

**BYLAWS OF
THE INTERFRATERNITY COUNCIL
AT VIRGINIA POLYTECHNIC INSTITUTE AND STATE
UNIVERSITY**

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Article I - Accompaniment

Section 1 - Accompaniment

These bylaws are to accompany the *Constitution of the Interfraternity Council* at Virginia Polytechnic Institute and State University in its most recent form.

Article II - Membership

Section 1 - Definition Expanded

As listed in Article IV of the *Constitution*, the classes of membership shall be member in good standing, member not in good standing, and provisional member.

Section 2 – Good Standing

A member in good standing shall:

1. Have no delinquent financial obligations with the Interfraternity Council.
2. Meet the academic standards as set forth in Article XI.
3. Be under no sanction from any governing body, board, or committee.
4. Have representation at all but two Presidents Meetings during the previous semester.

Section 3 – Not In Good Standing

A member not in good standing shall have no voting rights. A member not in good standing shall be defined as:

1. Be any chapter or colony that has delinquent financial obligations with the Interfraternity Council.
2. Has not met the academic standards as set forth in Article XI
3. Under sanction from any university governing body, board, or committee.
4. Having no representation at more than two Presidents Meeting in a semester.

Section 4 – Provisional Member

A provisional member shall:

1. Be any colony to which the Interfraternity Council has extended an invitation of membership and which has met the requirements of membership in good standing for a chapter as defined by the Interfraternity Council above and has not completed the requirements of Article IV.
2. Have the same rights and privileges of a member in good standing except for a right to vote on matters of the Interfraternity Council.

Article III - Expansion

Section 1 - Offer of Expansion

As stated in Article VI of the *Constitution*, the Office of Fraternity and Sorority Life shall have the sole right to extend an offer of expansion to a men's general fraternity on behalf of the University and the Interfraternity Council

Section 2 - Guidelines for Expansion

All expansion policies and procedures are outlined by the *Departmental Expansion Policy for General Fraternities and Sororities* as established and handled by the Office of Fraternity and Sorority Life

Section 3 - Invitation

As in accordance with the *Departmental Administrative Expansion Policy for General Fraternities and Sororities* the Expansion Committee of the Interfraternity Council will vote to recognize an expansion organization as a member of the Interfraternity Council. The men's general fraternity requesting expansion shall be notified of the

Expansion Committee's decision within six weeks of the close of the Expansion Presentation. Consideration for invitation shall be in accordance with Fraternity and Sorority Life Expansion Policies.

Section 4 - North American Interfraternity Conference Compliance

These bylaws shall be in effect in so far as they do not conflict with the Constitution of the NIC or any of its other governing documents. Should an NIC member fraternity wishing to establish to the University feel that it has been denied due process in anyway, it may appeal that decision to Fraternity and Sorority Life.

Article IV - Standards for Provisional Membership

Section 1 - Provisional Membership Standards Explained

The standards for a provisional member to become a member in good standing will involve in no way unequal treatment of the provisional member. The guidelines in place are only to insure that the new provisional member meets all of the requirements to become equals with the other member organizations.

Section 2 - Provisional Membership Standards Defined

In addition to those standards listed in Article II Section 2, provisional members shall also be required to complete the following prior to recognition as a member in good standing:

1. Complete all the requirements of recognition by the fraternity's national unit with the exception of recognition by the Interfraternity Council (if applicable). Said requirements, upon completion, shall be kept as a copy of the original in the fraternity's file with the Office of Fraternity and Sorority Life.
2. Remain as a provisional member in good standing for a whole of two academic semesters not including summer.

Section 3 - Petition for General Membership

The provisional member may submit a petition for general membership to the Presidents' Council for recognition after the completion of Article IV Section 2. Recognition will become official upon a vote of 2/3 quorum and shall not be withheld unreasonably.

Article V - Officer Organization

Section 1 - Duties Enumerated

The enumerated duties and responsibilities of the executive board officers of the Interfraternity Council shall be as follows. Other duties and responsibilities may be designated at the discretion of the executive board:

1. President

- a. Represent all Interfraternity Council members in all matters pertaining to the Community, the University, and other universities.
- b. Conduct the meetings of the Interfraternity Council Presidents' Council.
- c. Call regular and special meetings of the Executive Board, and the Interfraternity Council Presidents' Council,
- d. Coordinate and administer all activities of the Interfraternity Council.
- e. Appoint all non-elected chairmen with the approval of the newly elected executive board members
- f. Create an even distribution of chapters among the executive board members.
- a. Act in the best interest of, and represent the Interfraternity Council and fraternity system at all times.

2. Vice President

- a. Preside over the Interfraternity Council Presidents' Council meetings in the absence of the President.
- b. Preside over the Interfraternity Council Executive Board meetings.
- c. Oversee all public and private functions of the Interfraternity Council and be versed in all Interfraternity Council activities and operations.
- d. Manage the interactions between all member chapters and solve any problems or conflicts that may arise.
- e. Sit on the Fraternity and Sorority Life awards committee as the representative from IFC

3. Director of Standards and Risk Management

- b. Maintain the Interfraternity Council Standards and complete all necessary correspondence to National Organizations, the University, and the Community that pertains to standards issues
- c. Investigate or appoint an investigation team to look into possible violations of Interfraternity Council bylaws
- d. Take an active role in educating all fraternity men on Risk Management Policies by direct contact with the chapters risk management chairs and new members
- e. Identify areas of risk in the Greek community and take measures to correct them
- f. Help coordinate and plan the annual Risk Management Institute to be held each Spring

4. Director of Scholarship

- a. Take an active role in helping member fraternities exceed all minimum standards for membership
- b. Convene chapter scholarship chairs at least once each semester for a roundtable discussion
- c. Actively promote high academic achievement by all Interfraternity Council member organizations
- d. Meet with every organization's scholarship chair once a term to review their New Member Scholarship Plan and Active Member Scholarship Plan

e. Refer all organizations in violation of Interfraternity Council Academic Standards to the Director of Standards and Risk Management

