

BYLAWS OF THE INTERFRATERNITY COUNCIL AT Baker University
(Last Revised April 11, 2017)

ARTICLE I – ROLE OF THE IFC REPRESENTATIVE

Section I. IFC Representative

The duties and responsibilities of all IFC Representatives are as follows:

- A. Serve as a representative and voice for his Member Fraternity's concerns regarding the fraternity community.
- B. Represent the larger fraternity community's interests.
- C. Inform his Member Fraternity of the actions, discussions, and workings of the IFC General Body.
- D. Serve as a liaison between the IFC General Body and his respective Member Fraternity.
- E. Serve as an active member of IFC Standing Committees and Ad Hoc Committees, as necessary.
- F. Represent the highest ideals of fraternity life to the greater campus community.

ARTICLE II – ROLE OF THE IFC EXECUTIVE BOARD OFFICERS

Section I. IFC President

The duties and responsibilities of the IFC President are as follows:

- A. Provide guidance and focus to the efforts of the General Body and Executive Committee.
- B. Preside over all meetings of the General Body and Executive Committee.
- C. Cast the final vote in the event of a tie.
- D. Build rapport and establish positive working relationships between IFC and Member Fraternity leaders.
- E. Serve as the official spokesperson for the fraternity community.
- F. Establish positive working relationships with campus and local law enforcement agencies.
- G. Regularly interact with the leaders of other governing councils and campus organizations.
- H. Establish a working relationship with key college administrators.
- I. Establish a working relationship with and communicate campus data, issues, and trends in a timely manner to the NIC.
- J. Maintain current information for accurate Member Fraternity rosters.
- K. Develop opportunities for continuing member education by collaborating with alumni, Baker University offices and departments,

and student organizations to offer educational programming covering the following topics: academic achievement, alcohol consumption, career preparation, civic engagement, hazing, leadership development, sexual assault/abuse, and values and ethics.

- L. Collect and disseminate information on the fraternity community to all campus and community media sources.
- M. Keep the media informed on upcoming events or potential news.

Section II. IFC Vice President of Judicial Affairs

The duties and responsibilities of the IFC Vice President of Judicial Affairs are as follows:

- A. Serve as chair of the IFC Judicial Committee and serve as the non-voting Chief Justice of all IFC Judicial Board hearings.
- B. Investigate and refer to the IFC Judicial Board alleged violations of IFC policy, including but not limited to:
 - 1. the IFC Constitution, Bylaws, and policies;
 - 2. Federal, state, and local laws;
 - 3. the rules and regulations of Baker University; and
 - 4. the general values-based conduct of fraternity men.
- C. Ensure proper filing and preparation for all judicial actions.
- D. Ensure compliance with all IFC judicial action imposed upon a Member Fraternity.
- E. Educate Member Fraternities on the IFC Constitution and Bylaws, judicial processes, and risk management policies.
- F. Conduct judicial policy and procedures training for new IFC Judicial Committee justices.
- G. Assist in conflict mediation between Member Fraternities.
- H. Review all IFC governance documents, at least annually.
- I. Assume duties of the IFC President in the event of his absence.

Section III. IFC Vice President of Recruitment

The duties and responsibilities of the IFC Vice President of Recruitment are as follows:

- A. Serve as chair of the IFC Recruitment Committee.
- B. Utilize technology (social media, fraternityinfo.com, etc.) in recruitment and marketing efforts.
- C. Produce and distribute promotional materials to all incoming students and unaffiliated students.
- D. Develop recruitment workshops and programs for Member Fraternities.
- E. Uphold the IFC Recruitment Policy and ensure no restrictive policies are placed on new member recruitment.
- F. Maintain an interest list of Potential New Members.

- G. Collect and maintain accurate New Member Rosters for each Member Fraternity.
- H. Provide advice and support to Member Fraternity recruitment officers.

Section IV. IFC Vice President of Finance and Communications

The duties and responsibilities of the IFC Vice President of Finance and Communications are as follows:

- A. Serve as chair of the IFC Finance Committee.
- B. Supervise the annual budget process.
- C. Collect IFC Member Fraternity dues or other assessments as needed.
- D. Maintain accurate records throughout the year through invoicing and receipts.
- E. Review and approve all IFC Expenditure Request Forms and IFC Reimbursement Request Forms.
- F. Make all disbursements with a cosigner.
- G. Prepare financial statements monthly and at the end of each term for distribution to all Member Fraternities.
- H. Make bank deposits when necessary and in a timely manner.
- I. Provide advice and support to Member Fraternity financial officers.
- J. Record meeting minutes and email to all officers, delegates and FSLC.

Section V. IFC Vice President of Standards

The duties and responsibilities of the IFC Vice President of Standards are as follows:

- A. Coordinate a scholarship chair orientation program for Member Fraternities.
- B. Collect and distribute academic performance rankings.
- C. Publish important academic dates and deadlines.
- D. Collect and distribute information about campus academic services, such as tutors, the writing lab, math lab, learning assistance programs, interest tests, career counseling, placement workshops, and library resources.
- E. Work individually with member fraternity scholarship chairs below the all-men's grade point average.
- F. Build and maintain relationships with faculty, academic offices, and academic honorary societies.
- G. Provide advice and support to Member Fraternity scholarship officers.

ARTICLE III – ROLE OF THE IFC JUSTICE

Section I. IFC Justice

The duties and responsibilities of an IFC Justice are as follows:

- A. Serve as an impartial justice, as called, on IFC Judicial Board hearings.
- B. Uphold:
 - 1. the IFC Constitution, Bylaws, Code of Conduct, and policies;
 - 2. the rules and regulations of Baker University; and
 - 3. the general values-based conduct of fraternity men.
- C. Maintain confidentiality in all judicial hearings, matters, and deliberations.

ARTICLE IV – ROLE OF IFC STANDING COMMITTEES

Section I. IFC Recruitment Committee

The IFC Recruitment Committee shall assist the IFC Vice President of Recruitment in the development and implementation of activities, programs, and resources that foster its Member Fraternities' ability to implement a successful and quality recruitment effort while ensuring no restrictive policies are imposed on new member recruitment.

Section II. IFC Finance Committee

The IFC Finance Committee shall assist the IFC Vice President of Finance in the development of IFC fiscal policies, annual budgets, and programs that assist Member Fraternities' financial officers. The Committee shall also review and/or propose changes to the IFC dues structure.

