Constitution
Of the
University of Richmond
Interfraternity Council

Preamble

We, the Interfraternity Council of the University of Richmond, being the governing body of the men’s Greek system, set forth this Constitution in order to further communication, friendship and coordination within the said Greek System.

Article I

The name of this organization shall be the Interfraternity Council of the University of Richmond.

Article II

The purpose of the Interfraternity Council shall be to develop and maintain fraternity life and fraternity relations at a high level of accomplishment and in doing so to:

1. Provide a setting in which to propose, debate and vote on legislation pertaining to the common interest of the men’s Greek system.
2. Serve as the official medium of communication between the Administration of the University and the men’s Greek system. The Interfraternity Council shall also serve as the liaison between the men and women’s Greek systems.
3. Provide an internal judicial system, known as the Interfraternity Council Judicial council. The body shall hear all cases as may be alleged to be in violation of the Interfraternity Council’s rules and code of ethics, those of the University, or the City of Richmond, the Commonwealth of Virginia, or the United States of America. This judicial court of the Interfraternity Council shall operate as prescribed in the By-laws of the same.
4. Carry out several other duties, apart from its general and judicial functions, which must be budgeted for on an annual basis. These shall consist of the following:
   a. To help rising leaders in the Greek system through various workshops.
   b. To recognize outstanding leadership, academics, athletics, and community service at the end of every academic year.
   c. To appropriate funds each year for the purpose of providing security at all lodge and other Interfraternity Council sanctioned events.
   d. The Interfraternity Council, in coordination with the Panhellenic Council, shall annually sponsor Greek-wide events including “Trick or Treat Street,” “Greek Week,” and a community service project to be determined by the executive boards.
**Article III**

A fraternity may only petition to be a voting member in the Interfraternity Council after it has followed all procedures laid out in the University of Richmond Greek Life Expansion Policy, and has been officially recognized by the University.

**Article IV**

1. The officers of the University of Richmond Interfraternity Executive Council shall be: President, Vice-President, Vice-President Programming, Vice-President Recruitment, Vice-President Administration.
2. The officers shall be delegates from fraternities.
3. The officers shall serve for a term of one year beginning in the spring semester.
4. If any vacancy occurs in the Interfraternity Executive Council in the course of a term, a successor shall be named according to Article VI, Section 5.

**Article V**

1. Regular. The Interfraternity Council shall meet once a week, on a day and time to be decided upon by the Executive Council each year following elections. Roberts Rules of Order shall be followed.
   a. Its own president shall represent each fraternity and a representative decided upon by the individual chapters.
   b. Each fraternity is entitled to one vote. Unless prior arrangements have been made with the Interfraternity Executive Council, each fraternity’s president must be present for that fraternity to have a vote in that particular Interfraternity Council meeting.
2. Special. The President of the Interfraternity Council is granted the power to call special meetings at any time. The presidents of any two fraternities possessing possible voting privileges in the Interfraternity Council have the power to call special meetings. In such a case, the Interfraternity Council shall meet within 48 hours.

**Article VI**

1. Interfraternity Executive Council elections shall be held prior to the last meeting of the Fall Academic Semester.
2. Nominations shall begin two meetings before the election meeting.
3. All nominees must attend two Interfraternity Council meetings before being eligible to run for office.
4. All nominees are required to possess a 2.30 cumulative GPA, or a GPA equal to or greater than the GPA required to affiliate with a fraternity.
5. Newly elected officers shall begin their term of office at the third meeting of the Spring Academic Semester.
6. In the event of a vacancy in the Executive Council, an election must be held to fill said office, and if necessary any other offices within two weeks of the vacancy. This newly elected officer must fulfill the requirements set forth in Article IV, Section 3 and Article
VI, Sections 3 and 4. In addition, this officer shall serve his term of office until the next set election date, as governed by Article VI section 1.

**Article VII**

1. The fiscal calendar of the Interfraternity Council shall run in accordance to the Academic Calendar of the University
2. The fraternities’ financial responsibilities to the Interfraternity Council shall be discussed and voted on each year before the end of the Spring Academic Term.

