**Constitution of the University of Wisconsin-Eau Claire Inter Fraternity Council**

Revised November 2020

**Article I. Name**

SEC 1 The name of this organization shall be the Inter Fraternity Council of the University of Wisconsin – Eau Claire, hereafter referred to as IFC.

# **Article II. Purpose**

SEC 1 The purpose of this IFC shall be:

1. To coordinate the actions of the member organizations and to represent the Fraternity Community to the University.
2. To promote unity and harmony among member organizations, the greater Fraternity and Sorority Community, and the campus community.
3. To further the personal, social, and intellectual growth of members.
4. To oversee rules and procedures governing the member organizations.

SEC 2 The IFC is organized on a not-for-profit basis, as demonstrated by evidence that the organization uses any income or profit for organizational purposes, not for any individual or commercial gain

**Article III: Membership and Representation**

SEC 1 Delegates to the IFC must be University of Wisconsin - Eau Claire students who are initiated undergraduate members, and in good standing, of a recognized chapter on the UW-Eau Claire campus.

SEC 2 IFC will maintain a minimum of four members, 3/4 of whom will be enrolled for at least one semester hour of credit at UW-Eau Claire.

SEC 3 Control of the IFC will rest with student representatives of the organization.

SEC 4 There shall be three classes of membership in the IFC: Regular, Probationary, and Colony.

A. Regular Membership

1. Regular membership in the IFC is granted to any chartered chapter that is recognized as a UW-Eau Claire student organization per Student Senate and in good standing with the IFC and the University.
2. To remain in good standing with the IFC, chapters must meet the following criteria:
3. Must maintain a minimum cumulative chapter grade point average of 2.50.
4. Must pay the established IFC dues by the stated due date or have an established payment plan as agreed to by the IFC President and Finance and Secretary.
5. Must have a delegate attend IFC meetings.

B. Probationary Membership

1. Probationary membership in the IFC is granted to any chartered chapter that is recognized as a UW-Eau Claire student organization per Student Senate and in good standing with the University, but not in good standing with the IFC.
2. Probationary membership in the IFC is granted to any chartered chapter that is not in good standing with the UW-Eau Claire Student Senate.
3. Probationary chapter representatives shall not have the ability to hold an IFC officer position or vote until the chapter has been reinstated into regular membership by meeting the criteria outlined in Article III, Section 4.2.

SEC 5 There shall be 2 delegates to IFC from each member organization, as follows:

1. The delegate shall be an initiated member of the chapter.
2. The delegate must have a minimum cumulative grade point average of 2.75.
3. In the event that any delegate withdraws from membership in the IFC, the member organization involved is responsible to select a qualified delegate as an immediate replacement.
4. One delegate shall have a vote on behalf of his chapter, in addition to a vote from the Fraternity President.

SEC 6 Consistent with all applicable federal and state laws and University policies, this organization and its subordinate bodies, officers and members shall extend membership and all membership privileges, including voting and eligibility to hold office, to all students without regard to age, ethnicity, gender (except as otherwise permitted by Title IX of the Education Amendments of 1972), disability, color, national origin, or ancestry, religion, sexual orientation or expression, veteran status, or parental or marital status.

Per Regent Policy 30-6 - Student organizations that select their members or officers on the basis of commitment to a set of beliefs (e.g., religious or political beliefs) may limit membership, officer positions, or participation in the organization to students who affirm that they support the organization’s goals and agree with its beliefs, so long as no student is excluded from membership, officer positions, or participation on the basis of his or her race, color, creed other than commitment to the beliefs of the organization, religion, national origin, disability, ancestry, age, sexual orientation, pregnancy, marital status or parental status, or, unless exempt under Title IX, sex.

SEC 7 IFC will not use funds collected from member dues, fees, or fundraising efforts to purchase alcohol, nor may the purchase of alcoholic beverages for members or guests be undertaken or coordinated by any member in the name of or behalf of the organization. In addition, same funds may not be used to purchase promotional materials for unofficial events that can only be attended by those of legal drinking age.

SEC 8 The IFC welcomes any member or advisor of the member organizations. The IFC reserves the right to call on these persons to attend meetings when conditions warrant their presence.

**Article IV: Officers & Elections**

SEC 1 The officers of the IFC shall consist of: President, Finance and Secretary, Recruitment & Marketing Chair, Scholarship & Education Chair, Service & Philanthropy Chair, and Social Chair.

