



**Interfraternity Council**  
**University of Missouri**  
Constitution and By-Laws

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Jason Blincow, IFC President

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# **CONSTITUTION**

## **INTERFRATERNITY COUNCIL OF UNIVERSITY OF MISSOURI**

### **Mission**

We, the Interfraternity Council of the University of Missouri set forth this Constitution and By-Laws in order to create closer working relationships and coordination among the member fraternities and with the University of Missouri.

### **Article I – Name**

This organization shall be known as the Interfraternity Council (IFC) of the University of Missouri.

### **Article II – Objectives**

The objectives of this organization shall be to:

- a) promote the interests of University of Missouri.
- b) promote the interests of the member fraternities.
- c) promote the interests of college fraternities in general.
- d) promote mutual cooperation between the member fraternities and the University of Missouri.
- e) ensure cooperation among the member fraternities.
- f) discuss questions of mutual interest and present recommendations as the Council deems appropriate to the member fraternities.

### **Article III – Membership**

IFC shall be composed of all fraternities that are recognized by the Interfraternity Council. Membership and participation shall be free from discrimination based on race, religion, ethnic group, national origin, handicap, or sexual orientation.

#### **Section 1: Classes of Membership**

There shall be two classes of membership within IFC:

1. Associate Membership
2. Full Membership

#### **Section 2: Requirements to become an Associate Member**

To become an Associate Member, a fraternity must:

1. Be recognized by the University of Missouri as a student organization and be in good standing with the University;

2. Follow and complete Phase 1 of the IFC Expansion/Re-Colonization Policy found in Article III, Section 8

### **Section 3: Privileges of an Associate Member**

An Associate Member shall:

1. Not be allowed to:
  - a) Vote at Regular Session, Special Session, and Election meetings
  - b) Have its members hold elected and appointed offices on the IFC Executive Board
2. Have the right to participate in all other programs, events and activities other than the above mentioned
3. Pay 50% of Full member dues for each semester
4. Complete all the requirements of Phase 2 of the Expansion/Re-Colonization Policy found in Article III, Section 8

### **Section 4: Requirements to become a Full Member**

To become a Full Member, a fraternity must:

1. Be recognized by the University of Missouri–Columbia as a student organization and be in good standing with the university
2. Be a chartered chapter by their international or national organization
3. Complete 2 consecutive semesters as an Associate Member
4. Follow and complete the IFC Expansion/Re-Colonization Policy found in Article III, Section 8

### **Section 5: Privileges of a Full Member**

A Full Member shall:

1. Have all the privileges and rights under this Constitution and By-Laws and the University of Missouri–Columbia;
2. Have the right to:
  - a) Participate in all IFC sponsored programs
  - b) Vote at all Regular Session, Special Session, and Election meetings
  - c) Have its active members, as they are eligible, hold elected and appointed offices on the IFC Executive Board or Committees

### **Section 6: Voluntary Associate Member Status**

The need for Full Member chapters to reorganize, rebuild or reassess their existence may arise due to various circumstances. In order to provide them with another option besides removing themselves completely from IFC and requiring them to go through the entire Expansion/Re-Colonization process, they will be allowed to voluntarily move themselves to Associate Member status where they will abide by the Privileges and Duties of an Associate member.

A current Full Member may elect to voluntarily drop to Associate Member status if:

1. A meeting is scheduled between the chapter president, chapter advisor and IFC President and IFC Advisor where:
  - a) There are justified reasons for status change
  - b) It is determined that voluntary associate member status is the appropriate course of action for the chapter
  - c) A plan for returning the chapter to Full Member status is arranged that includes detailed reinstatement plan
2. At a scheduled Presidents Council meeting there is a two-thirds majority approval of the status change by the chapter presidents.
3. In order to be reinstated as a full member of IFC the chapter on voluntary associate member status must meet the requirements set forth by Article III, Section 4.

### **Section 7: Expulsion or Suspension**

Any fraternity that does not abide by the terms of membership as defined by this constitution, The M-Book and any policy set forth by the IFC Executive Board could be expelled or suspended from IFC either by the IFC Executive Board or by the Office of Student Conduct.

### **Section 8: Expansion/Re-Colonization**

Any fraternity wishing to expand or re-colonize at the University of Missouri–Columbia shall be allowed to pursue such an endeavor without being deterred or dissuaded by any organization with relation to the IFC. No reason other than incompleteness or violation of the Expansion/Re-Colonization Policy shall keep a fraternity from becoming a member.

#### **Subsection 1: Purpose**

To keep the IFC from over-expanding to its overall detriment and to ensure a chapter's success and longevity, the Expansion/Re-Colonization Policy shall ensure that any chapter/colony wishing to become a member has followed the necessary steps to prove that their addition to the IFC will be a beneficial one.

#### **Subsection 2: Expansion/Re-Colonization Policy**

Phase 1 – Attaining Associate Member Status

*Requirements:*

- a) Be sponsored by a regional, national or international fraternal organization
- b) Be recognized as a student organization by the University of Missouri
- c) The Organization's constitution shall contain an anti-hazing policy, along with all required elements as set forth by the Committee on Student Organizations, Governments and Associations (SOGA).

