

**CONSTITUTION  
OF THE  
INTERFRATERNITY COUNCIL  
  
UNIVERSITY OF WEST FLORIDA**

**PREAMBLE**

In order to promote and perpetuate the best interest of the University of West Florida and the Greek-Letter social fraternities therein, to insure cooperation among said fraternities and between them and the university authorities and the community, and to cultivate those qualities of character, cooperation and scholastic achievement in all fraternity members, we do ordain and establish this Constitution of the Interfraternity Council of the University of West Florida.

The Interfraternity Council (IFC) does not discriminate on the basis of age, color, race, national or ethnic origin, sexual orientation, handicap in the administration of educational policies, admission policies, financial aid, employment, or any other program or activity.

**ARTICLE I. NAME AND PURPOSE**

SECTION I. NAME

This organization shall be known as the Interfraternity Council of the University of West Florida and may be referred to as IFC hereafter in this constitution.

SECTION II. PURPOSE

It shall be the purpose of the Council to:

- A. Preside and act as the representative central government of the National Interfraternity Council men's social fraternities.
- B. Organize, standardize and regulate the rush and new member activities of the said fraternities.
- C. Promote positive interfraternity competition in scholarship, service, athletics and any other events that may be deemed advisable for the betterment of the participants, fraternities, University and the community.
- D. To serve as liaison between the University authorities and both on and off campus organizations in matters of common interest.

**ARTICLE II. WARRANTIES**

SECTION I.

The organization's purpose and activities are lawful and supported by the University, NIC, and each inter/national fraternity office.

## SECTION II.

The organization's membership is open to all regardless of race, creed, color, national origin, marital status, or handicap ability.

## SECTION III.

The organization agrees to abide by the University of West Florida's hazing and dry rush policies. (See UWF student handbook for policies.)

# ARTICLE III. MEMBERSHIP

## SECTION I. TYPES OF MEMBERSHIP

All NIC recognized social fraternities shall hold membership in the Interfraternity Council. The two types of membership in the Interfraternity Council shall be defined as Associate Membership and Full Membership. Associate membership pertains to a Colony; whereas a full membership pertains to chapters who have their charters from a National/International Headquarters and recognized by the University of West Florida. Established chapters must meet the requirements set forth in Article III, Section III. Colonies must meet the same requirements as established chapters in addition to the requirements set forth in the expansion by-laws.

## SECTION II. COLONIZATION PROCEDURES

- A. A candidate fraternity seeking associate membership in the Interfraternity Council must comply with the procedures outlined in the By-Laws at the University of West Florida.
- B. All colonies will be considered Associate Members of the Interfraternity Council until all University and IFC requirements are met.
- C.

## SECTION III. REQUIREMENTS OF MEMBERS

- A. For a chapter or colony to be considered a member in good standing with the Interfraternity Council, they must meet the following requirements:
  - 1. Maintain a 2.3 GPA on a four-point scale to be monitored each long semester.
  - 2. The chapter must be current with all documentation of chapter activities as well as any other documents required by IFC or the University of West Florida.
  - 3. The chapter must be in good standing with their National/International Headquarters as well as the University.
  - 4. The Chapter must be current with all financial obligation(s) to the IFC. Any chapter delinquent of financial obligation(s) after the established deadline is subject to fines, penalties and/or immediate suspension of IFC recognition. If payment is received within 10 days of the deadline, suspension will be lifted. Fines and/or penalties will then be at the discretion of the IFC Executive Board.
  - 5. The chapter must adhere to the IFC constitution and by-laws.
  - 6. The chapter must follow all state laws and University of West Florida Student Code of Conduct.
  - 7. All chapters must be represented at all IFC meetings by two official registered delegates.
- B. If a chapter does not meet the requirements in Article III Section III Part A, it will meet with the IFC Executive Board, where an appropriate course of action will be determined to correct the problem(s).

#### SECTION IV. DUES

- A. A membership fee of \$20.00 per person, per chapter will be paid to the IFC Treasurer by each member organization at the second IFC meeting. The amount is due at the beginning of every fall semester. In addition, a \$10.00 one-time pledge fee for each new member will be due to the IFC Treasurer each semester after "rush", when all bids have been accepted, pledge induction ceremonies have been completed, and the chapter has an active pledge roster.
- B. If chapters fail to pay IFC dues by required date, a \$10.00 fine, per day late will be added to the payment owed. In addition, if dues are not paid, chapters will not be permitted to participate in any rush events or other events held by IFC or Greek Affairs.
- C. If chapters have financial problems, a payment plan in writing must be submitted to the IFC Treasurer after verbal notification of inability to pay. The submitted plan must be approved by the IFC Executive board.

#### SECTION V. PROBATION

Any fraternity not maintaining the qualification as stated in Section III having held status of full membership will be on probationary status including, but not limited to, the loss of voting rights, eligibility from Greek Week, and eligibility for IFC awards. The fraternity will then have one (1) year from the date of its probation to once again meet the goals stated in Section III or their membership in IFC will be terminated. The fraternity may have its circumstances reviewed by the Executive Board.