Section III. IFC Standards Committee

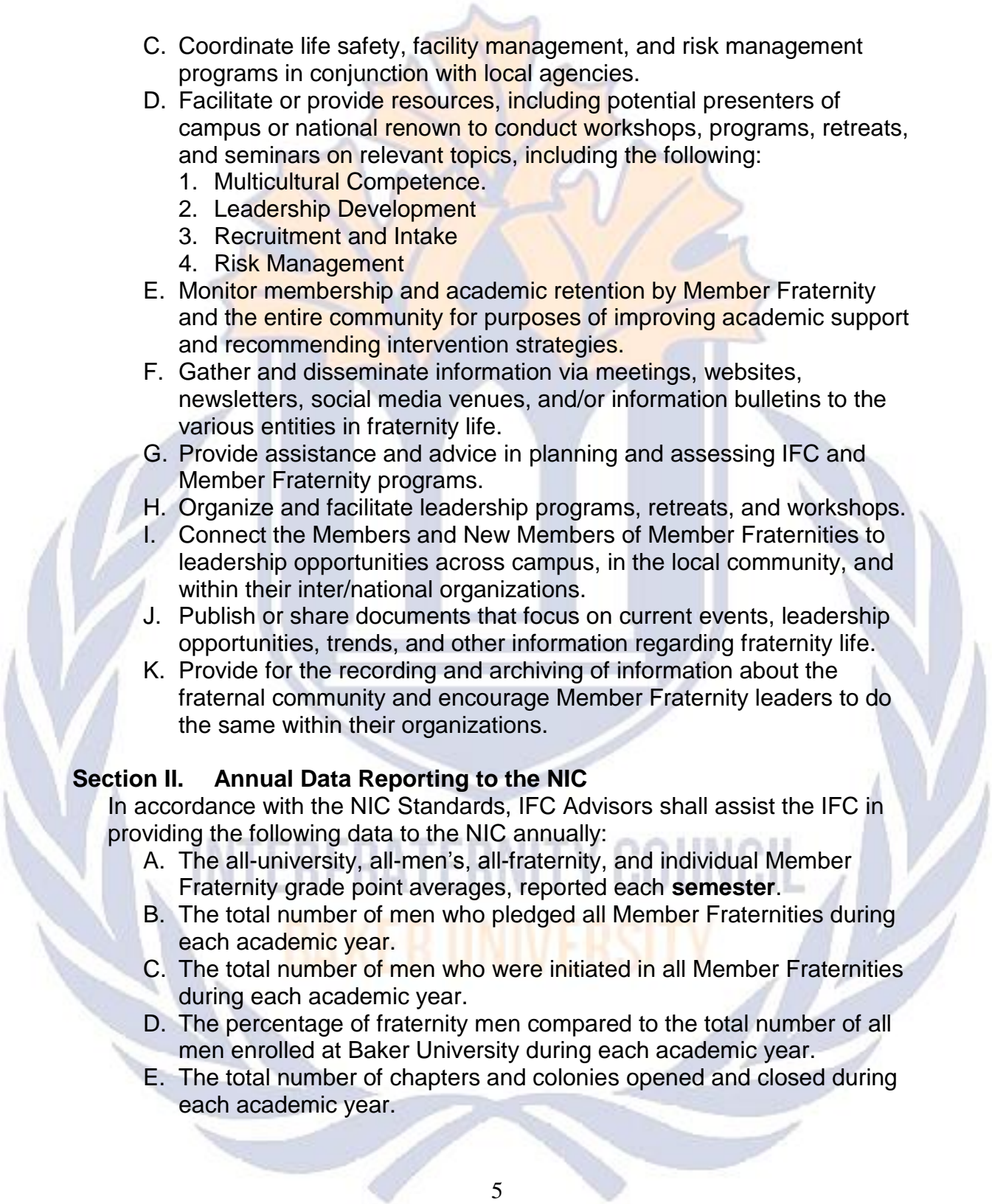
The IFC Standards Committee shall assist the IFC Vice President of Standards in the development and implementation of activities, programs, and resources that promote academic achievement within its Member Fraternities.

ARTICLE V – ROLE OF THE IFC ADVISOR

Section I. IFC Advisor

In accordance with the Standards and Guidelines for Fraternity and Sorority Advising Programs of the Council for the Advancement of Standards in Higher Education (CAS), the duties and responsibilities of the IFC Advisor are as follows:

- A. Advise the IFC and its Member Fraternities.
- B. Advise financial processes.

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- C. Coordinate life safety, facility management, and risk management programs in conjunction with local agencies.
 - D. Facilitate or provide resources, including potential presenters of campus or national renown to conduct workshops, programs, retreats, and seminars on relevant topics, including the following:
 - 1. Multicultural Competence.
 - 2. Leadership Development
 - 3. Recruitment and Intake
 - 4. Risk Management
 - E. Monitor membership and academic retention by Member Fraternity and the entire community for purposes of improving academic support and recommending intervention strategies.
 - F. Gather and disseminate information via meetings, websites, newsletters, social media venues, and/or information bulletins to the various entities in fraternity life.
 - G. Provide assistance and advice in planning and assessing IFC and Member Fraternity programs.
 - H. Organize and facilitate leadership programs, retreats, and workshops.
 - I. Connect the Members and New Members of Member Fraternities to leadership opportunities across campus, in the local community, and within their inter/national organizations.
 - J. Publish or share documents that focus on current events, leadership opportunities, trends, and other information regarding fraternity life.
 - K. Provide for the recording and archiving of information about the fraternal community and encourage Member Fraternity leaders to do the same within their organizations.

Section II. Annual Data Reporting to the NIC

In accordance with the NIC Standards, IFC Advisors shall assist the IFC in providing the following data to the NIC annually:

- A. The all-university, all-men's, all-fraternity, and individual Member Fraternity grade point averages, reported each **semester**.
- B. The total number of men who pledged all Member Fraternities during each academic year.
- C. The total number of men who were initiated in all Member Fraternities during each academic year.
- D. The percentage of fraternity men compared to the total number of all men enrolled at Baker University during each academic year.
- E. The total number of chapters and colonies opened and closed during each academic year.

- F. The total number of full-time professionals employed by Baker University who work directly within fraternity and sorority life, during each academic year.
- G. The five-year graduation rate of fraternity men compared to the five-year graduation rate of all men enrolled at Baker University during each academic year.

ARTICLE VI – FINANCIAL MANAGEMENT POLICY

Section I. Fiscal Year

The IFC Fiscal Year shall be from January 1 to December 31.

Section II. IFC Annual Budget

The Vice President of Finance and the IFC Finance Committee shall propose an annual budget to the IFC Executive Board by October 1. Upon adoption by the IFC Executive Board, the budget shall be presented to the IFC General Body for ratification.

Section III. IFC Contingency Account

The IFC Budget shall include a contingency account that equals 10-15% of the overall expenses. The contingency account shall be utilized for cost overruns in budgeted areas and/or unanticipated, unbudgeted items, such as new IFC programs developed after the budget was finalized. At the end of the fiscal year, any amount remaining in the IFC Contingency Account shall be carried over to the next fiscal year.

Section IV. Appropriate Use of IFC Funds

IFC funds are under the jurisdiction of the IFC Member Fraternities and shall only be used in a manner that benefits the fraternity community and that is congruent with the values of fraternity life. IFC funds shall not be used to purchase alcoholic beverages.