*Process:*

1. Submit a written letter of intent to the IFC President and IFC Advisor. The letter must state why the group or individual feels it is necessary to establish a new chapter/colony rather than seek membership in an existing

member chapter and why they feel that the IFC can successfully sustain another member organization

2. Meet with the IFC President and IFC Advisor. Upon completion of that meeting, discuss the prospective fraternity's plan for recruitment and expansion/Re-Colonization with the IFC Executive Board.
3. Present its expansion plans to the Presidents Council.
4. The Presidents Council shall bring any concerns they have with the chapter fulfilling the requirements above to the IFC Executive Board or the IFC Advisor.
5. If no concerns are brought to the IFC Executive Board or the IFC Advisor the group shall receive associate member status at the next Presidents Council meeting after a two-thirds majority vote of those members present. If there are concerns the group shall be notified and given a reasonable time period to address the issue and make another presentation to the Presidents Council.
6. The entire process must be completed in a single semester.

#### Phase 2 – Attaining Full Member Status from Associate Member Status

##### *Requirements:*

1. Complete two consecutive semesters as an Associate Member
2. Fulfill all of the following requirements for the entire two semesters as an Associate Member:
  - a) Maintain consistent membership numbers that should be agreed upon by the chapter, the IFC President and the IFC Advisor
  - b) Have representation at all mandatory IFC meetings, retreats and events
  - c) Abide by the IFC Constitution and By-Laws
  - d) Maintain a semester chapter GPA above 2.75 for two consecutive semesters
  - e) Schedule semesterly meetings with the IFC President and IFC Advisor to discuss the chapter/colony's progression, inquiries, or concerns
  - f) Pay all mandatory fees, dues and fines in a timely manner (unless otherwise agreed upon)

##### *Process:*

1. Present to the Presidents Council their progress as an associate member of IFC.
2. The Presidents Council shall bring any concerns they have with the chapter fulfilling the requirements above to the IFC Executive Board or the IFC Advisor.
3. If no concerns are brought to the IFC Executive Board or the IFC Advisor, the group shall receive full member status at the next Presidents Council meeting after a two-thirds majority vote of those members present. If there are concerns, the group shall be notified and given a reasonable time period to address the issue and make another presentation to the Presidents Council.

## **Section 9: Member Fraternity Policies**

1. No member fraternity will have a women's auxiliary group, such as "little sisters."
2. Each member fraternity will have alcohol free pledge/associate/new member programs.
3. It shall be the duty of the member fraternities to uphold and abide by the Constitution, By-Laws, and rules and regulations of the Council.

### **Subsection 1: Philanthropies**

1. At no point during a philanthropic event, including both the main philanthropic event and its related entities (which include service, serenades, the event, etc.) is the consumption of alcohol permitted.
2. At no point during a philanthropic event, is the presence of a Mizzou undergraduate student, either Greek affiliated or unaffiliated, permitted to be under the influence of alcohol or illegal drugs.
3. IFC fraternities can be held accountable for any of their guests' behavior at philanthropies and are responsible for monitoring guests and members.
4. All violations will be forwarded to The Office of Student Conduct.
5. It is prohibited to conduct a philanthropic event or it related entities at a venue in which the venue's primary purpose, business goal, or revenue source is the sell and consumption of alcoholic beverages.

## **Article IV – Officers**

The officers of the council shall be a President, Vice President-Recruitment, Vice President-Risk Management, Vice President- Member Development, Vice President-Finance and Records, Vice President-Programming, and Vice President-Public Relations, whose powers and duties shall be defined as:

### **Section 1: President**

The President shall:

1. Preside over all sessions of the Presidents Council and meetings of the Executive Board
2. Represent the IFC on any University or student committee as necessary
3. Maintain close contact with all the work of IFC
4. Keep the IFC Advisor informed of all IFC business and bring business to the Presidents Council when necessary and appropriate
5. Vote at Presidents Council to break a tie



## **Section 2: Vice President of Recruitment**

The Vice President of Recruitment shall:

1. Coordinate all council-wide recruitment programs
2. Make himself available to aid member fraternities with their own recruitment programs
3. Coordinate with the IFC Advisor any effort at fraternity expansion at the University with the incoming group
4. Assist in coordinating and monitoring Formal and Informal Recruitment
5. Oversee, monitor, and coordinate all aspects of the Rho Gamma program alongside the Vice President of Member Development; including, but not limited to, the application and selection process, scheduling, training, and regular meetings of the Rho Gammas

## **Section 3: Vice President of Risk Management**

The Vice President of Risk Management shall:

1. Educate chapters and members on risk management issues (alcohol, fire safety, sexual assault, hazing, etc.)
2. Revision and enforcement of all IFC risk management and social policies
3. Maintain accurate and up-to-date copies of all IFC Risk Management Policies that are easily accessible to all affiliated chapters
4. Represent the IFC, at the discretion of the IFC President, on university committees that deal with campus safety, the community, or students
5. Collect and approve social and alumni event request forms

## **Section 4: Vice President of Membership Development**

The Vice President of Membership Development shall:

1. Develop programs to educate fraternity members, both associate and full, about the challenges facing our Greek community
2. Develop programs aimed at building Scholarship, Leadership, Service, and Brotherhood among individual fraternity members
3. Oversee, monitor, and coordinate all aspects of the Rho Gamma program alongside the Vice President of Recruitment; including, but not limited to, the application and selection process, scheduling, training, and regular meetings of the Rho Gammas

## **Section 5: Vice President of Finance and Records**

The Vice President of Finance and Records shall:

