

THE PENNSYLVANIA STATE UNIVERSITY

INTERFRATERNITY COUNCIL CONSTITUTION AND BY-LAWS

UPDATED MARCH 16, 2010

Preamble

We, the members of the fraternity community of The Pennsylvania State University, in order to promote the intellectual, philanthropic, fraternal and social values of recognized fraternities, do hereby establish this Constitution and By-Laws to maintain cooperation among all social fraternities, their respective National or International headquarters, alumni, the Borough of State College, and the University.

Article I: Legislative Authority

Section 1: Legislative Authority

All legislative authority granted herein shall be vested in the Interfraternity Council by this Constitution and the By-Laws.

Section 2: Composition of the Interfraternity Council

The Interfraternity Council shall consist of the IFC Executive Board and all Chapter Presidents of recognized North-American Interfraternity Conference (NIC) Chapters and of University recognized National and local social fraternities.

Section 3: Chapter Recognition

To become a recognized member of the Interfraternity Council an organization must follow the expansion policy established by the IFC By-Laws and the Office for Fraternity and Sorority Life.

Section 4: Legislative Representation

- A. Two-thirds of the membership of the Presidents' Council shall constitute a quorum.
- B. Each member fraternity, in good standing, shall be entitled to one vote at all proceedings.
- C. During all proceedings, a roll call vote of all chapters shall be called. An "Aye" shall signify yes and a "Nay" shall signify no.
- D. A simple majority vote of the membership shall be sufficient for election of officers. Only the President may vote.
- E. Attendance at all regularly scheduled meetings is mandatory. Any chapter not represented will be referred to the Vice President for Standards under Article XI, Section 1, 2, a, of the IFC By-Laws.

Article II: Officers

Section 1: Composition of Executive Board and Student Government Representatives

- A. The elected officers of the Executive Board shall consist of a President, Executive Vice President, and Vice President for Finance.

- B. The appointed officers of the Executive Board shall consist of the Vice President for Standards, Vice President for Risk Management, Vice President for Membership, Vice President for Programming, Vice President for Communications, Associate Vice President for Greek Week and Greek Sing, and the Associate Vice President for Homecoming.
- C. The elected representative to the University Park Undergraduate Association shall be the IFC UPUA Assembly Representative.

Section 2: Qualifications of Officers Eligibility

- A. All candidates for the office of President must:
 - 1. Be a current or past fraternity president, or have served as an IFC Executive Board member.
 - 2. Be a member in good standing with the University and with his respective fraternity.
 - 3. Hold a cumulative grade point average (GPA) of at least 2.75.
 - 4. Live in the chapter house unless there is no chapter house available or occupancy available.
 - 5. Continue to reside in the chapter house throughout the term of office, unless no chapter house is available or occupancy available.
- B. All candidates for the office of Executive Vice President and Vice President for Finance must:
 - 1. Be a member in good standing with the University and with his respective fraternity.
 - 2. Have held an elected executive office within his respective Chapter, or IFC committee chairman.
 - 3. Hold a cumulative GPA of at least 2.75.
 - 4. Have lived in the chapter house, if a chapter house is available.
- C. All candidates for the positions of Vice President for Standards, Vice President for Risk Management, Vice President for Membership, Vice President for Programming, Vice President for Communications, Associate Vice President for Greek Week and Greek Sing, Associate Vice President for Homecoming and IFC UPUA Assembly Representative must:
 - 1. Be a member in good standing with the University and with his respective fraternity.
 - 2. Hold a cumulative average of at least 2.75.
 - 3. Have held an elected office in his chapter.
 - 4. Must have lived in the chapter house, if a chapter house is available.
- D. No fraternity member shall be permitted to hold both a position on the IFC Executive Board and any Special Events Overall Committee simultaneously, except for the Associate Vice Presidents.
- E. Any elected or appointed official of the Interfraternity Executive Board who is a Chapter President shall relinquish his position as Chapter President to avoid any conflicts of interest.
- F. Any elected or appointed official of the Interfraternity Executive Board may not hold an Executive Board position within his fraternity, unless approved by a unanimous vote by the other members of the IFC Executive Board.
- G. No more than two (2) members of any single Chapter may hold positions on the Executive Council.

Section 3: Elected Positions

- A. The Vice President for Standards or his designee shall serve as parliamentarian for the IFC elections process.
 - 1. Nominations for the offices of President, Executive Vice President, Vice President for Finance and IFC UPUA Assembly Representative shall be opened at the discretion of the Executive Board no later than two regularly scheduled meetings of the Presidents' Council before the end of the fall semester, and shall be closed immediately before the elections of each office.
 - 2. Once nominations are open, nominees for each office have the right to declare and express freely the policies and principles, which he represents.
 - a. The Vice President for Standards will determine appropriate use of time.
 - b. Nominees may distribute literature.
 - c. Order of presentations will be determined by the Vice President for Standards
- B. The Vice President for Standards will determine the length of candidate speeches during the election, and act as timekeeper.
- C. The Vice President for Standards will determine the amount and length of speeches during the election on behalf of the candidates.
- D. Failure to follow election procedure may result in being deemed ineligible for running for any office, and will be determined by the Peer Review Board.
- E. The offices of President, Executive Vice President, Vice President for Finance and IFC UPUA Assembly Representative shall be filled by an election by majority vote of the chapter presidents by secret ballot.
- F. The positions of President, Executive Vice President, Vice President for Finance and IFC University Park Undergraduate Association General Assembly Representative shall serve an entire calendar year, starting at the beginning of the spring semester.
- G. The president serving during the majority of the fall semester must attend the elections and vote for the new IFC Executive Board.

Section 4: Appointed Positions

- A. Appointments for the office of Vice President for Standards, Vice President for Risk Management, Vice President for Membership, Vice President for Programming, Vice President for Communications, Associate Vice President for Greek Week and Greek Sing, and the Associate Vice President for Homecoming and Webmaster shall be made by the President, Executive Vice President, and Vice President for Finance.
- B. The President shall present the executive appointments to the Executive Board by the first Presidents' Council of the spring semester.
- C. Each executive appointment shall be ratified by a simple majority vote by the Presidents at the first Presidents' Council of the spring semester.

- D. In the event an appointed position is vacated due to resignation or permanent disqualification, the President will have the authority to appoint a temporary replacement until a permanent appointment is made and ratified as in B above.

Section 5: Resignation, Disqualification or Removal

- A. In the event of the resignation or permanent disqualification of the President, the Executive Vice President shall succeed in office until a President is elected during the Presidents Council according to the method set forth in this Article. In the event of the resignation or disqualification of the Vice President for Finance or the Executive Vice President, the President shall appoint a temporary replacement until an election is held by the methods outlined in this Article.
- B. Nominations for any elected office left vacant due to resignation or disqualification shall be made at the first regular or special President's Council after the action has been taken by the officer. Voting will not take place earlier than the next regular or special President's Council.
- C. Any officer who leaves his position due to resignation or disqualification will be required to return any and all stipends received for the portion of the term not filled.
- D. Impeachment and trial of officers or the Executive Board shall be conducted in accordance with the procedure prescribed in Roberts Rules of Order, Newly Revised.
1. Any member of the Executive Board may be impeached by a 7/8s vote of the entire President's Council or a 7/8 vote of the remaining Executive Board.

Article III: Advisor

Section 1: Appointment and Tenure

The Interfraternity Council Advisor shall be the designated staff member of the Office of Fraternity and Sorority Life and shall serve until the University has appointed a successor.

Section 2 - Duties:

The Interfraternity Council Advisor shall advise IFC officers, committees, and the Council on matters of legitimate interest and concern to the Council; may, with the advice of the Executive Council, initiate and undertake any investigation deemed in the interest of the Council; shall cooperate with the Vice President for Finance and the Associated Student Activities in the receipt and disbursement of funds, and in preparation of the annual budget, may be present at all Standards Board hearings or designate a replacement, may assist in the supervision of the operation of the Interfraternity Council, and may be, along with the IFC President, the University representative at all IFC Hearings. He/she will work with alumni, advisors, and inter/national headquarters staff as warranted.

Article IV: Executive Council Transition

Section 1 – As the first order of business for the newly elected and appointed IFC Executive Council, the Constitution, By-Laws, and all other policies affecting the member fraternities of the Interfraternity Council must be confirmed by the newly elected President's Council, within a time period approved by the outgoing Executive Council and IFC Advisor.

Section 2 – Any changes, additions or amendments to the Constitution or By-Laws must be passed by a 3/4s majority vote of the President’s Council.

Section 3 – Once all IFC documents have been confirmed by the new President’s Council, all new documents must be distributed to all member fraternities of the Interfraternity Council.

Section 4 – If the newly elected IFC Executive Council violates this article the entire Interfraternity Council will not be permitted to conduct business until all polices have been confirmed as described in section 2 and 3 above.