Section V. Expenditure Approval

The IFC President and the IFC Vice President of Finance shall approve all budgetary expenditures. Requests for budgetary expenditures shall be made utilizing the IFC Expenditure Request Form. All expenditure requests shall be submitted at least two weeks prior to the date of the requested disbursement.

Section VI. Requests for Reimbursement

Individuals or Member Fraternities conducting business on behalf of the IFC may request a reimbursement for their expenses utilizing the IFC Reimbursement Request Form. All reimbursement requests shall be

submitted within two weeks of the purchase and are subject to the approval of the IFC President and IFC Vice President of Finance.

Section VII. Signature Requirements for Financial Accounts and Transactions

The signature of both the IFC President and IFC Vice President of Finance shall be required on all IFC financial accounts and transactions.

Section VIII. Financial Reporting

The IFC Vice President of Finance shall provide a financial report to the IFC General Body on a monthly basis including all income and expenses during the given period of time and in relation to the overall budget for each line item.

Section IX. Financial Record Keeping

The IFC Vice President of Finance shall maintain accurate and organized financial records consisting of all receipts and invoices, copies of all monetary disbursements and deposits, IFC financial forms and reports, actual dues levied, canceled checks, ledgers, and journals.

Section X. Independent Annual Financial Audit

An independent audit of all IFC financial accounts shall occur within two weeks of the end of the fiscal year by a certified public accountant.

ARTICLE VII – MEMBER FRATERNITY FINANCIAL OBLIGATIONS

Section I. IFC Active Member Fraternity Dues

The **semester** dues for each Member Fraternity shall be fixed at \$12 per active member.

Section II. Establishment of IFC Member Fraternity Dues

Any proposed amendment to the established per active member dues in Section I of this Article shall be initiated utilizing the following protocol:

- A. If the IFC Executive Board determines a need to amend the established per active member dues amount, it shall charge the IFC Finance Committee with assessing the current dues amount and providing a recommendation for possible amendments.
- B. The IFC Executive Board shall consider any recommendations made by the IFC Finance Committee and propose an amendment to the dues amount to the IFC General Body.
- C. A 2/3 vote of the IFC General Body is required to amend the IFC Member Fraternity dues amount.

Section III. IFC Member Fraternity Dues Assessment

The aggregate total of dues assessed shall be based upon each Member Fraternity's **semester** Active Member Roster that is filed with the IFC President in accordance with the requirements of Article III, Section III(E) of the Constitution. The IFC Vice President of Finance shall invoice each Member Fraternity within one week of receipt of an Active Member Roster or New Member Roster. Invoices shall be paid within two weeks of receipt.

Section IV. Delinquent Payments

Any amount unpaid by the due date shall result in a 10% penalty and loss of representation in the IFC General Body until payment has been made. Any amount unpaid within one month of the due date shall result in the Member Fraternity being referred to the IFC Vice President of Judicial Affairs for possible judicial action.

ARTICLE VIII – IFC CODE OF CONDUCT

Section I. IFC Code of Conduct

As members of the IFC, we, the Member Fraternities, hereby agree to and adopt the following code of conduct:

- A. We will know and understand the ideals expressed in our fraternity Rituals and will strive to incorporate them in our daily lives.
- B. We will strive for academic achievement and practice academic integrity.
- C. We will respect the dignity of all persons; therefore, we will not physically, mentally, psychologically or sexually abuse or harm any human being.
- D. We will protect the health and safety of all human beings.
- E. We will respect our property and the property of others; therefore, we will neither abuse nor tolerate the abuse of property.
- F. We will meet our financial obligations in a timely manner.
- G. We will neither use nor support the use of illegal drugs; we will neither misuse nor support the misuse of alcohol.
- H. We acknowledge that a clean and attractive environment is essential to both physical and mental health; therefore, we will do all in our power to see that our properties are properly cleaned and maintained.
- I. We will challenge all fraternity members to abide by IFC, NIC, University, State, National, and Federal expectations and will hold chapters and members accountable for any violations.

ARTICLE IX – IFC JUDICIAL POLICY

Section I. IFC Judicial Powers and Responsibilities

Per Article VI, Section I of the IFC Constitution, the IFC shall be a self-governing organization with an independent Judicial Committee who shall have jurisdiction over cases involving alleged member fraternity violations of IFC policy, including but not limited to:

- A. The IFC Constitution, Bylaws, Code of Conduct, and policies;
- B. the rules and regulations of Baker University; and
- C. the general values-based conduct of fraternity men.

Section II. Due Process

In appearing before the Judicial Board, each Member Fraternity shall be granted certain rights termed “due process.” Those rights are:

- A. Right to be notified, in writing, of all charges, as outlined in the Bylaws;
- B. Right to present a defense, including the calling of witnesses;
- C. Right to question witnesses;
- D. Right to be accompanied by an advisor for advisory purposes only, but not for representation;
- E. Right to be notified, in writing, of all findings and sanctions imposed, as outlined in the Bylaws;
- F. Right to appeal the decision, as outlined in the Bylaws.
- G. Right against double jeopardy.

Section III. Filing of Complaints

Any student, faculty, administrator, community resident or fraternity/sorority may file a complaint against a Member Fraternity, specifying in writing the particular alleged acts of the accused. This must be done by submitting an IFC Judicial Complaint Form to the IFC Vice President of Judicial Affairs. The IFC Vice President of Judicial Affairs shall promptly review and investigate the allegation. Upon determination that an allegation has merit, the IFC Vice President of Judicial Affairs may charge a Member Fraternity with a violation.

Section IV. Notification of Charges

Once the IFC Vice President of Judicial Affairs has determined the filed complaint has merit, the Member Fraternity is to be provided written notification of the charges at least one week in advance of the hearing. This written notification shall include the following:

- A. Date, time and location of their informal judicial hearing;
- B. Description of the alleged violation; and
- C. Due Process Rights.

Section V. Investigatory Evidence

All evidence related to a complaint shall be compiled and presented to all parties prior to any Informal Judicial Hearing or Formal Judicial Board Hearing. All evidence shall be directly related to the complaint(s) alleged against the Member Fraternity and shall be approved by the IFC Vice President of Judicial Affairs prior to circulation.

Section VI. Informal Judicial Hearing

Upon a finding of the IFC Vice President of Judicial Affairs that a filed complaint has merit, he shall offer the charged Member Fraternity the opportunity to participate in an Informal Judicial Hearing.

In cases in which the charged Member Fraternity accepts an Informal Judicial Hearing, the IFC Vice President of Judicial Affairs shall meet with a representative of the charged Member Fraternity to discuss the allegations of the complaint. Within three (3) business days of the Informal Judicial Hearing, the IFC Vice President of Judicial Affairs may dismiss the complaint with a finding of no violations or provide the charged Member Fraternity with his finding of violations and recommendation for a resolution through disciplinary sanctions. The charged Member Fraternity has three (3) business days to accept or reject the terms of resolution. If the charged Member Fraternity accepts the resolution, the charged Member Fraternity waives all rights of appeal and the outcome is final.

