Lycoming College
Interfraternity Council

Constitution
Adopted September 20th, 2006

Last Updated Spring 2010
Interfraternity Council Executive Board
Lycoming College
November 13th, 2007
Christopher Lee, President
Article I. Mission Statement

The purpose of The Interfraternity Council is to be a united voice for Fraternities within The Lycoming College Community. IFC encourages membered Fraternities to grow as an organization through programming, activities, and education. It also strives to create Fraternal Unity and govern through democracy and accountability.

Article II. The Interfraternity Council

Section 2.01 Membership

(a) The council shall be composed of and limited to the international and national social fraternities that are in good standing and have received chartered membership at Lycoming College.

(b) Each organization’s cumulative GPA each semester shall meet or exceed the All College GPA.

(c) Fraternity-chapter women’s auxiliary groups (i.e. “little sisters”) are not allowed.

Section 2.02 Officers

(a) The Executive Board shall consist of the President, Internal Vice President, External Vice President, Vice President of Special Events, Secretary and Treasurer.

(b) To be eligible for and to remain in the offices of the Executive Board:

(i) Officer candidates shall be a member in good standing with the College and with his respective fraternity.

(ii) Officer candidates shall have a cumulative grade point average (GPA) of at least 2.25 / 4.00.

(c) Executive Board officers shall be elected by the council and serve a one calendar year term.

(d) The Executive Board shall advise and aid the President in administrative matters and in general, coordinate the activities of the Council, support the mission of and uphold the items set forth by the constitution of the Interfraternity Council.

(e) The President of The Interfraternity Council cannot also serve as the President of his Individual Chapter during his term as Council President.
Section 2.03 Voting

(a) The voting body of the Interfraternity Council of Lycoming College shall be one vote per chapter. The chapter representative must be present in order to cast a vote.

(b) The President shall vote only if a tie occurs.

(c) A majority vote of the Council shall be sufficient for the approval of the resolutions of the Council.

(d) A two-thirds vote of the Council shall be required for all changes to the Constitution and its By-laws.

Section 2.04 Probation

(a) Suspension of social privileges. Social privileges are defined as:

(i) Greek Week privileges

(ii) Any social event with 4 or more brothers in the presence of alcohol

(b) Suspension from the privilege to receive any Greek Recognition award;

(c) Consequences for Violation of Probation:

(i) Organization shall no longer be recognized by the Interfraternity Council,

(ii) A letter defining the status of the chapter shall be sent to national headquarters, and

(iii) In addition, the Executive Committee will advise the Office of Student Programs and Leadership Development that rights to reserve college facilities should be withheld until all obligations to the Interfraternity Council are met.

Article III. Meetings

Section 3.01 The council shall convene weekly during the academic school year at a time and place to be designated by the Executive Board, and at any other such times as deemed necessary by the President or the Advisor.
Section 3.02 Attendance

(a) Chapter Representatives

(i) Each fraternity shall be represented by one representative per chapter.

(ii) Attendance at all regularly scheduled meetings is mandatory. Any chapter not represented by at least one active member shall be fined as described in Article I of the By-Laws.

(iii) All excuses shall be typed and submitted via electronic mail or hardcopy to the secretary and the president for review at least two days prior to the scheduled meeting.

(iv) Fines for those who do not attend the meeting will be presented to the chapter representative by the Interfraternity Council treasurer at the next regular meeting and are to be collected at the following regular meeting. Fines that are not paid at the following meeting will result in the respective chapter being placed on probation.

(b) Interfraternity Council Officers

(i) Attendance at all regularly scheduled meetings is mandatory. Any officer with an unexcused absence shall be fined as described in Article I of the By-Laws.

Article IV. The Interfraternity Council Advisor

Section 4.01 The Interfraternity Council Advisor shall be appointed by:

(a) The Lycoming College administration

Article V. Amendments

Section 5.01 The Constitution of the Interfraternity Council may be amended by a two-thirds vote at any regular or special meeting of the Council.
By-Laws

Adopted September 20th, 2006
Article I. Finance

Section 1.01 Fiscal Year. The fiscal year of the Interfraternity Council of Lycoming College shall correspond with the academic calendar.

Section 1.02 Contracts. The signatures of the President and the Treasurer shall be required to bind the Interfraternity Council of Lycoming College.

Section 1.03 Checks. All checks issued on behalf of the Lycoming College Interfraternity Council shall be signed by the Treasurer, who shall record them. Checks for payments shall be made payable to the Interfraternity Council of Lycoming College.

Section 1.04 Payments. All payments due to the Interfraternity Council of Lycoming College shall be made to the Treasurer who shall record them. Checks for payment shall be made payable to the Interfraternity Council of Lycoming College.