Article V: Amendments

Section 1 – An Amendment to the Constitution and By-Laws of the Interfraternity Council may be proposed by only a Chapter President or member of the IFC Executive Board, at any regular or special meeting of the Interfraternity Council.

Section 2 - Any Amendment to the Constitution and By-Laws must be approved by a 3/4s affirmative vote of the President’s Council, which constitutes the Interfraternity Council.

BY-LAWS OF THE INTERFRATERNITY COUNCIL

Article 1: Principal Office

The office of the Interfraternity Council shall be at The Pennsylvania State University, in University Park, Pennsylvania, in the designated office space in the HUB-Robeson Center on the University Park Campus.

Article 2: Authority of By-Laws

The authority for these By-Laws is the Constitution of the Pennsylvania State University Interfraternity Council as particularly express in Article 1, Section, 1, and amendments as may be made thereto.

Article 3: Amendments

An amendment to the Constitution and By-Laws of the Interfraternity Council may be proposed by only a Chapter President or member of the Interfraternity Council Executive Board, at any regular or special meeting of the Interfraternity Council.

Any Amendment to the Constitution and By-Laws must be approved by a 3/4s affirmative vote of the President’s Council, which constitutes the Interfraternity Council. It is the responsibility of the President to inform his representative on all matters requiring a vote.

Article 4: Interfraternity Council Executive Board

Section 1: Composition

The Executive Board shall be composed of the President, Executive Vice President, Vice President for Finance, Vice President for Standards, Vice President for Risk Management, Vice President for

Membership, Vice President for Programming, Vice President for Communications, Associate Vice President for Greek Week and Greek Sing, and the Associate Vice President for Homecoming.

Section 2: Responsibilities of the Executive Board

The Executive Board shall advise and aid the President in administrative matters, authorize all non-budgeted expenditures under one hundred (\$100.00) dollars, and in general, coordinate the activities of the Council, support the mission of and uphold the items set forth by the Constitution of the Interfraternity Council.

Section 3: Duties of the President

- A. He shall be the principal representative of the Interfraternity Council in all student, University and local affairs.
- B. He shall preside over all meetings of the Presidents' Council and the Executive Board and shall be an ex-officio member of all Interfraternity Council Committees.
- C. He shall have the power to convene or cancel any regular or special meeting of the Presidents' Council.
- D. He shall have the power to create and dissolve any Committee deemed necessary, and to appoint and remove members of any Interfraternity Council Committee.
- E. He shall have the power to veto any legislation passed by the Presidents' Council, with a three-quarters (3/4) vote of Presidents' Council being necessary to override the veto.
- F. He shall have the power to break any tie in a vote by the Presidents' Council or Executive Board.

Section 4: Duties of the Executive Vice President

- A. He shall perform the duties of the President in his absence.
- B. He shall be in charge of specific Interfraternity Council Committee Chairmen.
- C. He shall perform such other duties as may be delegated to him by the President or the Executive Board.

Section 5: Duties of the Vice President for Finance

- A. He shall formulate a budget for each semester. This budget shall be subject to the approval of the Executive Board and the Interfraternity Council Advisor.
- B. He shall cooperate with the Associated Student Activities in the receipt and expenditure of funds as authorized by the Presidents' Council and the Constitution.
- C. He shall represent the Interfraternity Council on the Fraternity Purchasing Association Board of Directors.
- D. He shall act as office manager.
- E. He shall perform such other duties as may be delegated to him by the President or the Executive Board.

Section 6: Duties of the Vice President for Standards

- A. He shall enforce the Constitution and By-Laws through the judicial powers of the Interfraternity Council.
- B. He shall have the authority to mediate disputes between two parties with the intent of facilitating a satisfactory settlement in lieu from the Peer Review Board, with the assistance of the Interfraternity Council Advisor.

- C. He shall act as the Chair of the Peer Review Board.
- D. He shall perform such other duties as may be delegated to him by the President or the Executive Board.

Section 7: Duties of the Vice President for Risk Management

- A. He shall enforce the Constitution and By-Laws through investigative powers of the Interfraternity Council.
- B. He shall be responsible for all functions of the Social Event Monitoring Team.
- C. He shall enforce all decisions of the Peer Review Board.
- D. He shall perform such other duties as may be delegated to him by the President or the Executive Board.

Section 8: Duties of the Vice President for Membership

- A. He shall be responsible for the coordination of all activities concerning recruitment.
- B. He shall present the formal recruitment dates for the upcoming semester, including bid extension, at last President's Council meeting of each semester.
- C. He shall be responsible for all new members' programming with the Vice President for Programming.
- D. He will assist individual chapters in developing and modifying new member education and recruitment strategies as needed.
- E. He shall perform such other duties as may be delegated to him by the President or the Executive Board.

Section 9: Duties of the Vice President for Communications

- A. The Vice President for Communications shall record the proceedings of all meetings of the Presidents' Council and the Executive Board.
- B. He shall distribute the Constitution and By-Laws, and all other policies at the first meeting of the spring semester.
- C. He shall prepare an events calendar and update it regularly for his term in office.
- D. The Vice President for Communications shall be in charge of his specific Interfraternity Council Committee Chair.
- E. He shall perform such other duties as may be delegated to him by the President or the Executive Board.

Section 10: Duties of the Vice President for Programming

- A. The Vice President for Programming shall be chiefly responsible for all Interfraternity Council educational programming.
- B. The Vice President for Programming shall be responsible for all programs designed to aid the individual chapters in their daily operations.
- C. He shall be responsible for New Member Education Programming in conjunction with the Vice President for Membership.
- E. He shall perform such other duties as may be delegated to him by the President or the Executive Board.

Section 11: Duties of the Associate Vice President for Homecoming

- A. The Associate Vice President shall be chiefly responsible for the accomplishment of all special events involving Homecoming. The duties and responsibilities of the Associate Vice President for Homecoming are:
 - 1. Responsible for planning the overall logistics of the Homecoming Day of Service with the cooperation of the Panhellenic Association Associate Vice President for Homecoming.
 - 2. Act as a liaison between the Homecoming Executive Committee and the Interfraternity Council fraternities, regarding updates on registration and other events.
 - 3. Work in cooperation with the Panhellenic Associate Vice President for Homecoming in pairing fraternities with sororities for the respective special events.
 - 4. Work with the Homecoming Executive Committee in drafting and creating rules and regulations that effect member fraternities for each event, to present to the Executive Council and President's Council.
- B. The Associate Vice President for Homecoming may create and oversee any Interfraternity Council Committees that are deemed necessary.
- C. He shall perform such other duties as may be delegated to him by the President or the Executive Board.

Section 12: Duties of the Associate Vice President for Greek Week and Greek Sing

- A. The Associate Vice President for Greek Week and Greek Sing shall be chiefly responsible for the accomplishment of all special events involving Greek Week and Greek Sing. The duties and responsibilities of the AVP for Greek Week and Greek Sing are:
 - 1. Act as a liaison between the Greek Week Executive Committee and the Interfraternity Council fraternities.
 - a. Work with the Overall Committee in drafting and creating rules and regulations that effect member fraternities for each event, to present to the Executive Council and President's Council.
 - 2. Act as a liaison between the Greek Sing Overall Committee and the Interfraternity Council fraternities regarding updates on registration and other events.
 - a. Work with the Overall Committee in drafting and creating rules and regulations that effect member fraternities for each event, to present to the Executive Council and President's Council.
 - 3. Work in cooperation with the Panhellenic Association's Associate Vice President for Greek Week and Greek Sing in pairing fraternities with sororities for the respective special events.
- B. The Associate Vice President may create and oversee any Interfraternity Council Committees that are deemed necessary.
- C. He shall perform such other duties as may be delegated to him by the President or the Executive Council.