**Article VIII**

1. Such standing committees and special officers as may be necessary to carry out the work of the University of Richmond Interfraternity Council shall be appointed by its Executive Council to serve during the tenure in office of the Council which appoints him.

**Article IX**

1. Any violations of Interfraternity Council Laws, the Statement of Mutual Responsibility, University of Richmond Greek Code of Ethics, or University of Richmond Alcohol Policy by member fraternities shall be dealt with by the Interfraternity Executive Council as specified in Article II, Section 3 of this document.

**Article X**

The Constitution may be amended by a three-fourths (3/4) vote of the voting members of the University of Richmond Interfraternity Council, provided the notice of the proposed amendment has been given in writing at the preceding regular meeting.

**Bylaws**

**Article I. Finance**

1. All checks issued on behalf of the University of Richmond Interfraternity Council shall be signed by the Vice President or said council.
2. All payments due to the University of Richmond Interfraternity council shall be made to the Vice President, who shall record them. Checks for payments shall be made payable to the University of Richmond Interfraternity Council.
3. Membership Dues
   a. The Interfraternity Council shall determine the dues of each Interfraternity Council Member Fraternity annually before the end of the Spring Semester.
   b. The dues of each Interfraternity Council Member Fraternity shall be payable on or before October 1 of each year. Failure to pay by this date will result in a $10.00 fine for each day it is not paid.
c. Interfraternity Council Member Fraternities who are late in their due payments will be placed on social probation until dues are paid in full.

4. Fines
   a. Any fines owed to the IFC must be paid within two weeks of the time incurred, unless a previous arrangement was made. If these debts are not cleared within this time frame, the Member Fraternity shall lose all social privileges as well as their right to vote in all official IFC meetings.
   b. The IFC withholds the right to automatically draw fines out of on campus chapter account to the IFC account. A receipt will then be given to the President of the chapter at the following meeting showing the transaction

Article II. Duties of Officers

The President Shall:
   1. Have overall responsibility for the operation of the Interfraternity Council.
   2. Conduct the meetings of the Interfraternity Council.
   3. Call and preside over special meetings of the Interfraternity Council.
   4. Appoint IFC Representatives to serve on committees of the IFC Executives.
   5. Perform all other duties usually pertaining to this office.

The Vice-President Shall:
   1. Perform all the duties of the President in his absence, inability to serve, or at his call.
   2. Serve as Judicial Chairman, including the responsibilities of:
      a. Provide fair and prompt hearings for alleged violations as described in the IFC judicial By-laws.
      b. Insure that IFC sponsored police protection is on the row.
      c. Head judicial hearings.
   3. Serve as IFC Treasurer, including the responsibilities of:
      a. Create an annual budget for all IFC activities
      b. Collect dues and fines from member fraternities
      c. Inform member Fraternities of any debts owed to the University of Richmond
   4. Conduct Weekly inspections of Fraternity Row Lodges
   5. Annually review the Constitution and Automatic Judicial Sanctions.

The Vice-President of Recruitment Shall:
   1. Establish all relevant dates, times and structure of each year’s recruitment before the end of the spring semester of the previous year
   2. Put together the annual IFC recruitment package
   3. Coordinate all other recruitment activities, such as police protection, scheduling of rooms, etc
   4. Maintain contact with the Recruitment chairs of IFC member fraternities throughout the course of the Fall semester
   5. Ensure the registration of interested and eligible candidates
The Vice-President of Programming Shall:
1. Work, using resources available, to coordinate All-Greek community service projects and programs
2. Oversee such Greek activities which involve the cooperation of all fraternities
3. Act as the liaison between Inter-Fraternity and Panhellenic Councils to organize those activities which involve all Greek organizations for projects on and off campus
4. Organize those committees with membership from fraternities which shall be necessary to properly perform the above duties

Article III. The Executive Council

The Executive Council:
1. Appoint all standing and special committees and their chairmen
2. Report all action taken by the Executive Council at the next regular meeting of the IFC through officer reports and record the action in the minutes of that meeting.

Article IV. Administration of Membership Selection

1. Non-Greek, first year students are prohibited from fraternity premises before the formal rush period except for designated dates and times.