1. Prepare a budget for the fiscal year for IFC

2. Collect all dues and fines owed to IFC and notify the IFC President when a member fraternity is in debt;
3. Pay all bills owed by IFC
4. Take attendance and record minutes at each IFC Executive Board meeting, Regular Session, or any other meeting called by IFC

### **Section 6: Vice President of Programming**

The Vice President of Programming shall:

1. Develop new programs to assist chapters and presidents regarding IFC and community values
2. Maintain an active calendar of IFC events and activities
3. Serve as a member on the Greek Programming Board

### **Section 7: Vice President of Public Relations**

The VP of Public Relations is responsible for external relations of IFC and shall:

1. Publicize IFC and Greek events
2. Inform all necessary publics, including faculty and staff, of IFC achievements and related activities
3. Arrange and promote interaction between IFC and the rest of the community
4. Serve as the liaison to media outlets
5. Work with member fraternities to assist with any publicity and marketing concerns
6. Work with the Office of Greek Life to manage the IFC portions of the Greek Life Website
7. Manage and update official IFC social media accounts

### **Section 8: Executive Board Officer Scholarship**

1. IFC Executive Board officers shall receive a scholarship for their voluntary services to the Interfraternity Council. The amount is to be included in the yearly budget presented by the Vice President of Finance and Records to the Presidents Council.

The amount is as follows:

President: \$1,400/term

Vice Presidents: \$1,200/term

The scholarship will be divided as follows:

President: \$700 after spring term, \$200 after formal recruitment, \$500 after fall term

Vice Presidents: \$600 after spring term, \$200 after formal recruitment, \$400 after fall term

2. Scholarship Contingencies:

1. Must fulfill the duties outlined by the Interfraternity Council Constitution.
2. May only receive half of stipend each semester with payment occurring at the end of each academic term.
3. Must be evaluated by the IFC advisor once a semester.
4. Must maintain minimum 2.75 cumulative GPA throughout entire term.

### **Article V – Meetings**

**Section 1:** Business meetings of the Council shall be held on a biweekly basis.

**Section 2:** Special meetings may be held by the President of the Council at any time, and must be held by the President at the request of any two member fraternities.

**Section 3:** Notification of regularly scheduled meetings shall be sent at the beginning of the current semester/quarter/term to the president of each member fraternity.

**Section 4:** Notification of special meetings shall be done utilizing communication addressed to the president of each member fraternity.

**Section 5:** Any Vice President has the ability to call a special meeting with a Fraternity's member who holds the position relevant to the Vice President's position.

### **Article VI – Recruitment/New Member Rules**

**Section 1: Eligibility**

1. A prospective undergraduate student at the University of Missouri who is not encumbered by the University may participate in IFC-sponsored recruitment.

**Section 2: Informal Recruitment**

1. Recruiting shall run uninterrupted throughout the entire year, except during Formal Recruitment. Informal Recruitment guidelines shall be set forth by the VP of Recruitment.

**Section 3: Formal Recruitment**

1. The IFC will be responsible for coordinating and governing a Formal Recruitment Program. The VP of Recruitment shall schedule and coordinate

this event with the aid of recruitment chairmen from member fraternities. Only fraternities recognized by the IFC and in good standing may participate.

#### **Section 4: New Member Requirements**

1. To join a member fraternity, an individual has to fulfill all of the following requirements:
  - i. Gain official acceptance and is enrolled full time (12 credit hours) at the University of Missouri

#### **Section 5: Transfer of New Member Status**

1. The transfer of new member status from another school is not officially recognized by the IFC. All University of Missouri requirements must be met before a person can be considered a new member of a member fraternity at the University of Missouri.

#### **Section 6: Withdrawal of New Member Status**

1. A fraternity is free to revoke the new member status of a person at any time, and a person is free to withdraw from new member status of a fraternity at any time. The revoking of new member status cannot be due to discrimination on the basis of race, color, religion, national origin, sex, sexual orientation, gender identity, age, genetics information, disability, or status as a protected veteran. Withdrawal is defined as the termination of a person's affiliation with a fraternity before he has been initiated.

#### **Section 7: Conduct**

1. Each member fraternity of the IFC concerning proper decorum at recruitment functions shall maintain the standards of gentlemanly conduct. Specifically:
  - i. No attempt shall be made by an individual, or fraternity to physically disorient a prospective new member, using alcohol or any other substances, in an effort to pledge him
  - ii. All attempts will be made to inform a man of his responsibilities as a new member, by the fraternity, including the official IFC and state policy on hazing
  - iii. These standards of recruitment conduct, as defined by the IFC, shall be followed by all member fraternities, any violations shall be referred immediately to The Office of Student Conduct
  - iv. Prevention of illegal recruitment. Defined as the verbal slandering or misrepresentation of any member fraternity by a pledge, active, or associate of any chapter recognized by the IFC. Recruitment violations will be referred to the IFC Executive Board and the IFC Advisor

## **Section 8: Standard Recruitment Rules**

1. The presence of alcohol or drugs at any time at a recruitment event is prohibited. A recruitment event is defined as any instance in which members of a chapter meet with non-members with the intentions of introducing the non-members to their organization.
2. Engaging in any activity that can be considered “Dirty Recruitment” which includes, but is not limited to, the following actions:
  - a. Speaking about other Greek chapters in a demeaning manner
  - b. Conveying inaccuracies about any chapter on campus, including one’s own chapter, regarding awards, grades, intramurals, etc...
  - c. Stereotyping other Greek chapters in order to deter the interest of the potential new member(s) to join other chapters
  - d. Attempting to sign a man who has already signed a bid card with another chapter
  - e. Signing, or attempting to sign, a potential member prior to the final round of the Formal Recruitment period is prohibited
  - f. Discouraging a potential new member from participating in the Formal Recruitment process or from visiting other chapters is prohibited.
3. Chapters must provide accurate information about their chapter and their new member process.