Article 5: Permanent Committees

Section 1: The Interfraternity Council Committees: Activities specifically assigned to address programs and practices which are the normal functions of the Council and the fraternity community shall be grouped into four (4) committees. Each committee shall have a Committee Chairman who shall directly report to the Executive Vice President. No committee shall have more than seven (7) members, including the Chairman. The committees and their specific areas of responsibility shall be as follows:

- A. **Committee for Philanthropic, Community Service, and Educational Programming Affairs:** Responsible for all duties prescribed by the Vice President for Risk Management including, but not limited to: coordinating all Philanthropies and acting as a resource for all Philanthropy Chairmen; coordinating and advertising any Council and individual Chapter Community Service initiatives; and promoting all Educational Programming efforts by Chapters, the Council, or other organizations.
1. The Vice President for Programming shall serve as the Committee Chairman.
 2. The Committee for Philanthropic, Community Service, and Educational Programming Affairs shall consist of one (1) Administrative Assistant, one (1) Director of Philanthropic Affairs, one (1) Director of Community Service, and one (1) Director of Educational Programming.
- B. **Committee for Membership:** Responsible for all duties prescribed by the Vice President for Membership including, but not limited to: coordinating all activities related to recruitment and new member education; developing anti-hazing practices for chapter members and anti-hazing policies for Presidents' Council; developing new member education initiatives with a focus on leadership development; collecting, analyzing, and presenting current and past recruitment data; and coordinating with the Vice Presidents for Programming and Communications to create effective recruitment strategies and new member education programs.
1. The Vice President for Membership shall serve as the Committee Chairman.
 2. The Committee for Membership shall consist of one (1) Administrative Assistant, one (1) Director of Development, one (1) Director of New Member Education, one (1) Director of Leadership, and two (2) Directors of Recruitment.
- C. **Committee for Risk Management:** Responsible for all duties prescribed by the Vice President for Risk Management including, but not limited to: coordinating with the University and the State College community in order to gather information to improve fraternity risk management practices and address the concerns of these groups; researching ways to improve current IFC risk management policies; and developing new initiatives to improve fraternity risk management practices.
1. The Vice President for Risk Management shall serve as the Committee Chairman.
 2. The Committee for Risk Management shall consist of one (1) University Liaison, one (1) Community Liaison, one (1) National Organization Liaison, one (1) Fraternity/Sorority Liaison, and two (2) Research Assistants.
- D. **Committee for Community and University Relations:** Responsible for all duties prescribed by the Vice President for Communications including, but not limited to: promoting effective communication between the four Greek councils; facilitating communication between the IFC and the State College Borough and other non-University entities; and coordinating all activities concerning cultural affairs and University affairs.
1. The Vice President for Communications shall serve as the Committee Chairman.
 2. The Committee for Community Relations shall consist of one (1) Administrative Assistant, one (1) Webmaster, one (1) Director of Student Organization Relations, one (1) Director of Off-Campus Relations, and the IFC University Park Undergraduate Association General Assembly Representative.

Section 2: Selection of Committee Members: The selection of all committee members shall be made by the Executive Vice President, the Committee Chairman, and one (1) other member of the Interfraternity

Council Executive Board specified in Article 4.

1. Applicants must submit their applications into the mailbox of the Executive Vice President by the date prescribed on the application. All applicants must meet the following requirements:
 - a. Be a member in good standing with the University and with his respective fraternity.
 - b. Hold a cumulative GPA of at least 2.75.
 - c. Have held an elected office within his Chapter.
2. Applicants deemed qualified will be selected for interview. Interviews shall take place within one week of the application deadline. Interviews shall be conducted by the Executive Vice President, the Committee Chairman, and one (1) other members of the Interfraternity Council Executive Board specified in Article 4.

Section 3: The Interfraternity Council President shall have the power to create and dissolve any Committee deemed necessary, and to appoint and remove members of any Interfraternity Council Committee under Article 4, Section 3, d, of the IFC By-Laws.

Article 6: Finance Policy

Section 1: Regular Interfraternity Council Dues

- A. **Chapter Member Dues:** Chapter Member dues shall be computed by multiplying the number of members listed on the membership report of the current semester by \$10.00.
- B. **Social Event Monitoring Fee**
 1. Chapters with more than fifteen (15) members listed on the membership report of the current semester shall be required to pay a Social Event Monitoring Fee of \$200.00 each spring and fall academic semester.
 2. Chapters with less than fifteen (15) members listed on the membership report of the current semester shall be required to pay a Social Event Monitoring Fee of \$50.00 each spring and fall academic semester.
- C. **Social Function Registration Fees**
 1. Chapters shall be required to pay a \$10.00 Social Function Registration Fee for each "Social Event" (as defined in Article 10, Section 6) or "Special Event" (as defined in Article 10, Section 8) that was registered with the Interfraternity Council during the preceding semester.
- D. **Chapter Member Dues Billings**
 1. The total sum of Chapter Member Dues, Social Event Monitoring Fees and Social Function Registration Fees shall be billed in writing by the Vice President for Finance to the Chapter President and Chapter Treasurer by the third Tuesday of each spring and fall academic semester or upon notice of the Vice President for Finance.
- E. **Chapter Member Dues Collection**
 1. The total sum of Chapter Member Dues, Social Event Monitoring Fees and Social Function Registration Fees shall be due to the Vice President for Finance ten (10) business days after issue.
 2. If a Chapter fails to submit the total sum of Chapter Member Dues, Social Event Monitoring Fees and Social Function Registration Fees by 5:00 PM on the tenth (10) day after issue, the Chapter shall be placed on immediate social probation by the Vice President for Standards and assessed a late fee of \$50.00 per business day late.

Section 2: Remuneration and Compensation

A. Executive Council Stipends

1. Executive Board members and the IFC Webmaster shall be awarded a stipend in the amount of \$625.00 per spring and fall academic semester.
 - a. Executive Board members shall be awarded \$312.50 at the end of the third week of each spring and fall academic semester.
 - b. Executive Board members shall be awarded \$312.50 at the end of thirteenth week of each spring and fall academic semester.
2. Stipends shall be subject to withdrawal or return pending dismissal, removal or impeachment.

B. Telephone Expenses

1. Executive Board members shall be reimbursed once per month for an amount of up to \$50.00 for cellular telephone bill expenses.
 - a. Executive Board members shall be required to submit a copy of cellular telephone bills to the Vice President for Finance to receive reimbursement.
 - b. Cellular telephone bill expense reimbursement shall be subject to withdrawal or return pending dismissal, removal or impeachment.

Section 3: Unlawful Acts

- A. It shall be unlawful for any officers, agents, or employees of the Interfraternity Council to receive or retain any funds of the Council as compensation or otherwise, except such as is authorized by the By-laws or the Executive Board.

Section 4: Expenditures

A. Unappropriated Expenditure

Any expense concerning the appropriation of unbudgeted monies, of \$100 or more must be approved by the Executive Board or the Interfraternity Council Advisor.

B. Special Events

The Interfraternity Council will pay supply costs of any Special Event at the discretion of the Special Event Overall Chairperson, Interfraternity Council President, Associate Vice President, Vice President for Finance, and the Advisor to the Special Event.

Article 7: Public Relations Policy

Section 1 - The Interfraternity Council Executive Board can provide consultation to any chapter or individual regarding any information (including T-shirts, radio addresses, and public actions) that will be printed or published for official Interfraternity Council events. This consultation can be obtained from the Vice President for Communications, Interfraternity Council Executive Council, or the Interfraternity Council Advisor.

Section 2 – Active chapters may consult the Interfraternity Council with regards to any information that will be printed in the Daily Collegian or any publication especially for controversial issues. Consultation is available for events including, but not limited to, philanthropy and community service, educational programming, advertising for recruitment, and other Interfraternity Council related issues and policies.

Section 3 – The Interfraternity Council Executive Board will provide details to any chapter or individual regarding information about Interfraternity Council participation in Greek Week, Greek Sing or Homecoming.

Section 4 – Chapters may not reference alcohol when marketing an event.

Article 8: Membership Policy

Section 1 – INTERFRATERNITY COUNCIL Recognition (These standards are in addition to the minimum expectations for expansion identified by the Office of Fraternity and Sorority Life).

- A. The organization will abide by all University, Interfraternity Council, National or International policies and regulations.
- B. Organizations with restrictive membership clauses regarding race, religion, or creed shall not obtain or maintain Interfraternity Council recognition, unless said restrictions are recognized by their national headquarters.
- C. A member of an Interfraternity Council recognized organization cannot be a member of a second or multiple other Interfraternity Council organizations.
- D. A faculty member, staff member or fraternity alumnus may act as an advisor to these groups.
- E. Recruitment activities of fraternities are conducted according to the regulations established respectively by the Interfraternity Council and all events will be substance free.
- F. **Statement of Position on Hazing and Pre-Initiation Activities** of the Fraternity Executives Association: Special emphasis is placed on the definition of hazing, which includes any action or situation created intentionally, whether on or off fraternity premises, to produce mental or physical discomfort, embarrassment, harassment or ridicule, any activities which are not consistent with fraternal laws, rituals, or policy or the regulations and policies of the University. This statement pertains to all affiliated members of a fraternity, which includes new members, brothers, and alumni.
- G. Requirements of an Interfraternity Council chapter to maintain recognition status:
 - 1. The group must include a minimum of ten (10) members for initial recognition.
 - 2. The group must adhere to the Interfraternity Council Scholarship Policy outlined in the Interfraternity Council By-Laws
 - 3. The group must adhere to all risk management policies as outlined by this Constitution and By-Laws.
 - 4. The group must have at least 80% of its members trained in sexual assault procedures in order to obtain Sexual Assault Prevention Status.