SEC 2 Elections:

 A. Election procedures for the IFC will be fair (reasonable and unbiased) and democratic (inclusive of all members and self-governed) in nature.

 B. All leadership positions in the IFC must be held by students enrolled at UW-Eau Claire at least part time.

 C. The election of officers shall be held at the second to last IFC meeting of the fall semester.

 D. Election candidates may be chosen via Application or Nomination, the decision between the two will be made by the IFC president. Applications/nominations for all IFC officer positions will be made available four weeks prior to elections and will be due one week prior to elections. All applications/nominations will be due no later than December 1st for the Fall semester, and May 1st for the Spring semester. Copies of all applications will be distributed to all IFC delegates for review prior to elections.

 E. All member organizations must be present to constitute an election and will be granted one vote for each officer position.

 F. Each officer of the current IFC board excluding President will be granted one vote for each officer position.

 G. Elections will be conducted for each IFC officer position, beginning with President, and continuing with Finance & Secretary Chair, Recruitment & Marketing Chair, Scholarship & Education Chair, Service & Philanthropy Chair, and Social Chair respectively.

 H. Each candidate must be present for elections, or have an appointed designee attend on their behalf, to present a platform for each position for which they are applying. Should a candidate be voted into a position, they become ineligible for all other officer positions.

 I. All elections are to be conducted by secret ballot. The winner will be declared by a simple majority.

 J. In the case of a tie, the outgoing IFC President will determine a winner.

 K. All officers shall serve a one-year term of office.

 L. To be eligible to hold an IFC officer position, other than the position of President, a candidate must be an initiated member and may not at the same time hold the position of delegate to the IFC for his respective chapter.

 M. To be eligible to hold the office of IFC President, a candidate must be an initiated member for at least one full semester and may not at the same time hold the position of chapter president or be his chapter’s delegate to the IFC.

 N. All IFC officers must maintain a cumulative grade point average of 2.75. Any officer not meeting the grade point average requirement will be required to relinquish all officer responsibilities unless chapters deem the officer worthy of maintaining their officer responsibilities.

 O. The IFC President will be responsible for appointing a new officer for the duration of any given term in the result of any officer not being able to fulfill his officer obligations. Should the IFC President be unable to fulfill his officer obligations, the current IFC officers will be responsible for appointing a new President and filling a vacant chair position if needed.

 P. To fill a vacant IFC position during term, the current IFC Board will decide by a 2/3 majority vote if they will appoint from within the current board or hold external elections.

SEC 7 If an IFC Board member is put on probation or is not in good standing with his chapter he will be removed from his board position.

SEC 8 If an IFC Board member is suspended or terminated from his chapter he will be removed from his IFC Board position effective immediately and will not be reinstated to the IFC Board for the remainder of the term even if he is reinstated by his chapter.

SEC 9 The advisor to IFC shall be the Associate Director for University Centers. The responsibilities of the advisor will include:

A. To assist the organization in functioning according to its constitutional objectives, and provide advice and counsel to the IFC.

B. To aid in development of leadership skills of the members.

C. To give counsel on financial matters relating to the organization.

D. Attend established IFC meetings.

E. Maintain an updated copy of each chapter’s hold harmless agreement.

**Article V: Judiciary**

SEC 1 The IFC, its officers, its members and others associated with the IFC will be responsible for the observance of the rules and regulations established by the University of Wisconsin-Eau Claire, its own Constitution and its Bylaws.

SEC 2 Any University policy violations committed by any member organization shall be addressed through the University's adjudication process.

**Article VI: Meeting & Voting**

SEC 1 The President shall set the time of regular meetings in conjunction with the IFC officers and the PHC President. He will then notify all officers, delegates and member organizations.

SEC 2 The President is required to set the time of an executive board meeting that shall meet outside of regular meetings. All officers are required to attend.

SEC 3 Special meetings may be called at the direction of the President, or upon the request of a member organization. Special meetings must occur within 72 hours of being called.

SEC 4 All IFC delegates shall be informed 24 hours prior to special meetings.

SEC 5 In order to have a meeting, a quorum consisting of 50% or more of voting eligible participants and the president must be present.

SEC 6 In order to have a vote, a quorum consisting of 50% or more of voting eligible participants and the president must be present.

SEC 7 A simple majority vote is required to approve all business matters unless otherwise specified.

