

# **Constitution of the Interfraternity Council University of California Los Angeles**

## **PREAMBLE**

We, the supporting members of the UCLA Interfraternity Council, in accordance with the regulations and policies of the University as well as Local, State, and Federal Law do hereby establish this Constitution for the Interfraternity Council of the University of California, Los Angeles in order to promote and perpetuate the best interests of the fraternity system, the University, and the University community. All member fraternities and elected officers shall abide by this Constitution both in letter and in spirit.

## **ARTICLE I. NAME**

The name of this organization shall be the Interfraternity Council at the University of California, Los Angeles (hereinafter referred to as “IFC”).

## **ARTICLE II. STATEMENT OF PURPOSE**

Fraternities thrive when they embrace their responsibilities, while ardently advocating for their fundamental rights. We, the Interfraternity Council at the University of California, Los Angeles believe in:

1. Citizenship: Fraternity men must be responsible, respectful and inclusive citizens of their community.
2. Accountability: Fraternity men have the responsibility to hold each other accountable to their fraternal ideals and expectations.
3. Choice: Fraternities have the responsibility and right to select men who align with their ideals and expectations.
4. Opportunity: Every man has the right to seek membership in a fraternal experience on terms he determines best fit his needs.
5. Fairness: For justice to effectively be administered, fraternity members and organizations must provide and be afforded fundamental due process rights.
6. Interfraternalism: NIC member chapters stand in solidarity for fellow member chapters that meet NIC Standards.

The purpose of the IFC shall be to

1. Provide a sovereign peer governance structure for its member chapters;
2. Enforce and hold member chapters accountable to the IFC Code of Conduct and other governing documents;
3. Develop policies and procedures to provide safe and healthy membership experiences;
4. Develop policies and procedures to provide safe and healthy social experiences;
5. Advocate for appropriate levels of university financial and staffing support;
6. Promote the interests of its member chapters;
7. Promote the interests of men’s fraternities in general;
8. Discuss questions of mutual interest and present to its member chapters such recommendations as the IFC deems appropriate;

Adopted March 2023. Supersedes all previous policies.

9. Promote the interests of the University of California, Los Angeles;
10. Promote mutual cooperation between its member chapters;
11. Promote mutual cooperation between the IFC, fellow governing councils, and student organizations at the University of California, Los Angeles; and
12. Promote mutual cooperation between the IFC and the University of California, Los Angeles, its students, faculty, staff, and local community.
13. Promote and accredit efforts of member chapters to better the community through philanthropic endeavors

Additionally, the IFC strives to support the UCLA Community by living up to the True Bruin Values of Respect, Accountability, Integrity, Service, and Excellence.

### **ARTICLE III. AUTHORITY**

This Constitution, as well as the adjunct Bylaws, and any other supplemental policies, is established in accordance with federal, state, and local laws, and the Policy Applying to Official Recognition of Men's and Women's Fraternities, and other Similar Organizations by the University of California, Los Angeles. Should a conflict arise between this Constitution and Bylaws and the aforementioned, the latter shall supersede.

The Interfraternity Council shall be legislative, administrative and judicial. The council has the right and responsibility to regulate all matters of interest to the betterment, welfare and growth of the fraternal movement on campus, except those that are of institutional policy. The Interfraternity Council will dutifully strive for a working and collaborative relationship both with the council of fraternities, the five other governing that comprise the Greek Community at the University of California, Los Angeles and with the Office of Fraternity and Sorority Life at the University of California Los Angeles. Authority of the Interfraternity Council is derived through recognition by the Office of Fraternity and Sorority Life, which is responsible to the Vice Chancellor of Student Affairs.

All business, policies and activities of the council and its member fraternities shall be in compliance with University policy, guidelines from the Office of Fraternity and Sorority Life, local, State and Federal laws.

### **ARTICLE IV: CODE OF CONDUCT**

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

1. We will know and understand the ideals expressed in our fraternity Rituals and will strive to incorporate them in our daily lives.
2. We will strive for academic achievement and practice academic integrity.

3. We will respect the dignity of all persons; therefore, we will not physically, mentally, psychologically or sexually abuse or harm any human being.
4. We will protect the health and safety of all human beings.
5. We will respect our property and the property of others; therefore, we will neither abuse nor tolerate the abuse of property.
6. We will meet our financial obligations in a timely manner.
7. We will neither use nor support the use of illegal drugs; we will neither misuse nor support the misuse of alcohol.
8. We acknowledge that a clean and attractive environment is essential to both physical and mental health; therefore, we will do all in our power to see that our properties are properly cleaned and maintained.
9. We will challenge all fraternity members to abide by these fraternal expectations and will confront those who violate them.

#### **ARTICLE V: STATEMENTS OF POLICY AND RESPONSIBILITY**

Section 1. It shall be the duty of the UCLA IFC to establish and maintain the Constitution and Bylaws of the UCLA IFC, which shall be reviewed at a minimum of every two years.

Section 2. It shall be the duty of the UCLA IFC to establish and approve policies pertinent to the fraternal community. It shall be the duty of the UCLA IFC to set and utilize policies of enforcement, and to review such policies, at a minimum, on a biannual basis. These Policies shall be updated and distributed to the Presidents of the member chapters at the beginning of each academic year. Policies developed and maintained by the UCLA IFC should include, but are not limited to: Non-alcoholic formal recruitment, hazing prohibition and education, leadership development and academic success programs.

Section 3. It shall be the duty of the UCLA IFC and its officers to enforce the Constitution, Bylaws, and Policies approved by action of the General Body. If violations are determined to have occurred, they shall be dealt with by the judicial process outlined in the Bylaws. Further, the UCLA IFC may serve as an arbitrator of conflicts between the member chapters, if deemed necessary.

Section 4. The member chapters of the UCLA IFC are expected to adhere to, in addition to the Constitution, Bylaws, and Policies of the UCLA IFC, the regulations of the University of California, Los Angeles including the University Greek Relationship Statement, and all appropriate local, state and federal laws. Should a member chapter or colony fail to comply with this requirement, as determined by the judicial process outlined in the approved IFC Judicial Policy or the judicial process of the University of California, Los Angeles, the group may be declared inactive and its membership in the UCLA IFC will be denied or terminated.

Section 5. It shall be the duty of the UCLA IFC and its officers to offer advice, counsel, and services to promote and coordinate a non-alcoholic rush, pledging/associating, and initiation.

Section 6. It shall be the responsibility of the UCLA IFC to cooperate with UCLA's recognized Greek Councils.

Section 7. It shall be the responsibility of the UCLA IFC and its officers to work with the University IFC Greek Advisor and the Office of Fraternity and Sorority Life to ensure that University policies are adhered to and to ensure that the council takes appropriate actions regarding issues that concern the Greek community. Furthermore, it shall be the responsibility of the UCLA IFC and its officers to work with the University Greek Advisor and to provide periodic opportunities for leadership training for interested individuals of the member chapters as well as provide leadership and educational programming to chapter leadership and members.