## **Section 9: IFC Recruitment Expectations Regarding Summer Welcome**

1. Every student who attends Summer Welcome and Formal Recruitment is expected to attend every session. Therefore, fraternity men may NOT attempt to meet with students any time other than at the conclusion of the student’s Summer Welcome visit (the conclusion of their Academic Advising appointment which takes place on Day 2 of Summer Welcome). In addition, during Formal Recruitment, fraternity men should NOT attempt to contact students at any time other than the time allowed during Formal Recruitment until the conclusion of the event.
2. Fraternities may NOT host a potential member at the chapter house or any other residence on the night before or any night during their official Summer Welcome or Formal Recruitment visit. This includes men who have already signed a bid card with a particular chapter. It is the chapter’s responsibility to make sure prospective members also understand this rule.
3. During Formal Recruitment, it is required that each chapter have a minimum of five members or 10% of total chapter membership, whichever number being larger in the chapter’s case, present during the entire Formal Recruitment process
4. During Formal Recruitment, a maximum of five members may be present during the chapter exposition.

\*Violation of any of these rules may result in a strictly monitored recruitment process, chapter sanctions, or any other consequences the IFC and the Office of Greek Life deem necessary.

## **Article VII Finances**

### **Section 1: Fiscal Year**

The fiscal year of the University of Missouri Interfraternity Council shall be from July 1st to June 30th inclusive.

### **Section 2: Contracts**

Dual Signatures of the President, Vice-President of Finance and Records, or Interfraternity Council Advisor shall be required to bind the Interfraternity Council on any contract.

### **Section 3: Checks**

All checks issued on behalf of the University of Missouri Interfraternity Council shall bear dual signatures and must be signed by one of the following: President, Vice-President of Finance and Records, or Interfraternity Council Advisor. All checks issued on behalf of the University of Missouri Interfraternity Council Recruitment account shall bear dual signatures and must be signed by one of the following: President, Vice-President of Finance and Records, Vice-President of Recruitment, or Interfraternity Council Advisor.

### **Section 4: Payments**

The Vice-President of Finance & Records, who shall record them, shall receive all payments due to The University of Missouri Interfraternity Council. Checks for payments shall be made payable to the University of Missouri Interfraternity Council.

### **Section 5: Dues**

Interfraternity Council membership dues shall be assessed to each chapter based on the number of active members and associate members listed on the chapter roster submitted to the Office of Greek Life.

- The Interfraternity Council Executive Board shall determine the amount of such dues for the academic semester no later than eight (8) weeks into the term
  - Chapters will be charged \$12.00 per active member
  - Chapters will be charged \$25.00 per associate member
  - Dues for IFC Associate Member chapters shall be half that of a full

- member chapter
- The Interfraternity Council Executive Board has the authority to decrease the active member and associate member charges and may do so at its discretion
- An increase in the amounts listed for active member and associate member charges for the entire council must be approved by a majority vote at the Presidents' Council Meeting

## **Section 6: Fines and Assessments**

The Interfraternity Council shall have the authority to levy fines and assessments recommended by the Executive Board on member fraternities when it deems necessary. Set fines include:

- Late and/or incomplete Social Registration: \$100
- Absence from Council Meeting: \$100
- Late payment of council dues: The individual chapter's dues will be increased by 10% for the current semester
- Others: As the IFC Executive Board deems necessary

## **Section 7: Expenses**

### **1. Approval of Expenses**

All Interfraternity Council expenses shall be pre-approved in the council budget by the President and VP of Finance & Records. If an expense greater than \$250 shall arise that has not been pre-approved in the budget, the President or VP of Finance & Records must approve the transaction. All recruitment expenses shall be pre-approved in the Interfraternity Council recruitment budget by the President, VP of Finance & Records, or VP of Recruitment. If an expense greater than \$250 shall arise that has not been pre-approved in the recruitment budget, the President or VP of Finance & Records must approve the transaction. All Interfraternity Council MO Code expenses shall be reviewed by the VP of Finance and Records and the Interfraternity Council Advisor on a monthly basis. If an expense greater than \$250 shall arise that has not been preapproved in the budget, the President or VP of Finance & Records must approve the transaction. All MO Code expenses are to be reported to the VP of Finance and Records within three business days.

### **2. Debit Cards**

The Interfraternity Council Executive Board may possess one debit card for the Interfraternity Council account. Only the President and VP of Finance & Records

shall approve use of the debit card.

### **Section 8: Budget**

A budget must be created by the VP of Finance & Records and presented to the chapter presidents by March 1st of each calendar year. The budget shall be a working document, updated monthly to represent the current financial position of the Interfraternity Council. The budget must be updated to represent all spring budget adjustments and expenses and subsequently presented to the chapter presidents by October 1st of each calendar year.