### **ARTICLE IV. THE INTERFRATERNITY COUNCIL**

#### SECTION I. DUTIES AND MEMBERS OF:

The supreme legislative body of the fraternity system at University of West Florida shall be the Interfraternity Council, which shall consist of two delegates from each member fraternity, the president and a delegate.

#### SECTION II. VOTING

- A. Each fraternity shall have one (1) vote in the council. Those delegates with chapters holding Associate Membership will not have a vote.
- B. When a delegate has an absence, the delegate must send prior notification for their absence to the IFC Secretary. The delegate must also send an alternate delegate to the meeting. The alternate delegate is any member of the fraternity's active roster of the current semester. The alternate delegate will then be a voting member of the Interfraternity Council for the specified meeting.

#### SECTION III. MEETING TIMES

The Interfraternity Council shall meet once every week during the Fall and Spring semesters with meeting time and place set by the IFC Executive Board.

#### SECTION IV. QUORUM

A quorum shall be two-thirds of the voting membership of the Interfraternity Council.

#### SECTION V. ABSENCES

- A. Any official delegate with an absence, which would prohibit his attendance on a regular basis, may register for permission with the Executive Board to appoint a new officially registered delegate for that semester. After being granted such permission, he will be excused as a voting member of the Interfraternity Council.
- B. In the event a delegate cannot attend an individual meeting, he must inform the IFC secretary prior to that meeting. Furthermore, it is the responsibility of the chapter's official delegate to designate an alternate delegate.
- C. Each fraternity is allowed a maximum of two excused absences that have been approved by the secretary per semester. Any additional absences will result in a fine of \$25.00 per absence assessed to the offending fraternity's dues.
- D. Any unexcused absences, will result in an immediate \$25.00 fine assessed to the offending fraternity's dues.

#### SECTION VI. ORDER OF MEETINGS

Robert's Rules of Order shall govern the procedure of all meetings of the Interfraternity Council. In cases where a conflict exists between the Constitution or by-laws and Robert's Rules of Order, the Constitution and by-laws shall take precedence.

#### SECTION VII. PRESIDING OFFICER'S POWER

The presiding officer may cast the determining vote in the event of a tie on the motion requiring a majority vote.

#### SECTION VIII. SPECIAL MEETINGS

Special meeting of the Interfraternity Council may be called either by the president, three(3) out of five(5) members of the Executive Council, or 1/3 of the Interfraternity Council members, provided that a 24 hour advance notice be given for the meeting.

### **ARTICLE V. OFFICERS OF THE INTERFRATERNITY COUNCIL**

#### SECTION I. THE EXECUTIVE BOARD

There shall be an Executive Board which shall be the chief administrative and coordinating body of the Interfraternity Council and shall be an initiating legislative body of the Interfraternity Council and shall be responsible to enforce the said rules and establish laws of the organization.

#### SECTION II. OFFICERS OF THE EXECUTIVE COUNCIL

The Executive Council shall consist of the following officers:

1. The five(5) officers of the Interfraternity Council who are elected members are the President, Vice-President, Treasurer, Secretary, Activities, and.
2. The IFC Advisor will serve as a non-voting member of the executive council.

#### SECTION III. REQUIREMENTS FOR EXECUTIVE BOARD ELIGIBILITY

- A. Executive board candidate must be in good standing with his respective chapter.
- B. Executive board candidate must have at least a 2.3 GPA.
- C. Executive board candidate must be enrolled in at least twelve semester hours at UWF.

- D. Executive board candidate must be able to attend all seminars/conventions put forth by Greek Affairs and NIC.

#### SECTION IV. OFFICER RESPONSIBILITIES

The Executive Officers of the IFC will consist of:

A. President:

1. Have overall responsibility for the operation of IFC.
2. Call and preside at all regular and special meetings of IFC and IFC Executive Board.
3. Oversee the responsibilities of the committee chairs.
4. Review, approve, and sign, in collaboration with the IFC Treasurer (if needed) IFC checks and contracts involving IFC finance.
5. Serve as a member ex-officio at all IFC committee meetings with voice but no vote.
6. Be knowledgeable of all aspects of IFC and serve as the liaison between the University.
7. Work closely with the Greek Affairs Advisor and notify him/her of events, problems, etc, and serve as the contact for IFC issues.
8. Oversee rush activities, and serve as a contact for submission of rush violations.
9. Serve as the chief judicial officer.
10. Be familiar with Robert's Rules of Order.
11. Perform all other duties pertaining to this office.

B. Vice President:

1. Perform the duties of the president in his absence.
2. Coordinate formal rush week (in collaboration with the Activities officer) scheduling events, handling rush violations, keep a roster of active members and alumni associated with rush.
- 3.. Coordinate the Installation of New Officers.
- 4.. Help the IFC Secretary in advisement of constitutional issues and amendments, and aid him in parliamentary issues to help the IFC President maintain order during meetings.
5. Oversee all committee heads.
6. Perform all other duties pertaining to this office.