5. Director of Administration

- a. Record accurately, and file in the Interfraternity Council office, the minutes of each Interfraternity Council as well as Executive Board meeting.
- b. Duplicate and distribute the minutes of the Interfraternity Council Presidents' Council meetings to the member presidents within 48 hours of each meeting.
- c. Compile the agenda of business for each Presidents' council meeting to be distributed at the meeting
- d. Maintain membership lists of all fraternities and to check attendance at all Interfraternity Council meetings.
- e. Compile and distribute all necessary phone lists to all member fraternities.
- f. Decide on all questions of parliamentary procedure and be well versed on the Interfraternity Council Constitution and Bylaws.
- g. Maintain all official documents of the Interfraternity Council.
- h. Publish all minutes of the Interfraternity Council for the semester and include attendance record for Presidents' Council meeting on file.
- i. Maintain all active Interfraternity Council listservs that include but are not limited to: Interfraternity Council Presidents Council, Interfraternity Council Executive Council, and all Interfraternity Council Committees.
- j. Work with the Director of University Relations to ensure that the council website is kept current and up to date.

6. Director of Finance

- a. Bill for, receipt, disburse, and keep accurate accounts for all Interfraternity Council funds.
- b. Make, in writing, a monthly financial report to the Interfraternity Council at the first regularly scheduled meeting of each month.
- c. Collect the dues and the fines from all classifications of Interfraternity Council members.
- d. Create and present an Interfraternity Council budget to the Student Budget Board in the Spring semester following his term of office.
- e. Create and present the annual budget at the second meeting of each Fall semester.

7. Director of Recruitment

- a. Direct, plan, coordinate, and publicize all functions and activities relating to Recruitment.
- b. Report all recruitment violations to the Director of Standards and Risk Management.

c. Direct, along with the full knowledge and cooperation of the Interfraternity Council Executive Council, the creation and enforcement of all rules regarding Recruitment.

d. Consult regularly with chapter officials regarding rules, procedures, guidelines, and organization of Recruitment activities.

e. Publish and educate all Interfraternity Council members on Recruitment Rules on a regular basis.

8. Director of Member Education

a. Be responsible for a minimum of (3) educational events for all new members as required by all governing documents of the Interfraternity Council.

b. Work in conjunction with the Office of Fraternity and Sorority Life to ensure the success of such events.

c. Plan and coordinate the yearly speaker sponsored by the Interfraternity Council

d. Plan and coordinate appropriate educational events for the Fraternity Community

e. One new member event must include education on University and NIC risk management policies.

f. Work with chapters to maintain up to date new member rosters

9. Director of Athletics

a. Coordinate and administer all Interfraternity Athletic Events as outlined in Article XV

b. Keep accurate records for awarding the Hokie Grail.

c. Ensure that all athletic events are held, organized, and officiated in a fair, non-biased manner.

d. Publish and make available to all Interfraternity Council members, the Athletics Rules.

10. Director of University Relations

a. Work with the Director of Administration to ensure that the council website is kept current and up to date.

b. Systematically review the chapters' websites to ensure that they meet the standards of Interfraternity Council.

c. Publish a monthly newsletter announcing council and chapter accomplishments to distribute to the various constituents.

d. Attend all appropriate university open forums and meetings and serve as the Interfraternity liason to these constituents

e. Attend and serve as the Interfraternity Council liason to all Panhellenic Council, National Panhellenic Council, and Multicultural Greek Council, meetings

11. Director of Community Relations

a. Work closely with members of the Executive council and President's council to make sure sponsored events are publicized and advertised to the general community.

- b. Aid chapters with press releases through the Collegiate Times and the Department of Marketing and Advertising.
- c. Ensure that the Greek Community is positively portrayed through the local media.
- d. Attend meetings for external organizations (i.e. town council),
- e. Assist Director of University Relations pertaining to liason duties

12. Director of Philanthropy and Community Service

- a. Plan and coordinate Greek Week in congruence with the Panhellenic Council, National Panhellenic Council, and Multicultural Greek Council
- c. Act as a resource for the Greek Community in planning and coordinating chapter philanthropic activities including but not limited to providing an up to date calendar of philanthropies
- d. Work with chapters struggling with their philanthropy to help combine efforts with another fraternal organization
- f. Serve on the executive team every Fall for the annual Greeks Giving Back day of community service.
- g. Assist the Big Event executive team every Spring to ensure maximum participation among fraternities.
- h. Develop and seek community service opportunities for fraternity chapters throughout the term of office.
- i. Develop and seek at least 1 service opportunity per semester for the Interfraternity Executive Council.

Section 2 - Duties of Presidentially Appointed Interfraternity Council Officers

The peripheral duties of the appointed officers shall be decided upon by each administration.

Section 3 - Selection of the Presidentially Appointed Officers

The appointed officers shall be selected in a manner that takes into account experience, academic achievement, and diversity among chapters. The President shall select the appointed officers. This selection shall be confirmed by a 2/3 vote of the Executive Committee.

Section 4 - Guidelines for Election of Officers

Elections of officers shall be according to the following procedure and guidelines.

1. Speeches shall be given in the fall semester before Thanksgiving break.
2. Elections of officers shall be held during the last meeting before Thanksgiving break.
3. Officers will officially assume their duties during the last Presidents' meeting of the Fall semester.
4. Candidates for office must fulfill the following requirements:
 - a. Have a QCA equivalent to the standards placed on the member organizations..
 - b. Have passed a minimum of thirty (30) hours of college work, except for the office of President, which requires a minimum of sixty (60) hours.