Section 2 – Expansion Guidelines: After a group makes initial contact with the Center for Fraternity and Sorority Life and the application has been referred to the Interfraternity Council, an exploratory meeting shall be convened with the Interfraternity Council Advisor and the Interfraternity Council Executive Vice

President and/or Interfraternity Council President. This meeting explores the goals and purposes of the fraternity, and why it seeks membership into The Pennsylvania State University Interfraternity Council. The Interfraternity Council Advisor, the Interfraternity Council Executive Vice President and/or President, and the Executive Board will reach a decision as to whether or not to pursue expansion.

A. If an inter/national fraternity wishes to colonize:

1. Before the colonization process can begin, all requirements under Article 8, must be completed before the process can continue.
2. A formal presentation is to be made to the Interfraternity Council advisor and the Interfraternity Council EVP and/or President, demonstrating strong inter/national support.
3. Submission of the national fraternity constitution and bylaws.
4. A statement for the plans for coordination between the chapter, the Interfraternity Council and the inter/national officers must be presented.
5. A statement from the local alumni (if any) of the national fraternity in support of the establishment of a chapter at The Pennsylvania State University must be submitted.
 - 1) A local alumnus of the fraternity must be designated to work with the group as their alumni advisor.
6. It shall be directly responsible for the accomplishment of all special events including Dance Marathon, Greek Sing, Homecoming and Greek Week. The duties and responsibilities of the AVP for Homecoming and Greek Week are:

B. If the proposal is inadequate and not repairable, the Interfraternity Council Executive Board can terminate the process at this point.

C. If the proposal is approved by the Interfraternity Council Advisor, the Interfraternity Council EVP and/or the Interfraternity Council president, the following will occur:

1. The proposal is reviewed by the Interfraternity Council Executive Board and distributed to the Interfraternity Council Caucuses.
2. The fraternity will appear before the Interfraternity Council at President's Council and make a brief presentation about their proposal. The EVP and/or President can give their recommendations to the Presidents Council. If moved and seconded, the group is brought up for a vote. This vote will be tabled for a time not exceeding two weeks, as per Robert's Rules of Order.
3. If the group receives a two-thirds (2/3) vote of the Presidents Council, they are granted a one-year probationary status. During this probationary status, the group is allowed to participate in all Interfraternity Council sponsored activities, but not allowed the privilege of voting during Interfraternity Council President's Council.
4. If, during the course of their probationary status, the Interfraternity Council Board of Standards finds the group in violation of any Interfraternity Council or University policy, the Interfraternity Council Executive Board and the Interfraternity Council Advisor will consider immediate separation of the chapter from Interfraternity Council. This will result in all privileges of a recognized student organization being terminated.

5. After one year, the group will submit a proposal for full recognition to the Interfraternity Council EVP and President. This should document the accomplishments of the group over the probationary period. The EVP reviews the proposal and makes a recommendation on full membership of the group to the Presidents Council. A two-thirds (2/3) vote is needed to grant this status.

D. These dates must be approved by the simple majority of the quorum at that meeting.

Section 3 – New Member Regulations: The position of this Interfraternity Council is in support of constructive educational and inspirational programs, and has asserted unequivocally its opposition to hazing and inspirational initiation activities which do not contribute to the positive development and welfare of new members and members. Furthermore, the Interfraternity Council believes that one of the most damaging instruments to the fraternity community is the employment of a program of education which includes hazing, and that this unproductive, ridiculous and hazardous custom has no rightful place in the fraternity system.

- A. Potential members shall not be recognized as associate members until receipt of an official membership report by the Interfraternity Council. The official membership report must be returned to the Center for Fraternity and Sorority Life seven (7) days following the acceptance of the invitation to join unless arrangements have been made with Fraternity and Sorority Life.
- B. If a member chooses to disassociate, the chapter recruitment chair or new member educator shall notify the Vice President for Communications and the Center for Fraternity and Sorority Life within seven (7) days of formal notification of the individual's disassociation.
- C. Any request made to the Interfraternity Council for individual recognition of disaffiliation by either the inter/national office or the chapter at this University will be considered permanent. Once the Interfraternity Council and Office of Fraternity and Sorority Life approves such or from that point on, he/she shall not be permitted to be returned to the chapter membership rosters, nor will he/she be permitted to any rights, privileges, or responsibilities normally made available to and expected of an official registered and recognized fraternity member.
- D. To be initiated, associate members must have a 2.50 cumulative GPA.
 1. To be initiated, associate members of professional-social fraternities must have a cumulative GPA that is stated in the chapters Constitution and By-Laws and approved by their National organization and Interfraternity Council.
- E. Eighty percent (80%) of associate/new members of each chapter will be required to attend all programs conducted by the Vice President for Membership.
- F. New Member activities are at the discretion of the member fraternity provided it does not violate the Statement of Position on Hazing and Pre-initiation Activities. The Vice President for Standards will view any violations as serious transgressions of the Interfraternity Council Constitution.
- G. It is required that each new member educator submits a schedule of activities to the Center for Fraternity and Sorority Life, and such activities will be no longer than twelve (12) weeks, unless a shorter or longer period has been designated by their national headquarters and/or the Interfraternity Council Executive Board.

1. The new member period starts on the date designated by the Vice President for Membership, which is approved by a majority of the President's Council.
- H. New member activities, with the exception of initiation, will not take place between 12:00 midnight and 8:00 am.
- I. Alcohol shall not be present at any pledge/associate member/novice program, activity or ritual of the chapter, or programs for the development in members of leadership responsibility, and the appreciation of moral, spiritual and intellectual values, consistent with their ideals and teachings.
- J. All new members must be registered with I.C.S prior to the end of recruitment.
- K. At least 25% of new members must be trained in some form of alcohol education approved by the Executive Board and Interfraternity Council.

Section 4 - Membership Reports: Membership reports will be due the end of the first full week of classes of each fall and spring semester.

- A. For each day after this day that the reports are late, a \$50 per day fine will be assessed and the chapter in violation will be placed on immediate social probation by the Vice President for Standards until such time as the report is turned in and the fine is paid in full.

Section 5 – Rewarding Chapters of Excellence: The Interfraternity Council will support its own reward system for those Chapters that achieve the “Chapter of Excellence” requirements set forth by the Office of Fraternity and Sorority Life (“CHAPTERS OF EXCELLENCE”).

- A. Chapters of Excellence shall be explicitly recognized on the Interfraternity Council website and/or literature distributed to fraternity recruits.
- B. Chapters of Excellence shall receive a 30% discount on their Interfraternity Council dues for the academic semester in which they are recognized and the following academic semester.
- C. Chapters of Excellence shall be permitted to register and host Wednesday “Social Events” (as defined in Article 10, Section 6) for the remainder of the academic semester in which they are recognized as Chapters of Excellence and the entire duration of the following academic semester.
 1. This reward shall be limited to the top five (5) scoring Chapters
 - a. In the case of a tie, Educational Programming categories completed shall serve as the first tie-breaker.
 - b. If Educational Programming does not break the tie, Community Service Hours shall serve as the second tie-breaker.
- D. The Interfraternity Council President shall collaborate with the Director of Fraternity and Sorority Life to draft a customized letter to the alumni and inter/national headquarters of each Chapter of Excellence that highlights the Chapter's accomplishments and explains the significance of the “Chapter of Excellence” distinction.

Article 9: Conduct Policy

Section 1 - INTERFRATERNITY COUNCIL Code of Behavior: is applicable to all new members and duly initiated members represented in the Interfraternity Council. This Code of Behavior does not supersede Civil or Criminal Laws and is in addition to the Pennsylvania State University Policies and Rules for Students. The member fraternity is responsible for all actions by individuals or group of individuals

- A. **The Pennsylvania State University Code of Conduct:** The following categories of misconduct may arise within the fraternity community. Any violation of the Code of Conduct will be termed misconduct and may result in disciplinary action taken by the Vice President for Standards.
1. Violation of written University policy or regulations contained in any official publication or administration announcement of the Pennsylvania State University.
 2. Violation of local, state, or federal law on University property, or off campus, when such violation of the law has an adverse effect upon the University or upon individual members of the University community.
 3. Academic dishonesty, including, but not limited to, cheating and plagiarism.
 4. Disruptions of operations of the University as defined in the Statement on Open Expression and Disruption as set forth below.
 5. Furnishing false information to the University and/or other similar forms of dishonesty in University-regulated affairs, including knowingly making false oral or written statements to any University Discipline Board.
 6. Forgery, alteration, destruction, or misuse of University documents, identification cards, or papers.
 7. Failure to comply with directions of or to present identification to University officials acting in the performance of their duties or refusal to respond to a request to report to an administrative office.
 8. Unauthorized entry into or use of University facilities.
 9. Use, possession, or carrying of firearms (including, but not limited to pistols, rifles, shotguns, or ammunition), nightstick, dirk knife, or other dangerous knives, explosives, or other dangerous weapons while on University-owned or controlled property or at University sponsored or supervised activities, except by authorized officers of the law and other persons specifically authorized by the University.
 10. Theft of or damage to property of the University or to property of any of its members or visitors.
 11. Physical abuse of any person on University-owned or controlled property or at University sponsored or controlled or supervised activities.
 12. Disorderly conduct or lewd, indecent, or obscene behavior on University-owned or controlled property or at University sponsored or controlled or supervised activities.
 13. Violations of Pennsylvania State University Rules for Student Organizations (to include Fraternity and Sorority Regulations Pennsylvania State University Policies and Rules for Students).

