CONSTITUTION AND BYLAWS OF THE

Interfraternity Council

THE GEORGE WASHINGTON UNIVERSITY
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CONSTITUTION

Article I – Founding Principles

Section I – Name
This Organization shall be known as the Interfraternity Council (“IFC”) at The George Washington University (“GW”) and be an authorized student organization by the Center for Student Engagement.

Section II – Purpose
The purpose of the Interfraternity Council shall be to:

A. Provide a sovereign self-governance structure for its member fraternities;
B. Promote the interests of its member fraternities, Greek Life in general, and The George Washington University;
C. Discuss questions of mutual interest and present to its member fraternities recommendations as the Interfraternity Council deems appropriate;
D. Promote mutual cooperation between its member fraternities;
E. Promote mutual cooperation between the IFC, fellow governing councils, and student organizations at The George Washington University;
F. Promote mutual cooperation between the IFC and The George Washington University, its students, faculty, staff and local community;
G. Promote and control the expansion of fraternities at The George Washington University, as defined by the Expansion Policy of the Interfraternity Council.

Section III – Mission
The mission of the Interfraternity Council shall be to: “Advocate, Collaborate and Educate”.

Section IV – Authority
The Interfraternity Council shall have authority over all social fraternities and their members recognized as official organizations by the Interfraternity Council and The George Washington University. No social fraternity shall be allowed to operate on campus without recognition from the Interfraternity Council.

Article II – Interfraternity Council Membership

Section I – Eligibility
Membership in the Interfraternity Council is open to chapters and colonies of fraternities that meet any of the following criteria:

A. Any chapter or colony of a North-American Interfraternity Conference (NIC) member organization;
B. Any chapter or colony of a local, state, regional or inter/national fraternity, which is not a member of the NIC if their interests are not covered by an equivalent council recognized by The George Washington University.

Section II – Classifications and Terminology
The classes of member fraternities and related terminology shall be as follows:

A. **Full Member**: Any fraternity chapter which has obtained its charter from its inter/national organization or any local fraternal council or organization;
B. **Associate Member**: Any fraternity chapter which has not obtained its charter from its inter/national organization or any local fraternal council or organization — usually referred to as a “colony”;
C. **Probationary Member**: Any fraternity chapter which has been placed on a disciplinary probation status by either the Office of Student Rights and Responsibilities or their governing organization;
D. **Member Fraternity**: Any fraternity recognized as a “full member”, “associate member” or “probationary member”.

Section III – Rights and Privileges
All three classes of member fraternities retain the rights afforded to student organizations as established by The George Washington University Code of Student Conduct and are obligated to abide by the responsibilities and standards espoused in the Constitution and Bylaws of the Interfraternity Council.

Fraternity chapters recognized as “full members” are granted all privileges contained within the Constitution and Bylaws of the Interfraternity Council including the right to vote in the IFC President’s Council. “Associate members” are granted all privileges contained within these documents except the right to vote in official IFC decisions, hold official office in the Interfraternity Council Executive Board, and vote in hearings of the Interfraternity Council Judicial Board. “Probationary members” are granted all privileges contained within these documents except the right to vote in official IFC decisions, hold official office in the Interfraternity Council Executive Board, and vote in hearings of the Interfraternity Council Judicial Board.

Section IV – Minimum Expectations
Each member fraternity shall adhere to and abide by the minimum following expectations:

A. Any and all standards defined by the fraternity’s inter/national organization or local organization;
B. Any and all policies set forth by the Interfraternity Council including, but not limited to:
C. The Interfraternity Council Constitution;
D. The Interfraternity Council Bylaws;
E. The Interfraternity Council Self-Governance Policy;
F. The Interfraternity Council Recruitment Guidelines;
G. Any and all policies set forth by The George Washington University including, but not limited to the Student Code of Conduct;

H. A minimum annual cumulative GPA of 2.70 as an organization;

I. Adherence to a strictly alcohol-free New Member education process;

J. Timely and complete payment of any dues or bills issued by the Interfraternity Council or departments of The George Washington University;

K. Regular attendance at regularly scheduled meetings of the President’s Council of the Interfraternity Council and Interfraternity Council Judicial Board hearings, with no more than two absences in a given semester by the representative or designated alternate.

Section V – Failure to Meet Minimum Expectations

Any member fraternity who fails to meet the minimum expectations as outlined in Article III, Section IV of this Constitution shall meet with the both the Executive Vice President and Vice President of Judicial Affairs to determine if potential judicial review by the Interfraternity Council Judicial Board is needed. Any member fraternity that fails to meet the annual cumulative GPA requirement shall meet with the IFC Executive Vice President to develop an academic improvement plan as an intermediary measure for improvement.

Article III – Organizational Structure

Section I – President’s Council

The composition of the President’s Council shall be one voting representative (preferably the Chapter President) and one non-voting IFC delegate per Member Fraternity, as defined by Article III of this Constitution. Each Member Fraternity may also choose alternate representatives, who shall represent the Member Fraternity in the absence of its president or its IFC delegate. Any Member Fraternity whose representative will be attending more than half of all regularly scheduled meetings of the Interfraternity Council who is not the president of that organization must be approved by the President of the Interfraternity Council.

Section I-I – Authority

The powers of the Interfraternity Council shall be vested in the President’s Council, which shall be the governing body responsible for approving the general policies of the Interfraternity Council, electing its Executive Council, and advising the Executive Council with respect to its activities and operations. All such activities shall respect the individual sovereignty of each Member Fraternity and shall not relinquish any governance authority to any other governing body.

Section I-II – Representative Eligibility

In order to serve as the representative or alternate representative of a Member Fraternity, individuals must meet the following requirements:

A. Be an Active Member, in good standing, of his respective Member Fraternity;
B. Maintain good academic standing with The George Washington University;
C. Maintain good disciplinary standing with The George Washington University;
D. Be devoted to the general ideals and principles of fraternity life and conduct himself in a professional manner consistent with the Mission and Purpose of the Interfraternity Council, as defined within this Constitution;
E. Have a working knowledge of the Constitution and Bylaws of the Interfraternity Council; policies of the Interfraternity Council; policies of The George Washington University; NIC Standards; and FIPG risk management policies.