- c. Not be under a student conduct or academic sanction harsher than "Probation" through the University.
- d. They must agree to a university judicial check by the Office of Fraternity and Sorority Life or Office of Judicial Affairs staff.
- e. The Office of Interfraternity Council President shall have the following stipulations
 - i. The President must have been a past member of the Interfraternity Council Executive Board or must have been or is an outgoing chapter president
 - ii. If there are no candidates that meet the above qualifications, the election will be open to any fraternity member
- 5. A candidate must have a majority vote of quorum in order to win.
- 6. If any office is vacated, an election to fill the vacancy shall be held at the next meeting of the Interfraternity Council following the notification of all fraternity presidents.
- 7. All officers of the Interfraternity Council must be enrolled at Virginia Tech throughout their tenure in office.

Section 5 - Procedures for Election of Officers

The following procedures are to be performed in order as it is crucial to the appropriate conduct of the election process.

1. Each applicant must fill out the Election Application Packet in order to be considered for a position on the council.
2. Applicants running for all positions will have interviews in which the Selection Committee slates the applicants to their appropriate position
3. The Selection Committee is comprised of five current sitting executive members, one advisor from the Office of Fraternity and Sorority Life, and two chapter presidents
4. Elections will take place for the individuals slated or anyone who has applied for and Executive Council position wishing to run off the floor for the following positions
 - a. President
 - b. Vice President
 - c. Director of Administration
 - d. Director of Finance
 - e. Director of Recruitment
5. During the elections for the top five positions the trickle-down effect allows any applicant who has lost a position of higher authority to trickle-down to another one of the top five positions or an appointed position further down.
6. The Appointed Process will be as follows
 - a. All interview questions will be given to the chapter presidents for review prior to these interviews taking place
 - b. Interviews are conducted by at least five current sitting executive members, one advisor from the Office of Fraternity and Sorority Life, and the newly elected President, Vice President, Director of Administration, Director of Finance, and Director of Recruitment for the following positions
 - i. Director of Standards and Risk Management
 - ii. Director of Scholarship
 - iii. Director of Member Development
 - iv. Director of Athletics
 - v. Director of University Relations
 - vi. Director of Community Relations
 - vii. Director of Philanthropy and Community Service
 - c. The current sitting executive council appoints all of the interviewed positions by a majority vote on a per position basis
 - d. The newly elected President, Vice President, Director of Administration, Director of Finance, and Director of Recruitment votes to approve the past executive council's selections by a 4/5 vote on a per position basis
 - e. The newly appointed council members will be approved on a per position basis by the chapter presidents in the following meeting of the semester by a simple majority of quorum.

Section 6 - Interfraternity Council Organization Liason Structure

Each executive board member will act as liaison to an evenly distributed amount of chapters.

1. Each administration shall select the enumerated duties that liaisons would perform.
2. The President and Director of Public Relations will be responsible for the appointment of chapters.
3. No member of the executive committee shall be permitted to act as liaison to his own chapter.
4. Each executive will be responsible for approximately the same amount of total membership.
5. Executives will be required to attend a minimum of one chapter meeting per semester for each of their appointed chapters, the total number to be determined by joint discretion of chapter president and liaison. Discrepancies will be resolved by the President and Director of University Relations.
6. The chapter president will be given two weeks to request a change of liaison from the date of appointment.

Article VI - Finances

Section 1 - Audits

There will be an audit conducted annually of the Interfraternity Council budget, following the termination of each Spring Semester and the termination of the annual budget. The completed audit will be presented to the Presidents' Council at the second scheduled Interfraternity Council meeting of the Fall Semester. This audit will include the previous semester's expenses as well as the proposed budget for the current semester. The audit shall be conducted by the Director of Finance and a University employee, as recommended by the Student Organization Accounting Manager.

Section 2 - Budget

In accordance with the audit presentation, the annual budget will be presented for vote to the Presidents' Council at the second scheduled Interfraternity Council meeting of the Fall semester. The annual budget is to encompass the fall semester, followed by the ensuing spring semester, in conjunction with the University's academic year.

Section 3 - Excess Expenditures

All expenditures or financial obligations of the Interfraternity Council outside of the budget scope or more than two hundred dollars (\$200) in excess of the approved budget must be approved by the Executive Committee. Such expenditures shall be reported to the Presidents' Council in a timely fashion.

Section 4 - Reimbursement

The Interfraternity Council shall reimburse the expenses of an Interfraternity Council officer whenever incurred during the performance of Interfraternity Council business or while representing the Interfraternity Council provided that his actions are in accordance with Article VI, Section 2.

Section 5 - Billing

The Interfraternity Council Director of Finance will provide individual invoices to each organization for rush dues, set at a flat rate equally for each fraternity, and member dues, set on a per member basis and calculated according to the total number of members, including pledges or associates. Payment will be due one week after the invoices are disseminated.

Dues will be \$20 per member with the following possibilities for discounts:
- If a chapter meets GPA requirements for both new members and current

members then they will receive a \$2.50 discount per member.

- If a chapter's GPA is above the all-fraternity average, it will receive a \$2.50 discount per member.

- If a chapter meets the following requirements it will receive a \$5.00 discount per member:

- a. Sends at least one representative to 80% of the roundtables and workshops put on by IFC (minimum of 5 events, max of 10 events to be scheduled per semester, 2 weeks advance notice required)
- b. Does not miss more than two president's meetings per semester
- c. Sends a representative to the president's retreat every spring
- d. Has 85% attendance to new member events (excused absences do not count towards attendance)
- e. No disciplinary action on the chapter in the past semester that results in requirements from the university.
- f. All replacements for events must be initiated members

Section 6 - Payment Plans

Any Chapter that sufficiently proves an inability to pay their balance by the set date may apply for a payment plan. Any and all requests should be presented to the current Director of Finance before the original due date. Payment plans will be awarded with the approval of the President, Vice President, and advisors, as recommended by the Director of Finance. The Chapter applying for the payment plan will be alerted as to the acceptance immediately following the next regularly scheduled meeting of the Executive Council. The Chapter will assume any fines, should they have not requested a payment plan within a timely manner, so as to render a decision after the original due date. The fines will be assessed on the original balance.