B. The Interfraternity Code of Conduct:

- a. The possession, sale, or use of any illegal drugs or controlled substances while on chapter premises or during a fraternity event or at any event that an observer would associate with the fraternity is strictly prohibited.

Section 2 – Violence Policy – The Interfraternity Council does not tolerate violent behavior originating and/or between fraternities or their members. In addition to local and state penalties, the following sanctions will be applied if a chapter is found to have participated in violence:

- A. The penalty for fighting will be determined by a hearing held by the Peer Review Board.
- B. Any fraternity found in violation of two (2) or more incidents regarding fighting and/or vandalism in any two (2) consecutive semesters will be assessed a “liability surcharge” which is a 25% increase in their membership dues for the next two semesters.
- C. Any fraternity in violation of three (3) or more incidents regarding fighting and/or vandalism in any 2 consecutive semesters will face possible suspension by the Interfraternity Council from the time of notification of the violation, until an Interfraternity Council hearing date; at which time the outcome of the hearing will determine the future of the chapter.

Article 10: Social Policy

Section 1: Enactment and Review

- A. Article 11 of the By-Laws shall be in effect December 11, 2009.
- B. Article 11 of the By-Laws shall be reviewed by the Interfraternity Council, the Office of Fraternity and Sorority Life and the Alumni Greek Council beginning November 15, 2010.

Section 2: Preface

The Interfraternity Council Social Policy, as described in Article 8 of the By-Laws, does not supersede federal, state and local laws and University and National policies. In addition to all federal, state and local laws and University and National policies Chapters shall abide by the following guidelines for all types of social functions. All Chapters are responsible to know and follow all aforementioned laws and policies.

Section 3: Alcohol Policy

All social functions shall observe the guidelines described in this section.

A: Right of Refusal and Service

1. The host Chapter reserves the right to deny admittance to anyone that appears visibly intoxicated or a liability to the Chapter.
2. No individual guest may remove alcohol from any social function.
3. Bartenders must be eighteen (18) years or older and must be alcohol free for the entire duration of the social function.
4. Alcohol shall cease to be served one half hour prior to the end of all social functions.

B: Alcohol Distribution

1. All kegs and party balls containing alcohol shall be strictly prohibited.
2. Glass containers shall be strictly prohibited without prior written consent from the Vice President for Risk Management.
3. Alcohol shall be distributed from a single location by a member of the host Chapter. "Away Bars" or any other form of alcohol distribution at multiple sites by unaffiliated members of the host Chapter shall be strictly prohibited.
4. Individually wrapped snack foods must be readily available at all functions at all times when alcohol is being served.
5. Individually canned or bottled alternative beverages must be readily available at all functions at all times when alcohol is being served.

C: Liquor Policy

1. Liquor over 80 proof shall be strictly prohibited.
2. Liquor may not be served straight in any form at any time.
3. Liquor may not be served in shot form at any time. This includes both straight shots of liquor and mixed shots of liquor.
4. Liquor may not be served for more than two hours.
5. Liquor may not be served after 12:00AM.
6. Liquor may not be served at Party Events, defined in Article 10, Section 7, Item A.

Section 4: Function Definition and Classifications

A: Social Function Definition

Social functions shall be defined by, but not limited to, the following characteristics:

1. Registration with the Interfraternity Council.
2. Any activity sponsored by a Chapter on or off Chapter property where alcohol is present, including third party vendor events.
3. Any activity that would require the Chapter to plan in advance, where verbal or written invitations are distributed on paper or electronically.

B: Types of Social Functions

1. The types of social functions shall be:
 - a. Social Events ("SOCIAL")
 - b. Party Events ("PARTY")
 - c. Special Events ("SPECIAL EVENTS")
2. Definition by social function type shall be described further in Article 10, Sections 6 - 8.

Section 5: Social Function Registration

A: Registration Forms

1. All Social and Parties must be registered by Chapter President or Social Chairperson using the Social Event Registration Form on Greek Valley.
2. All Special Events must be registered by Chapter President or Social Chairperson using the Special Registration Form on Greek Valley.

B: Registration Deadline

1. All Social and Parties must be registered for the week by 11:59 pm on the Wednesday prior to the first event.

- a. Failure to register events or failure to complete registration forms by 11:59 pm on the Wednesday prior to the first event will result in the event being considered unregistered.
2. All Special Events must be registered by 11:59 pm on the date fourteen (14) days prior to the scheduled date of the event.
 - a. The Vice President for Risk Management shall be required to provide for written approval or denial of all Special Events by 11:59 pm on the date five (5) days prior to the scheduled date of the event.

C: Social Function Registration Limitations

1. Social functions may only be registered during the spring or fall academic semesters of the Pennsylvania State University, as described by the Academic Calendar by the Office of the University Registrar.
 - a. Social functions may not be registered prior to the start of the spring or fall academic semesters. Social functions hosted prior to the start of the spring or fall academic semesters will be considered unregistered.
 - b. Social functions may not be registered after the final Friday of the spring or fall academic semesters. Social functions hosted after the final Friday of the spring or fall academic semesters will be considered unregistered.
2. Social functions registration by social function type shall be mutually exclusive. Hosting more than one (1) type of social function per registration shall be strictly prohibited.
3. Social functions may only be registered for only Thursday, Friday and Saturday with the only exceptions occurring during Weeklong Events.
4. Any fraternity hosting more than one social function in a single night must follow the Invitation Party Entrance and Exit Management procedures outlined in Section 7 Item C for the duration of all functions.

D: Weeklong Events

1. Greek Week, Homecoming and Greek Sing shall be considered Weeklong Events (“WEEKLONG”).
2. Chapters who are recognized participants in Weeklong Events shall be permitted to host social events on Tuesday, Wednesday, Thursday, Friday and Saturday.
 - a. Participation in Weeklong Events shall be determined by the respective Weeklong Executive Committee.

Section 6: Social Event Guidelines

A: Definition of Social Event

Social Events (“SOCIAL”) shall be defined as:

1. An event where alcohol is present in any common area of the Chapter House,
2. Sponsored by one (1) Chapter and one (1) organization or one (1) Chapter and an accumulation of less than fifty (50) unaffiliated guests.

B: Hosting Limitations

1. Socials may not begin before 10:00PM and shall be hosted for a period of time no greater than four (4) hours. Socials must end by 2:00AM.

C: Entrance and Exit Management

1. A single entrance shall be used for attendees entering the Social. The entrance must be staffed by one (1) alcohol-free member at all times.
2. A single exit shall be used for attendees exiting the Social. The exit must be staffed by one (1) alcohol-free member at all times.

D: Posted Signs

1. Signs with the following information must be posted near the alcohol distribution site:
 - a. Alternative Beverages Available
 - b. Last Call for Alcoholic Beverages Occurs 30 Minutes Prior to the End of the Social
 - c. Call 9-1-1 For Emergency
 - d. [Location of Bathrooms]
2. Signs with the following information must be posted near the exit:
 - a. 865-WALK
 - b. Taxi Phone Numbers (234-TAXI)
 - c. Call 9-1-1 For Emergency
 - d. [Location of Bathrooms]
3. Signs with the following information must be posted on all non-exit doors:
 - a. Emergency Exit Only
4. Signs with the following information must be posted near the entrance:
 - a. Guests Must Present Photo Identification
 - b. Attendees Must Be an Invited Guest of the Fraternity

Section 7: Party Event Guidelines

A: Definition of Party Events

Party Events ("PARTY") shall be defined as:

1. An event where alcohol is present in any common area of the Chapter House,
2. Sponsored by one (1) Chapter hosting more than one organization or one (1) Chapter and an accumulation of more than fifty (50) unaffiliated guests.

B: Hosting Limitations

1. Parties may not begin before 10:00 pm and shall be hosted for a period of time no greater than four (4) hours. Parties must end by 2:00 am.

