that must be satisfied before the chapter may return to active status. Any such terms or conditions shall be noted in the IFC minutes and provided in writing to the suspended chapter. No suspension may last more than one year, but IFC may vote to continue a suspension for up to one additional year.
- B. If a chapter has been suspended by its Inter/national organization, and such suspension has been made known to the Interfraternity Council, the Interfraternity Council President or another member of the Executive Board shall file a complaint with GARP. If it is determined by GARP that the actions of the Chapter violated any IFC Bylaw, Policy, or Constitutional provision, the Chapter shall be placed on suspension for a period to run concurrently with the length of suspension issued by the Inter/national organization.

## **Article VII. Expulsion**

### **Section 1 – Vote and loss of rights/privileges**

- A. Upon due cause, a chapter of IFC may be expelled from the council following a vote of two-thirds of the eligible voting membership.
- B. Upon expulsion, the chapter shall immediately lose all rights and privileges of membership.
- C. Any members of an expelled chapter may not hold any office or position in IFC or IFC-affiliated body (GARP, SRC, Hazing Task Force, etc.). Any offices or positions held by a member of an expelled chapter shall be declared vacant and filled in accordance with the established procedures.

## **Article VIII. Recruitment**

### **Section 1 – Recruitment Period**

- A. Recruitment period dates, times, and official duration will be determined by the Vice President of Recruitment and must be approved by the Interfraternity Council Executive Board.
- B. Events
  - 1. The following events are to be scheduled by the Vice President of Recruitment: Mass Meeting, Fraternity Forum, Open Houses, and Individual Chapter Event Periods.
  - 2. Other Events- At the discretion of the Vice President of Recruitment, other events may be scheduled as part of the recruitment calendar. Other events include, but are not limited to, residence hall information sessions, sporting events, concerts, movie nights or other IFC sponsored social events.
  - 3. Bids- The IFC Executive Board must distribute and register all IFC bids to prospective new members through one or more bid days within one week of the last day of individual chapter events.

### **Section 2 – Recruitment Regulation**

- A. Bids
  - 1. Bids or promises of bids cannot be given out until the first day of the official recruitment period.
  - 2. After the last day of individual chapter events, each fraternity must submit an official bid list of prospective new members they wish to invite to join their fraternity to the IFC VP of Recruitment.
  - 3. After IFC Bid Day, a chapter cannot give out bids or promises of bids until the first day of individual chapter events of the next IFC recruitment period. Exceptions to this provision may be made according to the process outlined in the IFC Bylaws, Article VIII, Section 2 (a) (4).
  - 4. Bids may never be given out during the spring or summer terms.
  - 5. Failure to abide by the provisions outlined in this section will be considered a recruitment violation.
- B. Non-Alcoholic Period
  - 1. No registered social events are to take place during the official duration of the recruitment period.
  - 2. The entire IFC recruitment period shall be alcohol-free. No chapter shall serve or provide alcohol to potential new members (PNMs) nor allow anyone on behalf of the chapter to provide alcohol to PNMs during the recruitment period.
    - a) Violations of this policy will be referred to a committee of the VP of Recruitment and the VP of Social Responsibility. This committee will hold mediation with the

- president and the recruitment officer of the chapter involved in the violation.
- b) If the VP of Recruitment or VP of Social Responsibility is a member of the chapter involved in the mediation, that officer will be replaced by the IFC President. If the IFC President is a member of the chapter involved in the mediation, then the IFC Executive Vice President will be placed on the committee.
  - c) If the mediation effort is unsuccessful, then the committee of the VP of Recruitment and the VP of Social Responsibility will deem a recruitment infraction has taken place and refer the issue to the Greek Activities Review Panel (GARP).
  - d) The committee of the VP of Recruitment and the VP of Social Responsibility will take all circumstances into account when holding mediation and will recognize chapters acting in good faith to follow best practices of risk management.
  - e) Best practices of risk management include but are not limited to those practices stated in the Social Policy.
    - 1) Serving alcohol to summer orientees on Chapter property or in the name of the Chapter is prohibited. Allegations, complaints, and violations will be sent to the Greek Activities Review Panel (GARP).

**C. Illegal Drug Use**

- 1. The use of illegal drugs during the Interfraternity Council recruitment period is absolutely prohibited.
- 2. Evidence of illegal drug use during any recruitment event will constitute a recruitment infraction.