Section 7 - Delinquency

Members shall be considered delinquent if all dues are not paid within fourteen days of receipt of invoice. A delinquent fraternity shall lose the right to vote at Presidents' Council. In addition, financial penalties and sanctions may be assessed. Sanctions related to Interfraternity Council dues shall be lifted upon completion of all payments or in the case of a payment plan upon receipt of first required payment.

Section 8 - Finance Penalties

Any member that is considered delinquent shall be charged financial penalties and sanctioned according to the following schedule:

1. 14-21 days past invoice: 5 % of the original balance and loss of voting rights.
2. 21-28 days past invoice: 10% of the original balance and correspondence with delinquent member's national headquarters plus all previously imposed finance penalties and sanctions.
3. 28-35 days past invoice: 20% of the original balance and the member shall be called for review before the Standards Committee plus all previously imposed finance penalties and sanctions.

Section 9 - Exceptions

If a member demonstrates financial insolvency or an inability to pay the dues or fines levied by the Interfraternity Council, it may petition the Director of Finance to accept an alternative payment schedule. If such a payment schedule is approved by the Director of Finance, it nullifies the above stated payment period. Any request for such a payment plan must be made within seven days of receipt of invoice. Any violation of the payment plan shall result in a hearing before the Standards Committee.

Article VII – Meetings

Section 1 – Presidents Meetings

All chapters are responsible for having representation (President or In-place-of) at all but two IFC Presidents Meeting throughout a semester. Failure to meet this requirement will result in the loss of voting privileges for the entire following semester. Voting rights cannot be reinstated until the chapter meets the attendance requirements for one full semester or if a new President is elected. Each newly elected President will be granted a clean slate at the start of their term. Absence at more than two IFC Presidents meetings can also impact IFC Dues discounts (Refer to Article VI, Section 5).

Section 2 – New Member Meetings

Each chapter is responsible for having New Member attendance at 85% of the IFC New Member Meetings during each semester. Failure to meet this attendance requirement can result in the loss of discounts per member on IFC Dues. (Refer to Article VI, Section 5) Excused individual absences do not count against the overall attendance.

Section 3 – Roundtable Meetings

Throughout each semester, chapters must attend 80% of the roundtable meetings scheduled by the IFC Executive Board. There will be a minimum of 5 and maximum of 10 roundtable meetings each semester. In order to excuse an absence at a roundtable meeting, chapters must give a 2 week notice to the IFC Executive Board. Failure to meet the attendance requirements for these sessions can result in the loss of “per member” discounts on IFC Dues. (Refer to Article VI, Section 5).

Article VIII - Association, Pledgeship, & Initiation

Section 1 - Eligibility

Per University regulations, any male student who is regularly enrolled at the University is eligible to pledge/associate with a fraternity provided:

1. He is a first semester freshman or transfer student with a 2.50 GPA (or equivalent) from high school or transferred institution and meets all other the qualifications set forth by NIC.
2. He is a second semester freshman or upperclassman who has established a 2.50 QCA.

Section 2 - Qualification for Initiation

Per University and NIC regulations to be initiated into a fraternity a student must have earned a 2.50 QCA and 12 credits, neglecting withdrawn classes. Initiation of first semester freshman may not happen before the first day of the semester following their acceptance into the chapter as a pledge/associate.

Section 3 - Requirements of the Chapter for Association/Pledging and Initiation

All activities involved in new member education must meet the qualifications set forth by a chapter's national office and must be in compliance with university policy. In addition:

1. All chapters must turn in their Non-Hazing and Grade Release forms at the date and time established by the Office of Fraternity and Sorority Life and Interfraternity Council, prior to the Interfraternity Council established Closed Rush.
2. New member education programs will have a maximum length of 12 academic weeks per NIC standards.
3. All new members must attend all mandatory Interfraternity Council new member education events. New members must also attend a minimum number of the total events, never less than three, to be determined by the Director of Member Education and approved by 2/3 of the executive council.
4. Organizations whose new members miss more than two mandatory education events or do not meet the set minimum amount by more than two may be subject to a further penalty per Article XII.

Article IX - University Student Conduct Process

Section 1 - Compliance

All bylaws related to conduct process shall be in direct compliance with guidelines from all superior bodies, most specifically the Hokie Handbook published by the University and updated yearly. As such this policy directly mirrors the outline for the student conduct process as provided in the Hokie Handbook. All registered student organizations shall follow all appropriate guidelines as outlined by Student Centers and Activities. Any violations of these guidelines and other policies shall be handled by Student Conduct. For complete description of the University Student Conduct process refer to the Student Conduct office.

Section 2 - General Outline

1. Any student, faculty member, staff member, or administrator may bring an alleged policy violation to the attention of Student Conduct for university action. Formal action requires a documented description of misconduct and/or participation in the proceeding by the person referring the case to Student Conduct. Persons who plan to bring a complaint against a member organization should notify Student Conduct of their intention to do so as quickly as prudently possible.
2. Violations of Interfraternity Council articles and/or policies contained within in the student code of conduct may be forwarded to Student Conduct for further review and possible university action.
3. The University Student Conduct Process is supported by a number of student affairs administrators, who are appointed as university conduct officers, including the Director of

Fraternity and Sorority Life. These individuals have been specifically trained in the conduct process and are knowledgeable about university policies and case precedent.