2. For the first month of the semester, there will be dry (non-alcoholic) events every Saturday until the conclusion of formal rush.

3. A fraternity will be considered in violation of these rules if:
   a. There is a combined gathering of 15 or more current members and potential recruits, in a party atmosphere, within normal social contact. Whether the event occurs in the residence halls, University Forest Apartments, or off-campus is of no consequence. Normal social contact is defined as any interaction within or beyond university premises in which fraternity members and potential recruits may come into contact.
   b. There is an event at which alcohol is present and there is a combination of current members and potential recruits is a recruitment violation.

4. Fraternities are not permitted to advertise for these open house parties on these first four Saturday nights of the first semester. The IFC reserves the right to advertise these dry (non-alcoholic) events.

5. The use of derogatory language in reference to another fraternity is prohibited.

6. Possession or consumption of alcohol anywhere on fraternity rows during the formal recruitment period is prohibited. In addition, the presence of alcohol will be prohibited during and at all open houses.
7. Removing or defacing recruitment advertisements during the formal recruitment period is prohibited.

8. Non-compliance with the regulations pertaining to the acceptance of pledges that are not registered recruits, during the formal recruitment period, will be fined.

9. Hours of Silence - the period of time will begin no later then midnight on Sunday, or as soon as bids have been extended and will continue until bids have been returned to the Interfraternity Council by 4 pm on Sunday.

10. Should anyone have a complaint concerning a possible recruitment violation, that individual should contact the Interfraternity Council by submitting a written complaint of the alleged violation to the IFC Recruitment Chair or the IFC President. The IFC reserves the right to consider each alleged recruitment violation on an individual basis.

11. All charges pertaining to the alleged violations of these rules shall be brought to the attention of an IFC Executive Officer within 24 hours of learning of the alleged violation upon which the appropriate chapter President will be immediately notified.

12. There shall be no advertising by chapters of recruitment events prior to the recruitment period. Each year an appropriate date will be determined on which advertising for formal recruitment, in the form of posters and shirts, shall be permitted.

**Article V. New Member Programs and Initiation**

Each Fraternity is required to adhere to the following regulations

1. Affiliation related activities must be completed by the end of the formal recruitment week.
   a. For those affiliate members who have achieved a 2.30 semester GPA and are affiliated with chapters who have an ingress week, or activities specific to initiation preparation, the must begin and be completed according to the dates designated each year.
   b. For those chapters who do not have ingress week activities, initiations must be completed according to the dates designated each year.
   c. All initiation ceremonies must take place no later than the date designated each year.

2. There are no ‘neophyte’ weeks.

3. Fund raising projects, which are conducted in the residence halls, the Deans offices of the respective colleges must be informed prior to the activity.
4. Publicity of any kind is a direct reflection on the Greek system, and more specifically, your fraternity. Therefore, as pledge/fraternity/new member educator, flyers, banners etc. should be checked and approved. Theme titles such as ‘slave sales’ are not permitted.

5. All changes in the affiliate member roster and programs must be reported to the Greek Life Office immediately. Roster changes not reported will result in Judicial Action.

6. Unplanned, unconstructive road trips/scavenger hunts etc. can and most often are easy opportunities for hazing incidents, deaths, severe injuries and sickness. Obviously, these will not in any way be tolerated.

7. No ‘clean-ups’ will be permitted to begin prior to 7:00 am.

8. Sleepovers are only permitted on Friday and Saturday evenings. If a sleepover is schedules, it must be indicated on the event registration of that particular week.

9. Any events, ceremonies, activities being conducted away from the lodges, or at the lodge at ‘out-of-the-ordinary’ times are to be communicated to the Office of Greek Life so that information can be shared to appropriate offices. This extra step of communication and coordination will reduce the number of difficult situations.

10. No affiliate member who has below a 2.30 GPA will be permitted to be initiated.

11. Fraternity educators should maintain constant communication with the Office of Greek Life throughout the program thus ensuring minimal miscommunication and misunderstandings. The Office of Greek Life withholds the right to suspend affiliation activities if the pledge educator fails to supply the appropriate information.