## **ARTICLE VI. IFC MEMBERSHIP**

### **Section 1. Regular Membership Status**

- a. Membership in the IFC is open to chapters and colonies of fraternities at UCLA, as follows:
  - a. Any chapter or colony of a North American Interfraternity Conference (NIC) member organization shall hold membership in the IFC.
  - b. Any chapter or colony of a local, state, regional, or inter/national fraternity, which is not a member of the NIC, may hold membership in the IFC.
- b. Full membership in the IFC is limited to those fraternities (including non-NIC organizations), who have adopted all [NIC Standards](#) that the UCLA NIC body has **adopted**, are affiliated with an inter/national organization, and are men's fraternities;
- c. Only fraternity chapters and not individuals shall be considered members of the Interfraternity Council.
- d. Duly chartered fraternity chapters at UCLA shall be eligible for official recognition by UCLA and membership in the Interfraternity Council only after completing the Office of Fraternity and Sorority Life recognition process.
- e. All fraternities must be registered, affiliated and approved by both IFC and the Office of Fraternity and Sorority Life. The IFC will not recognize chapters that have been suspended or have had the charter revoked by the inter/national organization.
- f. Member fraternities shall be required to complete affiliation and registration paperwork, maintain minimum standards for chapter size, academic performance, inter-fraternity activity participation, financial accountability, and compliance with the Office of Fraternity and Sorority Life, as outlined in the Expectation of Recognition Document.
- g. If a member fraternity's chapter GPA, or new member GPA, is below that of the all-men's campus wide average, representatives of this chapter shall meet with the Vice President of Scholarship and the Vice President of Programming within one quarter to establish academic goals and action plans to ensure success. Failure to abide by this statute will result in a referral to the IFC Judicial Board.

k. All NIC member fraternities will be afforded the right to expand within UCLA IFC within four academic years of their request, and will enter pending the results from a growth assessment.

## Section 2. Associate Membership Status

Associate membership shall apply to fraternity colonies and interest groups at UCLA that are not active members of the IFC and that are Officially Recognized by the Office of Fraternity and Sorority Life and UCLA. Associate membership may also be granted to organizations that do not meet the above criteria.

a. The colony, interest group or like, must be approved by both the Interfraternity Council and the Office of Fraternity and Sorority Life.

b. The Associate membership status of a fraternity shall last for one full calendar year or until a vote has been granted for full recognition by the Office Fraternity and Sorority Life and a vote from the Interfraternity Council.

c. All rights and privileges will be extended to Associate members, except for the privilege of participating in formal recruitment, the privilege of a President's Council voice and vote and the privilege of holding an elected position on the Executive Board.

d. An associate member fraternity shall pay all dues during their associate membership.

e. Regular IFC recruitment assessment fees shall be collected upon the attainment at juncture of first formal recruitment.

f. Regular IFC dues and fees shall be collected after the first quarter.

g. Colonies must establish chapter leadership by the end of their first quarter. Once established, the president will then begin attending President Council Meetings the following quarter.

h. Active member chapters uphold the right to develop reasonable benchmarks for a charter's full membership into UCLA IFC.

## Section 3. Disciplinary Status of Membership

Any member fraternity that does not meet any one of the minimum requirements for "Good Membership Standing" as outlined in the bylaws shall be referred to the IFC Judicial Board for review.

a. Disciplinary status is defined as sanctions set forth by the Interfraternity Council Judicial Board System, Administrative Review and University Review.

b. While on disciplinary status the member fraternity will be expected to maintain all other minimum standards as set forth in the Bylaws.

c. While on Disciplinary Status, that member fraternity will lose the privilege of a President's Council vote, having voice and the privilege of running for an Executive Office.

d. The Judicial Board shall stipulate upon the terms of the probation and if those terms are not met in the timeline set forth by the Judicial Board, the fraternity will be brought before University officials for consideration of revocation of recognition.

Section 4. Membership in the Interfraternity Council is at all times a privilege which may be withdrawn only for good cause by the Interfraternity Council in accordance with these Constitution and Bylaws and the "Interfraternity Council Judicial Procedures."

#### Section 5. Re-colonization Procedures

A fraternity that has been off campus for no more than six years can petition the Interfraternity Council to re-colonize. A two-thirds (2/3) vote of the entire membership shall be required to grant colony status, and determine when re-colonization can occur. In order to be eligible for re-colonization, the fraternity shall not have any outstanding debts, if present on campus before, must have left the Interfraternity Council in good standing, be in compliance with **North American Interfraternity Conference (NIC) as practiced at UCLA IFC** and approved and supported by the Interfraternity Council, the University and its auxiliaries. The Fraternity that has been off campus more than six years must participate in the regular expansion process unless an agreement has been made with IFC and University.

The Interfraternity Council will work hand in hand with the Office Fraternity and Sorority Life for any expansion or re-colonization and follow expansion guidelines outlined in the Office Fraternity and Sorority Life Handbook.

IFC will honor all return agreements as specified in a return agreement contract, as approved by IFC and FSL at the time of the chapter's departure.

### **ARTICLE VII. POWERS**

The actions and decisions of the IFC, as the representative body of the fraternity system, shall be binding on all regular and associate member chapters and colonies of the IFC.

### **ARTICLE VIII. ORGANIZATION**

The IFC Shall Consist of

- a. The Executive Council
- b. The Presidents Council
- c. The Judicial Board/Associate Justices

### **ARTICLE IX. EXECUTIVE COUNCIL**

#### Section 1. Membership

The voting membership of the Executive Council shall consist of thirteen officers democratically elected by a simple majority of the Presidents council.

The positions shall be:

- a. President
- b. Executive Vice President (Internal)
- c. Executive Vice President (External)
- d. Vice President of Recruitment

- e. Chief Justice
- f. Vice President of Risk Management
- g. Chief of Staff
- h. Vice President of Finance
- i. Vice President of Media and Outreach
- j. Vice President of Scholarship
- k. Vice President of Programming
- l. Vice President of Philanthropy
- m. Associate Justices (4)

#### Section 2. Duties and Responsibilities

- a. The Executive Council shall be responsible for executing all policies and regulations duly established by the IFC and the University.
- b. The Executive Council shall generate funds and disperse these funds for the operation of the IFC as prescribed by the Constitution and Bylaws.
- c. The Executive Council shall be responsible for sponsoring and implementing educational programming.
- d. The Executive Council shall establish and actively maintain a cooperative, respectful working relationship with the Office of Fraternity and Sorority Life and the respective OFSL Advisor.
- e. The Executive Council shall be diligent in forming collaborative, working and respectful relationships with the other governing councils that make up the Greek Community.

### **ARTICLE X. IFC PRESIDENTS COUNCIL**

#### Section 1. Membership

- a. The membership of the IFC Presidents Council shall be limited to the elected presidents of all duly chartered, recognized undergraduate social fraternities which have been approved by the University of California, Los Angeles, and the University associated sponsoring unit.
- b. Only chapters that are on “Good Membership Standing” may vote and voice as part of the IFC Presidents Council. (“Good Membership Standing” is defined as meeting or exceeding the minimum requirements for membership as outlined in the Bylaws as well as being free of Interfraternity or Administrative Sanctions.)

#### Section 2. Responsibilities and Powers

- a. The IFC Presidents Council shall have the power to enact and enforce the Constitution, Bylaws, and Rules and Guidelines of the IFC.
- b. Only the IFC Presidents Council shall have the power to adopt and amend this Constitution, Bylaws, and Rules and Guidelines of the IFC.
- c. Only the IFC Presidents Council shall have the power to elect officers of the Executive Council and Judicial Board of the IFC.
- d. The Presidents Council shall have the power to remove officers as they deem necessary through the “Officer Removal Process.”
- e. The Presidents council shall have the authority to interpret the wording of this

Constitution and Bylaws of the IFC. Should a conflict of interpretation arise between any branch of the IFC and the Presidents Council, it shall be decided by two-thirds of the voting membership of the Presidents Council.

## **ARTICLE XI. JUDICIAL BOARD**

### Section 1. Membership

- a. The membership of the Judicial Board shall consist of a Chief Justice and Associate Justices.
- b. There shall be no more than one Associate Justice serving on the Judicial Board from any member fraternity.
- c. Associate justices shall have at least one year's membership in their fraternity and have at least sophomore standing at UCLA.