If the charged Member Fraternity rejects the resolution, a Formal IFC Judicial Board Hearing will be convened to hear the case.

Section VII. Prohibited Sanctions for Informal Judicial Hearings

The IFC Vice President of Judicial Affairs shall not recommend suspension or loss of IFC recognition through an Informal Judicial Hearing. Should the IFC Vice President of Judicial Affairs believe suspension or loss of IFC recognition is warranted, the case shall automatically be referred to a Formal IFC Judicial Board hearing.

Section VIII. Formal IFC Judicial Board Hearing

If:

- A. the charged Member Fraternity rejects having an Informal Judicial Hearing;
- B. the charged Member Fraternity rejects the Informal Judicial Hearing recommendation for resolution; or

C. the IFC Vice President of Judicial Affairs determines the allegation is egregious enough to warrant potential suspension or loss of IFC recognition;
the IFC Vice President of Judicial Affairs shall convene a Formal IFC Judicial Board Hearing.

In accordance with Article VI, Section VI, of the IFC Constitution, the IFC Vice President of Judicial Affairs will select five (5) Judicial Committee justices, as predetermined by an alphabetical rotation of the Member Fraternities, to hear the case. In the event the IFC Judicial Committee rotation for service on a Judicial Board hearing falls upon an IFC Justice whose Member Fraternity is involved in the alleged violation, the rotation will skip to the next Member Fraternity in the alphabetical rotation.

The IFC Vice President of Judicial Affairs shall serve as a non-voting Chief Justice and the procedural officer for all Judicial Board hearings.

Section IX. Formal IFC Judicial Board Hearing Proceedings

For all IFC Judicial Board hearings, the following procedures shall be followed:

- A. **Participants:** Attendance at all IFC Judicial Board hearings shall be limited to the Member Fraternities involved, any witnesses, the IFC Justices assigned to serve on the Judicial Board for the hearing, and the IFC Vice President of Judicial Affairs. Additionally, the charged Member Fraternity may be accompanied by its chapter advisor during any Judicial Board hearing. The chapter advisor must be registered as the official chapter advisor of the Member Fraternity.
- B. **Confidentiality:** All individuals involved in a hearing are required to agree to a statement of confidentiality. Individuals shall not disclose information regarding the following:
 1. Any individuals, Member Fraternities, or IFC Justices involved.
 2. Details of the proceedings
 3. Witness testimony.
- C. **Hearing Process:**
 1. **Initiation of the Hearing:** The IFC Vice President of Judicial Affairs shall inform all individuals present that the hearing will be conducted in an orderly manner and any person causing disruption will be asked to leave. Additionally, he shall advise the charged Member Fraternity of the formality of the hearing and the necessity of all parties to be truthful.

2. Overview of Judicial Hearing Process: The IFC Vice President of Judicial Affairs shall outline the process for the remainder of the hearing as follows:
 - a. Presentation of alleged charges, violations, and investigatory evidence against the charged Member Fraternity shall be presented by the IFC Vice President of Judicial Affairs:
 - i. Charged Member Fraternity may ask questions;
 - ii. IFC Justices may ask questions;
 - b. Presentation of charged Member Fraternity:
 - i. IFC Justices may ask questions;
 - c. Calling of Witnesses
 - i. Charged Member Fraternity may ask questions;
 - ii. IFC Justices may ask questions;
 - d. Charged Member Fraternity may give final statement;
 - e. IFC Justices deliberate in closed session to determine findings of responsibility and if necessary, appropriate sanction(s).
- D. The judicial process applies equally to all parties of co-sponsored social events. If violations occur, both the fraternity(s) and sorority(s) sponsoring the event are held accountable and share responsibility when the investigation and findings of fact warrant it.

Section X. Conflicts of Interest

In the event the IFC Vice President of Judicial Affairs' Member Fraternity is involved in the alleged violation, the highest ranking IFC Executive Board officer, starting with the IFC President, as listed in Article V, Section II of the IFC Constitution, shall serve in his stead.

Section XI. Prohibition on Recruitment Restrictions as a Sanction

The IFC Judicial Board may impose educational and punitive sanctions, as prescribed in the IFC Bylaws, but under no circumstances may it prohibit a Member Fraternity's ability to recruit.

Section XII. Non-Status Sanctions

The following are sanctions that may be imposed by the IFC Judicial Board and/or IFC Vice President of Judicial Affairs (including, but not limited to):

- A. Letter of apology
- B. Fines
- C. Restitution
- D. Educational programming
- E. Public service to the campus or community
- F. Meetings with campus office/departments
- G. Loss of social event and/or campus event privileges

- H. Loss of eligibility for IFC Awards
- I. Censure

Section XIII. Status Sanctions

In the event of an egregious violation, the following are sanctions that may be imposed by the IFC Judicial Board for a specified period of time:

- A. Suspension: Loss of IFC voting rights, removal from Good Standing status, and any additional sanctions listed in Non-Status Sanctions.
- B. Loss of IFC Recognition: Loss of IFC recognition and its rights and privileges.
- C. Past organizational offenses are not considered when determining innocence or guilt, but may be considered when deliberating sanctions.

Section XIV. Duration of Sanctions

Judicial action shall specify the duration and deadlines of any sanctions imposed. After such specified time, if the Member Fraternity has fulfilled the requirements of the sanctions imposed, the Member Fraternity shall return to good standing. In the event the Member Fraternity does not fulfill all of the requirements of the sanctions imposed, the IFC Vice President of Judicial Affairs shall convene a Formal IFC Judicial Board Hearing to determine future course of action.

Section XV. Notification of Findings

Within three (3) business days of any Informal or Formal Judicial Hearing, the IFC Vice President of Judicial Affairs shall communicate in writing to the charged Member Fraternity, its inter/national headquarters, and its chapter advisor, as well as any relevant Baker University administrators, the alleged violation, the findings of the hearing, and any sanction(s) imposed. Public access to results of hearings are provided upon request to the IFC.

The IFC Vice President of Judicial Affairs shall notify the IFC General Body of any sanctions imposed upon a Member Fraternity through any Informal or Formal Judicial Hearing.

Section XVI. Appeals

The IFC Judicial Board's decision is subject to appeal by a Member Fraternity within two weeks of receiving written notification of the decision. Appeals shall be made in writing to the IFC President and shall be made solely on the following grounds:

- A. Error in the charge and/or Judicial Board Hearing process that materially affected the outcome.
- B. The severity of the sanction did not match the severity of the violation.
- C. New information that could not have been discovered prior to the IFC Judicial Board Hearing through the exercise of reasonable diligence.

Sanctions imposed through the Judicial Process shall stand until an appeal is heard.