Section I-III – IFC Delegate Eligibility

In order to serve as the non-voting IFC delegate of a Member Fraternity, individuals must meet the following requirements:

A. Be an Active Member, in good standing, of his respective Member Fraternity;
B. Maintain good academic standing with The George Washington University;
C. Maintain good disciplinary standing with The George Washington University;
D. Be devoted to the general ideals and principles of fraternity life and conduct himself in a professional manner consistent with the Mission and Purpose of the Interfraternity Council, as defined within this Constitution;
E. Have a working knowledge of the Constitution and Bylaws of the Interfraternity Council; policies of the Interfraternity Council; policies of The George Washington University; NIC Standards; and FIPG risk management policies.

Section I-IV – Delegate Special Authority

In the event that a scheduled vote is to occur, both delegate and President will be notified of such prior to the vote occurring. However, should the President be absent, the delegate’s presence will serve as confirmation of the President’s choice to have the delegate vote on their chapter’s behalf. In the event that an unscheduled/ impromptu vote is to occur and the President is not present the delegate shall be ineligible to cast a vote on his chapter’s behalf.

Section II - Executive Council

The Executive Council shall be composed of the following positions, with their duties and responsibilities as defined by the Bylaws of the Interfraternity Council:

A. President;
B. Executive Vice President;
C. Vice President of Finance;
D. Vice President of Judicial Affairs;
E. Vice President of Recruitment;
F. Vice President of Programming;
G. Vice President of Public Relations.
Section II-I - Authority
The Executive Council of the Interfraternity Council shall be responsible for carrying out the Purpose, Mission and Policies of the Interfraternity Council and for its day-to-day operations, as advised by the President’s Council. The Executive Council shall have the power to veto any vote made by the President’s Council with a majority vote of its members if it deems said vote to not be in accordance with the purpose, goals, policies or standards of the Interfraternity Council or the George Washington University.

Section II-II - Eligibility of Individuals
Individuals seeking to be elected or continuing to serve as members of the Executive Council must meet the following requirements:

A. Be an Active Member, or a New Member in the last quarter of the member fraternity’s new member process, in good standing, of his respective Member Fraternity;
B. Not serving as his member fraternity’s President, Vice President, Secretary, or Treasurer during the term which he intends to serve on the Executive Council;
C. Not serving as an elected or appointed officer of his member fraternity in a role that would present as a conflict of interest with his role on the Executive Council during the term which he intends to serve on the Executive Council;
D. Maintain good academic standing with The George Washington University and a minimum cumulative GPA of 2.75 or above;
E. Maintain good disciplinary standing with The George Washington University;
F. Be devoted to the general ideals and principles of fraternity life and conduct himself in a professional manner consistent with the Mission and Purpose of the Interfraternity Council, as defined within this Constitution;
G. Have a working knowledge of the Constitution and Bylaws of the Interfraternity Council; policies of the Interfraternity Council; policies of The George Washington University; NIC Standards; and FIPG risk management policies.

Section II-III - Election of Executive Council Officers
The policies and procedures governing the election of Executive Council officers shall follow the guidelines as established in the Bylaws of the Interfraternity Council.

Article IV - Meeting Policies

Section I – President’s Council Meetings
The President’s Council shall meet weekly at the discretion of the Interfraternity Council President, at a time and location based on the advice of the President’s Council. A good faith effort should be made to assure that every Member Fraternity is able to have a representative in attendance. Member Fraternities should be made aware of regularly scheduled meetings at least one week in advance of the meeting. The Interfraternity Council President may call a special meeting of the President’s Council with
no less than thirty-six (36) hours’ notice unless authorized by a simple majority of the President’s Council.

Section I-I – Conduct of Meetings
Meetings of the President’s Council shall be conducted by a modified version of Robert’s Rules of Order, and will be run by the President of the Interfraternity Council. No votes may occur in meetings when quorum is not met, as defined by Article IV, Section I-III of this Constitution.

Section I-II – Voting
Votes of the President’s Council shall only take place in meetings where quorum is met, as defined by Article IV, Section I-III of this Constitution. Additionally, the following voting policies shall be in effect:

A. All votes, unless otherwise stated, will require affirmation of a simple majority of voting representatives in attendance at the meeting to pass;
B. Each representative of a Full Member fraternity shall have exactly one vote;
C. Individuals serving on the Executive Council are not entitled to a vote;
D. In the event of a tie, the President of the Interfraternity Council shall cast the deciding vote;
E. There shall be no secret ballots.

Section I-III – Quorum
Quorum of the President’s Council is defined as a simple majority (51%) of representatives of Full Member fraternities in attendance.

Section I-IV – Order of Business
The order of business for all regular meetings and special meetings shall be:

1. Call meeting to order
2. Roll call
3. Read and approve minutes of previous meeting
4. Officer and committee reports
5. Old Business
6. New Business
7. Greek Life Report
8. Chapter Reports
9. Discussions/ Open Forum
10. Adjournment

Section II - Executive Council Meetings
The Executive Council shall meet weekly at the discretion of the Interfraternity Council President, at a time and location based on availability of Executive Council Officers. A good faith effort should be made to assure that every officer is able to be in attendance. Officers should be made aware of regularly scheduled meetings at least one week in advance of the meeting. The Interfraternity Council President
may call a special meeting of the Executive Council with no less than thirty-six (36) hours’ notice unless authorized by a simple majority of Executive Officers.

Section II-I – Conduct of Meetings
Meetings of the Executive Council shall be conducted by a modified version of Robert’s Rules of Order, and will be run by the President of the Interfraternity Council. No votes may occur in meetings when quorum is not met, as defined by Article IV, Section II-III of this Constitution.

Section II-II – Voting
Votes of the Executive Council shall only take place in meetings where quorum is met, as defined by Article IV, Section II-III of this Constitution. Additionally, the following voting policies shall be in effect:

A. All votes, unless otherwise stated, will require affirmation of a simple majority of Executive Council members in attendance at the meeting to pass;
B. Each officer shall have exactly one vote;
C. The Interfraternity Council President shall not cast his vote unless in the event of a tie, in which case he shall cast the deciding vote;
D. There shall be no secret ballots.

Section II-III – Quorum
Quorum of the Executive Council is defined as a simple majority (51%) of Executive Council officers in attendance.

Section II-IV – Attendance at Meetings
The Executive Vice President shall keep a record of attendance of officers in attendance at meetings of the Executive Council. Officers who fail to attend more than two meetings of the Executive Council without authorization of the President of the Interfraternity Council will be subject to a vote for dismissal by the President’s Council at the recommendation of the President of the Interfraternity Council or request of any representative of a Full Member fraternity.