SEC 8 Voting may be conducted via email at the discretion of the IFC President when the nature of the voting issue is deemed time sensitive.

SEC 8 All official meetings and official events that require attendance will be held in facilities and establishments that allow persons of any age entry.

**Article VII: Amendments, Bylaws, & Ratification**

SEC 1 This constitution may be amended at any time by a majority vote, each member organization being entitled to one vote. The proposed amendments must be presented at one meeting and voted on at the next consecutive meeting.

SEC 2 The IFC shall be empowered through their legislative

 capacity to enact Bylaws to this Constitution.

SEC 3 Copies of all amendments to the Constitution and Bylaws of IFC shall be kept by the President of the IFC under separate cover in their respective places in regard to the order of the Constitution. In addition copies are kept with the Student Organizations Complex staff and the IFC Advisor.

SEC 4 All amendments must be submitted to the Campus Affairs Commission of the University of Wisconsin-Eau Claire Student Senate for approval before taking effect.

SEC 5 This Constitution shall become effective upon ratification by a majority vote of all voting members.

SEC 6 The IFC will update their BluSync profile, (Constitution or Constitution form, officers, advisor consent form, and membership roster), and attend the Annual Student Organization Leaders Training Conference-Kaleidoscope, annually, **by October 15th.**

# **Bylaws of The University of Wisconsin-Eau Claire Inter Fraternity Council**

**Article I: Membership & Representation**

SEC 1 Any organization meeting the requirements for colony membership status must petition the IFC to obtain membership.

SEC 2 Organizations petitioning for colony membership should use the following procedure:

 A. The presiding officer of the petitioning colony must submit a petition for membership to the IFC stating that the petitioning colony has met all requirements for colony membership. The presiding officer should also provide a copy of the membership roster and the constitution and bylaws for the organization. In the event that bylaws are non-public documents, the petitioning colony may be exempt from providing the bylaws.

 B. Upon presentation of the petition and required documentation, the president of the IFC shall introduce a motion to accept or reject the petition.

 C. Voting by the IFC shall take place no later than

 one week after receipt of the petition.

SEC 3 A probationary chapter petitioning for regular membership must provide adequate documentation demonstrating the chapter has met all requirements for regular membership.

1. Upon presentation of the documentation, the president of the IFC shall introduce a motion to accept or reject the petition.
2. Voting by the IFC shall take place no later than one week after receipt of documentation.

 C. A probationary chapter, upon being accepted as a regular chapter of the IFC, shall have all rights and responsibilities of regular membership.

SEC 4 Dues

1. Dues will be due at the third regular meeting of every semester.
2. Dues will be proposed by the treasurer each semester and will be ratified by majority vote.
3. Failure to pay dues by the stipulated date without creating a payment plan with the Treasurer/Secretary will result in the chapter being placed on probationary status.

**Article II: Meetings**

SEC 1 The agenda for all regular meetings shall be as follows:

 A. The presiding officer shall call the meeting to order.

 B. Attendance of the membership shall be recorded.

 C. Minutes will be distributed to all Chapters that are members of the IFC within 48 hours of meetings.

 D. Reports shall be called for by the presiding officer in the following order:

 1. President

 2. Secretary/Treasurer

 3. Marketing

 4. Recruitment

 5. Scholarship & Education

 6. Service & Philanthropy

 7. Social

 E. After the above reports, chapters will give a report on current chapter state and upcoming events.

 F. At the conclusion of (E), the chair shall call for any old business.

 G. At the conclusion of (F), the chair will entertain any motions for new business.

 H. When all motions have been dealt with, the chair shall call for any voluntary remarks for the good of the membership.

 I. Without the necessity of a motion to adjourn, if the agenda, as herein presented, has been followed without a motion to suspend the rules, the presiding officer may adjourn the meeting.

SEC 2 "Majority vote" shall be defined as more than 50 % of the votes cast. An abstention shall not be counted as a vote cast.

SEC 3 All meetings will be governed by the Constitution and Bylaws. Any questions not covered herein shall be governed by Robert's Rules of Order Revised.

SEC 4 All elected or appointed IFC delegates are required to attend all IFC meetings

1. The first unexcused absence will result in a written warning to the delegates and the respective chapter president.
2. The second unexcused absence will result in request for removal from IFC and replacement with a new delegate.

**Article III: Officers**

SEC 1 Duties of the officers shall be as follows:

1. All officers shall be required to attend retreats with the Panhellenic

Board and Inter Fraternity Council board.