### Section 2. Duties and responsibilities

- a. The IFC Judicial Board shall have the authority and the responsibility to:
  - i. Uphold this Constitution, Bylaws, Rules and Guidelines.
  - ii. Investigate and review all alleged violations thereof.
  - iii. Determine appropriate outcomes for violations.
- b. The IFC Judicial Board shall also have those duties and responsibilities as defined by the *Policy Applying to Official Recognition of Men's and Women's Fraternities, and other similar organizations by the University of California, Los Angeles.*
- c. Upon appointment, the IFC Judicial Board shall complete a training program conducted by the appropriate University officials. This training shall take place prior to the start of Winter Quarter, with possible extensions being granted for scheduling purposes.

## **ARTICLE XII. FINANCES**

Section 1. Funding will also be generated through the distribution and collection of quarterly dues, recruitment dues, solicitations, fundraising, fines, allocated monies, donations, and any other agreed upon source.

## **ARTICLE XIII. MEETINGS**

Section 1. Regular Presidents Council meetings shall be held once a week.

Section 2. Special meetings may be called by any member of the executive council and at the request of five or more members of the Presidents council that are in good standing with the IFC.

Section 3. In the event of a special meeting, notice will be given to the council of Presidents, executive board and the Office of Fraternity and Sorority Life 24 hours in advance.

Section 4. Meetings shall adhere to policies outlined in the OFSL Handbook.

Section 5. The Executive Council shall meet weekly.

## **ARTICLE XIV. AMENDMENTS AND BYLAWS**

Adopted March 2023. Supersedes all previous policies.



#### Section 1. Amendments

- a. Amendments to this Constitution and the Bylaws, or must be presented to the Interfraternity Council electronically at least 24 hours prior to the meeting at which it is to be voted on.
- b. An amendment or addition to the Constitution and Bylaws shall become effective immediately after its adoption by the Council of Presidents unless otherwise stated in the original motion.
- c. Amendments to this constitution may be adopted by a three-fourths vote of those presidents present at a meeting, a quorum having been established.
- d. Amendments to the bylaws, consistent with this Constitution, may be adopted by a two-thirds vote of those presidents present at a meeting, a quorum having been established.

### **ARTICLE XV. STATEMENTS OF POSITION**

Section 1. Right of Determination: The Interfraternity Council and/or the Executive Council reserves the right to make statements of position on relative issues pertaining to the Interfraternity Council and its member organizations.

Section 2. Oath of Office Ceremony and administrative paperwork will be taken care of at the End of Year Installation and Scholarship Banquet the immediately following elections.

**BYLAWS**  
**Interfraternity Council of the**  
**University of California, Los Angeles (UCLA)**  
**Fall 2021**

**ARTICLE I. INTERPRETATION OF BYLAWS**

Section 1. Should a conflict of interpretation of the bylaws arise between any branch of the IFC and the Presidents Council, the interpretation of the latter shall supersede.

Section 2. Should a conflict of interpretation of the bylaws arise it will be left to the Presidents Council. Any President may propose an interpretation, which shall be adopted by a two-thirds vote of those presidents present and voting at a meeting, a quorum having been established.

**ARTICLE II. MEMBERSHIP**

Section 1. Entry Procedure

- a. Any duly chartered fraternity chapter at UCLA that has completed the Office of Fraternity and Sorority Life recognition process and wishes to enter the IFC shall submit a petition to the Executive Council to establish its eligibility and membership status.
- b. Entry into the IFC requires a three- fourths (3/4) vote of those present at an IFC Presidents' Council meeting, a quorum having been established.

Section 2. Associate Membership

- a. Any Greek-letter residential organization that has obtained on-campus status as a male social fraternity but is not a member of the IFC shall be considered an IFC affiliate after one year as a student organization pending all processes have been followed and proper registration has occurred with the Office of Fraternity and Sorority Life. Instances in which the IFC affiliate status may apply includes, but is not limited to, a fraternity which does not receive an invitation to colonize from IFC but comes to the campus without benefit of an invitation and obtains on-campus status as a residential fraternity.
- b. An IFC affiliate is required to adhere to all provisions of UCLA and is subject to hearings and sanctions as stipulated in the IFC Judicial Procedures.
- c. An IFC affiliate is not entitled to any of the privileges of IFC membership as outlined in these IFC Constitution and Bylaws. An IFC affiliate may not participate in any program or event which is planned or sponsored by the IFC, including, but not limited to: social activities, community service projects, Greek Week, Blue and Gold Week events, Fraternity Presidents Association, formal recruitment, etc.; however, the Council, by a two-thirds (2/3) vote of the entire voting membership, may invite an IFC affiliate to participate in such activities.
- d. An affiliate Member of the IFC may become a full voting member in the following

manner: After a two year period, beginning from the time the affiliate fraternity has gained its affiliate status from the University and one year as an associate member in the Interfraternity Council, the affiliate fraternity can request a vote to become a full member of the IFC pending no violations and endorsement from the Office of Fraternity and Sorority Life. If three fourths (3/4) or more of the member fraternities vote in the affirmative, then the affiliate becomes a full member. The affiliate fraternity may only request one vote per semester.

Section 3. Member fraternities must submit a current membership roster to the Executive Council and University sponsoring unit each academic term for the purposes of membership statistics, dues, fines, scholastic rankings, and other purposes deemed appropriate by the Interfraternity Council. For Scholarship rankings the Interfraternity Council will announce the deadline when information is received from the Office of Fraternity and Sorority Life.

#### Section 4. Minimum Standards for "Good Membership Standing"

- a. Each member fraternity shall maintain a minimum of 5 members to be recognized by the Interfraternity Council. "Members" is defined as active members. Associate members do not count as active in good standing members.
- b. Each member fraternity shall maintain a minimum quarterly and cumulative 2.70 GPA.
- c. Each member fraternity shall pay their dues and fines in full by the deadlines specified by IFC treasurer as outlined in the bylaws, calendar and recruitment rules.
- d. Each member fraternity shall abide by the Constitution, Bylaws, Rules and supporting policies and documents and guidelines both in letter and in spirit.
- e. Each member fraternity shall comply with University Policy both in letter and in spirit.
- f. Each member fraternity will follow the guidelines outlined in the Official Fraternity and Sorority Life Handbook.
- g. Each member fraternity shall comply with local, state, and federal law.
- h. Failure to meet any one of the above mentioned requirements shall result in a review by the Judicial Board and/or administrative review.
- i. Chapters will be free of any Interfraternity Council Judicial Board, the Office of Fraternity and Sorority Life or University Administrative Sanctions.

Section 5. Any member fraternity that severely discredits the UCLA Greek Community for any reason shall be reviewed by the Judicial Board, and/or University Officials, depending on the severity of the situation. A "discredit to the UCLA Greek Community" includes, but is not limited to:

- a. making racially, cultural, ethnic, etc ... insensitive remarks
- b. making chauvinistic remarks
- c. hazing
- d. sexual harassment
- e. sexual assault
- f. public buffoonery
- g. continued disturbances to the general healthy state of the Greek Community
- h. violation of local, state, or federal law
- i. misrepresentation of the University on or away from the confines of campus

- j. misusing another registered student organizations name for gain, benefit or representation
- k. continuous violations of IFC Risk Management Policy

#### Section 6. Expulsion Procedure

- a. A motion for removal of a member fraternity can only be brought by an officer of the Executive Council or suggested by the Judicial Board.
- b. A member fraternity will be expelled only if the motion for expulsion is passed by a two-thirds vote of the total voting membership of the IFC Presidents Council.
- c. A fraternity expelled from IFC membership shall not be eligible for any participation within the IFC or its programs, or have rights and privileges awarded to member fraternities in "good standing" and any elected or appointed officers shall be removed from those offices.
- d. A fraternity expelled from IFC membership may petition for reinstatement consistent with the provisions of said expulsion and the entry procedures listed in these bylaws.