Article V – Self-Governance

Section I – Declaration of Right to Self-Govern
The Interfraternity Council recognizes the right to govern over its member fraternities through a fair and balanced judicial process.

Section II – Execution of Self-Governance Policy
The Interfraternity Council shall be committed to a policy of Self-Governance through a judicial process agreed to by the President’s Council and the Office of Student Rights and Responsibilities of The George Washington University. This policy shall be renewed annually by both parties and is to be recognized as Appendix A (“Self-Governance Policy”) to the Constitution of the Interfraternity Council. All judicial proceedings concerning member fraternities are to abide by the terms outlined within this document.
the event a self-governance policy is not renewed or replaced by the President’s Council and the Office of Student Rights and Responsibility, deference in judicial proceedings is to be given to the Office of Student Rights and Responsibilities.

Article VI – Title IX Programming Policy

Section I – Title IX Programming Event, Defined
The Interfraternity Council, for the purpose of this policy, defines a Title IX programming event as any event where a certified Title IX professional engages with members of each individual fraternity with the purpose of furthering the group’s knowledge of consent and bystander intervention, specifically in situations where alcohol is present. Whether or not a Title IX training event falls under this policy is at the discretion of the Executive Council, who should take into consideration the nature of the event, its purpose and its intended audience.

Section II – Interfraternity Council Title IX Programming

A. The Interfraternity Council shall schedule/host an informational meeting/presentation to be facilitated by a representative(s) of the GW Title IX Office during a regular scheduled President’s Council meeting.
B. This meeting shall be hosted on annual basis, preferably during the fall semester or at the first regular President’s Council meeting of the spring semester.
C. This meeting shall be to provide the fraternity representatives an introductory understanding of the Title IX resources available and to have member fraternities establish a relationship/make a connections with the Title IX Office staff. In addition, for the IFC Executive Council to reiterate the importance of having each Member Fraternity in compliance with the Member Fraternity Title-IX Programing requirement and the consequences for failing to meet such requirement.

Section III – Member Fraternity Title IX Programming
The procedure and regulations with which member fraternities of the Interfraternity Council shall schedule Title IX programming events as follows:

A. Member fraternities shall have at least one (1) Title IX training event scheduled within an academic school year.
B. Program must be hosted no later than two (2) weeks following the end of Formal spring recruitment (specific date determined by the Interfraternity Council), shall member fraternities schedule their Title IX programming events and submit their finalized dates to the Vice President of Programming.
C. Member fraternities must host a Title IX programming event by April 1st with at least eighty (80) percent of both active and new members in attendance.

Section IV – Failure to Comply
Failure to comply with this policy shall result in the member fraternity’s status being changed by the council as being not in good standing. Specifically, the chapter shall have its rights as a registered
student organization restricted but not limited to registration of social and intramural events prohibited. The aforementioned shall be enforced through cooperation/collaboration with the CSE/ GW Athletics and the IFC Executive Council. Continued failure to comply will result in a referral to the Executive Council Judicial Board for review, with possible further disciplinary action.

Article VII – Constitutional Amendments

Section I – Amending the Constitution
This Constitution may be amended by a three-fourths (3/4) affirmative vote of the President’s Council, provided notice of the proposed amendment has been provided to Member Fraternities at least forty-eight (48) hours before the scheduled vote.

Section II – Adoption
Amendments to the Constitution shall become effective and shall supersede all previous Constitutions of the IFC immediately upon adoption by the President’s Council.
BYLAWS

Article I – Role of the Representative

Section I – Duties and Responsibilities
The duties and responsibilities of all IFC Representatives, and alternates, are as follows:

A. Serve as a representative and voice for his Member Fraternity’s concerns regarding the fraternity community.
B. Represent the larger fraternity community’s interests.
C. Communicate to his Member Fraternity the actions, discussions and workings of the President’s Council and Executive Council;
D. Represent the highest ideals of fraternity life to the greater campus community.

Article II – Role of Executive Council Officers

Section I – President
The duties and responsibilities of the President of the Interfraternity Council are as follows:

A. Act as the official representative of the Interfraternity Council to the University and all outside entities;
B. Coordinate and preside over meetings of the Interfraternity Council and the Executive Council;
C. Be the primary representative of the Interfraternity Council to outside organizations;
D. Attend leadership events as a representative of the Interfraternity Council;
E. Meet with the Greek Life Office on a weekly basis;
F. To be responsible for the formation of goals and the direction of the President’s Council and Executive Council;
G. Have the authority to assign additional responsibilities to the IFC Executive Board Officers and ensure these responsibilities are completed;
H. Maintain a complete and up-to-date presidents file which will include a copy of the current IFC Constitution and Bylaws and the operating budget as well as copies of reports, correspondence, and minutes that may be pertinent;
I. Have authority to appoint and disband special committees;
J. Cooperate with the presidents of the Panhellenic Association and the Multicultural Greek Council in order to advance the interests of the IFC as well as those of our fraternity and sorority council;
K. Be responsible for coordinating Executive Board retreats in collaboration with the IFC Advisor;
L. To serve as primary contact for the Executive Vice President, Vice President of Finance, Vice President of Public Relations and Vice President of Recruitment and to meet regularly to discuss the progress and goals of their respective duties and responsibilities;
M. To serve as secondary contact for the Vice President of Programming and Vice President of Judicial Affairs and to meet when appropriate to discuss the progress and goals of their respective duties and responsibilities;

N. Attend all University/IFC mandated trainings, which shall include but not limited to, Greek Leadership Retreat, Greek Leadership Conference, IFC Executive Council Retreat, Our Purpose Leadership Summit, Southeastern Interfraternity Conference (SEIFC) or equivalent program, in addition to all other leadership trainings deemed appropriate/relevant to role by the IFC;

O. Maintain at least one scheduled office hour per week.

Section II – Executive Vice President
The duties and responsibilities of the Executive Vice President of the Interfraternity Council are as follows:

A. Fill the vacancy of the President and preside over Interfraternity Council and Executive Board meetings in the absence of the President;

B. Assist the IFC President in representing the Interfraternity Council to outside organizations as appropriate;

C. Reserve all meeting spaces and notify all fraternities of time, location and send agenda for all Interfraternity Council meetings no less than 48 hours prior to the meeting;