## **Article VIII – Amendments**

### **Section 1: Proposed Amendments**

Proposed by-laws or amendments to the IFC Constitution shall be presented to the IFC President in writing where he shall review the amendment for any conflicts with current IFC policy. The amendment will then be presented to the Presidents Council one meeting prior to voting on it, at which time it will be read and discussed. At the following Presidents Council meeting the proposed by-law or amendment shall be voted on and must be passed by a two-thirds vote.

### **Section 2: Ratification**

At the following Presidents Council meeting, the amendment shall be read, discussed and voted on. A two-thirds vote of the total number of fraternities of IFC shall be required for approval.



**BY-LAWS of the**  
**INTERFRATERNITY COUNCIL OF THE UNIVERSITY OF MISSOURI**

**By-Law I – Presidents Council**

**Section 1:** A quorum is attained with two-thirds of the member fraternities are present.

**Section 2:** The council president will designate the meeting location.

**Section 3:** It shall be the duty of the member fraternities to have a representative present at every regular and every special meeting of the Council.

**Section 4:** Robert’s Rules of Order shall be used to run all business meetings.

**By-Law II – Elections**

**Section 1: Nominations**

The nomination process shall be as follows:

1. The election meeting shall be held in the month of November
2. Installation of the new officers shall take place prior to the end of the current calendar year.
3. The Vice President of Programming shall release the Executive Board Application no later than one month before the Election Meeting
4. The application shall be due to the IFC President two weeks before the date of the election.
5. Each application must be endorsed by a member of a fraternity different than the nominee, and seconded by a member of a second fraternity different than his own. A candidate must also produce a letter from their chapter president certifying that they are in good standing with their organization. If the candidate is a chapter president, then the letter must come from their chapter advisor. A signature from both endorsers and a letter of good standing will serve to validate the candidate’s application.
6. After submission of the application to the IFC President and verification of the endorsements, the candidate is officially nominated for the position(s) to which he has applied.
7. Members of the Presidents' Council may nominate a candidate for a different office than he applied during the night of the elections.

To be nominated, each nominee must have each of the following requirements fulfilled:

1. Have a cumulative grade point average above 2.75
2. Be an initiated member of his chapter at the time of the Election Meeting
3. Not participate in the any of the following during his tenure on the Executive Board: Greek Week Steering Committee, Homecoming Steering Committee,

GAMMA Steering Committee, RAMS Steering Committee, Missouri Student Association President or Vice President, Missouri Students Association Cabinet Official, and any other outside commitment that may be a potential conflict of interest as deemed by the IFC Executive Board.

## **Section 2: Election Meeting**

At a set time and location, elections shall proceed along the following guidelines:

1. Voting shall be conducted by a secret written ballot
2. Each chapter will have one vote that shall be cast by the President or his proxy
3. Voting will occur in the following order
  - a. President
  - b. Vice President of Recruitment
  - c. Vice President of Risk Management
  - d. Vice President of Membership Development
  - e. Vice President of Finance and Records
  - f. Vice President of Programming
  - g. Vice President of Public Relations
4. Each candidate shall be allowed to speak for a period of no more than 5 minutes, and a candidate may speak for more than one office, if desired, during that time.
  - a. Candidates will be asked 1-2 questions posed by the current executive board position-holder. The question(s) posed to the potential candidate(s) will be the same question(s) asked of every potential candidate.
  - b. Candidates shall partake in a two minute question and answer session with the Presidents Council
5. The candidates will speak one at a time and may not be in the room during any other part of the election process except during their speech. After every candidate has left the room, there will be a guided discussion amongst the chapter representatives and the Interfraternity Executive Council President. The time allotted for this discussion will be determined by the IFC Executive board.
6. The IFC President will then begin the voting process. Individual voting will take place for each candidate running for that specific position.
7. A paper vote will take place, including one vote per chapter and the Interfraternity Executive Council shall have no vote.
8. The candidate receiving the simple majority of the votes will be declared the officer-elect.
  - a. If the required number of votes is not met, there will be a second vote between the two nominees with the most votes.
  - b. In the event of a tie, the outgoing IFC Executive Board will vote to determine the officer-elect at the meeting of elections. That vote shall need to be a simple majority of the Board members present at the Election Meeting.
  - c. If a candidate is not elected for a position he will have the ability to slate down to the next position that he indicated on his application.

9. The IFC President and the VP of Finance and Records will tally the votes unless either one is participating in the election. In that situation the IFC adviser will tally votes. After tallying, the position-elect will be announced and the same procedure will be repeated for each position until the new Interfraternity Executive Council is elected.

### **Section 3: Removal From or Forfeiture Office**

Full members of the Presidents Council shall have the power to bring the vote of removal or recall of any IFC officer who is unable to fulfill his obligations. The officer, in question shall be removed by two-thirds vote of the President's Council only after the officer or chairman can hear the charges against them, and rebut them.

Any member of the Executive Board shall be reviewed by the Executive Board and considered for forfeiture of office if:

1. He takes any of the following offices in his fraternity
  - a. President
  - b. Vice President
  - c. Recruitment Chair
  - d. New Member Educator
  - e. Risk Management Chair
2. He falls below the required 2.75 (of 4.0) minimum cumulative grade point average
3. He violates any M-Book policy or the IFC Constitution and By-Laws
4. Failing to perform the duties of his position as described in Article IV of the Constitution
5. His fraternity is no longer recognized as a Full member of IFC
6. He is no longer recognized as a member of his fraternity

### **Section 4: Officer Vacancies Move to Elections**

Temporary Vacancies: If an officer of the Executive Board is unable to perform his duties for an extended period of time, the remaining Executive Board members shall decide to either permanently remove him from office by a majority vote or to leave the vacancy open until his return.