Section 3 - Procedural Guarantees

An organization that is alleged to have violated policies contained within the Hokie Handbook is entitled to the following procedural guarantees to ensure a fair hearing:

- 1. The organization will have the following procedural guarantees in formal hearings (see below):**
 - a. To receive advance notice of the charges in writing.**
 - b. To have an advisor of their choice present during the hearing. (An advisor's participation is limited to conferring with the organization. He or she may not participate in the hearing.)**
 - c. To refute any evidence or statements presented during the hearing.**
 - d. To bring witnesses.**
 - e. To not participate or answer any questions.**
 - f. To challenge the objectivity of the hearing officer if there are grounds to show that the individual is biased or has a conflict of interest.**
 - g. To appeal the outcome of the hearing**

Section 4 – Student Conduct Procedures

When a conduct referral is received, the organization will be contacted for a meeting with Student Conduct to discuss the incident. The purpose of the meeting is to review the contents of the referral and discuss options for resolving the allegation and/or discuss conduct procedures.

1. Possible outcomes of this meeting include: (a) the organization is not in violation of a student code of conduct policy and the case is closed; (b) the organization may be found in violation of a student code of conduct policy and the case ben resolved immediately through an agreed resolution or, the case is referred for a formal hearing and organization is notified of disciplinary charges and the hearing date.

a. If an organization elects to have the alleged incident resolved through an agreed resolution with Student Conduct then the following procedures will apply:

i. The organization will meet with Student Conduct to discuss the incident in question. Student Conduct will provide a copy of the conduct referral and ask the organization to make a statement regarding their involvement in the reported incident.

ii. If the organization accepts responsibility for the violation(s) of the Student Code of Conduct, they will have the option of resolving the case through an agreed resolution. In doing so, the organization accepts responsibility for the alleged

violation(s) and agrees to fulfill any sanctions or educational assignment that are developed during the meeting.

iii. By entering into an agreed resolution, the organization waives their right to a formal hearing and the outcome is final.

iv. If the organization rejects the agreed resolution, they will be referred to a formal hearing.

v. The director of student conduct, or his/her designee, reserves the right to refer cases to a formal hearing without the opportunity to handle the case through an agreed resolution.

a. If an organization chooses a formal hearing (or is assigned to a formal hearing) the following procedures will apply:

i. The organization may indicate their preference of an administrator or student conduct committee hearing, absent special circumstances. Not receiving the preferred hearing body is not a basis for a formal appeal.

ii. The organization will be notified in advance of conduct charges they have allegedly violated, and the time, date, and location of the hearing.

iii. During the formal hearing, the conduct officer(s)/committee will

determine responsibility for the alleged violation, including sanction, if necessary.

iv. The outcome of that formal hearing will be final unless the hearing results in certain outcomes.

Article X - Interfraternity Council Standards Process

Section 1 - Jurisdiction

The Interfraternity Council Executive Committee shall hear all cases in violation of the Interfraternity Council Bylaws, Constitution, **Creed, and Mission** not in conflict with the Office of Student Conduct. The Office of Student Conduct takes all precedent on any conduct case that has been brought to their attention.

Section 2 - Process

1. Once the Interfraternity Council Standards Committee receives notification of a violation the chapter will receive written notification of the charge(s). This written notification will be sent via email and hard copy to the chapter President and copied to the chapter's advisor, national organization, and the Director of Fraternity and Sorority Life.
2. The chapter is required to submit a report in response to the charge(s) with 7 business days from the date of notification.
3. The chapter is required to schedule a standard review with the Interfraternity Council Standards Committee within 10 business days after date of notification.
4. The chapter will attend a standard review on the designated date and time. Failure to attend this review will result in the Standards Committee making a decision on the information they have received unless there are significant circumstances in which the chapter cannot attend their scheduled time in which another date and time will have to be scheduled.
5. The Standards Committee will deliver notification of the review outcome via email and hard copy to the chapter President and copied to the chapter's advisor, national organization, and the Director of Fraternity and Sorority Life.
6. A chapter has 7 business days from the date of notification of the review outcome to submit an appeal. All appeals must be submitted and will be reviewed by the Director of Fraternity and Sorority Life.

Section 3 - Sanctions

All sanctioning is done on a progressive sanctioning basis. Each violation of Interfraternity Council Bylaws, Constitution, Creed and Mission is a separate charge. Any organization who violates multiple policies may have their sanction status increased depending on the severity of policies violated and will be based upon the discretion of the Interfraternity Council Standards Committee. All sanctions are for a duration of one semester. Should the violation occur after 7 weeks into the semester the chapter will be on sanction for the remaining duration of the current semester and all of the following semester.

1. **Formal Warning:** This is an official notice that your actions have constituted a violation of Interfraternity Council policies and are, therefore, inappropriate. Further violations may result in more serious disciplinary action.
2. **Probation:** This is a notice that your status with the Interfraternity Council for a specified period of time is such that further violations of Interfraternity Council policies will result in more serious disciplinary action including suspension from the Interfraternity Council.
3. **Deferred Suspension:** Deferred suspension means that, should your organization be found in violation of any Interfraternity Council policies during the stated period, your organization will be subject to the deferred sanction without further review, in addition to the disciplinary action appropriate to the new violation. Any organization under Deferred Suspension sanction will have their voting rights removed until their organization is removed of sanction. Any proven violation of this sanction by your organization will result in the Suspension of your organization.
4. **Suspension:** A withdrawal of Interfraternity Council recognition and loss of membership in the Interfraternity Council in which the period of time is to be determined by the Standards Committee.

Section 4 - Interfraternity Council Executive Board Sanction Policies

Any Interfraternity Council Executive Board member who falls in violation of any Interfraternity Council bylaw shall be removed from office immediately upon notification of such violation and a special election will take place at the following President's Council meeting to fill the vacant position. Any Interfraternity Council Executive committee member is allotted the opportunity to appeal their case before the 'President's Council' at a regularly scheduled President's meeting. Said member must receive a 2/3 vote in favor of continuing his role as an officer in order to remain in their position as an officer on the Interfraternity Council Executive committee.