D. Follow-up with chapter presidents when member fraternities are absent from regularly scheduled Interfraternity Council meetings and refer them to the Vice President of Judicial Affairs when deemed necessary;

E. Follow-up with chapter presidents when member fraternities fail to meet academic standards and refer them to the VP of Judicial Affairs when deemed necessary;

F. Maintain and update the IFC database and mailing lists with accurate contact information each semester;

G. Work with the Center for Student Engagement, Greek Life Office on the implementation of New Member Days education sessions throughout each semester;

H. Generate and distribute to the Interfraternity Council and general public a master schedule of all Interfraternity Council events;

I. Compile all membership databases and relevant information, and assist the Vice-President of Recruitment during the recruitment period with such information;

J. Oversee the registration and operations for the Council Officers Retreat and SEIFC Conference;

K. To serve as primary contact for the Vice President of Programming and Vice President of Judicial Affairs and to meet regularly to discuss the progress and goals of their respective duties and responsibilities;

L. Meet regularly with the President of the Interfraternity Council to discuss the progress, goals, and respective duties/responsibilities and to solicit/be provided support and guidance;

M. Attend all University/IFC mandated trainings, which shall include but not limited to, Greek Leadership Retreat, Greek Leadership Conference, IFC Executive Council Retreat, Our Purpose Leadership Summit, Southeastern Interfraternity Conference (SEIFC) or equivalent program, in addition to all other leadership trainings deemed appropriate/relevant to role by the IFC;
Section III – Vice President of Finance
The duties and responsibilities of the Vice President of Finance of the Interfraternity Council are as follows:

A. Responsible for collecting all dues and fines owed by member fraternities and for settling all financial obligations in a responsible and timely manner in accordance to the policies established within these Bylaws;
B. Keep accurate and complete records of all financial transactions, review all expenditures at the end of each semester, and report findings to the Executive Council and President’s Council.
C. Create a budget for the Executive Council and its committees according to projected revenue and needs, and distribute a monthly transaction / balance report to representatives and the Executive Board.
D. Secure funds and co-sponsorship from the Student Association of The George Washington University on behalf of the Interfraternity Council;
E. Keep complete and accurate agendas, minutes, and attendance at all Interfraternity Council meetings;
F. Be responsible for maintaining and affecting the Finance Policy as outlined in Article IV of the Bylaws;
G. Meet regularly with the President of the Interfraternity Council to discuss the progress, goals, and respective duties/responsibilities and to solicit/be provided support and guidance;
H. Shall perform other duties as may be delegated to him by the President of the Executive Board;
I. Attend all University/IFC mandated trainings, which shall include but not limited to, Greek Leadership Retreat, Greek Leadership Conference, IFC Executive Council Retreat, Our Purpose Leadership Summit, Southeastern Interfraternity Conference (SEIFC) or equivalent program, in addition to all other leadership trainings deemed appropriate/relevant to role by the IFC;
J. Maintain at least one scheduled office hour per week.

Section IV – Vice President of Judicial Affairs
The duties and responsibilities of the Vice President of Judicial Affairs of the Interfraternity Council are as follows:

A. Conduct the business of the Judicial Board of the Interfraternity Council and preside over judicial hearings in accordance with the “Self-Governance Policy”; 
B. Serve as the initial point of contact for all conduct and judicial concerns regarding the Interfraternity Council and its member fraternities;
C. Refer Member Fraternities to the Judicial Board for a hearing when he deems necessary;
D. Collaborate with the Greek Life Office and Office of Student Rights and Responsibilities to coordinate a Hazing workshop for all new members, New Member Educators, Chapter Presidents and Risk Managers every semester;

E. Attend meetings involving risk-management, alcohol, hazing, or related topics as a representative of the Interfraternity Council;

F. Meet regularly with the Executive Vice President of the Interfraternity Council to discuss the progress, goals, and respective duties/responsibilities and to solicit/be provided support and guidance;

G. Attend all University/IFC mandated trainings, which shall include but not limited to, Greek Leadership Retreat, Greek Leadership Conference, IFC Executive Council Retreat, Our Purpose Leadership Summit, Southeastern Interfraternity Conference (SEIFC) or equivalent program, in addition to all other leadership trainings deemed appropriate/relevant to role by the IFC;

H. Maintain at least one scheduled office hour per week.

Section V – Vice President of Recruitment
The duties and responsibilities of the Vice President of Recruitment of the Interfraternity Council are as follows:

A. Develop a recruitment program for the approval of the President’s Council no less than one semester in advance. This should include but not limited to the A / B Formal recruitment schedule, IFC Meet the Greeks planning, Rho Gamma (RG) pairings, trainings and tabling.

B. Appoint a Head Recruitment Guide (Head Rho Gamma, HRG) to oversee the Recruitment Guide (Rho Gamma) process. This appoint shall be through an application and interview process by the end of February;

C. Meet with, train, and advise the Head Rho Guide (HRG) on a regular basis;

D. Serve as co-facilitator during RG training sessions;

E. Collaborate with the Panhellenic Association, Multicultural Greek Council and Greek Life Office on way to positively promote Greek Life. Specifically, but not limited to, an increased partnership with university departments/offices which center around orientation programming such as Colonial Inauguration;

F. Create, order, and distribute recruitment materials, including, but not limited to, registration forms, palm cards, and informational pamphlets with accurate information from all member fraternities participating in recruitment;

G. Publish a master recruitment schedule prior to formal recruitment which should include all recruitment events. Member fraternities are expected to submit their recruitment schedules to the Executive Council no less than fifteen (15) days prior to the first day of formal recruitment. The master schedule shall be distributed to all PNMs at a minimum online via OrgSync or an equivalent university platform prior to start of recruitment;

H. Publish all approved formal recruitment events scheduled by all member fraternities during the designated informal recruitment periods throughout the year.
I. Be responsible for the implementation of the IFC’s recruitment software system, Campus Director or its equivalent;

J. Ensure the enforcement of all recruitment regulations as defined by these Bylaws in collaboration with the Vice President of Judicial Affairs;

K. Work with all respective university departments concerning all facets of recruitment, including but not limited to working with GW Housing on the process by which member fraternities recruit/hold recruitment events/programming within residence halls;

L. Work in cooperation with the Vice President of Public Relations to ensure accurate recruitment information is posted in both printed and online format, and assist in the development of the annual recruitment brochure.