Permanent Vacancies: In the act that there is a permanent vacancy of an Executive Board officer the following procedure shall be followed:

1. Election procedures shall be conducted in accordance with the IFC Constitution and Bylaws as stated in By-Law 5
2. The timeline for the election meeting shall be modified by the IFC Executive Board

## **By-Law III – Committees**

### **Section 1: Purpose**

All committees can be utilized by the Executive Council as deemed necessary. The IFC Executive Board or University of Missouri Greek Life staff have the ability to create ad hoc committees if necessary.

## **By-Law IV – Alcohol**

### **Section 1: Purpose**

To provide an environment for chapter members and guests to socialize while maintaining the safety of participants and those affected by their actions. To eliminate any threat of sexual assault and sexual violence in the fraternity community.

### **Section 2: General Policy**

1. Hard alcohol (drinks with alcohol content  $\geq 15\%$ ) and grain alcohol is **STRICTLY PROHIBITED** and **BANNED** on all fraternity premises.
2. **ONLY** members/guests of legal age (21 years of age) are permitted to possess/consume alcoholic beverages while on chapter property. Consumption or possession of alcohol by underage members/guests is never permitted.
3. The chapter must follow all state and local laws regarding alcohol possession and consumption.
4. The chapter must follow each of their individual rules as defined by their Inter/National Headquarters as well as FIPG guidelines.
5. Alcohol purchased with chapter funds is never permitted in the chapter houses.

### **Section 3: Policy Audits**

1. The purpose of audits is to provide for the periodic collection of objective data about alcohol consumption in IFC chapter houses.
2. IFC will fund the provision of random chapter house audits to ensure that all chapters are in compliance with the policy in place.
3. A third party will conduct the audits. These auditors will survey all common areas of the property.
4. Upon arriving at the chapter house, the auditor shall immediately attempt to make contact with a chapter officer through the officer contact list. The auditor should not attempt to begin his inspection without contacting a chapter officer at which time the chapter officer shall continue to escort the auditor throughout the

property during the inspection. If a chapter officer cannot be contacted for any reason, then the audit must continue with an active member of the chapter. A chapter officer must make contact with the auditor within a reasonable amount of time as determined by the IFC President and IFC Vice President of Risk Management.

5. The audit team will be allowed to enter closed rooms under the following two circumstances:
  - a. The audit team is given permission by the resident of the room, the chapter president, or the property owners.
  - b. The audit team has a reasonable suspicion that someone inside is in need of help or is in danger.
6. During the course of the audit, the auditor is responsible for fully completing the audit visit form.
7. The auditor shall not be responsible for challenging problem behavior unless the behavior is dangerous and/or life threatening. The auditor should call 911 if he observes any dangerous or life threatening behavior.
8. Visits will occur randomly throughout any given week.

#### **Section 4: Audit Report Review Process**

1. All reports from audit visits will be provided to the chapter president, chapter advisor, IFC President and IFC Vice President of Risk Management.
2. The IFC President and IFC Vice President of Risk Management will review the reports and determine if a policy violation has occurred.
  - a. Policy Violations may include: any visible liquor or grain alcohol, failure to comply with state or local laws (e.g. fire codes or illegal drug use,) deliberately interfering with the auditing process with the intent to mislead or deceive the auditor (e.g. keeping an auditor waiting outside for an unreasonable amount of time,) and other actions that reasonably violate the letter or spirit of the IFC Alcohol Policy.
3. If the IFC President and IFC Vice President of Risk Management determine that a policy violation has occurred, the auditor's report can be forwarded to the Office of Student Conduct.
4. An audit visit report that provides evidence of an imminent threat to the health and safety of the occupants will automatically be forwarded to the Office of Student Conduct.

#### **Section 5: Alcoholic Event Policy**

##### **Subsection 1: Statement**

1. The University of Missouri Interfraternity Council and Panhellenic Association executive councils are committed to providing an environment that encourages responsible, healthy and safe uses of alcohol for those of legal drinking age; and actively discourages unlawful, irresponsible, and abusive alcohol use.
2. “Alcoholic events” include any chapter event where alcohol is present.
3. All Interfraternity Council and Panhellenic Association chapters shall operate in accordance with:
  - i. All rules regulations and policies outlined in the IFC/PHA constitution and by-laws
  - ii. The M-Book
  - iii. The FIPG risk management policy
  - iv. Chapter national/international organization policies
  - v. All local, state, and federal laws concerning the sale, purchase, serving and consumption of alcohol
4. Chapters that fail to adhere to policy requirements outlined in this policy will be subject to disciplinary action which may include but is not limited to fines, social probation, or an office of conduct hearing.

### **Subsection 2: Purpose**

1. To promote responsible and healthy practices concerning the use of alcohol at Greek events.

### **Subsection 3: Provisions**

1. All alcoholic events shall use an “approved” third party vendor (see “Approved Venue” section).
2. No chapter funds shall be used for the purchase of alcohol. Additionally, the purchase of alcohol shall in no way be undertaken or coordinated by members on behalf of the chapter.
  - i. A chapter may not offer monetary donations to subsidize the cost of alcohol at the venue. Chapters may only use chapter funds for the purchase of the venue rental, the third party transportation, and food provisions.