Section 5 - Due Process

An organization that is alleged to have violated Interfraternity Council Bylaws or Constitution is entitled to the following procedural guarantees to ensure a fair hearing: The organization will have the following procedural guarantees:

1. To receive advance notice of the charges in writing.
2. To have an advisor of their choice present during the hearing. (An advisor's participation is limited to conferring with the student. He or she may not participate in the hearing.)
3. To refute any evidence or statements presented during the hearing.
4. To bring witnesses.
5. To not participate or answer any questions.
6. To appeal the outcome of the hearing.

Section 6 - Appeals

An appeal is defined as a request for review of the original case, which may involve a review of the judicial decision as recorded on paper, a new hearing, or other procedures as described below. The burden is on the appealing organization to demonstrate why the finding or sanction should be altered. Appeals may be based only on the following grounds:

1. Denial of due process refers to procedural guarantees afforded to students and organizations who are referred through the process. For example: failure to receive advance notification; being denied the opportunity to have an advisor; not being provided a copy of the conduct referral with your hearing notification letter, are among grounds for denial of due process.
2. Significant and relevant new evidence is information which was not available to you prior to, or during the

hearing. This is not information you chose not to share or obtain prior to the hearing.

3. Unduly harsh or arbitrary sanctions are not sanctions you disagree with, but sanctions that are not consistent with your conduct or case precedent.
4. All appeals will be handled by Fraternity and Sorority Life

Article XI - Risk Management

The following are considered simply as guidelines for responsible risk management.

Section 1 - Alcohol and Drugs

All fraternities are bound by laws governing the consumption and distribution of alcohol per Virginia law.

1. No alcoholic beverages may be purchased through the chapter or council treasury for service to members or guests, nor may such a purchase be undertaken or coordinated by any member in the name of, or on the behalf of, the chapter or council. The purchase and/or use of a bulk quantity of such alcoholic beverages, i.e. kegs of any type and cases, is prohibited.
2. No members, collectively or individually, shall purchase for, serve to, or sell alcoholic beverages to those under the age of 21.
3. No member, collectively or individually, shall purchase for, serve to, or sell alcoholic beverages during philanthropic events to members of sororities recognized by Panhellenic Council.
4. No chapter or council may co-sponsor an event with a third party vendor where alcohol is given away, sold, or provided to those present. Co-sponsorship indicates a sharing of liabilities or profits in relation the distribution of alcohol.
5. No chapter or council can co-sponsor an event where alcohol is purchased by one of the host organizations.
6. No member shall permit, tolerate, encourage, or participate in drinking games.
7. No alcohol shall be present at any new member function or ritual of the chapter.
8. All recruitment activities shall be dry functions.
9. Any possession, use, or sale of illegal drugs or controlled substances while on chapter or campus premises, or at an event a reasonable person would consider a chapter or council function, is prohibited.
10. The Interfraternity council may not sponsor any event where alcohol is served.

Section 2 - Social Events

1. Open Parties, meaning those with unrestricted access by non-members of the fraternity, where alcohol is present, are prohibited.
2. Chapters hosting a social event where alcohol is present must use a pre-constructed guest list.
3. Each chapter will have an adequate number sober party monitors or hired licensed and bonded security to insure the safety and well being of members and guests at all events where alcohol is present. Non-alcoholic beverages and food will be available to all attendees at chapter functions where alcohol is present.
4. Each social event will have a specific beginning and ending time no later than 2:00 AM and is to be enforced by the chapter.
5. Chapters hosting a social event where alcohol is present must properly identify those individual who can legally consume alcoholic beverages. At a minimum, chapters should use wristbands or a hand stamp that is difficult to copy. The use of a marker is non-sufficient.
6. All chapters on Oak Lane must also comply with Oak Lane guidelines as set forth in the *Fraternity and Sorority Life Manual* (formerly the *Oak Lane Manual*) published by the Office of Fraternity and Sorority Life.

Section 3 - Hazing

1. No chapter, student, or alumnus shall participate in or condone any hazing activities. Hazing is hereby defined as any action taken or situation created, intentionally, whether on or off fraternity premises, to produce mental or physical discomfort, embarrassment, harassment, or ridicule. Such activities may include but are not limited to the following: use of alcohol; paddling in any form; creation of excessive fatigue; physical and psychological shocks; quests, treasure hunts, scavenger hunts, road trips or any other such activities carried on outside or inside of the confines of the chapter house; wearing of public apparel which is conspicuous and not normally in good taste; engaging in public stunts and buffoonery; morally degrading or humiliating games and activities; and any other activities which are not consistent with academic achievement, fraternal law, ritual or policy or the regulations and policies of the educational institution or applicable state law.

2. In addition to the above stated regulations regarding hazing, no chapter, student or alumnus shall violate any provision of the *University Policies on Student Life*.

Section 4 - Sexual Harassment

No chapter shall tolerate or condone any form of sexual abusive behavior on the part of its members, whether physical or emotional. This is to include any actions which are demeaning to women or men, including but not limited to rape, gang rape, or verbal harassment.

Section 5 - Health and Safety

1. All chapter houses shall, prior to, during, and following occupancy, meet all local fire and health Articles and standards, and are subject to inspection by local officials and the university.
2. All chapter houses must have posted near common phones, emergency telephone numbers for fire, police and ambulance, and must have evacuation routes posted on the back door of each sleeping room.
3. All chapters shall comply with engineering recommendations reported by their insurance company.
4. All exits will be clearly marked.
5. All walkways and exits will remain clear of obstruction at all times.
6. Chapters will accept their responsibility as members of the neighborhood, and act with courtesy toward their neighbors. They will refrain from levels of noise that could be bothersome to neighbors, especially at night. They will also make a reasonable effort to keep members and guests from trespassing on property not belonging to the chapter. The chapter will keep their house in good repair (inside and out) and accept responsibility for cleaning the area in and around where the chapter function was held no later than twelve hours after the conclusion of the event.