M. Meet regularly with the President of the Interfraternity Council to discuss the progress, goals, and respective duties/responsibilities and to solicit/be provided support and guidance;

N. Attend all University/IFC mandated trainings, which shall include but not limited to, Greek Leadership Retreat, Greek Leadership Conference, IFC Executive Council Retreat, Our Purpose Leadership Summit, Southeastern Interfraternity Conference (SEIFC) or equivalent program, in addition to all other leadership trainings deemed appropriate/relevant to role by the IFC;

O. Establish dates and schedule rooms for the following years Formal Recruitment, in consultation with the IFC Advisor;

P. Maintain at least one scheduled office hour per week;

Section VI – Vice President of Programming
The duties and responsibilities of the Vice President of Programming of the Interfraternity Council are as follows:

A. Work with the Greek Life Office to plan one leadership retreat per semester;

B. Plan no less than one community-wide event per semester, including, but not limited to: Greek Week, Greek Day of Service, Grand Chapter, hazing prevention, and sexual assault awareness;

C. Ensure that all Interfraternity Council sponsored activities and events conform to all Greek and University social policies;

D. Collaborate with the Panhellenic Association to develop a philanthropy calendar for member fraternities for the upcoming academic year in accordance with the Philanthropy policy established in these Bylaws;

E. Update the IFC OrgSync Calendar to reflect any/all program/philanthropic dates.

F. Execute “Pikus Cup” and all relevant aspects of that process in conjunction with the Department of Athletics at The George Washington University;

G. Meet regularly with the Executive Vice President of the Interfraternity Council to discuss the progress, goals, and respective duties/responsibilities and to solicit/be provided support and guidance;

H. Attend all University/IFC mandated trainings, which shall include but not limited to, Greek Leadership Retreat, Greek Leadership Conference, IFC Executive Council Retreat, Our Purpose Leadership Summit, Southeastern Interfraternity Conference (SEIFC) or equivalent program, in addition to all other leadership trainings deemed appropriate/relevant to role by the IFC;
I. Maintain at least one scheduled office hour per week.

Section VII – Vice President of Public Relations
The duties and responsibilities of the Vice President of Public Relations of the Interfraternity Council are as follows:

A. Maintain a website and/or other online portals for use by the Interfraternity Council;
B. Actively engage with the Greek Community through social media platforms;
C. Handle all correspondence on behalf of the Interfraternity Council, including public statements, at the direction of the President of the Interfraternity Council;
D. Establish and implement a public relations plan on a semester basis;
E. Assist other officers of the Executive Council and Chapters with the development of graphics and/or promotion of any events through digital outlets at their request;
F. Meet regularly with the President of the Interfraternity Council to discuss the progress, goals, and respective duties/responsibilities and to solicit/be provided support and guidance;
G. Attend all University/IFC mandated trainings, which shall include but not limited to, Greek Leadership Retreat, Greek Leadership Conference, IFC Executive Council Retreat, Our Purpose Leadership Summit, Southeastern Interfraternity Conference (SEIFC) or equivalent program, in addition to all other leadership trainings deemed appropriate/relevant to role by the IFC;
H. Maintain at least one scheduled office hour per week.

Section VIII – Head Recruitment Guide (Head Rho Gamma, HRG)
The duties and responsibilities of the Head Rho Gamma are as follows:

A. Shall have served as Recruitment Guide (RG) during a previous years Formal Recruitment;
B. Shall be appointed by the newly elected Vice President of Recruitment following Formal Recruitment;
C. Shall review all RG applications and shall in consultation with the Vice President of Recruitment, select at minimum the number of RGs needed to successfully facilitate the formal recruitment process. The minimum number shall be dependent on the total number of member fraternities;
D. Serve as HRG until Bid Day in Spring;
E. Work closely with the Vice President of Recruitment and the rest of the Interfraternity Council Executive Board to oversee the success of the RG program;
F. Shall collaborate with the Vice President of Recruitment on the confirmation of all applicants.
G. Attend all RG functions, including, but not limited to, tabling, Meet the Greeks, and Recruitment Guide training;
H. Serve as co-facilitator during RG training sessions;
I. Attend all University/IFC mandated trainings, which shall include but not limited to, Greek Leadership Retreat, Greek Leadership Conference, IFC Executive Council Retreat, Our Purpose Leadership Summit, Southeastern Interfraternity Conference (SEIFC) or equivalent program, in addition to all other leadership trainings deemed appropriate/relevant to role by the IFC;
Section IX – Recruitment Guide (Rho Gamma, RG)
The duties and responsibilities of the Recruitment Guide (Rho Gamma) are as follows:

A. Have a minimum 2.5 cumulative GPA at time of application;
B. Be an-initiated sophomore or above;
C. Shall be selected through an online application process. This process shall be overseen and reviewed by both Head Recruitment Guide (HRG) and Vice President of Recruitment.
D. Shall not be studying abroad the semester prior to serving as an RG, Thereby, guaranteeing the RGs presence at all trainings/tabling shift requirements;
E. Not serve as ones Chapter President or Recruitment Chairman during spring formal recruitment. Having held these positions in the past will not preclude an individual from being selected;
F. Shall disaffiliate from one’s chapter prior to and during Formal Recruitment. Disaffiliation shall include but is not limited to, the wearing of chapter specific apparel, participation in chapter’s formal recruitment events, having one’s social media accounts being placed as private, informal/formal association with one’s respective home chapter following the close of recruitment registration through Bid day;
G. Shall abide by the Recruitment Guide Contract. This contract shall be reviewed/updated on an annual basis by the Vice President of Recruitment and voted upon by the IFC member fraternities prior to applications for a new Recruitment Guide class;
H. Attend all RG functions, including, but not limited to, tabling shifts, Meet the Greeks, and Recruitment Guide training.

Article III – Election of Executive Council Officers

Section I – Announcement of Election
Elections for the new Executive Council shall be held no later than the second to last business meeting of each calendar year, at the discretion of the President of the Interfraternity Council. This date is to be announced no later than one month preceding the date of the election and applications are to open no later than two weeks preceding the date of the election.

Section II – Eligibility of Individuals
The eligibility requirements of individuals interested in running for the Executive Council of the Interfraternity Council is defined by the Constitution of this organization.