1. President

 1. Providing oversight and guidance to all chair positions.

 2. Conducting weekly check-ins with all chair positions.

 3. Collaborating with the president from the opposing council

to schedule joint meetings and events, as needed.

4. Assisting in the development of fraternity and sorority retreats.

5. Meeting weekly with the Greek Life Advisor.

6. Conducting roundtables with chapter presidents a minimum of once per semester.

7. Interpreting and enforcing the IFC Constitution and Bylaws.

8. Researching and promoting campus involvement opportunities to member chapters

9. Arrange for introduction of officers at one of all of the sororities chapter meetings

 C. Secretary/Treasurer

1. Developing and managing the overall council budget, and distributing to member chapters for approval.

2. Overseeing the individual council chair budgets

3. Providing a weekly financial report to the council.

4. Reimbursing chapter officers for their events, as well as chapters for expenses that IFC agrees to absolve. Receipts are due at the second meeting after an event is held.

5. Depositing dues, requesting withdrawals, and retaining receipts from all financial transactions.

7. Proposing dues each semester to be ratified via majority vote.

6. Taking minutes at all IFC meetings.

E. Recruitment & Marketing Chair

1. Coordinating the annual Greek Life pamphlet with the PHC Counterpart and the Greek Life Advisor.

2. Creating, implementing and executing a semester-long marketing plan for IFC each semester.

3. Working with the vice presidents of membership/recruitment from each chapter.

4. Enforcing policies and procedures pertaining to recruitment in conjunction with the IFC President and the Greek Life Advisor.

5. Creating and revising policies and procedures pertaining to recruitment in conjunction with the president and vice president of membership/recruitment from each chapter.

6. Coordinating all publicity materials pertaining to recruitment.

7. Organizing fraternity participation in CUBEfest, Blugold Organizations Bash, Phase II, and summer orientation involvement open house.

8. Coordinating all recruitment workshops and retreats. Workshops and retreats include, but are not limited to:

 A. Recruitment Counselor Training

 B. Formal Recruitment Information Workshop

C. Additional workshops as seen fit by the Recruitment Chair and Greek Life Advisor

 9. Coordinating recruitment event schedules, reserving rooms

and A/V equipment, and ordering catering, as needed.

 F. Scholarship & Education Chair

1. Researching and publicizing local, regional, and national scholarships available to members.

 2. Updating and distributing the all-Fraternity and Sorority roster each semester. The roster will include membership information listed below:

 A. Name

 B. Chapter

 C. Major

 D. Email Address

 E. Position in Chapter

 3. Updating and distributing the travelling scholarship plaque.

 4. Conducting a needs assessment among member chapters for educational programming.

5. Planning and implementing a minimum of one educational program per semester.

 H. Service & Philanthropy Chair

 1. Researching and promoting available service and service-learning opportunities.

2. Serving as a liaison to community organizations for which members are volunteering and fundraising.

3. Tracking the number of hours donated and funds raised by member chapters.

4. Coordinating and implementing at least one IFC service event and at least one IFC philanthropy event each semester.

 I. Social Chair

1. Coordinating and/or implementing all-Greek social events

2. Review social policies a week prior to a social event and distribute to chapter delegates

3. Verifying with the Greek Life Advisor that hold harmless agreements are available for each chapter for social events that hold a certain risk.

4. Plan and delegate tasks for Greek Week and Homecoming with the PHC Counterpart as well as coordinating reimbursements for both of those events.

J. Delegates

 1. Report the results of the previous IFC meeting to their respective fraternities at their weekly chapter meetings.

 2. Delegates of each fraternity are responsible for their respective fraternity’s involvement in the IFC and its programs.

 3. To assist the IFC in any way the President deems

 necessary.

**Article IV: Risk Management**

SEC 1 IFC Abides by the Risk Management Policy of the Student Senate Organizations Handbook.

**Article V: Amendments to the Bylaws**

SEC 1 These Bylaws may be amended or repealed at any time by a majority vote, each fraternity being entitled to two votes, and each Executive board member receiving one vote. The proposed amendments must be presented at one meeting and voted on at the next consecutive meeting.

SEC 2 Consistent with the Organizations Commission of Student Senate at the University of Wisconsin-Eau Claire, IFC agrees to update its BluSync profile, including Constitution, officer information, advisor consent form, and active membership roster by October 31st of each year.