C: Entrance and Exit Management

1. A single entrance shall be used for attendees entering the Parties. The entrance must be staffed by one (1) Social Event Monitor and one (1) alcohol free member for the duration of the event.
2. A single exit shall be used for attendees exiting the Party. The exit must be staffed by one (1) Social Event Monitor at all times and one (1) alcohol free member for the duration of the event.
3. Attendees must be an invited guest of the Chapter. Admission without invitation shall be strictly prohibited.
 - a. An invitation list of no more than 300 guests must be submitted with the Party Registration.
 - b. One (1) member of the Chapter shall be permitted to add up to 50 guests to the invitation list on the date of the Party. The designated member shall be required to present photo

- identification and signature to the Social Event Monitor at the beginning and the end of the event.
- c. Guests are required to present photo identification to Social Event Monitors in order to be admitted to the party. Admitting guests without photo identification shall be strictly prohibited.
 - d. The chapter is responsible for ensuring that the amount of persons in the structure in which the event is taking place is below the borough designated fire code for the structure at any given time.

Section 8: Special Event Guidelines

A: Definition of Special Event

Special Events ("SPECIAL EVENT") shall be defined as:

1. An event where alcohol is present in any common area of the Chapter House,
2. Any function to be hosted outside the listed times of Article 10, Section 6, Subsection B or Article 10, Section 7, Subsection B,
3. Any outdoor function,
4. Any function requiring special attention to risk management procedures by the Chapter or Interfraternity Council Executive Board.

B: Review of Special Event Registration

Special Event registrations shall be reviewed by the Executive Council. All risk management procedures must be approved by a majority vote of the Council. The Vice President for Management shall be responsible for notifying the Chapter within five (5) days of all procedures required to host the event.

Article 11: Social Event Monitoring Program

Section 1: Name

The name of the investigative body of the Interfraternity Council shall be the Social Event Monitoring Program.

Section 2: Composition

- A. The Social Event Monitoring Program shall be comprised of members of professionally trained and monitored security employees.
- B. Four (4) teams of two (2) Social Event Monitors will be assigned to collectively monitor all Chapters on Thursday, Friday and Saturday of regular social function weeks and on Tuesday, Wednesday, Thursday, Friday and Saturday of special social function weeks.
- C. Two (2) teams of two (2) Social Event Monitors will be assigned to collectively observe all Chapters for randomly selected nights on Sunday, Monday, Tuesday or Wednesday of regular social function weeks.

Section 3: Responsibilities of the Social Event Monitoring Program

The Social Event Monitoring Program of the Interfraternity Council shall be responsible for monitoring social functions to ensure the observation of Interfraternity Council social policy.

Section 4: Duties of Social Event Monitoring Program

A: Training

1. Social Event Monitors shall be required to complete all necessary training seminars and will submit to periodic training certification examinations.
2. Interfraternity Council President, Vice President for Risk Management, Vice President for Finance, Advisor in conjunction with the Executive Director of the Fraternity Purchasing Association shall be responsible to provide training guidelines to Social Event Monitors.

B: Monitoring Social Events

1. Social Event Monitors shall be required to visit all Chapters that are not hosting Party Events twice during regular social function nights.
 - a. The first visit shall take place after 10:30 pm.
 - b. The second visit shall take place after 11:45 pm.
2. Social Event Monitors shall be required to present identification at the entrance of the social function.
 - a. Access to a chapter house should be gained only through the front door of the facility.
 - b. The Social Event Monitor will wait at the front entrance of a chapter house for an escort when there are no registered social events scheduled at the house; however, the Social Event Monitor will not wait more than five (5) minutes for an escort.
3. Social Event Monitors must be escorted through social function by a Chapter President, Vice President, Social Chair or Risk Manager.
 - a. If any risk management violations are found that may be corrected immediately, the Social Event Monitor will request that immediate corrections may be made. If the Chapter fails to make immediate corrections, the Social Event Monitor must close the event.
 - b. If any risk management violations are found that cannot be corrected immediately, the Social Event Monitor must close the event.
4. Social Event Monitors are required to obtain the signature of the escorting officer, verifying the information contained within the Social Event Monitoring report.
 - a. If any discrepancy arises in regards to the information contained within the Social Event Monitoring report, the Social Event Monitor shall contact the Vice President for Risk Management or his designee. The Vice President for Risk Management or his designee will be required to settle any discrepancy before the Social Event Monitor is permitted to leave the premises.

C: Monitoring Party Events

1. Security employees shall be required to complete Social Event Monitoring reports for their respective employee-Chapter twice during registered party events.
 - a. The first visit shall take place after 10:30 pm.
 - b. The second visit shall take place after 11:45 pm.

2. During the time in which security employees are completing the Social Event Monitoring report, no guest shall be admitted to the event.
3. Security employees must be escorted through social function by a Chapter President, Vice President, Social Chair or Risk Manager.
 - a. If any risk management violations are found that may be corrected immediately, the security employee will request that immediate corrections may be made. If the Chapter fails to make immediate corrections, the security employee must close the event.
 - b. If any risk management violations are found that cannot be corrected immediately, the security employee must close the event.
4. Security employees are required to obtain the signature of the escorting officer, verifying the information contained within the Social Event Monitoring report.
 - a. If any discrepancy arises in regards to the information contained within the Social Event Monitoring report, the security employee shall contact the Vice President for Risk Management or his designee. The Vice President for Risk Management or his designee will be required to settle any discrepancy before the security employee is permitted to return to his post and guests may be admitted.

Section 5: Monitoring Authority of Social Event Monitoring Program

Chapters must permit the Social Event Monitors to full access to any and all common areas of the property where alcohol is present. Any attempt by a member or guest to delay the Social Event Monitor will be considered a violation.

Any action that can be interpreted as harassment of the Social Event by a member or guest of will result in a \$500.00 fine.

Section 6: Sanctioning Authority of the Social Event Monitoring Program

The Social Event Monitor does not have the authority to sanction a Chapter with a violation, but shall retain the authority to close social events. Social Event Monitoring reports are submitted to the Vice President for Risk Management Executive Board, who may investigate further and refer the violation to the Peer Review Board.

A: Sanction-Able Violations

1. The following risk management violations are considered serious and shall result in the immediate closure of the social function:
 - a. Unregistered social function
 - b. Presence of kegs
 - c. Blatant irresponsible use of alcohol
 - d. An attendance greater than the posted regional code occupancy
 - e. Covered smoke detectors
 - f. Continual failure to correct violations identified by Social Event Monitors during their first visit

B: Procedure for Closure

1. In the event that the social function requires immediate closure, the Social Event Monitor shall:

- a. After obtaining the signature from Chapter President, Vice President, social chairman or risk manager, call the Vice President for Risk Management or his designee. The Social Event Monitor shall:
 - Identify themselves as a Social Event Monitor
 - Identify the violation and the Chapter where the violation has occurred
 - Request permission to immediately close the social function
- b. Once the Vice President for Risk Management or his designee has permitted the closure of the social function and any special instruction, the Social Event Monitor shall work with the Chapter officer who has signed the Social Event Monitoring form to:
 - Ensure that all alcohol is removed from all common areas of the Chapter property
 - Ensure that all guests have dispersed from all common areas of the Chapter property
 - Turn lights on and turn loud music off in the common areas of the Chapter property

Article 12: Peer Review Policy

Section 1: Name

The name of the judicial body of the Interfraternity Council shall be the Peer Review Board.

Section 2: Membership

- A. The membership of the Peer Review Boards shall consist of the members of the Interfraternity Council Executive Board.
- B. The Vice President for Standards shall be the Chair of the Peer Review Board. In the absence of the Vice President for Standards, the Executive Vice President shall be the Chair of the Peer Review Board.

Section 3: Responsibilities of the Peer Review Board

The Peer Review Board of the Interfraternity Council shall be responsible for reviewing allegations involving Chapters or members who have violated National, Interfraternity Council, or University policy or any applicable local, state and federal laws.

- A. A complaint may be considered a matter of referral to the Peer Review Board whenever the actions of fraternity members could reasonably be expected to reflect negatively upon, or cause conflict within, the fraternity or sorority community.
- B. Complaints will be categorized as risk management violations or conduct violations.
- C. The Vice President for Standards in conjunction with the IFC Advisor will review all charges filed with the Peer Review Board and will recommend that the Office of Judicial Affairs adjudicate violations which the board may not be able to competently adjudicate or which seriously violate University policy or the laws of the Commonwealth of Pennsylvania.

Section 4: Duties of Peer Review Board Members

A: Duties of the Chair of the Peer Review Board

The duties of the Chair of the Peer Review Board shall be:

1. Receive and review cases pertaining to violations of the Interfraternity Council Constitution, any policy enacted by the Interfraternity Council, or violations of national and/or University policy.
2. Schedule all meetings and reviews.
3. Provide appropriate evidentiary materials.
4. Preside over all Peer Review Board reviews.
5. Call board to order.
6. Conduct review.
7. Announce final decision.
8. Adjourn the board.
9. Keep all matters related to Peer Review Board reviews confidential.