Section XVII. Non-Status Sanctions Appeals

The IFC Executive Board shall hear appeals for Non-Status Sanctions. The IFC Vice President of Judicial Affairs shall first present the IFC Judicial Board's decision and rationale for its actions. The appealing Member Fraternity shall then be afforded the opportunity to present its reasoning for seeking a reconsideration of the IFC Judicial Board's actions. Any individual from the appealing Member Fraternity serving on the IFC Executive Board shall not participate in the appeal proceedings. The IFC Executive Board may either dismiss the charge(s) with no sanctions or to alter the sanctions imposed by a two-thirds (2/3) vote. The decision of the IFC Executive Board shall be final for Non-Status Sanctions.

Section XIX. Status Sanctions Appeals

The IFC General Body shall hear appeals for Status Sanctions. The IFC Vice President of Judicial Affairs shall first present the IFC Judicial Board's decision and rationale for its actions. The appealing Member Fraternity shall then be afforded the opportunity to present its reasoning for seeking a reconsideration of the decision. Upon completion of the Member Fraternity appeal presentation, all representatives of the Member Fraternity shall be dismissed from the meeting, including the Member Fraternity's IFC Representative and Alternate Representative.

The IFC General Body shall first vote on whether to uphold the status sanction, which shall require a two-thirds (2/3) vote. In the event the IFC General Body fails to uphold the decision, the IFC General Body shall determine by a two-thirds (2/3) vote to either dismiss the charge(s) with no sanctions or to alter the sanctions imposed.

The decision of the IFC General Body shall be final with no further appeal rights.

ARTICLE X – EXPANSION POLICY

Section I. Expansion Philosophy

In accordance with the North-American Interfraternity Conference's Position on Open Expansion, the IFC at Baker University believes the best interests of higher education and of the fraternity movement are served through the establishment of new chapters that provide a fraternal experience for an increasing number of college men. Expansion gives men more choices; it brings new influence and direction to a campus fraternal community; it provides new leadership and renewed motivation. To that end, the Member Fraternities of the IFC:

- A. Will not prohibit an inter/national organization from selecting undergraduates for the purpose of establishing a chapter on the campus; and
- B. Will not deter expansion by withholding membership in the IFC for any inter/national member organization.

Section II. Expansion Processes

There are several routes for an expansion to occur, including:

- A. Open Invitation to Colonize: In the event the IFC wishes to seek expansion opportunities, a formal invitation shall be sent to inter/national organizations requesting Letters of Intent. The IFC President shall contact the North-American Interfraternity Conference (NIC) for assistance with communicating with inter/national organizations. If multiple inter/national organizations submit Letters of Intent, the IFC President will coordinate with the inter/national organizations and the NIC to establish an agreeable timeline for expansion.
- B. Inter/national Fraternity Colonization: If an inter/national fraternity petitions to join the IFC, a Letter of Intent shall be sent to the IFC President.
- C. Student Interest Group Colonization: A group of enrolled students at Baker University may choose to form a chapter that is affiliated with an inter/national organization and may seek membership in the IFC as a result of that affiliation. The group of interested students shall submit a Letter of Intent that includes a Letter of Endorsement from the inter/national organization.

Section III. Letter of Intent

A Letter of Intent shall consist of information pertinent to educating the fraternity community on the inter/national organization, including:

- A. Overview of the Fraternity's History, Mission, and Values;

- B. Summary of the Colonization Plan, including: outline of the colonization timeline, inter/national and/or local support, and contact information; and
- C. Statement of agreement with the Minimum Expectations as stated in Article III, Section III and the NIC Standards as stated in Article III, Section VI of the IFC Constitution.

Upon receipt of the Letter of Intent, the IFC President shall notify the IFC General Body of the inter/national fraternity's intent and the process by which the inter/national organization intends to colonize. Following NIC Standards, the IFC General Body shall grant the organization Associate Membership.

Section IV. Granting of Associate Member Status

Associate Membership grants the Member Fraternity all rights, privileges, and responsibilities under the IFC Constitution and By-Laws, except that it does not have voting privileges, cannot hold IFC Executive Board positions, nor have an IFC Judicial Committee Justice.

Section V. Granting of Full Member Status

Upon chartering with its inter/national organization, the Associate Member Fraternity shall become a full member of the IFC with all rights privileges and responsibilities under the IFC Constitution and Bylaws.

ARTICLE XI – RECRUITMENT POLICY

Section I. Recruitment Philosophy

The IFC supports open recruitment and believes a man shall be free to join a Member Fraternity at a time that is mutually beneficial to both himself and the Member Fraternity. To this end, the IFC shall not establish policies that inhibit men from participating in recruitment activities and joining Member Fraternities.

Section II. IFC Sponsored Recruitment

Under the guidance of the IFC Vice President of Recruitment, the IFC shall designate periods of time during each [semester/quarter/term] when the IFC will assist Member Fraternities by advertising their recruitment events, hosting campus-wide recruitment events, and educating Potential New Members on the fraternity community.

The IFC Vice President of Recruitment shall solicit and maintain a Potential New Member Roster, which shall be a roster of men interested in fraternity recruitment, and shall make that list available to each Member Fraternity.

Section III. Year-Round Recruitment

Member fraternities are encouraged to participate in year-round recruitment and shall establish recruitment practices and timelines as determined to best serve that Member Fraternity.

Section IV. Member Fraternity Recruitment

Each Member Fraternity shall develop recruitment events, materials, and activities that are:

- A. Values-based;
- B. Alcohol-free and illegal substance-free;
- C. Not derogatory, degrading, or slanderous; and
- D. In support of the National Panhellenic Conference's Unanimous Agreement X that supports each College Panhellenic denouncing the participation of undergraduate Panhellenic women in men's recruitment.

Section V. Bidding

Each Member Fraternity shall reserve the right to extend or retract a bid utilizing a process and timeline as determined by that Member Fraternity.

Each Potential New Member shall reserve the right to accept or decline any bid at any time without any penalty or pressure placed upon the Potential New Member.

Section VI. Report of New Members

Each Member Fraternity shall submit a New Member Roster to the IFC Vice President of Recruitment within one week of pledging any New Member.

Section VII. New Member Disassociation / De-pledging

A New Member shall reserve the right to disassociate / de-pledge from the new member process of any Member Fraternity at any time and may accept a bid from another Member Fraternity at any time following that disassociation / de-pledging.

Each Member Fraternity shall submit an updated New Member Roster to the IFC Vice President of Recruitment within one week of any New Member disassociating / de-pledging.

Section VIII. Comity

No Member Fraternity shall initiate communication with a New Member or Member of another Member Fraternity about disassociation / de-pledging in order to become a New Member or Member of their own Member Fraternity.