Section 1.05 Member Organization Fines

(a) Attendance

(i) First absence:

1) $20.00 fine levied upon the chapter

2) formal notification of absence to member organization

(ii) Second absence:

1) $60.00 fine levied upon the chapter

2) formal notification of absence to member organization

3) a letter detailing the absence to the member organization’s national headquarters

(iii) Third absence:

1) $100.00 fine levied upon the chapter

2) formal notification of absence to member organization
3) a letter detailing the absence to the member organization’s national headquarters

4) probation, as outlined in Article II of the Constitution.

(b) There will be a 5 dollar fine for all late paperwork, and an extra dollar added for everyday past the due date

Section 1.06 Officer Fines

(a) For each unexcused absence an officer or chair accrues, the following fines will be imposed:

(i) First absence $10.00 fine

(ii) Second absence: $30.00 fine

(iii) Third absence: expulsion from office

Section 1.07 Usage of Fines

(a) Fines will go toward general IFC budget.

Section 1.08 Membership Dues

(a) Each member fraternity of the Council shall be billed for dues one (1) week after official college recruitment ends. They shall be paid four (4) weeks after first billed. These deadlines are subject to change at the discretion of the Treasurer. If needed, chapters may work out a payment plan with the Treasurer.

(b) Chapter dues shall be computed by multiplying the number of active members (as listed on the membership roster in the Office of Student Programs) for the current semester by three (3) dollars. The chapter will also be billed five (5) dollars for each new member who completed the new member education process during the previous semester.

(c) The Executive Committee shall impose probation, as defined in Article II of the Constitution, upon those chapters that do not pay their dues and/or fines by the deadlines set forth in this constitution.
Article II. Officers

Section 2.01 Officer Duties

(a) President

(i) Assume responsibilities of the Interfraternity Council operations on a daily basis.

(ii) Call and preside over the Interfraternity Council meeting and any special meetings.

(iii) Conduct Executive Board Meetings.

(iv) Serve as the official spokesman for Interfraternity Council.

(v) Meet with Panhellenic President and Assistant Director of Student Programs and Leadership Development weekly.

(vi) Represent the Interfraternity Council at Student Senate of Lycoming College

(vii) Maintain a Presidential File.

(viii) Perform all other duties usually pertaining to this office.

(b) Internal Vice-President

(i) Assist the president and preside in his absence.

(ii) Organize one risk management workshop each semester for all member chapters. This may be done in conjunction with the Panhellenic Council.

(iii) Organize one academic workshop each semester for all member chapters. This may be done in conjunction with the Panhellenic Council.

(iv) Coordinate the new member workshop series in conjunction with the Panhellenic Council.

(v) Be familiar and help implement the Fraternal and Information Programming Group (FIPG) policies with each member chapter.

(vi) Be directly in charge of all committees, to see that their functions are accomplished.

(vii) Maintain an Internal Vice-Presidential File.

(viii) Perform all other duties usually pertaining to this office.
(c) **External Vice-President**

(i) Hold Executive power in absence of the President and Internal Vice-President

(ii) Plan the Fall and Spring Recruitment Schedules in cooperation with Panhellenic Recruitment chairs.

(iii) Possess the authority to attend any Recruitment Events, including all individual chapter recruitment events (only when accompanied by a professional staff member from the Office of Student Programs and Leadership Development.)

(iv) Schedule and conduct meetings with Chapter Recruitment Chairs each semester before recruitment week.

(v) Maintain an External Vice-Presidential File.

(vi) Perform all other duties usually pertaining to this office.

(d) **Vice President of Special Events**

(i) Hold executive power in the absence of the President, Internal Vice President, and External Vice President.

(ii) Plan and coordinate Greek Week Events and the Fraternity and Sorority Awards Banquet in cooperation with the Assistant Director of Student Programs and Leadership Development and the Panhellenic Special Events chair.

(iii) Coordinate all Interfraternity Council community service programming.

(iv) Collect all service hours and philanthropy dollars from each member fraternity and report to Community Service Center.

(v) Maintain a Special Events File.

(vi) Perform all other duties usually pertaining to this office.

(e) **Secretary**

(i) Coordinate meeting agenda minutes and distribute them to all concerned parties.

(ii) Keep an accurate record of attendance at all meetings.

1) Collect all excuses
2) Review absences and make recommendations to the executive board.

(iii) Create and maintain a master calendar of Interfraternity Council events.

(iv) Oversee Interfraternity Council public relations including (but not limited to):

1) Advertisement of events,

2) Maintenance of the Interfraternity Council website,

3) Cooperation with the Panhellenic Public Relations Chair

(v) Be familiar with and implement the rules set forth in this constitution and with Roberts Rules of Order, Newly Revised.

(vi) Ensure review of the Constitution on an annual basis.

(vii) Maintain a Secretarial File.

(viii) Perform all other duties usually pertaining to this office.

(f) **Treasurer**

(i) Maintain accurate account of all income and expenses of the Council.

(ii) Prepare and submit an invoice detailing Interfraternity Council dues, expenses, and fines each semester to member fraternities.

(iii) Prepare an annual budget to present to the Executive Board and Student Senate.