B: Duties of the Peer Review Board Voting Members

The duties of Peer Review Board Voting Members shall be:

1. Attend all Peer Review Board training sessions.
2. Hear and decide all cases brought before the Peer Review Board.
3. Keep all matters related to Peer Review Board reviews confidential.

Section 5: Authority of Peer Review Board

The Peer Review Board shall have the authority to arbitrate and mediate cases, impose or recommend sanctions in cases involving violations of National, Interfraternity Council, or University policy or any applicable local, state and federal laws.

Violations are not required to be sanctioned by the entire membership in order to be considered grounds for disciplinary action taken against the entire chapter.

Section 6: Sanctioning Authority

The Peer Review Board Executive Board shall have the authority to use one or more than one of the following disciplinary actions against any Chapter found in violation of an INTERFRATERNITY COUNCIL policy or procedure:

- A. **Peer Review Board Censure** shall reprimand the Chapter and suggest corrective action without loss of privilege.
- B. **Fines** may be assessed to the Chapter in accordance to the Uniform Sanctions Code, as prescribed in Article 11, Section 9 of the By-Laws.
- C. **Probation** shall be in effect for a specified and continuous period of time in which the Chapter shall comply with all terms of the probation set forth by the Vice President for Standards. Issue of probation is exempt from Review Procedure.
 1. The Vice President for Standards shall have the authority to attach conditions subsequent in order to preserve the integrity of any investigation on behalf of the Peer Review Board, National headquarters, University or government authority.
 2. Violation of the terms of suspension during this period will be viewed not only as an act itself, but also as a violation of the suspension, which could result in one or more of the other disciplinary actions.

- D. **Social Suspension** shall be in effect for a specified and continuous period of time in which the Chapter may not sponsor any social function nor extend an invitation to any social function, nor may more than half the brothers attend a function at any other fraternity.
 - 1. A violation of the terms of suspension during this period will be viewed not only as an act itself, but also as a violation of the suspension, which could result in one or more of the other disciplinary actions.

- E. **New Member Education Suspension** shall be in effect for a specified and continuous period of time in which the Chapter shall be prohibited from conducting any recruitment or new member education events or activities. Issue of New Member Education Suspension is exempt from Review Procedure.
 - 1. The new members of the Chapter shall be prohibited from hosting or participating in any event associated with Greek Week, Greek Sing, Homecoming or THON as representatives of the Chapter.
 - 2. The Vice President for Standards shall have the authority to attach conditions subsequent to New Member Education Suspension in order to preserve the integrity of any Peer Review Board investigation.
 - 3. Violation of the terms of suspension during this period will be viewed not only as an act itself, but also as a violation of the suspension, which could result in one or more of the other disciplinary actions.

- F. **Chapter Suspension** shall be in effect for a specified and continuous period of time in which the Chapter shall be subject to the conditions of Social Probation and New Member Education Suspension. In addition, the Chapter shall be prohibited from voting in Presidents' Council, hosting or participating in any event associated with Greek Week, Greek Sing, Homecoming or THON as representatives of the Chapter.

- G. **Loss of Recognition** shall consist of the withdrawal of recognition from the Council and loss of status as a registered student organization at The Pennsylvania State University.

Section 7: Disciplinary Rights

A Chapter under review by the Peer Review Board shall be afforded with the following procedural rights:

- A. A written statement in advance of the review indicating the nature and basis of the allegation(s) obtained by the Peer Review Board.

- B. Upon request of the Chapter, a delay of the formal review by the Peer Review Board of up to five (5) days from the time of receipt of the review notification may occur. In addition, the Peer Review Board and the Chapter may agree to a delay of more than five (5) days. However, if not agreed upon the review must take place within five (5) days or at the next regularly scheduled meeting of the Peer Review Board.

- C. To challenge for cause any member of the Peer Review Board. Such challenges must be made in writing to the Chair of the Peer Review Board and the decision of the Chair in regard to the challenge will be final.

- D. To be judged only on information relevant to the charge(s) presented at the review.

- E. To be assisted by the University, alumni or advisors during the Review.

- F. To be advised of the information against the Chapter and to have an opportunity to rebut adverse testimony, and to question witnesses.
- G. To present information and witnesses relevant to the charge.
- H. To decline to appear at the hearing with the understanding that the case will be considered in the Chapter's absence.
- I. To be given written notification of the decision.
- J. To be advised of the reasons for the decision, if requested.
- K. To request, within five (5) business days of the date of the sanction letter, an appeal of the case which may result in a second review if one or more of the following conditions are established to the satisfaction of either of the reviewing authorities:
 - 1. All relevant information has not been introduced.
 - 2. New information or information has become available.
 - 3. Procedural error resulting in a guaranteed element of due process to be abridged or omitted.
 - 4. A record of the offense and the sanction imposed against the fraternity will remain on file in the Office of Fraternity and Sorority Life and with the Vice President for Standards of the Interfraternity Council.

Section 8: Review Procedures

A: Judicial Routing

- 1. The Director for Fraternity and Sorority Life shall be responsible for recommending any report of alleged or real criminal complaint(s) and violation(s) of University or Interfraternity Council Policy for review to the Chair of Peer Review Board.
- 2. The Vice President for Risk Management shall be responsible for recommending reports of Social Policy violation(s) for review to the Chair of Peer Review Board.
- 3. The Vice President for Membership shall be responsible for recommending reports of Membership Policy violation(s) for review to the Chair of Peer Review Board.
- 4. Any member of the University community may allege that a Chapter has violated an National, Interfraternity Council or University Policy or any applicable state, federal or local law.

B: Investigative Responsibility

- 1. The Vice President for Risk Management shall be responsible for necessary investigation on behalf of the Peer Review Board.
- 2. If the Vice President for Risk Management is required to investigate his own Chapter, then the Executive Vice President shall be responsible for necessary investigation on behalf of the Peer Review Board.

C: Regular Preliminary Review Procedure

- 1. The Peer Review Board Chair shall be responsible for reviewing all cases referred to the Peer Review Board in accordance with Article 11, Section 8, Subsection A of the By-Laws.

- a. The Peer Review Board Chair shall have the authority to dismiss all cases following the meeting all investigative responsibilities of Article 11, Section 8, Subsection B.
2. The Peer Review Board Chair shall notify the following individuals in writing of the allegations to be brought before the Peer Review Board:
 - a. Chapter President
 - b. Alumni Corporation President or Person-In-Charge
 - c. Alumni Adviser
 - d. Director for Fraternity and Sorority Life
 - e. Interfraternity Council President
3. The Peer Review Board Chair shall notify the aforementioned parties in writing of a Review with a minimum notice of five (5) days.
4. The Peer Review Board Chair shall ensure that the Procedure at the Review is followed in accordance with Article II, Section 8, Subsection D of the By-Laws.

D: Procedure at the Review

1. The Peer Review Board Chair shall read the allegations brought against the Chapter.
2. The Peer Review Board Chair shall present any material evidence.
3. The representatives of the Chapter shall be present any new and material evidence and shall be afforded the opportunity to present their case.
4. Voting Members of the Peer Review Board shall have the opportunity to question the Peer Review Board Chair, the Chapter representatives and witnesses regarding only clarification or points of information.
5. The Chapter representatives involved shall leave. The Voting Members of the Peer Review Board shall discuss the case under the supervision of the Peer Review Board Chair.
6. A Voting Member of the Peer Review Board shall motion to sanction the Chapter. The Peer Review Board Chair shall approve the motion and supervise discussion and debate.
 - a. A quorum shall consist of 2/3 of the Executive Board members comprising the Interfraternity Council. There must be quorum to conduct business and to conduct a vote.
 - b. In the case of a vote, a simple majority shall rule.
 - c. Voting Members of the Peer Review Board may approve, disapprove or abstain.
 - d. The Peer Review Board Chair shall cast a vote in the case of a tie.
7. When all business is concluded the Chapter involved will be notified in writing within 72 hours by the Vice President for Standards of any sanction(s) imposed by the Peer Review Board and inform the Chapter of Peer Review Board appeal procedure.
8. The Vice President for Standards will notify the Director of Fraternity and Sorority Affairs verbally within 24 hours of the decision of the Peer Review Board.
9. The Chair will adjourn the review.

E: Appeals

1. Appeals shall be submitted in to the Peer Review Board Chair within five (5) days of the date of the sanction letter.
2. An appeal may request that sanctions be reduced or eliminated as a result of one of the following conditions:
 - a. Lack of substantial basis and fact to support the sanction(s).
 - b. Incongruity of sanction.
 - c. Alleged unfairness in procedures.

- d. Newly discovered, important information, not known at the time of the review.
- 3. The appeal shall be considered by an Appeals Board comprised of three (3) Interfraternity Council Chapter Presidents selected at random from Chapters in-good-standing.
- 4. The Peer Review Board shall chair the Appeals Review in accordance with Article 11, Section 8, Subsection D of the By-Laws.