Section IX. Recruitment Rules

Formal Recruitment:

- A. Formal Recruitment shall begin the day before All-Student Move-In Day (not including athletes), and shall end on Bid Day.
- B. There shall be no woman at Formal Recruitment activities, with the exception of any female currently serving as a house parent and/or cook.
- C. The wearing of fraternity letters and pins shall be allowed at all times.
- D. Each fraternity shall take sole responsibility of every individual member, and alumni of a fraternity shall constitute an action of that fraternity.
- E. There shall be no statements of opinion – positive or negative – conveyed to a potential new member about another fraternity through verbal or written communication. Statements of verifiable fact may be made to potential new members – i.e. Room & Board expenses, Food plan arrangements.
- F. Potential new members shall not be present at the chapter houses outside of designated recruitment event times during formal recruitment.
- G. Bids shall be handed out at the time deemed appropriate by IFC.
- H. Only fraternity chapter members, house parents, cooks, alumni, and potential new members are permitted at chapter houses during formal recruitment. Female students are not permitted during the scheduled time of the Recruitment event.

Open Recruitment:

- A. There shall be no woman at Open Recruitment activities, with the exception of any female currently serving as a house parent and/or cook.
- B. The wearing of fraternity letters and pins shall be allowed at all times.
- C. Each fraternity shall take sole responsibility of every individual member, and alumni of a fraternity shall constitute an action of that fraternity.
- D. There shall be no statements of opinion – positive or negative – conveyed to a potential new member about another fraternity through verbal or written communication. Statements of verifiable fact may be

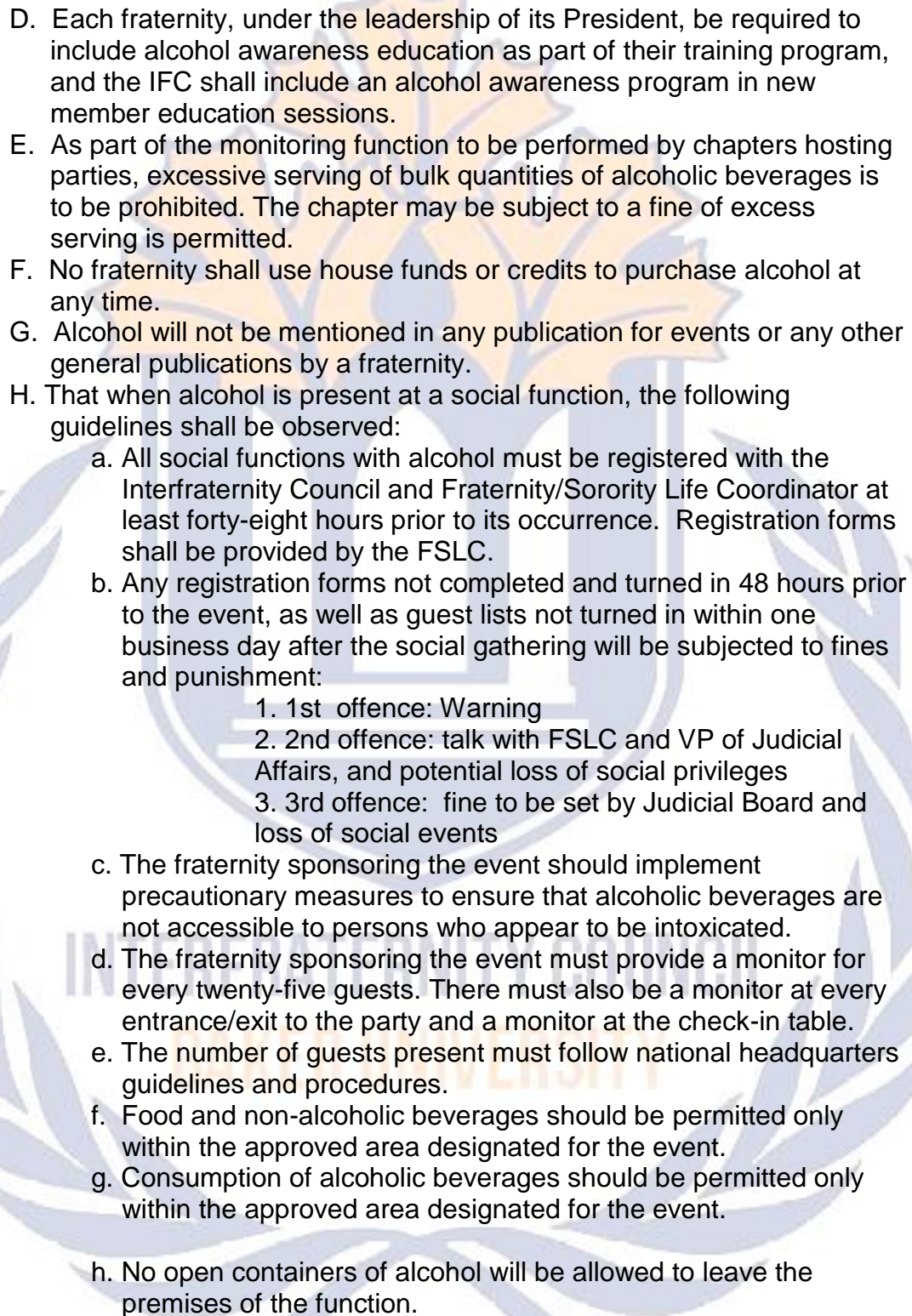
- made to potential new members – i.e. Room & Board expenses, Food plan arrangements.
- E. Bids may be handed out when deemed appropriate by IFC.
 - F. The names of all individuals to whom bids have been extended to must be filed in the Advisor's Office by the fraternity upon issuance.
 - G. Only fraternity chapter members, house parents, alumni, and potential new members are permitted at chapter houses during formal recruitment. Female students are not permitted during the scheduled time of the Recruitment event.
 - H. Open bidding shall occur when deemed appropriate by IFC.
 - I. Violation of any of the rules pertaining to recruitment (Formal or Open) shall be punishable accordingly:
 - a. 1st offence: Warning
 - b. 2nd offence: talk with FSLC and VP of Judicial Affairs, and potential loss of social privileges
 - c. 3rd offence: fine to be set by Judicial Board and loss of social events
 - J. Sanctions are held through calendar year.