### **ARTICLE III. IFC PRESIDENTS COUNCIL**

#### Section 1. Meetings

- a. The President of the IFC shall be the chairman of the IFC Presidents Council and as such shall act as chairman of its meetings.
- b. The first, last and election meetings of each quarter/ year requires formal attire.
- c. The Interfraternity Council's executive board, the Presidents Council and the OFSL Advisor will be present at all meetings.
- d. If an inter/national representative is visiting campus and with prior approval from the IFC president they may attend president's council. In special cases or by invitation with permission a "chapter advisor" is defined as an individual who is recognized as the official chapter advisor of said UCLA fraternity chapter by that fraternity's National Headquarters and the University may attend. Guests must sit in the gallery.
- e. Once a quarter a chapter may bring one (1) active brother with them once a quarter to meetings to observe but must sit in the gallery.
- f. All other individuals who do not fall into the above mentioned categories are not permitted to attend IFC meetings and will be escorted off the premises of an IFC meeting by any member of the Executive or Presidents Council. Exceptions to this rule include informational presentations approved at the time they occur by members of the IFC executive committee.
- g. Visiting guests from sections (e) and (f) do not have a voice or vote.
- h. The presence of the University Greek Advisor or OFSL representative is highly recommended for matters of official business.
- i. The rules and definitions contained in the Robert's Rules of Order: Newly Revised or its latest edition shall govern the proceedings at, and the conduct of, the meetings of the IFC Presidents Council in all cases which are not delineated by the IFC Constitution or its Bylaws.

Section 2. Quorum: The presence of a simple majority of the voting membership of the fraternity presidents shall constitute a quorum for the purposes of conducting normal business of the IFC.

Section 3. Attendance: A fine of seventy-five dollars shall be assessed to any member fraternity not represented at a special meeting and fifty dollars for a regular meeting of the IFC. [See IFC Attendance Policy]

#### Section 4. Voting

- a. Voting shall be done in person. Proxy votes are not permitted unless approved by the IFC Executive Council at least twenty-four hours before the vote is scheduled.
- b. Voting for Election of Officers will be by ballot and no proxy will be available.
- c. Voting shall be decided by a simple majority unless otherwise stated herein or in the Bylaws.
- d. The President of the Interfraternity Council shall vote only to break a tie.
- e. The Executive Council shall have the power to conduct a phone or electronic vote should such a vote be deemed necessary by a simple majority of the Executive Council.
- f. Associate members do not have a vote.

### **ARTICLE IV. IFC EXECUTIVE COUNCIL**

#### Section 1. Responsibilities

- a. Is elected for one full term in office.
- b. The Executive Council shall be responsible for the research and preparation of appropriate programs and activities for presentation to the IFC Presidents Council.
- c. All subsidiary councils, organizations, and committees created by the IFC Executive Council shall be responsible to the Executive Council. The chairman of such committees shall report to the membership of the IFC via the Executive Council.
- d. Must collaboratively work with the OFSL Advisor, the Office of Fraternity and Sorority Life, and the community's five governing councils and advisors.
- e. Will optionally attend Association of Fraternal Leadership & Values Conference (AFLV West) in the spring, other leadership conferences as deemed necessary and apply for awards.
- f. Will be responsible to have a representative attend any special meetings called with Campus Departments where Greek Life would have representation.
- g. Attend special meetings, such as Presidential Leadership Meetings, GOLD Academy or any other meetings deemed necessary.
- h. Will serve as liaison to other campus activities pending invitation and schedule.
- i. Support University Wide Programming such as Blue and Gold Week, Family Weekend, UCLA Alumni Weekend and the like.

#### Section 2. Eligibility of Officers

- a. The Officers of the Executive Council
  - i. Must be an active member in good standing with a fraternity having regular membership status at the time of his election and during service. Good standing is defined as being a dues-paying, active member of his Fraternity.

- ii. Must be an undergraduate student registered with the University and in good standing with the University and enrolled in no less than eight units in each quarter of service excluding the summer quarter, unless written permission by the dean of his college has been granted.
  - iii. Must have a minimum cumulative 2.5 grade-point average prior to election, and must maintain a minimum quarterly and cumulative 2.5 grade-point average during his term in office.
  - iv. Must not be on academic probation at the time he is elected, or during his term in office.
  - v. Must be at the time of assuming office, minimally in his second academic year in college.
  - vi. May not hold the positions of President, Vice President, Chief of Staff, Treasurer, Recruitment Chairman, Social Chairman, or Risk Manager in his own chapter during his term in office.
  - vii. Fraternity must be in "good standing" at time of elections with the Interfraternity Council, the Office of Fraternity and Sorority Life and University at large.
  - viii. In the event that the executive officers chapter be suspended or removed from the council of fraternities, the officer will step down and be removed from office as his chapter is no longer.
  - ix. In order to run for IFC Executive President, candidates must have previously sat on the outgoing IFC council and fulfilled a full term. Special provisions can be made depending on the eligibility of candidates, to be approved by the IFC Elections Committee and the OFSL Advisor/University Greek Representative.
  - x. In order to run for IFC Vice President of Risk Management, candidate must have been a social chair, member of their chapter executive board
  - xi. Associate members are not eligible to submit candidates for elected positions during their time as an associate member or for one full year after their chapter has gained full IFC status.
- b. Associate Justices are bound by all of the aforementioned requirements excluding Article III, Section 2, Subsection a, number 6 of these Bylaws.

### Section 3. Elections/Selections

- a. Elections for officers shall be held either the sixth to eighth week of Fall quarter each year as determined by the IFC Executive Board.
- b. Nominations shall be taken by application and interview.
- c. The IFC Executive Committee will coordinate the election process and set the standard for election.
  - i. Slating committee which will conduct interviews will be conducted per the discretion of the IFC Executive Elections Committee and a slate formed from both interview and application as to deem eligible.
  - ii. The Election Committee will consist of the President, Executive Internal Vice President, and Executive External Vice President as long as those positions are filled by an individual that is not seeking reelection onto the IFC Executive Board or IFC Judicial Board.

- iii. Candidates will be notified to accept their slate prior to the announcement of the slate.
- iv. The Election Committee will prepare a slate and present it to the OFSL Advisor for final approval including grade, judicial check and chapter standing status.
- v. Approved and final slate will be presented at the official Election Meeting.
- d. Any alternate personnel, such as ad-hoc committee chairmen, as deemed necessary by the Executive Council to assist, shall be approved by a simple majority vote of the Interfraternity Executive Council. For the purposes of elections, a quorum shall be two-thirds of the regular membership.
  - e. Chapter Presidents will discuss slate and move to accept or reject slate as outlined.
    - i. Accepting a Slate will require a motion and written acceptance of ballot by chapter Presidents.
    - ii. Rejecting a slate will require a motion to deny slate as stated.
    - iii. Elections will then move to candidate by candidate.
- f. Officers of the IFC Executive Council shall then be elected by a simple majority of those Presidents present provided a quorum has been established. Voting shall be conducted by secret ballot.
- g. Slate will be presented as the most worthy candidates.
- h. If there are more than two candidates for an office and one candidate does not receive a simple majority of the vote on the first ballot then the two candidates with the most votes received will be contested in a run-off election.
- i. Election will be held by ballot
- j. Ballots will be counted by IFC Elections Chair, IFC President, 1 Chapter President and OFSL Advisor and/or other University designee.
- k. Elected officers shall be installed at the next regularly scheduled meeting of the IFC after the election meeting.
- l. The order of elections shall be:
  - i. President
  - ii. Executive Vice President (Internal)
  - iii. Executive Vice President (External)
  - iv. Chief Justice
  - v. Vice President of Recruitment
  - vi. Vice President of Risk Management
  - vii. Chief of Staff
  - viii. Vice President of Finance
  - ix. Vice President of Media and Outreach
  - x. Vice President of Scholarship
  - xi. Vice President of Programming
  - xii. Vice President of Philanthropy
  - xiii. Associate Justices

The candidate(s) for President shall receive a four minute period to deliver a speech; the rest of the officers shall receive two minutes.