F: Special Duties and Procedures for Police Investigation and Court Proceedings

- 1. Upon confirmation of ongoing police investigation, the Vice President for Standards shall issue written notice of Chapter Probation to the following parties:
 - a. Chapter President
 - b. Alumni Corporation President or Person-In-Charge
 - c. Alumni Adviser
 - d. Director for Fraternity and Sorority Life
 - e. Interfraternity Council President and Vice President for Risk Management
- 2. Upon completion of the investigation and court proceedings, the Vice President for Standards shall:
 - a. If the investigation and court proceedings find the Chapter not responsible for the violation(s) alleged in the initial report, written notice lifting the conditions of Chapter Probation to the aforementioned parties in addition to any party involved with the investigation.
 - b. If the investigation and court proceedings find the Chapter responsible for the violation(s) alleged in the initial report:
 - i. Serve written notice of charges to be presented to the Peer Review Board to the aforementioned parties in addition to any party involved with the investigation within two (2) days of the completion of the investigation.
 - ii. Schedule Peer Review Board meeting with the Chapter no less than five (5) calendar days following written notice of charges.
 - iii. Provide a written report detailing the findings of the investigation to the aforementioned parties in addition to the voting members of the Peer Review Board within five (5) calendar days of the completion of the investigation.

G: Special Duties and Procedures for Allegations of Membership Policy Violation

- 1. Upon receipt of Membership Policy violation(s) report, the Vice President for Standards shall issue written notice of New Member Education Program Suspension to the following parties:
 - a. Chapter President
 - b. National Executive Director and, if available, Director for Membership
 - c. Alumni Corporation President or Person-In-Charge
 - d. Alumni Adviser
 - e. Director for Fraternity and Sorority Life
 - f. Interfraternity Council President and Vice President for Membership
- 2. The Vice President for Standards and the Director for Fraternity and Sorority Life shall conduct an investigation of the Membership Policy violation jointly with National and, if available, Alumni involvement.
- 3. Upon completion of the investigation, the Vice President for Standards shall:
 - a. If the investigation finds the Chapter not responsible for the violation(s) alleged in the initial report, written notice of the New Member Education Program Re-instatement to the aforementioned parties in addition to any party involved with the investigation.
 - b. If the investigation finds the Chapter responsible for the violation(s) alleged in the initial report:

- i. Serve written notice of charges to be presented to the Peer Review Board to the aforementioned parties in addition to any party involved with the investigation within two (2) days of the completion of the investigation.
- ii. Schedule Peer Review Board meeting with the Chapter no less than five (5) calendar days following written notice of charges.
- iii. Provide a written report detailing the findings of the investigation to the aforementioned parties in addition to the voting members of the Peer Review Board within five (5) calendar days of the completion of the investigation.

Section 9: Uniform Sanctions Code

The following standard sanctions (fines) will be assigned by the Interfraternity Council Peer Review Board to a chapter found to be in violation of Interfraternity Council, national, and/or University policies. The sanctions mentioned in Section 9: Article A, Article B, and Article C, are strictly guidelines for the Peer Review Board. All sanctions, including those not mentioned under Section 9: Article A, Article B, and Article C, shall be up to the discretion of the Peer Review Board. Sanction levels are cumulative and are not cleared until the end of the calendar year. All fines, payable to the Interfraternity Council, are due within ten (10) business days. Failure to receive payment by the established deadline will result in a \$50 fine for each 24-hour period payment is past due until the fine is paid.

A: Conduct Policy Violation

<u>Violation</u>	<u>Sect.</u>	<u>Sub.</u>	<u>Sanction</u>	<u>Points</u>
Physical altercation			<u>First offense:</u> \$1,000.00 <u>Second offense:</u> \$1,500.00 and Social Suspension until the completion of 10 hours of community service per member <u>Third and all subsequent offenses:</u> \$2,500.00 and Social Suspension until the completion of 50 hours of community service per member	<u>All offenses:</u> 2 per altercation
Stealing			<u>All offenses:</u> \$1,000.00 and market value retribution for lost or damaged items to Chapter	<u>All offenses:</u> 1 per violation; maximum of 1 per theft
Chapter or Chapter Member living in Chapter House found guilty of drug law violations			<u>First offense:</u> \$2,500.00 <u>Second and all subsequent offenses:</u> \$5,000.00 and Social Suspension until the completion of 50 hours of community service per member	<u>All offenses:</u> 3 per violation; no maximum per instance

B: Membership Policy Violation

<u>Violation</u>	<u>Sect.</u>	<u>Sub.</u>	<u>Sanction</u>	<u>Points</u>
Presence of alcohol at			<u>First offense:</u> \$1,000.00	<u>All offenses:</u> 3 per

recruitment event			Second offense: \$2,500.00 Third offense: \$5,000.00	violation; no maximum per recruitment
Bid extension prior to voted upon extension date			All offenses: \$1,000.00 per extension	All offenses: 1 per extension; no maximum per recruitment
Bid extension to unregistered potential new member			All offenses: \$250.00 per extension	All offenses: 1 per extension; no maximum per recruitment
Failure to submit bid extension form by voted upon date			All offenses: \$250.00 per calendar day late	
Failure to submit bid acceptance form by voted upon date			All offenses: \$250.00 per calendar day late	
Hazing			First offense: \$7,500.00, Chapter Suspension until completion of rehabilitative exercises; 90 academic days of Social Suspension after completion of rehabilitative exercises Second offense: Immediate loss of recognition for 2 years	All offenses: 5 per violation; no maximum of accumulated academic days of Social Suspension

C: Social Policy Violation

<u>Violation</u>	<u>Sect.</u>	<u>Sub.</u>	<u>Sanction</u>	<u>Points</u>
Chapter is found guilty of furnishing alcohol to minors	2		First offense: \$1,000.00 and 30 academic days of Social Suspension Second offense: \$2,500.00 and 90 academic days of Social Suspension Third and all subsequent offense: \$5,000.00 and 180 academic days of Social Suspension	All offenses: 3 per count of furnishing charged; no maximum of accumulated academic days of Social Suspension
Chapter is found guilty of corruption of minors	2		All offenses: \$1000.00 and 30 days of Social Suspension	All offenses: 3 per count of corruption of minors charged; no maximum of accumulated academic days of Social Suspension
Chapter is found guilty of noise violation	2		All offenses: \$500.00	All offenses: 1 per noise violation
Chapter is found guilty of refuse or property	2		All offenses: \$300.00	All offenses: 1 per violation

maintenance violation				
Presence of kegs or party balls containing alcohol	3	B	<u>All offenses:</u> \$1,000.00 per keg or party ball	<u>All offenses:</u> 2 per keg or party ball; no maximum for a single violation
Multiple points of alcohol distribution	3	B	<u>First offense:</u> \$500.00 <u>Second offense:</u> \$1,000.00 <u>Third and all subsequent offenses:</u> \$2,500.00	<u>All offenses:</u> 1 per point of alcohol distribution; no maximum for a single violation
Absence of individually wrapped snack foods or alternative beverages at point of alcohol distribution	3	B	<u>All offenses:</u> \$300.00	<u>All offenses:</u> 1 per violation; maximum of 2 per social function
Shots present	3	C	<u>First offense:</u> \$300.00 <u>Second offense:</u> \$400.00 <u>Third and all subsequent offenses:</u> \$500.00	<u>All offenses:</u> 1 per violation
Hosting an unregistered social function	5		<u>First offense:</u> \$500.00 <u>Second offense:</u> \$1000.00 and 15 academic days of Social Suspension <u>Third and all subsequent offenses:</u> \$2,500.00 and 30 academic days of Social Suspension	<u>All offenses:</u> 2 per violation; no maximum of accumulated academic days of Social Suspension
Failure to adequately staff entrance and exits at Social Event	6	C	<u>All offenses:</u> \$300.00	<u>All offenses:</u> 1 per violation; maximum of 1 per Social Event
Failure to submit invitation list with Party Registration	7	C	<u>First offense:</u> \$100.00 <u>Second offense:</u> \$200.00 <u>Third and all subsequent offenses:</u> \$500.00	<u>All offenses:</u> 1 per Party
Failure to hire Social Event Monitor at Party	7	C	<u>First offense:</u> \$300.00 <u>Second offense:</u> \$400.00 <u>Third and all subsequent offenses:</u> \$500.00	<u>All offenses:</u> 2 per Party
Social Policy violations not explicitly described	ALL	ALL	<u>First offense:</u> \$100.00 <u>Second offense:</u> \$200.00 <u>Third and all subsequent</u>	<u>All offenses:</u> 1 per violation; maximum of 3 per social

			<u>offenses:</u> \$300.00	
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