**Section 3 – Enforcement**

- A. The rules and regulations of the recruitment period are to be enforced by the IFC Executive Board. The Interfraternity Council may appoint the Recruitment Task Force to serve in this role.
- B. The Social Responsibility Committee will ensure that no registered social events take place during the recruitment period.
- C. Recruitment infractions can be referred to GARP.
- D. Punishments for infractions include, but are not limited to:
  - 1. The loss of privileges to attend mass meetings and hold Open Houses for one or two semesters.
  - 2. An appropriate period of social probation.
  - 3. Exclusion from IFC recruitment advertising and marketing materials.

**Article IX. Social**

*See the Social Policy*

**Article X. Judicial**

*See the Greek Activities Review Panel (G.A.R.P.) Procedures*

**Article XI. Hazing**

*See the Fraternity and Sorority Community Policy Regarding Hazing*

## **Article XII. Rules of Order**

### **Section 1 – Roberts Rules of Order**

- A. Interfraternity Council Legislative and Executive Body meetings will be held in accordance with Robert's Rules of Order.
1. Motions
    - a) Main (or Principal Motion)
      - 1) A motion brings before the assembly, for its consideration, any particular subject independent of any other pending motion or parliamentary situation and is referred to as a motion. It can be made only when no other motion is pending, and it must be capable of standing by itself – that is, of being independent. A main motion requires a second, is amendable, and is debatable. It takes a majority vote to pass a main motion except when it has the effect of changing something already adopted, such as the Bylaws, or suspending a rule of order, in which case it requires a two-thirds vote.
    - b) Subsidiary Motion (in order of precedence)
      - 1) Lay on the table
      - 2) Close, limit, or extend limits of debate
      - 3) Postpone indefinitely
      - 4) Commit or refer
      - 5) Amend
    - c) Incidental Motion (in order of precedence)
      - 1) Point of order and appeal
      - 2) Object to the consideration of a question
      - 3) Divide the question
      - 4) Divide the assembly
      - 5) Read papers
      - 6) Withdraw or modify a motion
      - 7) Suspend the rules
      - 8) Other incidental motions
    - d) Privileged Motion (in order of precedence)
      - 1) Adjourn
      - 2) Recess
      - 3) Raise a question of privilege
      - 4) Call for orders of the day

### **Section 2 – Attendance at meetings**

- A. If a chapter of the Interfraternity Council is not present at the regularly scheduled meeting of the Interfraternity Council for two (2) or more consecutive meetings, that chapter will be subject to sanctions determined by Chapter Presidents or representatives of those chapters in good standing in IFC. These sanctions are to be determined at the discretion of the voting members, have no stipulations or limits and the decision to implement and enforce sanctions is totally at the will of those chapters present. Those representatives in good standing will decide sanctions for the offending chapter immediately and in the course of the regularly scheduled meeting.
- B. In addition to sanctions, if any, chapter attendance of the semester's meetings will also determine how much that chapter is eligible to receive through incentive grants.
1. If a chapter is absent for less than two meetings, it is eligible to receive the full grant.
  2. If a chapter is absent for two meetings, it forfeits \$25 per grant.
  3. If a chapter is absent for three meetings, it forfeits \$50 per grant.
  4. If a chapter is absent for four meetings, it forfeits \$100 per grant.

5. If a chapter is absent for five or more meetings, it is not eligible to receive any funding for grants.
- C. The chapter(s) with the highest percentage of attendance is/are eligible for a specific award for outstanding attendance from IFC at the Fraternity and Sorority Awards Night along with a letter of accommodation sent to the inter/national organization of the chapter(s).

### **Section 3 – SOAR Registration**

- A. All IFC chapters must be SOAR (Student Organization, Advancement and Recognition) registered by the end of the first month of the semester. Failure to do so will result in suspension of voting rights in IFC and representation in all IFC-affiliated bodies (SRC, GARP, etc.) until SOAR registration is completed. If a chapter is not registered with SOAR, it is not entitled to any funding from IFC

## **Article XIII. Member Education**

### **Section 1 – New Member Education**

- A. Each semester new members will be required to complete the online New Member Education Program for which the chapters will be given a two weeks' notice before the release of the program.
- B. Failure to meet an 80% completion rate of new members with a score of 70% or better will result in a second deadline with a new requirement of 90% completion rate with a score of 80% or better.
- C. Failure to meet the requirement by the second deadline will result in the inability to register an event and suspension of IFC voting rights until completion of the New Member Education program.
- D. It is the Fraternity's responsibility to update its New Member list should a change occur.
- E. If the Fraternity records a 100% completion rate of the online program, then their national organization will be notified.

## **Article XIV. Amendments**

The IFC Legislative Body must be provided with any proposed amendments to the Bylaws at least one week prior to voting on the amendments at an IFC Business meeting. An amendment needs a two-thirds vote of the eligible voting members in order to be passed.