Section III – Application
Applications must be filled out in advance of the start of the meeting in which elections are being held, and their content is subject to the discretion of the President of the Interfraternity Council and the rest of the Executive Council. All information submitted within the application is to be disclosed to the Executive Council, President’s Council, Interfraternity Council Advisor and any parties relevant to the conduct of the election with the understanding that this information is confidential.
Section IV – Order of Elections
The order of offices being considered during the course of the election is as follows: President; Executive Vice President; Vice President of Finance; Vice President of Judicial Affairs; Vice President of Recruitment; Vice President of Programming; and Vice President of Public Relations. Any candidate for office that fails to be elected may opt to run in any of the races for subsequent positions.

Section V – Conduct of Elections
Elections for each position shall comply with the following guidelines:

A. Candidates running for President of the Interfraternity Council are to give a five minute speech and candidates for all other positions are to give a two minute speech, outlining why they are interested in holding the position and what their plans are for said position;
B. Candidates are to speak in a random order, randomized by the outgoing President of the Interfraternity Council;
C. No candidate shall be able to hear the proceedings of any other candidate for the same office;
D. Anyone in attendance may ask a question of the candidate following that candidate’s speech so long as it pertains to: his qualification for the position; his ability to execute the responsibilities of the position; his vision for the position; or his views on his chapter, the Interfraternity Council, The George Washington University or its departments, or the Greek Community;
E. Following the address by the candidates, there is to be a discussion lasting no more than ten minutes about the candidates, unless extended by the President of the Interfraternity Council;
F. Following the discussion, there is to be a vote to elect the candidate, with each Full Member fraternity having one vote;
G. Each Executive Council officer shall be elected by a simple majority (51%) of votes.

Section VI – Transition of Officers
A. Newly elected officers will be installed at the last meeting of the semester.
B. All outgoing officers are required to attend an end of semester formal transition meeting, coordinated by the outgoing President of the Interfraternity Council.
C. The official transfer of authority will occur at the first meeting of President’s Council following the election.

Section VII – Removal of Officers
A. Failure to maintain any of the standards outlined as requirements for service as an officer of the Interfraternity Council will automatically result in a referral of the officer to the President’s Council for removal.
B. Any individual serving on the Executive Council may be removed by a three-fourths (3/4) affirmative vote of the President’s Council.
Section VIII – Special Elections
In the event that any officer position of the Executive Council becomes vacant, the President of the Interfraternity Council shall have the authority to appoint an interim successor. After a two-week period, the President’s Council can confirm this appointment with a simple majority vote. Should this vote fail, a full election should occur no later than two weeks following the establishment of the vacancy and should follow the procedure established in Article III of these Bylaws.

Article IV – Financial Policies

Section I – Financial Management Policy

Section I-I – Fiscal Year, Defined
The Fiscal Year of the Interfraternity Council shall be the same as that of The Student Association of The George Washington University.

Section I-II – Annual and Semester Budget
The Vice President of Finance shall propose an annual and semester budget to the Executive Council. The annual budget shall be proposed the second meeting of the Executive Council of the term of that Executive Council and the semester budget shall be proposed no later than the third meeting of the Executive Council of a given semester. Upon adoption by the Executive Council, this budget will be presented to the President’s Council.

Section I-III – Budget Requirements
The Vice President of Finance shall make a good faith effort in his proposed budget to ensure that money is being appropriately allocated to officers for both necessary projects and desired projects.

This budget shall include a contingency allocation that equals at least 10% of the overall expenses. The contingency account shall be utilized for cost overruns in budgeted areas and/or unanticipated expenses, such as new programs developed after the budget was finalized.

Section I-IV – Appropriate Use of Funds
The funds of the Interfraternity Council are under the jurisdiction of the Executive Council and shall only be used in a manner that benefits the fraternity community and that is congruent with the values of fraternity life and not used in support of any events that includes the consumption of alcoholic beverages or controlled substances. All expenses should further comply with policies set forth by The George Washington University and Student Association.

Section I-V – Expenditure Approval
The President of the Interfraternity Council, the Vice President of Finance and the Interfraternity Council Advisor shall approve all budgetary expenditures. All expenditures must be explicitly approved by no less than two of these parties before the transaction takes place.

Section I-VI – Co-sponsorship Requests
The Vice President of Finance shall develop a policy at the beginning of every semester concerning the process through which member fraternities can request co-sponsorship funding for Greek events during the course of that semester. This policy is to be announced no later than the second President’s Council meeting of the semester. Approvals of co-sponsorship requests are at the discretion of the Vice President of Finance in collaboration with the President of the Interfraternity Council.

Section I-VII – Financial Record Keeping and Reporting
The Vice President of Finance shall maintain accurate and organized financial records through a method to be determined by the Interfraternity Council Advisor consisting of all receipts and invoices, copies of all monetary disbursements and deposits, financial forms and reports, actual dues levied, canceled checks, ledgers, and journals

The Vice President of Finance shall provide a financial report to the President’s Council on a monthly basis, including all income and expenses during the given period of time.

Section II – Member Fraternity Financial Obligations

Section II-I – Active Member, Defined
For the purpose of financial obligations a member fraternity owes to the Interfraternity Council, an active member is defined as an undergraduate member of the member fraternity, either initiated or undergoing a new member education process, registered to take classes at The George Washington University that semester as either a part time or full time student, irrespective of their academic or judicial status within the member fraternity, except those who have been placed on a suspension by the member fraternity’s inter/national organization or any local fraternal council or organization.

Section II-II – Semester Financial Obligation, Amount
Each member fraternity shall be obligated to pay $10 per active member to the Interfraternity Council on a semester basis, paid through a method to be determined by the Interfraternity Council Advisor. Any proposed amendment to this amount must originate from the Executive Council and be approved by a two-thirds (2/3) affirmation by the President’s Council.

Section II-III – Semester Financial Obligation, Active Member
No later than the second week of the semester, the Vice President of Finance shall receive an updated roster of active members by each member fraternity in consultation with the Greek Life Office. The Vice President of Finance shall invoice each member fraternity within one week of receipt of a completed active member roster, with the aggregate total of dues assessed determined by the number of active members a member fraternity has. All invoices shall be paid within two weeks of receipt, unless
otherwise determined by the President of the Interfraternity Council and the Vice President of Finance after. The Interfraternity Council cannot request chapters pay this invoice in a time period of less than two weeks.