## Section 4. Elected Offices

### a. President:

- i. By virtue of his position, the President is ultimately responsible for all matters dealing with the Interfraternity Council.
- ii. The President shall maintain close contact with the Office of Fraternity and Sorority Relations.
- iii. The president shall maintain close contact with responsibilities of both the elected and appointed officers and committee chairmen of the IFC and Judicial Board in order to coordinate and expedite projects and business of the IFC.
- iv. The President shall be chairman of the IFC President's Council and as such shall act as chairman at all meetings of these entities and shall vote only to break a tie.
- v. The President shall preside as chairman at all meetings of the Executive Council.
- vi. The President or another delegated member shall represent the IFC on any campus- wide committee having a seat for a representative of the IFC.
- vii. Stipend is set at \$500 per quarter. Final amount is subject to Presidential approval.
- viii. Shall be responsible to plan and implement IFC transition retreat, including the minimum of the outgoing and incoming IFC Executive Board and Chapter Presidents.
- ix. **May be required to reside in Los Angeles at minimum during Session C at his own discretion.**

### b. Executive Vice President (Internal):

- i. Shall perform the duties of the President if the President is absent or unable to perform his duties.
- ii. Shall be responsible for all committees and other duties delegated to him by the President.
- iii. Shall be the chief liaison between the IFC and all fraternities attempting to colonize or reestablish a chapter at UCLA.
- iv. Shall be responsible for the operations of the IFC Internal Team, including the Vice President of Recruitment, Vice President of Scholarship, Treasurer, and Chief of Staff.
- v. Will develop systems to encourage and support the Presidents and Executive Boards of IFC chapters.
- vi. Stipend is set at \$400 per quarter. Final amount is subject to Presidential approval.
- vii. **May be required to reside in Los Angeles at minimum during Session C at the discretion of the President.**

### c. Executive Vice President (External):

- i. Shall be responsible for the operations of the IFC External Team, including the Vice President of Programming, the Vice President of Philanthropy, and the Vice President of Media and Outreach.
- ii. Shall be responsible for the execution of the IFC Campus Engagement Plan (ICEP).
- iii. Shall be the primary liaison between IFC and other UCLA Greek Councils.



- iv. Shall work in conjunction with the Executive Vice President (Internal) and VP's of Recruitment during the recruitment period.
  - v. Shall work with the VP of Media and Outreach and VP's of Recruitment to set up and account for the registration of new members during summer and the
  - vi. recruitment period.
  - vii. Stipend is set at \$400 per quarter. Final amount is subject to presidential approval.
  - viii. **May be required to reside in Los Angeles at minimum during Session C at the discretion of the President.**
- d. Vice President of Recruitment
- i. Shall plan, coordinate, and execute all recruitment activities to be conducted by IFC.
  - ii. Shall preside at Recruitment Committee meetings, regular or special (composed of Recruitment Chairman from each member fraternity)
  - iii. Shall organize and submit, for approval to the Council, a master plan for the IFC Recruitment Program.
  - iv. Shall compile and publish a master recruitment calendar and IFC Recruitment and fraternity information publications.
  - v. Shall plan, coordinate, and conduct all recruitment activities, including alcohol patrols.
  - vi. Will plan, coordinate, and conduct patrols with the VP of Risk Management during rush week with the assistance of the Executive Council.
  - vii. Will be responsible for staffing all Student Orientation Sessions over the summer.
  - viii. Must be reachable and engaged throughout the summer while organizing Fall Recruitment.
  - ix. Shall function as a member of the IFC Internal Team.
  - x. Stipend is set at \$300 per quarter. Final amount is subject to presidential approval.
  - xi. **Shall reside in Los Angeles at minimum during Session C.**
- e. Chief Justice:
- i. Shall preside as chairman at all meetings and hearings of the Judicial Board and present all evidence.
  - ii. The Chief Justice, with the executive board and University OFSL Advisor or appropriate University official, shall review cases under examination to determine expedient, mediation or hearing meetings to ascertain jurisdiction and validity.
  - iii. The Chief Justice shall be responsible for formally notifying and if deemed necessary meet with the concerned parties prior to a hearing.
  - iv. In situations involving time, place, manner, fact and situation, due to administrative, recess, holidays, quarter breaks including summer, changes within chapter or executive board leadership may be adjudicated in conjunction with the IFC Executive Council and OFSL Advisor.
  - v. The Chief Justice and/or the IFC Executive Council may ask the OFSL Advisor to administratively handle a case if the nature also violates University and Office Fraternity and Sorority Life Policies.
  - vi. Shall act as the liaison for police relations.
  - vii. The Chief Justice may appoint another IFC executive board member to his station if he is unable to perform his duties.

- viii. Stipend is set at \$300 per quarter. Final amount is subject to presidential approval.
- f. Vice President of Risk Management:
  - i. Shall plan, coordinate, and conduct arrangements for social chair and risk management training
  - ii. Shall plan and facilitate quarterly training sessions, calendaring meetings, and retreats
  - iii. Shall report to the Chief Justice alleged violations of IFC policies
  - iv. Shall maintain a complete and up-to-date Risk Management Policy and shall make this available to all member fraternities.
  - v. Shall review and approve all social event paperwork.
  - vi. Will work cooperatively with UCLA, FSL, and UCPD Greek Liaison Officer
  - vii. Stipend is set at \$300 per quarter. Final amount is subject to presidential approval.
  - viii. **May be required to reside in Los Angeles at minimum during Session C at the discretion of the president.**
- g. Chief of Staff:
  - i. Shall keep an impartial record of all proceedings of the Interfraternity Council in a minute book, which shall be open to any member for inspection.
  - ii. Shall call roll, distribute the agendas, determine quorums at the direction of the President, determine absences, and carry on all correspondence of the Interfraternity Council.
  - iii. Shall be responsible for ensuring that tasks delegated to IFC Executive Board Members are completed on time, efficiently, and to satisfaction.
  - iv. Shall keep an email list of IFC Presidents and IFC Executive Board members for simple and quick communication.
  - v. Shall send out important emails regarding IFC proceedings.
  - vi. Shall take minutes at all formal judicial hearings and type all agendas for Executive Board and IFC Council meetings.
  - vii. Shall take notes and be present at all IFC Judicial Board Hearings or Mediations.
  - viii. Shall function as a member of the IFC Internal Team.
  - ix. Shall be the liaison between the IFC Presidents Council and the IFC Executive Board.
  - x. Shall coordinate meeting times and spaces.
  - xi. Stipend is set at \$300 per quarter. Final amount is subject to presidential approval.
- h. Treasurer:
  - i. Shall collect, take charge of and disburse when authorized, any funds or monies acquired by the Council, and to be responsible for said monies and funds.
  - ii. Shall present a proposed yearly budget by the first meeting of the Fall Quarter, which shall be approved by a majority vote of the executive council.
  - iii. Shall be responsible for preparing funding applications and obtaining funds from USAC and all other campus financial sources, or outside entities.
  - iv. Prepare and send notifications and statements to the Presidents. Notifications and Statements will be placed in the President's Mailbox. These notifications shall take form at minimum as a quarterly financial report to all presidents detailing IFC's budget, spending, and plans.
  - v. Shall function as a member of the IFC Internal Team.