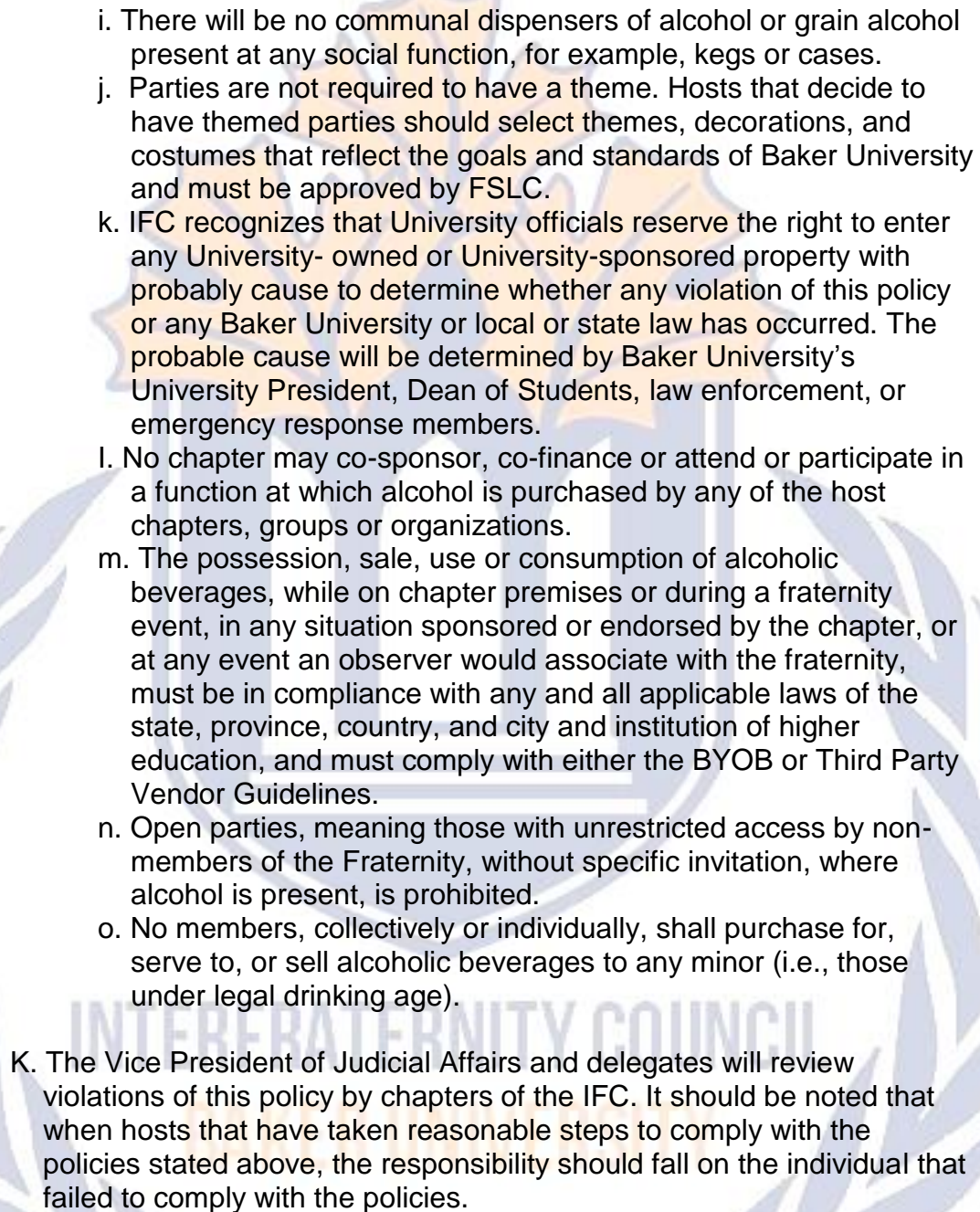
ARTICLE XII – POLICIES ON THE RESPONSIBLE USE OF ALCOHOL

Section I. Policies on the responsible use of alcohol

The safety of fraternity members and guests at social functions is a major concern of IFC. IFC is concerned about the consumption and abuse of alcoholic beverages on campus. The dangers of misuse of alcohol to individuals, to groups, to the fraternity system, and the campus community are self-evident. The State of Kansas has enacted the law restricting designated a "dry area". An affirmative program to deal with the problem will only be effective by common consent and unified action. Therefore, the following policies are adopted by the IFC at Baker University.

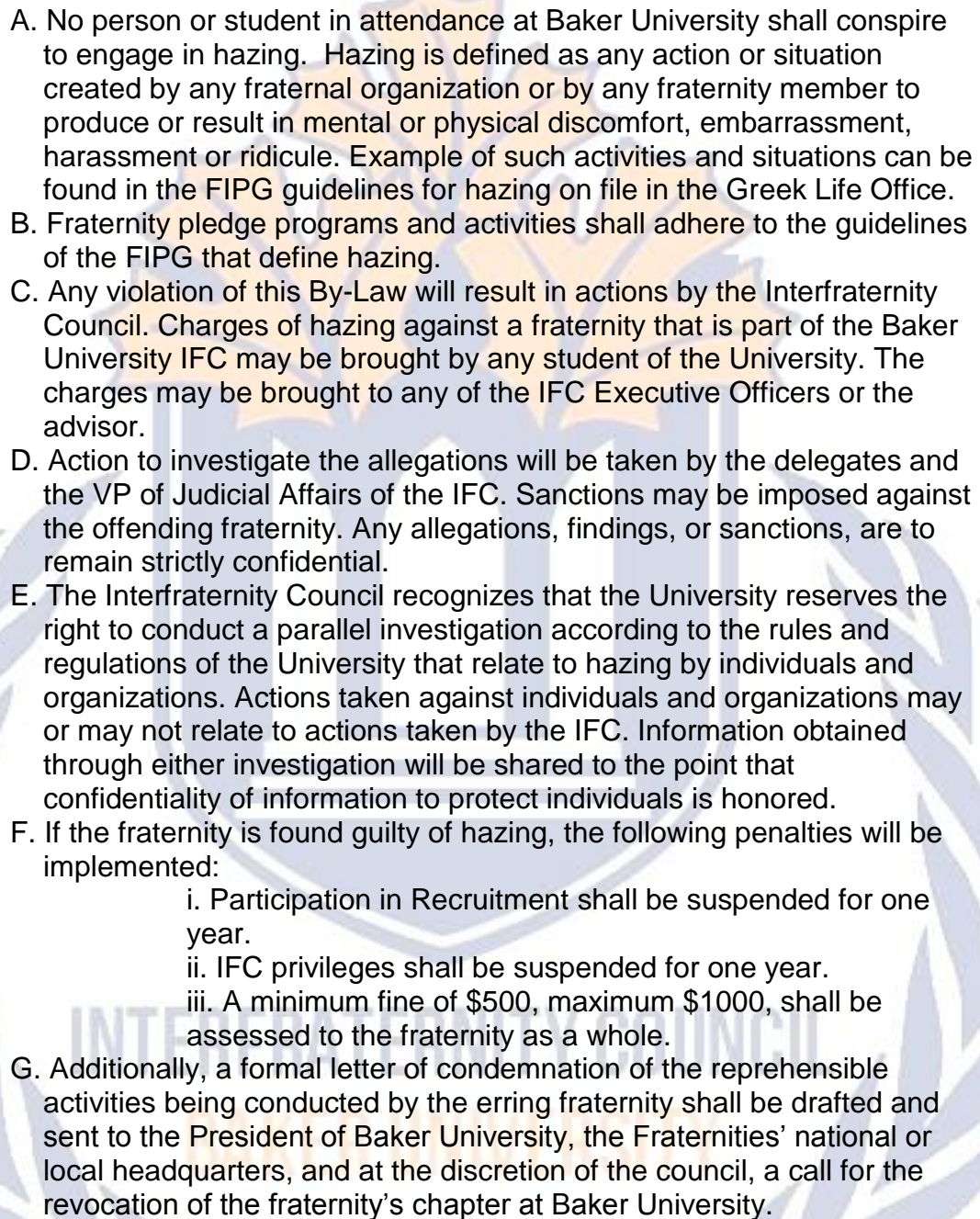
- A. That personal worth and character be the focus of membership recruitment efforts, and that alcohol not be used during the recruitment process. Baker University shall hold non-alcoholic Recruitment.
- B. Each individual member who is of legal age is encouraged to make responsible decisions about alcohol use, and all members will respect such decisions.
- C. Every member must consider the impact that his decision and his actions have on his chapter, his fraternity, and on the Greek-letter image at Baker University.