**Section II-IV – Semester Financial Obligation, Active “New” Member**

No later than one week after the conclusion of the recruitment process, defined as “Bid Day”, the Vice President of Finance shall receive an updated roster of active “new” members by each member fraternity in consultation with the Greek Life Office. The Vice President of Finance shall invoice each member fraternity within one week of receipt of a completed active member roster, with the aggregate total of dues assessed determined by the number of active members a member fraternity has. All invoices shall be paid within two weeks of receipt, unless otherwise determined by the President of the Interfraternity Council and the Vice President of Finance after. The Interfraternity Council cannot request chapters pay this invoice in a time period of less than two weeks.

Should a chapter extend a bid at any point in the semester outside of the formal recruitment process, they are to be invoiced within one week of notifying the Interfraternity Council that a bid was accepted. The chapter will have two weeks to pay this invoice in full.

Chapters are obligated to pay the initial invoice amount in full by the end of the billing process. Should a chapter’s count of active “new” members change by the end of the billing period, that chapter must still pay the initial invoice in full, though they may request a refund reflecting the difference resulting from this change. Active “new” members who have been removed after the billing period has closed may not request a refund for that individual.

**Section II-V – Failure to Comply, Delinquent Payments**

Any amount unpaid by the due date shall result in a 10% penalty and reclassification of the member fraternity to a probationary member, if the member fraternity is not currently already a probationary member, until full payment of the invoice and any fines has been made. Moreover, this delinquency may result in further administrative sanctions against the chapter including, but not limited to, registration of social functions. Any amount unpaid within one month of the due date shall result in the Member Fraternity being referred to the Vice President of Judicial Affairs for possible judicial action. The Vice President of Finance may also refer Member Fraternities to the Vice President of Judicial Affairs when he deems necessary to remedy any situation concerning the prompt and full payment of any amount owed to the Interfraternity Council. The due date for payment may be extended for Member Fraternities only with the approval of both the Vice President of Finance and the President of the Interfraternity Council.

**Article V – Philanthropy Programming Policy**

**Section I – Philanthropic Event, Defined**
The Interfraternity Council, for the purpose of this policy, defines a philanthropic event as any event in support of a cause external to the member fraternity that seeks to engage members of the Greek Community and/or the George Washington University community. Whether or not a philanthropic event is subject to this programming policy is at the discretion of the Executive Council and should take into consideration the nature of the event, its purpose and its intended audience. As a general rule of thumb, community service events taking place between two Greek organizations should not be considered subject to this programming policy.

Section II – Interfraternity Council Programming
The Interfraternity Council shall regularly plan philanthropic and/or community service events for the benefit of its member fraternities throughout the course of the semester, collaborating with other Greek councils, student organizations, or external groups as appropriate.

Section III – Member Fraternity Philanthropic Programming
The procedure and regulations with which the Vice President of Programming shall schedule philanthropic events for member fraternities of the Interfraternity Council shall be as follows:

A. No member fraternity shall have less than four (4) days scheduled within a school year, with no less than four (4) days being allocated in either the fall or the spring semester, unless less is requested by the member fraternity, and no more than one (1) day being scheduled in the opposite semester, unless less is requested by the member fraternity. No member fraternity may submit a request for more than five (5) days of philanthropy to be scheduled in an academic year, although more may be scheduled by the Interfraternity Council due to a conflict with other events or holidays.
B. No later than six weeks before the beginning of the final exam period of the spring semester, as determined by the academic calendar of The George Washington University, shall the Vice President of Programming request that member fraternities submit their preferred philanthropy dates for the following academic year;
C. The deadline to submit preferred dates shall constitute a period of no less than 72 hours, but is ultimately at the discretion of the Vice President of Programming, and failure to submit a date preference in a timely manner may result in a member fraternity failing to receive their preferred dates;
D. Following the deadline to submit preferred dates from member fraternities, the Vice President of Programming shall consolidate a calendar of events and honor these preferences as consistently as submissions will allow;
E. Preference with respect to scheduling should favor maintaining a member fraternity’s assignment from the philanthropic event calendar of the previous year when a conflict arises, as appropriate, as determined by the Vice President of Programming;
F. The Vice President of Programming shall make a good faith effort to minimize conflicts with other events including, but not limited to, other Greek philanthropic events, major holidays, and disruptions to the academic calendar of the George Washington University.
Section IV – Member Fraternity (Social) Programming

Member fraternities are encouraged to register major non-philanthropic events with the Vice President of Programming (e.g. formals or community service events) so that he has the necessary information needed to advise member fraternities and organizations as to the programming of other events.

Section V – Failure to Comply

Failure to comply with this policy shall result in the Member Fraternity being referred to the Executive Council for review, with possible disciplinary action including, but not limited to, the cancellation of an event or imposition of fines. Any chapter that hosts an unsanctioned philanthropic event will be referred to the Vice President of Judicial Affairs for possible judicial action.

Article VI – Recruitment Guidelines

Section I – Eligibility of Potential New Members

An individual interested in being recruited by a member fraternity must meet the following minimum criteria:

A. Have a minimum cumulative GPA of 2.50;
B. Have successfully earned a minimum of 12 credit hours at The George Washington University after high school graduation or transferred to The George Washington University with a minimum of 12 credit hours from another accredited college or university.

Section II – Opportunities for Recruitment

Any individual who meet the eligibility requirements may be recruited by a fraternity as a part of a year-round informal recruitment program. These programs may occur at any time after the start of fall classes but prior to (fall/spring) semester finals during the academic year, and may be subsidized by the IFC contingent upon the budget constraints and policies of the Interfraternity Council. Additionally, the Interfraternity Council will host a “Formal Recruitment” process at the beginning of each spring semester, with its duration and details to be determined by the President of the Interfraternity Council and Vice President of Recruitment based on the needs of the community.