- vi. Stipend is set at \$300 per quarter. Final amount is subject to presidential approval.
- i. Vice President of Media and Outreach:
  - i. Shall be responsible for all IFC public statements to local and school newspapers.
  - ii. Shall act as the alumni liaison for the Interfraternity Council.
  - iii. He, along with the President, shall be responsible for communicating with the upper administration of the University.
  - iv. Shall be responsible for managing and updating all official IFC social media accounts and the official IFC bruinfraternities.com website.
  - v. Will serve as a member of the Recruitment Team. Will be responsible for marketing and publication of both electronic and paper sources.
  - vi. Responsible for social media and community outreach before recruitment begins. This will include but is not limited to a press release style newsletter to be given to chapter presidents and OFSL at the end of every quarter that outlines IFC actions from that quarter, as well as possible future actions IFC might take.
  - vii. Create shirts for the Executive Board prior to the beginning of recruitment.
  - viii. Shall work with the VP of Recruitment to set up and account for the registration of new members during summer and the recruitment period.
  - ix. Will be principal spokesman responsible for drafting media responses.
  - x. Shall function as a member of the IFC External Team.
  - xi. Stipend is set at \$300 per quarter. Final amount is subject to presidential approval.
- j. Vice President of Scholarship:
  - i. Shall organize meetings of chapter scholarship chairmen to explore new avenues and incentives to improve academic performance throughout the fraternity system, and to recognize fraternities and fraternity members who have made academic accomplishments.
  - ii. Shall hold chapters that are below the all-men's average GPA accountable and work with them to set academic goals and action plans to ensure success
  - iii. Shall work with all other councils on organizing the Scholarship Banquet.
  - iv. Is responsible for coordinating the scholarship banquet and awards ceremony.
  - v. Shall function as a member of the IFC Internal Team.
  - vi. Stipend is set at \$300 per quarter. Final amount is subject to presidential approval.
- k. Vice President of Programming:
  - i. Shall organize educational programming events, handle all logistics including booking a venue, fundraising, and booking speakers if necessary.
  - ii. Shall work to have one macro scale and one micro scale programming event each quarter.
  - iii. Shall be responsible to host and conduct New Member Forum each fall, winter and spring with OFSL Advisor.
  - iv. Will work cooperatively and collaboratively with both the Office of Fraternity and Sorority Life and governing councils on all said projects.
  - v. Shall function as a member of the IFC External Team.
  - vi. Stipend is set at \$300 per quarter. Final amount is subject to presidential approval.
- l. Vice President of Philanthropy:
  - i. Shall be responsible for coordinating all philanthropic events carried out by the council and in conjunction with other councils.

- ii. Shall be responsible for scheduling and planning local service projects between all Greek councils.
  - iii. Shall be responsible for totaling all money raised by the IFC Chapters in conjunction with campus wide fundraising events.
  - iv. Shall be responsible for conducting local fundraisers for the IFC community with a local business.
  - v. Shall be responsible for gathering information concerning each IFC chapter's philanthropic contributions.
  - vi. Shall function as a member of the IFC External Team.
  - vii. Stipend is set at \$300 per quarter. Final amount is subject to presidential approval.
- m. Associate Justices
- i. Will constitute the judicial board and initiate the judicial proceeding of a chapter that stands in violation of IFC policies.
  - ii. Are not required to attend IFC executive meetings but will be asked to attend if a matter calls for their attention and input. They will be notified at least 24 hours in advance if their attendance is requested.
  - iii. Shall be responsible for working with the Chief Justice and/or University officials to evaluate the details of judicial cases and collectively determine sanctions as appropriate.
  - iv. Shall strive to uphold the NIC IFC Judicial Code of Conduct to the best of their abilities
  - v. Shall cooperate with Vice President of Risk Management to ensure social events are running in accordance with the most up-to-date IFC social policies
  - b. Stipend is set at \$200 per quarter. Final amount is subject to presidential approval determined through an extensive performance review meeting held at the end of the quarter between the associate justices and the president and other members of the executive board he sees fit.

#### Section 5. Meetings

- a. Meetings shall be conducted following Robert's Rules of Order.
- b. The President of the IFC shall be the chairman of the Executive Council meetings and shall have a vote.
- c. Quorum for an Executive Council meeting requires the presence of at least eight elected officers. President and or/executive vice president must be present for a meeting to be held. Meetings may be called with 24 hour notification by the IFC President with consent from the Vice Presidents and OFSL Advisor. In the event of a crisis or emergency a meeting can be called without 24 hour notice.

#### Section 6. Removal of Officers

- a. An officer of IFC may be removed from office for any of the following reasons:
  - i. Discrediting the Interfraternity Council as a result of making racially insensitive or chauvinistic remarks.
  - ii. Severing relations with other Greek Councils.
  - iii. Failure to work with University Officials and/or the Office of Fraternity and Sorority Life.
  - iv. Failure to represent and/or serve the best interests of the President's Council.

- v. Gross or willful neglect of the duties of office.
  - vi. Two or more unexcused absences from IFC and/or Executive Council meetings during his term of office.
  - vii. Failure to meet the eligibility requirements set forth in the IFC Constitution and Bylaws.
  - viii. Any violation of the IFC Constitution, Bylaws, Rules and Guidelines, deemed by the IFC Presidents Council to be of a willful nature and of sufficient magnitude to cause harm to the IFC as a whole or any of its members.
  - ix. A violation of a University policy or local, state, or federal law.
- b. Removal Procedure
- i. Any elected officer may move to remove/impeach an elected officer by presenting written notice of the motion to the IFC President.
  - ii. If an elected officer moves to remove/impeach the IFC President, he may present the written notice of the motion to the Chief Justice, who will take the place of the IFC President in the following procedure.
  - iii. The President shall inform the officer in question immediately after receiving the motion for impeachment.
  - iv. The President shall call a meeting between five and ten business days of receiving/presenting the motion of impeachment, at which the officer in question shall be given a fair hearing before the Executive Council.
  - v. The President will present the motion and alleged reasons for removal. The officer in question will have a chance to respond. The Executive Council can then ask questions.
  - vi. Upon a two-thirds vote of no confidence of the Executive Council, the motion will then move forward to the Presidents Council for review.
  - vii. The President's Council will receive a summary of the hearing, and the officer in question will be able to make a final statement of up to two minutes.
  - viii. The officer in question will be impeached only if the motion for expulsion is passed by a two-thirds vote of the total voting membership of the Presidents Council.

#### Section 8: Stipends

- a. To encourage continual participation and motivate hard work, the members of the Interfraternity Council will receive stipends to compensate their efforts.
- b. The amount distributed to each member will be assigned on a quarterly basis.
- c. For each meeting missed, the member's stipend will suffer a penalty of 10% of their quarterly allotment.
- d. Valid excuses to miss a meeting without a penalty must be sent to the Internal Vice President, and approved by the President. Valid excuses include:
  - i. Sickness (A doctor's note must be provided)
  - ii. A family emergency
  - iii. Extraordinary circumstances to be examined by the president
- e. The amount distributed to each member will be assigned on a positional basis.
- f. The full amount to be distributed to a member per quarter less any unexcused absences:
  - i. President: \$500

- ii. Internal Vice President and External Vice President: \$400
- iii. All other Executive Board positions: \$300
- iv. Associate Justices: \$200

## **ARTICLE V. JUDICIAL BOARD**

Section 1. Membership: The Judicial Board shall consist of the elected Chief Justice and elected/appointed associate justices from each chapter.