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- D. Each fraternity, under the leadership of its President, be required to include alcohol awareness education as part of their training program, and the IFC shall include an alcohol awareness program in new member education sessions.
 - E. As part of the monitoring function to be performed by chapters hosting parties, excessive serving of bulk quantities of alcoholic beverages is to be prohibited. The chapter may be subject to a fine of excess serving is permitted.
 - F. No fraternity shall use house funds or credits to purchase alcohol at any time.
 - G. Alcohol will not be mentioned in any publication for events or any other general publications by a fraternity.
 - H. That when alcohol is present at a social function, the following guidelines shall be observed:
 - a. All social functions with alcohol must be registered with the Interfraternity Council and Fraternity/Sorority Life Coordinator at least forty-eight hours prior to its occurrence. Registration forms shall be provided by the FSLC.
 - b. Any registration forms not completed and turned in 48 hours prior to the event, as well as guest lists not turned in within one business day after the social gathering will be subjected to fines and punishment:
 - 1. 1st offence: Warning
 - 2. 2nd offence: talk with FSLC and VP of Judicial Affairs, and potential loss of social privileges
 - 3. 3rd offence: fine to be set by Judicial Board and loss of social events
 - c. The fraternity sponsoring the event should implement precautionary measures to ensure that alcoholic beverages are not accessible to persons who appear to be intoxicated.
 - d. The fraternity sponsoring the event must provide a monitor for every twenty-five guests. There must also be a monitor at every entrance/exit to the party and a monitor at the check-in table.
 - e. The number of guests present must follow national headquarters guidelines and procedures.
 - f. Food and non-alcoholic beverages should be permitted only within the approved area designated for the event.
 - g. Consumption of alcoholic beverages should be permitted only within the approved area designated for the event.
 - h. No open containers of alcohol will be allowed to leave the premises of the function.

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- i. There will be no communal dispensers of alcohol or grain alcohol present at any social function, for example, kegs or cases.
 - j. Parties are not required to have a theme. Hosts that decide to have themed parties should select themes, decorations, and costumes that reflect the goals and standards of Baker University and must be approved by FSLC.
 - k. IFC recognizes that University officials reserve the right to enter any University- owned or University-sponsored property with probable cause to determine whether any violation of this policy or any Baker University or local or state law has occurred. The probable cause will be determined by Baker University's University President, Dean of Students, law enforcement, or emergency response members.
 - l. No chapter may co-sponsor, co-finance or attend or participate in a function at which alcohol is purchased by any of the host chapters, groups or organizations.
 - m. The possession, sale, use or consumption of alcoholic beverages, while on chapter premises or during a fraternity event, in any situation sponsored or endorsed by the chapter, or at any event an observer would associate with the fraternity, must be in compliance with any and all applicable laws of the state, province, country, and city and institution of higher education, and must comply with either the BYOB or Third Party Vendor Guidelines.
 - n. Open parties, meaning those with unrestricted access by non-members of the Fraternity, without specific invitation, where alcohol is present, is prohibited.
 - o. No members, collectively or individually, shall purchase for, serve to, or sell alcoholic beverages to any minor (i.e., those under legal drinking age).
- K. The Vice President of Judicial Affairs and delegates will review violations of this policy by chapters of the IFC. It should be noted that when hosts that have taken reasonable steps to comply with the policies stated above, the responsibility should fall on the individual that failed to comply with the policies.

ARTICLE XIII- NO HAZING POLICY

Section I. No Hazing Policy

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- A. No person or student in attendance at Baker University shall conspire to engage in hazing. Hazing is defined as any action or situation created by any fraternal organization or by any fraternity member to produce or result in mental or physical discomfort, embarrassment, harassment or ridicule. Example of such activities and situations can be found in the FIPG guidelines for hazing on file in the Greek Life Office.
- B. Fraternity pledge programs and activities shall adhere to the guidelines of the FIPG that define hazing.
- C. Any violation of this By-Law will result in actions by the Interfraternity Council. Charges of hazing against a fraternity that is part of the Baker University IFC may be brought by any student of the University. The charges may be brought to any of the IFC Executive Officers or the advisor.
- D. Action to investigate the allegations will be taken by the delegates and the VP of Judicial Affairs of the IFC. Sanctions may be imposed against the offending fraternity. Any allegations, findings, or sanctions, are to remain strictly confidential.
- E. The Interfraternity Council recognizes that the University reserves the right to conduct a parallel investigation according to the rules and regulations of the University that relate to hazing by individuals and organizations. Actions taken against individuals and organizations may or may not relate to actions taken by the IFC. Information obtained through either investigation will be shared to the point that confidentiality of information to protect individuals is honored.
- F. If the fraternity is found guilty of hazing, the following penalties will be implemented:
- i. Participation in Recruitment shall be suspended for one year.
 - ii. IFC privileges shall be suspended for one year.
 - iii. A minimum fine of \$500, maximum \$1000, shall be assessed to the fraternity as a whole.
- G. Additionally, a formal letter of condemnation of the reprehensible activities being conducted by the erring fraternity shall be drafted and sent to the President of Baker University, the Fraternities' national or local headquarters, and at the discretion of the council, a call for the revocation of the fraternity's chapter at Baker University.

ARTICLE XIV – PUBLICATION AND DISTRIBUTION OF CONSTITUTION AND BYLAWS

Section I. Publication and Distribution of Constitution and Bylaws

The IFC's current Constitution and Bylaws shall be published on the IFC website.

An updated copy of the IFC Constitution and Bylaws will be electronically distributed to each Member Fraternity and the NIC after any amendment is adopted.

ARTICLE XV – AMENDMENTS

Section I. Amendments

These Bylaws may be amended by a two-thirds (2/3) affirmative vote of the IFC General Body provided notice of the proposed amendment has provided to Member Fraternities at the preceding regularly scheduled business meeting.

Section II. Adoption

These Bylaws shall become effective and shall supersede all previous Bylaws of the IFC when adopted by a two-thirds (2/3) affirmative vote of the IFC General Body.



INTERFRATERNITY COUNCIL
BAKER UNIVERSITY