C. Treasurer:

1. Be responsible for the general supervision of the IFC finances. Sign checks for IFC expenses.
2. Be responsible for the preparation of an annual budget, providing a copy for each member organization.
3. Receive all payments due to IFC, collect all dues, keep track of all

- finances and monies owed to IFC, issue invoices and give receipts.
4. Be responsible for prompt payment of all bills.
  5. Maintain up-to-date financial records and give a finance report at each IFC meeting.
  6. Perform all other duties pertaining to this office.

D. Secretary:

1. Keep an up-to-date roll of members of IFC (officers and delegates) and member organizations.
2. Be responsible for all records of member attendance. Keep current rosters, statistics, and information concerning all initiated members and pledges of each member organization.
3. Keep full minutes of all meetings which must be read and approved by IFC. He must make copies of the minutes and distribute to the IFC president, Greek Advisor, IFC records, IFC delegates, and each members organization.
4. Send written notification to any fraternity president whose delegates miss an IFC meeting.
5. Be responsible for the official correspondence of IFC (all excuse letters or e-mails will be submitted to the Secretary.)
6. Serve as a Parliamentarian to help the IFC President maintain order in IFC meetings.
7. Serve as an advisor and "expert" to the IFC Constitution, any amendments must be reviewed by him.
8. Perform all other duties pertaining to this office.

E. Activities

1. Coordinate formal rush week (in collaboration with the IFC Vice President) scheduling events, keep a roster of active members and alumni associated with rush.
2. Coordinate any other IFC events or activities associated with IFC unity.
3. Coordinate activities involving fundraisers or philanthropic events with associated organizations.
4. Work in conjunction with Panhellenic in all-Greek events.
5. Serve as IFC liaison for UWF events.
6. Perform all other duties pertaining to this office.

#### SECTION IV. MEETING OF THE EXECUTIVE COUNCIL

The Executive Council shall hold meetings as deemed necessary by the President.

#### SECTION V. ELECTIONS

Elections for executive council shall comply with the procedures outlined in the election by-laws.

#### SECTION VI. ATTENDANCE

No officer shall miss more than two IFC-specific meetings (IFC, Executive Board, and/or special

meetings).

#### SECTION VII. REMOVAL OR REPLACEMENT OF OFFICERS

- A. Any officer may be removed from office administratively, by the IFC Advisor for failure to maintain his minimum GPA requirement or if found responsible for a violation of the student code of conduct.
- B. Any officer may be removed from office by the body for a breach of duty or failure to represent the IFC in a positive manner.
- C. Removal from office by the IFC body will require a two-thirds (2/3) vote of the Interfraternity Council.
- D. If any elected office (except for president) is vacated, a person will be nominated for that office and elected at a time determined by a majority of the voting representatives.
- D. If the office of President is vacated, then the Vice-President shall assume the office of President. The chain of command following the Vice-President would be the Treasurer, followed by the Secretary, and followed by the Activities Chair.

#### SECTION VIII. SPECIAL NOMINATIONS

In the event that an officer is removed or resigns from his office, a nomination meeting of the Interfraternity Council shall be called at the next regular meeting; a new officer shall be elected by a majority vote of the Interfraternity Council at the following meeting.

#### SECTION IX. REGULATIONS OF CANDIDATES

All candidates for elected positions in the Interfraternity Council are subject to all academic and Student Code of Conduct of the University of Florida.

### **ARTICLE VI. IFC DELEGATES**

#### SECTION I. REQUIREMENTS FOR ELIGIBILITY

- A. A delegate must be in good standing with his respective chapter.
- B. A delegate must have at least a 2.3 GPA.
- C. A delegate must be enrolled in at least twelve semester hours at UWF.

#### SECTION II. RESPONSIBILITIES OF IFC DELEGATE

- A. Delegate must prepare chapter reports at each IFC meeting.
- B. Delegate must serve proficiently as liaison between his respective chapter and IFC, communicating all matters thoroughly.
- C. Delegate must bring pressing Greek issues forth to IFC.
- D. Delegate must be present at all IFC meetings and mandatory events.

#### SECTION III. REMOVAL OR REPLACEMENT OF DELEGATES

- A. Any delegate may be removed from position by the IFC Executive board for failure to maintain his minimum GPA requirement or if found responsible for a violation of the Student Code of Conduct.
- B. Any delegate may be removed from office by the body for a breach of duty or failure to represent the IFC in a positive manner.
- C. Removal from office by the IFC body will require a two-thirds (2/3) vote of the Interfraternity Council.

- D. If any appointed delegate is removed, the alternate will assume primary delegate position and another alternate delegate must be appointed by the respective fraternity.

## **ARTICLE VII. JUDICIAL POLICY AND PROCEDURES**

Cases of violations of the UWF IFC Constitution will be assessed and dealt with by IFC Executive Board.

## **ARTICLE VIII. RATIFICATION**

### **SECTION I. AMENDMENTS**

Any amendment requires a 2/3 vote. Proposed changes should have first reading and discussed at the first meeting the issue is addressed. IFC members should take until the next meeting to consider the changes and vote at the second reading.

### **SECTION II. CONSTITUTION**

This constitution will go into effect upon ratification by a majority vote of IFC. This constitution shall make any previous constitution null and void.

Proposed in Presidents Meeting by IFC on August 14, 2008.