Section 2. Authority: The Judicial Board shall review violations of the provisions of this Constitution, Bylaws, Rules and Guidelines; local, state, and federal law; University policies and guidelines; or any other standing policies of the IFC.

### Section 3. Powers

- a. The IFC Judicial Board shall have the authority to review allegations of violations of the policies described in Section 2 which may involve the IFC and/or its member fraternities. The Chief Justice, the IFC Executive Council, and/or the appropriate University officials shall review cases ascertained to fall under the jurisdiction of the IFC Judicial Board.
- b. Consistent with the Policy Applying to Official Recognition of Men's and Women's Fraternities, and other similar organizations by the University of California, Los Angeles, the Judicial Board, (in the discharge of its duties and responsibilities) shall have the power to impose any one or combination of, but is not limited to, the following penalties and sanctions:
  - i. Warning: a reprimand which indicates that additional sanctions will be imposed if the fraternity engages in future violations.
  - ii. Monetary fines/Restitution: fines are monetary penalties, which must be paid from the fraternity's funds by a specified date.
  - iii. Disciplinary Probation: a specified period of time where further misconduct, of violations of sanctions, may result in additional disciplinary action.
  - iv. Social Probation: a restriction of social activities for a determined period of time
  - v. Athletic Probation: a restriction of intramural activities for a determined period of time
  - vi. Suspension: an exclusion from all privileges of membership in the IFC for a determined period of time
  - vii. Expulsion: a permanent removal of a fraternity from the IFC.
  - viii. Educational requirements may also be applied in conjunction with any of the above status sanctions.
- b. A penalty of suspension or expulsion must be referred to the IFC Presidents Council and may only be enacted by a two-thirds vote, quorum being held.
- c. Continued or repeated violations of the policies described in Section 2 may be cause for further disciplinary action.
- d. For a case of high severity, the Office of Fraternity and Sorority Life may have jurisdiction to review the case administratively and will coordinate with IFC as appropriate.

#### Section 4. Guidelines

- a. Judicial Board hearings shall be conducted in accordance with and consistent with the UCLA Policy on Official Recognition.
- b. An advisor from the Office of Fraternity and Sorority Life (UCLA) must be present.
- c. One (1) Chapter Advisor may be present at an initial meeting and/or Judicial Board Hearing but may not speak or actively advise the chapter within the actual hearing.
- d. Judicial Board decisions must be agreed upon by at least 3 of the 4 Associate Justices.
- e. Official judicial matters are closed door and not open to the public.
- f. Hearings and meetings will happen in a neutral location outside of Chapter facilities.
- g. Either the IFC Chief of Staff or an Associate Justice will take minutes of the hearings.

#### Section 5. Judicial Procedure

- a. Initial Notice
  - i. The Chief Justice will send the initial notice to the Chapter President via email within 5 business days during the 10-week academic quarter.
  - ii. The chapter may choose to send a representative from their organization in the chapter president's place should scheduling be an issue.
  - iii. The notice will include the alleged infraction and a brief description of the reported incident.
  - iv. The proposed date and time for the initial meeting will be included, along with the option to reschedule due to conflict.
  - v. Should the Chapter fail to meet with the Chief Justice for their Initial Meeting, the Chief Justice can refer the case to an IFC Judicial Board Hearing.
- b. Initial Meeting
  - i. The initial meeting needs to be scheduled within 5 business days of the initial notice and take place within 10 business days of the initial notice. Extensions may be granted to accommodate scheduling.
  - ii. The meeting will occur between the accused chapter's president, or their delegate, the Chief Justice, and the IFC Advisor. The Chapter President may bring one additional individual with them to the meeting. The Chapter President may bring additional individuals with them to the meeting upon approval of the Chief Justice. An advisor may attend as well.
  - iii. The premise of the meeting will be to discuss the allegations.
  - iv. The Chapter President and/or representatives can present additional information as they see fit.
  - v. Should the Chapter accept responsibility for the alleged violation(s), appropriate sanctions will be assessed by the Chief Justice.
    1. A decision letter will be sent to the Chapter President via email within 5 business days of the completion of the initial meeting(s).
  - vi. Should the Chapter not accept responsibility for the alleged violation(s), or fail to schedule and attend an initial meeting, the case will be referred to an IFC Judicial Board Hearing.
- c. Hearing Notice
  - i. A Judicial Board Hearing may be called when the accused Chapter denies responsibility for the alleged violation(s) or does not meet with the Chief Justice

- for an initial meeting. The hearing notice will include a summary of the allegations or violations of policy and the date, location, and time of the scheduled hearing.
- ii. The hearing notice will be sent to the Chapter President via email within 10 business days of the completion of the initial meeting(s).
- d. Review of the Information
- i. All available and received information to be presented for a hearing must be submitted to the accused Chapter no later than 3 business days prior to the hearing. If additional information is received prior to the hearing, the Chapter will receive an addendum as soon as possible. All documents will be redacted appropriately per Section 7. Confidentiality.
  - ii. The Chapter is to submit all available and received information to be presented at a hearing to the Chief Justice no later than 3 business days prior to the hearing. If additional information is received prior to the hearing, the Chapter is to send their addendum as soon as possible.
  - iii. Additional information from either party may be presented at the hearing upon approval from the IFC Judicial Board.
  - iv. The Chief Justice will meet with the Associate Justices prior to the hearing to review the available information.
  - v. The hearing must take place within 6 weeks of the hearing notice, not including university holidays and quarter breaks.
  - vi. Should there not be enough Associate Justices to serve on the IFC Judicial Board, members of the IFC Executive Board have the discretion to serve as Associate Justices.
- e. Selection of the Associate Justices
- i. Associate Justices serve as ad-hoc members of the IFC Executive Board.
  - ii. The Chief Justice will chair the board and act as a non-voting facilitator and preside over all formal Judicial Board hearings.
  - iii. The three Associate Justices who will serve as the judicial board shall be determined through random assignment and scheduling conflicts.
  - iv. Associate justices may not be selected from the accused chapter.
  - v. Accused chapters may communicate any concerns of potential bias of the selected Associate Justices with the Chief Justice prior to the Judicial Board hearing.
- f. Process
- i. The presiding Chief Justice conducts the Hearing and calls the Hearing to order.
  - ii. The Chief Justice will review the allegation(s) and provide an opening statement.
  - iii. The Accused Chapter will then provide their opening statement.
  - iv. The Chief Justice will present the information received. The Accused Chapter will present their perspective and relevant information.
  - v. Witness statement & questions from Associate Justices/Chapters – witnesses are only allowed to be present when called upon and will be excused from the hearing after they are completed.
  - vi. Then each party will have the opportunity to respond to presented information.
  - vii. The Associate Justices will ask questions of the Chief Justice and Accused Chapter.