3. Chapters may not co-host events or fundraisers with a third party vendor or alcohol distributor where alcohol is given away, sold, or provided to those present.
4. Alcoholic events can be held from the first day of the semester, until the last scheduled day of classes.
  - i. Alcoholic events cannot be held from Reading Day (Stop Day) through Finals week. Alcoholic events held the night before Reading Day can continue for normal hours (until 1 am).
  - ii. Alcoholic events cannot be held at any time during the summer.

#### **Subsection 4: Registration**

1. All alcoholic events must be registered to the Vice President of Risk Management.
  - i. The alcoholic event registration forms must be time-stamped and turned into the Vice President of Risk Management's mailbox on the Wednesday during the week prior to the event:
    1. Alcoholic Event Registration description form
    2. 3<sup>rd</sup> party vendor/chapter accountability agreement
    3. Proof of \$1 million insurance liability
    4. Proof of a valid liquor license
2. If the event is a co-sponsored event, each participating chapter must register the event individually with the Vice President of Risk Management.
3. If a chapter is invited to attend an event that they are not sponsoring (i.e. the chapter did not pay for or plan it), that event is considered an "open party." Per FIPG and many inter/national organization alcohol policies, "open parties" are forbidden
  - i. Therefore, announcements made about the event at chapter meetings, by mass communication (e-mail, group text messaging, etc.) or mentioned by a dinner speaker, are against the policy.
4. Alcoholic Event registration forms must be completed on the most current form available.
  - i. If chapters fail to turn in all appropriate registration forms at least one week prior to the event, the event will not be approved.

#### **Subsection 5: Approved Venue**

1. In order for Greek chapters to host an event with a third-party vendor, they must adhere to the following guidelines:
  - i. The appropriate local and state authorities must properly license the vendor/establishment
  - ii. The vendor/establishment must be properly insured with a minimum of \$1 million of general liability insurance.
  - iii. If the sponsoring chapter(s) is using a third-party vendor for a location other than the venue's permanent location, then the vendor must have as part of the insurance "off-premise liquor liability coverage and non-owned and hired auto coverage." The certificate of insurance must name as "names insured" (at minimum) "the local chapter of the fraternity hiring the vendor as well as the national fraternity with whom the local chapter is affiliated."
  - iv. The vendor/establishment must be able to present a current Certificate of Insurance and liquor licenses to the host chapter(s) before the registration deadline.
  - v. The vendor/establishment assumes in writing all the responsibilities that any purveyor of alcoholic beverages would assume in the normal course of business, including but not limited to:
    1. Checking identification upon entry
    2. Not serving to minors
    3. Not serving individuals that appear to be intoxicated
    4. Maintaining absolute control of ALL alcoholic containers present
    5. Collecting all remaining alcohol at the end of the function and removing it from the premises.
5. The third-party vendor/establishment must agree to reserve the whole bar for the sole and exclusive use of the chapter sponsoring the event. The section must have its own bar with bartender and solely for the use of the attendees.

#### **Subsection 6: Transportation**



1. Chapters are required to provide a form of 3<sup>rd</sup> party transportation for any alcoholic event
  - i. i.e. no chapter sober driving program can be used to transport guests to and from the event venue.
  - ii. Chapters must provide proof of utilization of transportation (i.e. receipt, invoice)

### **Subsection 7: Security**

1. Sober monitors
  - i. Purpose: sober monitors shall be responsible for ensuring that all guests are following rules and guidelines outlined in this policy with the assistance of venue staff; as well as ensuring that all state, local, and federal laws are upheld.
    1. If an incident occurs at the event, the sober monitors will be contacted for investigative purposes.
  - ii. Sober monitors must be chapter members. Any exceptions must be approved by the IFC or PHA Vice President of Risk Management prior to submitting the guest/sober monitor list.
  - iii. At least one member of the hosting chapter's executive council shall remain sober and at the venue for the duration of the event.
    1. It is strongly recommended that the sober executive council monitor be the Risk Manager.
  - iv. In addition to the executive council member, chapters shall be responsible for providing sober monitors for the event.
  - v. The name(s), email address(es), and phone number(s) of the sober monitor(s) shall be provided on the event registration
  - vi. The total number of sober monitors provided by the chapter shall be determined by the number of guests attending the event.
    1. Guests per sober monitors ratio shall be as follows:
      - a. 0-50 guests = 1 sober monitor
      - b. 51-100 guests = 2 sober monitors

- c. 101-150 guests = 3 sober monitors
  - d. 151-200 guests = 4 sober monitors
  - e. 201-250 guests = 5 sober monitors
  - f. 251-300 guests = 6 sober monitors
  - g. + 300 = Ratio is 1 sober monitor for each additional 50 attendees
- vii. If it is proven that sober monitors consume alcohol before or during the event, the chapter will be subject to disciplinary action including, but not limited to, an office of student conduct or administrative hearing.
  - viii. The sober monitor list must be turned in with the guest list at least one week prior to the event with the rest of the appropriate paperwork.