Section 6 - Sanctioning and Miscellaneous

1. Member fraternities found to be not in compliance with any of the above risk management bylaws will be brought before the Interfraternity Council Judicial Committee and sanctioned appropriately.
2. Each current and new/associate member will be educated annually on all risk management policies and each chapter's individual risk management policy
3. This policy is a minimum standard for the member fraternities of the Interfraternity Council at Virginia Tech. Any member fraternity whose national/international headquarters has a risk management policy that goes beyond the precepts and tenets of this policy should be expected to hold to that higher standard.

Article XII - Legacy Report

Section 1 - Legacy Report

1. The Legacy report shall be completed every fall semester by the President of each Fraternity as in accordance with the office of Fraternity and Sorority Life.

Section 2 - Reviewing the Legacy Report

1. The President and Vice-President along with the IFC advisors will conduct reviews of the Legacy Report with the current President of each Fraternity to aid in the improvement of each organizations.

Article XIII - Academic Requirements

Section 1 - Chapter Academic Standards

1. The minimum academic requirement of all chapters shall be a semester QCA of no less than a 2.65. This shall be required for a chapter to remain as a member in good standing.
2. Chapters falling below these academic standards shall be subject to sanction as detailed in Article IX, Section 3.

Section 2 - New Member Academic Standards

For the purposes of this section new members shall be divided into 2 categories: first semester freshman and the new member class as a whole.

1. The average QCA of the previous semester's new member class as a whole must meet or exceed a 2.75.
2. New members included in the average QCA calculation are defined as those who are continually pledging through the end of the semester or initiated brothers that have pledged during the previous semester.
3. Chapters falling below any of these academic standard shall be subject to sanction as detailed in Section 4.

Section 3 - Sanctions for Chapter Academic Standards

1. Any chapter falling below a 2.65 average QCA during any semester shall be given an academic warning in writing no later than 2 weeks after the start of the next semester (e.g. 2 weeks after the start of the Spring semester for the Fall grades) or when grades become available from the Fraternity and Sorority Life, whichever date is later. Said chapter shall not be in good standing until the average chapter QCA exceeds a 2.65.
2. Any chapter whose average QCA falls below a 2.65 for 2 consecutive semesters shall be placed on automatic academic probation. The terms of academic probation are outlined as follows:
 - a. The chapter shall be notified in writing no later than 2 weeks after the start of the next semester (e.g. 2 weeks after the start of the Spring semester for the Fall grades) or 2 weeks after grades are available from Fraternity and Sorority Life, whichever date is later.
 - b. The chapter shall remain on suspension and as a member not in good standing without voting rights until the chapter average QCA exceeds a 2.65.
 - c. The chapter shall be prohibited from all social and IFC athletic functions for all semesters until the other terms of the suspension are completed.
3. The IFC Executive Board shall set all sanctions in addition to the minimum outlined in Article IX Section 3.B and Section 3.C. It is recommended that in addition to the minimum, each sanctioned chapter shall be required to submit an academic improvement plan and to schedule regular meetings with the IFC Executive Board to update the committee on the chapter's progress.

Section 4 - Specific Sanctions For New Member Academic Standards

1. Any chapter whose new member average QCA falls below a 2.75 during 1 semester shall be given an academic warning in writing no later than 2 weeks after the start of the next semester (e.g. 2 weeks after the start of the Spring semester for the Fall grades) or 2 weeks after grades become available from Fraternity and Sorority Life, whichever date is later. The President and Scholarship chair of the chapter must also meet with the Director of Standards and Scholarship to review the chapter's current new member scholarship program.
2. Any chapter whose new member average QCA falls below a 2.75 for 2 consecutive semesters shall be placed

on automatic new member academic probation. The terms of new member academic probation are outlined as follows:

- a. The chapter shall be notified in writing no later than 2 weeks after the start of the next semester (e.g. 2 weeks after the start of the Spring semester for the Fall grades) or when grades are available from Fraternity and Sorority Life, whichever date is later.
- b. The chapter shall meet a minimum of 2 times with the Director of Standards and Scholarship and develop an 8-week scholarship program that is in accordance with the standards set forth by successful chapters. This must be submitted within 1 week of receipt of written notification. The developed scholarship plan must be approved by a majority vote of the Interfraternity Council executive board within 1 week of submission.
- c. Following the second violation of Section 2, the chapter shall be required to meet with the Director of Scholarship a minimum of 2 times during the semester. Any further sanctioning will be set by the IFC Executive Board.
- d. The IFC Executive Board shall set all sanctions in addition to the minimum outlined in Article IX Section 4. It is recommended that in addition to the minimum, each sanctioned chapter shall be required to schedule regular meetings with the IFC Executive Board to update the committee on the new members' progress.

Section 5 - Appeals

Should a member organization wish to appeal the decision of the IFC Executive Board, they shall follow the same procedure outlined in Article VIII-Section 4.