(iv) Collect and deposit dues, expenses, and fines from member fraternities.

(v) Organize fundraising efforts as needed.

(vi) Maintain a Treasurer File.

(vii) Perform all other duties usually pertaining to this office.

**Section 2.02 Officer Impeachment**

(a) An officer may be impeached for failure to carry out their duties as an IFC officer.

(b) Failure to attend meetings can result in impeachment.

(c) The impeachment process will begin with a nomination to impeach by an IFC Officer and a vote of ¾ths majority by Delegates will decide the final decision.
(d) Upon impeachment the IFC Officer will be removed immediately from his position.

(e) The election for the new Officer will follow all regular voting procedures.

**Article III. New Fraternity Membership**

Section 3.01 The National Interfraternity Council’s (NIC) member chapters agree to and support open expansion.

Section 3.02 In order for a newly organized national or local fraternity to become a member of the Interfraternity Council, candidate organizations shall:

(a) request the Interfraternity Council grant unto them colony status.

(b) endure a minimum of two semesters probationary period. At the last meeting of the final semester, the Council will determine whether the new fraternity is to be granted membership into the Council.

(c) follow the guidelines of the FIPG Policy (although each candidate organization may also have an additional in-house risk-management policy)

(d) perform at least three service projects during the probationary period, and have these projects evaluated by the Council.

(e) perform at least two fundraisers during the probationary period, and have them evaluated by the Council.

(f) be represented at every regular meeting of the Council during the probationary period.

(g) attend every Interfraternity Council related event during the probationary period at the discretion of the council.

(h) pay all normal dues associated with membership in the Interfraternity Council.

**Article IV. New Member Regulations**

Section 4.01 The position of this Interfraternity Council is in support of constructive educational and inspirational programs, and has asserted unequivocally its opposition to initiation activities which do not contribute to the positive development and welfare of member candidates. Furthermore, it believes that one of the most damaging
instruments to the fraternity system is the employment of a program of education, which includes hazing, and that this unproductive, ridiculous and hazardous custom has no rightful place in the fraternity system.

(a) No one shall be recognized as new members until receipt of an official Bid Acceptance Form by the Assistant Director of Student Programs and Leadership Development. The official Bid Acceptance Form must be returned to the Office of Student Programs the next working day following the date the bid was signed.

(b) Each potential new member of an Interfraternity Council recognized chapter shall have a minimum college cumulative GPA of 2.25 / 4.00 to receive a bid and/or be initiated.

(c) The associate/new member education programs shall last no longer than six weeks.

(d) Member organizations must be alcohol free at all recruitment activities including formal, informal, and summer/break recruitment activities.

(e) Member organizations must have alcohol free associate/new member education programs.

(f) After disaffiliating, the chapter Recruitment chairman shall notify the Assistant Director of Student Programs and Leadership Development within 24 hours (for new members) or within seven (7) days (for active members). Official disaffiliation forms must be completed.

Section 4.02 New Members activities may be held at the discretion of the member fraternity provided it does not violate the Statement of Position on Hazing and Pre-initiation Activities. The council will view any violations as serious transgressions of the Constitution. It is required that each new member educator submits a schedule of activities that are no longer than four weeks to the Assistant Director of Student Programs and Leadership Development prior to the beginning of Recruitment Week. No new member activities will take place between midnight and seven o'clock a.m.

Article V. Statement on Hazing and Pre-initiation Activities, Pursuant to Pennsylvania Commonwealth Laws:
Any action taken or situation created which recklessly or intentionally endangers the mental or physical health or safety of any person or which willfully destroys or removes public or private property for the purpose of initiation or admission into or affiliation with or as a condition for continued membership in any organization operating under the sanction of or recognized as an organization by Lycoming College. The term hazing shall include, but is not limited to, any brutality of a physical nature, such as whipping, beating, branding, forced calisthenics, exposure to the elements, forced consumption of any food, liquor, drug or other substance, or any other forced activity which could adversely affect the physical health and safety of an individual, and shall include any activity which would subject the individual to extreme mental stress, such as sleep deprivation, forced exclusion from social contact, forced conduct which could result in extreme embarrassment or any other forced activity which could adversely affect the mental health or dignity of the individual or any willful destruction or removal of public or private property.

(a) For the purpose of this definition, any activity as described in the definition upon which the initiation or admission into or affiliation with or continued membership in an organization is directly or indirectly conditioned shall be presumed to be "forced" activity, the willingness of an individual to participate in such activity notwithstanding.

Article VI. RULES OF ORDER

Section 6.01 The Interfraternity Council of Lycoming College shall be governed by Robert’s Rules of Order Newly Revised except in matters specifically provided for in this Constitution, Bylaws, and Standing Rules.

Article VII. AMENDMENTS

Section 7.01 These Bylaws and Standing Rules may be amended by two-thirds (or three-quarters) vote of the voting members of the Interfraternity Council of Lycoming College, provided notice of the proposed amendment has been given in writing at the preceding regular meeting.