- viii. The Chief Justice and then the Accused Chapter will present closing statements.
- ix. The Associate Justices will have an opportunity to ask any closing questions.
- x. Upon completion, the Judicial Board shall adjourn to discuss the hearing privately with the IFC Advisor present. The Chief Justice will be excused during deliberations. The Judicial Board will determine responsibility based upon a preponderance of information and assign appropriate sanctions if the accused chapter is found in violation.
- xi. The decision must be agreed upon by at least 3 of the 4 Associate Justices.
- xii. The decision letter will be sent to the Chapter President via email within five business days.
- xiii. If the decision requires suspension or removal from the IFC President's Council, that decision must have the concurrence of the appropriate University official from the Office of Fraternity & Sorority Life, as defined by the provisions of the Official Recognition Policy.
- xiv. Appropriate involved parties, including the Office of Fraternity and Sorority Life, alumni chapter advisors, and inter/national chapter headquarters shall receive written notification of the decision as appropriate. The Director of the Office of Fraternity and Sorority Life will also receive a closing summary of the case.
- xv. If the Chief Justice is a member of a fraternity involved in the case being heard, he shall be excluded completely from participation in the disposition of the matter for purposes of impartiality.
- xvi. In the event the Chief Justice has been excluded from a judicial hearing, the IFC President will appoint a member of the executive council, besides himself, to preside over the hearing.

## Section 6. Ruling Appeal

- a. Appeal Process
  - i. The appeal statement from the Accused Fraternity must be submitted to the Chief Justice and IFC Advisor within five business days after receiving the decision.
  - ii. Appeals from the initial meeting shall be based on the following:
    - 1. Appropriateness of sanctions applied
  - iii. Appeals from the hearing shall be based on one or more of the following:
    - 1. Due process;
    - 2. Appropriateness of sanctions applied and/or;
    - 3. New relevant information that could change the decision
- b. Appeal Panel
  - i. The Appeal Panel will consist of the three IFC chapter presidents and two IFC representatives.
    - 1. Chapter Presidents must be from chapters currently in good standing with IFC and OFSL.
    - 2. Of the IFC representatives, one must consist of the IFC President.
    - 3. No member of the Appeal Panel shall be a member of the accused Chapter.
- c. Appeal Review
  - i. The IFC President chairs the Appeal Panel. Should the IFC President need to

recuse himself due to chapter membership or impartiality, the next highest ranking IFC officer will chair the Appeal Panel.

- ii. An advisor from the Office of Fraternity and Sorority Life must be present.
- iii. The Appeal Panel will meet to review the submitted appeal and available information from the meetings and/or hearing.
- iv. A decision is made based on a simple majority vote.
- v. A final decision will be submitted in writing via email to the Accused Chapter President, including the appropriate chapter, council, and university affiliates, within 10 business days from the received appeal.
- vi. Appeal decisions are only to uphold or reject the initial ruling from the IFC Judicial Board. Appeal reviews shall not assign more severe sanctions when coming to an appeal decision.

#### Section 7. Confidentiality

- a. All proceedings, including but not limited to complaints, information, and decisions will remain confidential.
- b. The identity of a complainant and/or witnesses, if deemed necessary by the Judicial Board, shall be withheld in order to protect the safety and welfare of the individual pending approval of the IFC Executive Council.

Section 8. Vacancies: Whenever the Chief Justice is unable to preside at meetings or hearings of the Judicial Board, the IFC President will appoint a member of the executive council, besides himself, to preside over the hearing.

#### Section 9. Removal from Office

- a. The Chief Justice may be removed from Office following the aforementioned bylaws in Article IV, Section 6, Subsections (a) & (b).
- b. Any Associate Justice may be removed from office for any of the following reasons:
  - i. Non-performance of the duties of his office, including unexcused absence from more than two meetings or hearings of the Judicial Board during his term of office.
  - ii. Failure to meet the eligibility requirements of a Justice as prescribed in the Bylaws.
  - iii. Breach of confidentiality.

### **ARTICLE VI. FINANCES**

#### Section 1. Dues

- a. The IFC Treasurer shall collect quarterly dues from the member fraternities.
- b. The amount of dues shall be determined by the Executive Council of the IFC each year.
- c. The quarterly fee is due by the fourth week's meeting of each quarter.
- d. Recruitment fees can be assessed by the Vice President of Recruitment and will be determined per each recruitment cycle.
- e. The Executive Council, with the approval of the Treasurer and the appropriate University officials, may engage in the expenditure of said funds.

- f. The Executive Council may enter into contractual agreements to lend their name to generate funds.
- g. The Interfraternity Council will apply for appropriate funding allocated through ASCULA or USAC.
- h. The Interfraternity Council may seek and engage in sponsorship, fundraising and donations when appropriate for recruitment and programming purposes.

Section 2. Fines:

- a. The Interfraternity Executive Councils has the authority to levy assessments and fines for special purposes.
- b. Other than assessments for Recruitment, Retreats/Conferences and Greek Week, no other assessments will be submitted for programming purposes unless approved by a majority vote by the council of presidents.

Section 3. A fine for absences: A fraternity shall be fined fifty dollars for special meetings and twenty dollars for regular meetings

## **ARTICLE VII. PROGRAMS**

Section 1. Recruitment:

- a. IFC will encourage and help facilitate a fair recruitment program for its member fraternities. This will include but is not limited to:
  - i. A rush “orientation” that will include a tour of the Strathmore and Gayley area as well as introductions to the IFC board and tabling for fraternities
  - ii. Facilitating sign up and bid acceptance as well as answering possible member questions during rush.
  - iii. Post on the IFC social media the map and information for rush and the individual fraternities.
- b. The IFC executive will be responsible to plan and oversee recruitment each quarter for the member fraternities.
- c. The IFC will work collaboratively with the Office of Fraternity and Sorority Life to execute recruitment plans maintaining the highest standards of both the Greek Community and the UCLA Campus.
- d. The IFC executive committee is responsible for hosting a meeting prior to each recruitment period to review policies and procedures outlined by the IFC recruitment packet and guidelines and the Office of Fraternity and Sorority Life handbook on Recruitment.
- e. Is responsible for being at Summer Orientation sessions.
- f. Is responsible for collecting statistics and data on recruitment each quarter.
- g. Will be charged with managing and enforcing recruitment policies and patrols during the official recruitment periods.
- h. Is responsible for finances associated with mailings, notices and other recruitment needs and materials for potential recruits.

Section 2. Social

- a. IFC Member Fraternities will follow all guidelines and policies outlined in the IFC Risk

Management Policy and attend all appropriate social meetings.

### Section 3. Philanthropic and Service Programs

- a. The IFC will encourage and facilitate participation in sponsored philanthropic and community service events.
- b. A philanthropy or community service event will be considered sponsored when a proposal regarding the event is presented and approved by a simple majority vote of the Presidents Council.
- c. Will follow all guidelines outlined in the Interfraternity Council Risk Management Policy regarding use of alcohol and regulations with paperwork.
- d. Will host a fall and spring quarter row beautification clean up project.
- e. Will donate goods or host service events each Fall Quarter to a Los Angeles Agency to aid in community building.
- f. Once a year will participate in an all IFC member fraternity community service project. Project will be determined by the Vice President of Philanthropy.

### Section 4. Education

- a. The IFC will encourage and facilitate participation in educational seminars, presentations, and other educational forums on the subjects including but not limited to those referenced in IFC's established purpose.
- b. The attendance requirement will adhere to the IFC Policy on Educational Programming. Eighty Percent of chapter membership will be in attendance for Educational Programs to be determined by the IFC Executive Council.

Section 5. Ad-Hoc Programs: The IFC will also facilitate any other programs it deems necessary or beneficial to its member fraternities. Any alternate personnel, such as ad hoc committee chairman, as deemed necessary by the Executive Council.

Section 6. Retreat: The IFC will hold an officers retreat for the purposes of goal setting, Strategic planning, and to help facilitate the transition of officers. Retreats will be held for Presidents and emerging leaders pending scheduling and fiscal resources.

## **ARTICLE VIII. AMENDMENTS**

Section 1. Amendments to the bylaws consistent with the Constitution. Its present at a meeting, a quorum having been established. A full bylaw review will be done every two years by appointment.