Article XIV - Sanctions & Enforcement

Section 1 - Sanctions Defined and Listed

Sanctions for violation of Interfraternity Council or University policies by member organizations include, but are not limited to:

1. **Formal Warning:** Organization is officially notified that his or her actions have constituted a violation of university policies and are, therefore, inappropriate. Further violations may result in more serious disciplinary action.
2. **Financial Fine:** Organization may be subject to punitive fines for incidents. The amount is not preset for each violation but shall be decided on a case by case basis by the Interfraternity Council Judicial Committee. Chapter membership, severity of violation, and chapter judicial history, in addition to other factors, shall be taken into account by the committee when deciding upon a punitive fine.
3. **Restitution:** Organization is required to make restitution for damage to university or private property. Restitution may be in the form of monetary payment or community service.
4. **Educational Activity:** Organization is required to demonstrate his or her responsibility as a member of the university community by performing certain reasonable and relevant educational activities. *Failure of student organizations to complete the educational activity by the time prescribed by the judicial officer/committee will result in withdrawal of university recognition for one semester (excluding summer).*
5. **Probation:** Organization is notified that its status with the University for a specified period of time is such that further violations of university policies will result in his or her being considered for suspension from the university. If at the end of the specified time period no further violations have occurred, the students are removed from probationary status.
6. **Denial of Privileges or Associations:** Organization is notified that, for a specified period of time, certain privileges or associations within the university are withdrawn. This sanction includes, but is not limited to, termination of residence hall residency (for Special Purpose Housing), removal from athletic events, denial of the privilege of participating in recreational sports activities, and revocation of the privilege of accessing certain university facilities.
7. **Deferred Sanction:** In some cases, a sanction of suspension or a denial of privilege may be held in abeyance for a specified period. This means that, if the student is found guilty of any violation during that period, he or she will

be subject to the deferred sanction without further review in addition to the disciplinary action appropriate to the new violation.

8. Suspension from the University: Organization is notified that it is separated from the university for a specified period of time. Permission to return to Virginia Tech may be required by the director of judicial affairs in addition to the Office of Fraternity and Sorority Life.

9. Interim Suspension the University retains the authority to impose an interim (immediate) suspension if such action is necessary to preserve the safety of persons or property. In this instance, organizations will be afforded a preliminary hearing and an opportunity to show why their continued presence on campus does not constitute a danger to others, to themselves, or to property. A full hearing in compliance with *University Policies for Student Life* will be provided as soon as possible.

Article XV - Recall of Officers

Section 1 - Process for Removal of Deficient Officer

The Interfraternity Council may, by a three-fourths (3/4) vote of its total membership, recall an Executive Board member after written charges, signed by one-third (1/3) of the voting representation (Presidents) are presented before the Council. The individual must hear the charges and been given an opportunity to respond. The recall motion shall be tabled until the next regularly scheduled meeting where it shall be voted upon.

Article XVI - Athletics

Section 1 - Interfraternity Council Sponsored Athletic Tournaments

Throughout the course of the year, the Interfraternity Council Director of Athletics will establish athletic tournaments that will be funded by Interfraternity Council for the member chapters of the Interfraternity Council and other selected Greek organizations (voted and approved by the President's Council). Sports can include, but are not limited to the following: Soccer, Flag Football, Basketball, Softball, Volleyball, and Innertube Waterpolo.

Section 2 - Athletic Tournament Participation

All Interfraternity Council fraternities will be given the opportunity to participate in Athletic tournaments unless:

1. Sanctioned with financial delinquency or penalties as defined in Article VI, Section 5 and 6.
2. If a chapter is not going to participate in an Interfraternity Council athletics event that they have previously registered for with the Director of Athletics, they must notify him no less than 1 week prior to the event to prevent penalization as defined in Article XV, Section 3.
3. Only active and new members of each respective chapter will be able to represent that chapter in tournament competition. A violation of this policy will result in an immediate forfeit and a loss of participation rights for all Interfraternity Council athletic events that semester.

Section 3 - Athletics Tournament Absentee Policy

Fraternities that fail to field a full team at the start time of their first match based on attendance, for each tournament will be forfeited from play for that tournament. Additionally, the chapter will be assessed a \$100 fine that must be paid within two weeks of the invoice date.

Section 4 - The Greek Hokie Grail

Fraternities who choose to compete in athletic tournaments are eligible to receive points toward the Greek Hokie Grail, which will be awarded at the end of each academic year to the fraternity with the highest cumulative point total. The winning fraternity will have their letters engraved permanently on the trophy to be presented at the end of the academic year. The composition of sporting events is as follows:

1. Each fraternity will only be allowed one full team for each competition
2. Attendance: Any chapter who signs up and fields a full team for any tournament will receive 50 points toward their total.
3. Scoring for the IFC Hokie Grail will be: 1st place: 750 points, 2nd place: 450 points, 3rd place: 300 points
4. Any team that has a player ejected from any event for any reason that extends beyond normal circumstances of athletic play will have 200 points deducted from their total. This will be at the discretion of the Director of Athletics.
5. In the case of tournament cancellation or scheduling problems rescheduling will be at the discretion of the Director of Athletics.

Article XVII - Philanthropy

Section 1 - Interfraternity Council Member Organization Sponsored Philanthropies

Throughout the course of the year, the Interfraternity Council Member Organizations can establish philanthropic events. These events will be in accordance with the Bylaws, Constitution, Creed, and Mission.

Section 2 - Scheduling

- a. All dates of philanthropic events will be submitted to the Director Of Philanthropy and Community Service by the second IFC meeting of the semester in which the event will occur.
- b. If a fraternity misses this deadline they may motion for approval from the Presidents Council. This motion will be tabled for a week and requires a $\frac{3}{4}$ vote.

Article XVIII - By-Laws & Amendments

Section 1 - Bylaw Proposal

By-Laws shall be written by members of the Interfraternity Executive council or the President's council. They may also be proposed by a representative to the Interfraternity Council at any time during the year. The bylaws of the Interfraternity Council shall be reviewed yearly during the Fall Semester. Any proposed amendments by the committee shall be made no less than two regularly scheduled meetings before the scheduled yearly election. Vote on said motions (automatically tabled) shall be held no less than the last regularly scheduled meeting before the regularly scheduled elections.

Section 2 - Amendments to the Bylaws

Amendments to the bylaws shall be made in accordance with Article IX, Section2 of the *Constitution*.