Section III – Formal Recruitment Process, General

The formal recruitment process shall abide by the following regulations and restrictions:

A. Recruitment dates will be set by the Executive Council, and will be announced no less than two months in advance of the first scheduled formal recruitment event;
B. Recruitment events on those dates must occur between the hours of 7:00 p.m. and 10:00 p.m. Eastern Time;
C. Each chapter will be allotted the same number of days to host recruitment events;
D. No chapter shall host a recruitment event that prohibits potential new members from arriving or leaving in such a way that they will be unable to attend the recruitment event of another fraternity;
E. Prior to the beginning of formal recruitment, the chapter’s full schedule must be submitted to the Vice President of Recruitment;
F. Late submission of recruitment schedules may result in a chapter’s exclusion from any promotional materials, informational posts, or other promotional efforts of the Executive Council;
G. All chapters during formal recruitment will be required to submit a list of PNMs invited back for each night of rush via the standard online platform by a time set by the Vice President of Recruitment;
H. No potential new member shall be authorized to receive a bid at the end of the recruitment process without having previously registered his participation in formal recruitment with the Interfraternity Council through whichever platform the Executive Council establishes as such.
I. Each chapter shall be required to have at least two (2) members apply for a position as a Recruitment Guide (RG). However, there shall be no limit as to how many applicants beyond that number are submitted. Chapters with low membership size (active membership below 20) may meet this requirement by submission by at least one member.

Section IV – Formal Recruitment Process, Bids

A. All chapters during formal recruitment must issue bids electronically via the standard online platform. Chapters will also be permitted to deliver bids in person or any method at the chapter’s discretion as long as an electronic bid is concurrently issued through the standard online platform;
B. No bids shall be extended in any form before 23:59:59 the final day of recruitment;
C. All chapters during formal recruitment will be required to submit a list of individuals who have accepted their bid offers via the standard online platform by a time set by the Vice President of Recruitment;
D. The potential new member or new member shall reserve the right to dissociate from the recruitment or the new member process of any member fraternity at any time and may accept a bid from another member fraternity at any time following that disassociation;

Section V – Year-Round Informal Recruitment Process, General

The year-round informal recruitment process of any given member fraternity shall abide by the following regulations and restrictions:

A. Chapters seeking to host formal recruitment events (events that are advertised to the greater George Washington University via marketing paraphernalia and/or social media) throughout the year must submit these events for approval to the Vice President of Recruitment at least six (6) business days before the event will take place;
B. Chapters must disclose the date, time, event description and open/invite nature of the event as a part of the approval process;

C. Approval of these recruitment events will be granted at the discretion of the Vice President of Recruitment in consultation with the President of the Interfraternity Council and the Interfraternity Council Advisor;

D. Chapters will be allowed to hold any number of recruitment events as long as they are registered and approved through the aforementioned process.

Section VI – Year-Round Informal Recruitment Process, Bids

A. Chapters must submit a list of all potential new members (Full Name, GWID and GWU Email) for recruitment verification to the Greek Life Office prior to issuing a bid to join the fraternity. Once a report confirms eligibility the chapter may then extend a bid to join;

B. Chapters must report the acceptance of a bid within twenty-four (24) hours of its occurrence to the Vice President of Recruitment via email;

C. Chapters who submit names of individuals who fail to meet the IFC minimum cumulative GPA and/or 12 credit requirement upon review by the Greek Life Office will be notified of the specific individual(s) ineligibility;

D. All ineligible individuals will be prohibited from being extended a bid/invitation to join the fraternity and subsequently prohibited from association in/as part of a chapter’s new member/candidate education program;

E. Chapters shall only initiate potential new member who have met the eligibility requirements;

F. The potential new member or new member shall reserve the right to dissociate from the recruitment or the new member process of any member fraternity at any time and may accept a bid from another member fraternity at any time following that disassociation;

G. The Bid Report should be structured as such:

Subject of Email: New Bid for [XXX] Fraternity
Body of Email:

Full Name:
Phone:
Email:
GW ID:
Date of Bid Extension:
Date of Bid Acceptance:

Section VII – Recruitment Regulations, General

Any recruitment process, whether formal or informal, being conducted by a member fraternity shall abide by the following guidelines:
A. Any chapter event during the designated recruitment period where PNMs are present shall be “dry,” meaning no alcoholic beverages or any other controlled substances may be present or offered to any PNM and no active member, alumni or guest may be under the influence of alcohol or any other controlled substance during the event;

B. The use of alcohol and drug paraphernalia is also prohibited when distributing recruitment promotional items;

C. And promotional activity taking place within a residence hall must comply by any and all additional standards and/or registration requirements as established by The George Washington University;

D. Defacing, covering up, tearing down or any other action taken against a recruitment advertisement posted by another member fraternity without explicit authorization by that organization or the Interfraternity Council is strictly prohibited and said chapter will be referred to the Vice President of Judicial Affairs for possible judicial action;

E. Any officer of the Executive Council will be permitted to enter and observe any recruitment event at the discretion of that officer;

F. No chapter will be permitted to advertise on commercial property without the approval of the Executive Council and Interfraternity Council Advisor;

G. No chapter shall host a recruitment event that involves the exhibitionism or exploitation of women, and no woman shall participate in or attend a fraternity’s recruitment event;

H. Any member fraternity or any active member thereof is permitted to require a potential new member to disclose any prior affiliation with any member fraternity recognized by the Interfraternity Council or unrecognized chapter, and they will be permitted to deny membership to any student who is found with prior affiliation to any other fraternity, recognized or otherwise.

Section VIII – Failure to Comply
Any individual or Member Fraternity that believes it has observed a violation of any aforementioned rule shall make a formal complaint the President of the Interfraternity Council, Vice President of Judicial Affairs and/or the Vice President of Recruitment in writing. Failure to comply with this policy shall result in the Member Fraternity being referred to the Vice President of Judicial Affairs for possible judicial action.

Article VII – Publication and Distribution of Documents

Section I – Open Access to Documents
The most accurate version of the Constitution and Bylaws of the Interfraternity Council shall be published on the Interfraternity Council website and any other relevant platforms at the beginning of every semester.

Section II – Internal Distribution of Documents
An updated copy of the Constitution and Bylaws of the Interfraternity Council will be electronically distributed to each Member Fraternity after any amendment is adopted.

**Article VIII – Bylaw Amendments**

**Section I – Amending the Bylaws**
These Bylaws may be amended by a two-thirds (2/3) affirmative vote of the President’s Council, provided notice of the proposed amendment has been provided to Member Fraternities at least forty-eight (48) hours before the scheduled vote.

**Section II – Adoption**
Amendments to the Constitution shall become effective and shall supersede all previous Constitutions of the IFC immediately upon adoption by the President’s Council.