## 2. Guests

- i. Chapters are responsible for monitoring guests who enter the venue.
  - 1. Guests who do not appear on the guest/sober monitor list shall not be admitted into the venue.
- ii. In the case of a joint-sponsored event (i.e. marriage/divorce/date party), chapters are not eligible to bring guests
  - 1. Each fraternity/sorority must turn in a list of members who will be attending the event
  - 2. Rosters are unacceptable.
    - a. Member lists shall include only members who are attending the event. It shall be the responsibility of the chapter to obtain the most accurate list of attending members.
- iii. In the case of a single chapter-sponsored event, there shall be a maximum of a 2:1 guest-to-member ratio.
  - 1. i.e. each chapter member is eligible to invite two guests to attend the event.

2. All guests must be properly documented on the guest list and it shall be the responsibility of the chapter to ensure that guests who do not appear on the guest list are not admitted into the venue.
- iv. If chapters wish to hold co-sponsored event (i.e. combination of two hosting fraternities/sororities, where guests may still be invited) the IFC/PHA Vice President of Risk management must be officially notified at least one day prior to the registration deadline (Wednesday of the week before the event).\*
    - a. \*most national organizations forbid co-sponsored events; therefore, chapters must ensure that their national organization's rules, policies, and insurance liability allows for such an event prior to registration.
1. Provisions:
    - a. Chapter Presidents, social chairs, and risk managers must meet before the event registration process begins to discuss logistics for the event (i.e. coordination of the transportation, sober monitors, and inter/national policies of national organizations).
    - b. Events may not be sponsored by more than three (3) IFC chapters.
    - c. In the case of a co-sponsored event, there shall be a maximum of a 2:1 guest-to-member ratio.
    - d. There shall be a limit of 700 total members and guests at the event.
    - e. If chapters wish to hold an event in which more than 700 guests would attend, it must be approved by the VP of Risk Management and the chapter's national organization two weeks (14 days) prior to the desired date of the event.
  - v. Guest/sober monitor lists must be finalized and turned in with the other appropriate paperwork at least one week prior to the event.
    1. Paperwork turned in late will result in an unapproved social
    2. Chapters that still hold the social event without approval will be subject to disciplinary actions outlined in the Alcohol Event Policy

3. Designated Entrances
  - i. Each event must have one entrance/exit and emergency exits that meet fire code regulations.
  - ii. A copy of the guest list must be kept at the entrance to the event.

#### **Subsection 8: Good Standing**

1. Chapters must remain in good standing with the following organizations in order to host or participate in an alcoholic event:
  - i. The Office of Greek Life
  - ii. The Interfraternity Council and/or Panhellenic Association
  - iii. Chapter National or International Organization
  - iv. ORG
2. Event Safety Presentation
  - i. In order to remain in good standing, the chapter president, social chair, and risk manager must attend an alcoholic event safety presentation.
  - ii. Chapters cannot host or participate in an alcoholic event until the aforementioned parties attend the alcoholic event safety presentation. Attendance will be taken at this event and is mandatory.
    1. This presentation shall be provided by the IFC/PHA executive board within the first week of each semester and shall include the following:
      - a. How to appropriately register an alcoholic event
      - b. How to be an effective sober monitor
      - c. How to ensure member/guest safety

#### **Subsection 9: Insensitive Party Themes**

1. Purpose: the Interfraternity Council and Panhellenic Association of the University of Missouri recognize that the actions of its individual chapters reflect back onto the Greek community as a whole.
  - i. All programming that could be construed as culturally insensitive by the general public are strictly prohibited. We recognize that this type of programming is contrary to our common beliefs in scholarship, leadership, service, and brotherhood/sisterhood.
2. Any chapter found in violation of this will be sent to The Office of Student Conduct.

### **Subsection 10: Beverages and Food**

1. Chapters are required to abide by their international/national policy regarding beverages and food at alcoholic events.
2. It is strongly recommended that during alcoholic events, chapters provide food and non-alcoholic beverages for all attending guests

### **Subsection 11: Education**

1. Alcohol and risk management education is critical to hosting safe and healthy events.
2. The IFC/PHA executive boards will support an ongoing effort to increase risk management education. Encouragement to utilize campus resources by having organization such as: the RSVP center, the Wellness Resource Center, the Student Health Center, SHAPE and other campus resources to help educate fraternity/sorority members in their specific area of specialty.

### **Subsection 12: Alcohol Promotion, Sponsorship and Advertising**

1. There shall be no open solicitation or encouragement of alcoholic consumption by contest or promotion in any chapter.
2. Posters, flyers or other advertisements for an event or for promoting the use of alcohol are prohibited.
3. No inference, implication, or symbolism, or alcohol will be allowed on invitations or any other means of advertising.
4. The Executive Board shall not use council funds to purchase alcoholic beverages.

### **Subsection 13: Alumni Events**

1. Chapters may host alcoholic events at the chapter house for the purpose of an alumni event or a home football game.
2. Provisions:
  - a. All alcoholic events at the chapter house must adhere to applicable guidelines outlined in the IFC/PHA alcoholic event policy
  - b. All alcoholic events at the chapter house must be properly registered with the Interfraternity Council
    - i. \*chapters must use the most current alcoholic event registration packet available
  - c. All alcoholic events at the chapter house shall require a registered third party vendor must comply with the national policy of the sponsoring organization.
  - d. Football Game events can take place for a maximum of 6 hours and can only be held until the end of the game.

### **By-Law V – Distribution of Constitution and By-Laws**

**Section 1:** The IFC's most current Constitution and By-Laws will be available on the University of Missouri's Greek Life Website.