12. All affiliation activities must comply with the 12pm end time for all activities and events.

   **Article VI. Hazing**

All forms of hazing and pre-initiation activities that is defined, as hazing shall be banned.

Hazing is defined as any action taken or situation created, intentionally, whether on or off Fraternity premises, to produce mental or physical discomfort, embarrassment, harassment, or ridicule. Such activities and situations include creation of excessive fatigue; physical and psychological shocks; wearing, publicly, apparel which is conspicuous and not normally in good taste; engaging in public stunts and jokes; morally degrading or humiliating games and activities; late night sessions which interfere with scholastic activities; and any other activities which are not consistent with the regulations and policies of the University of Richmond Interfraternity Council.
Article VII. Greek Life Expansion

The policies for expansion of the Greek system at the University of Richmond shall be done in accordance with requirements specified in the University of Richmond Greek Life Expansion procedures, which is designated Appendix A to this document.

Article VIII: Violations

Any violation of the Interfraternity Council rules, violations of the standards of conduct, or violations of the University of Richmond Alcohol Policy will be dealt with in accordance with the University of Richmond Interfraternity Council Judicial by-laws found as Appendix II to this document.

Article IX: Community Service

The following are regulations that must be followed when reporting Community Service hours:

1. The Community Service Awards reflect the total number of hours as well as percentage of members involved for projects completed in each calendar year, excluding all vacations.
2. Only community service hours done in the Richmond area are accepted.
3. The hours must be voluntary and not dictated by either the University or by any court system.
4. The hours compiled must be done by members/pledges/associates/new members; hours completed before affiliation are not to be included.
5. Volunteering for University sponsored events without pay is accepted.
6. Fund raising for charitable organizations are accepted, but fund raising efforts for individual chapters are not accepted.
7. Hours devoted to organizing community service projects are accepted, if described in detail.

Article X. Awards

The Interfraternity Council, in conjunction with the Panhellenic Council and the Office of Greek Affairs shall annually host a Greek Awards Banquet at which the following awards will be presented:

1. IFC Officer of the year- Awarded to the outgoing IFC officer who has influenced the actions of the group, shown leadership and organizational abilities during his tenure, and has been a positive influence on the Greek system as a whole.
2. President of the Year- Awarded to the outgoing President that has shown leadership in his position, impacted the Greek system through his respected Fraternity, and contributed to the overall productivity of the IFC.
3. Officer of the Year- Awarded to Chapter officers who have shown leadership capabilities within their respected Fraternities.
4. Scholar Athlete of the Year- Awarded to a Greek Varsity athlete that has excelled both in the classroom and on the playing field while being a member of the Greek system.
5. Unsung Hero- Awarded to a member of the Greek system that has made positive contributions without holding an office within his organization.
6. Faculty Member of the Year- Awarded to the Staff or Faculty member that has been influential within the Greek community.
7. Most Outstanding Chapter of the Year- Awarded to the Chapter that has excelled in academics, community service projects, education programs and represents the positive characteristics of the Greek system.
8. Most Improved Chapter of the Year- Awarded to the Chapter that has made strides in improving itself internally through education programs, scholastic activity and community service.

The incoming Presidents and the IFC representative from each Fraternity will decide recipients of these awards. Each fraternity is allowed two votes. The head of Greek Life will determine most Outstanding Chapter and Most Improved Chapter.

Article XI. Social Activities

1. Each Fraternity may only be open with alcohol for seven hours on any given weekend (Friday and Saturday).
2. Registration must be turned in the Tuesday before the event. Each Fraternity is allowed two exemptions for late submittals. After the second late submittal the fraternity will be fined.
3. All Guest Lists must be turned in and approved prior to 12 pm Friday.
4. Fraternities will share the responsibility for host coordinator duties
5. Each Fraternity is required to have three designated drivers and eight Risk members. The designated drivers and the President of the Fraternity will be issued permits to park on the row during the duration of the event.
6. Please refer to the Automatic Sanctions appendix for further Guest List guidelines.

Article XII. Residential Living

For any student who is planning on residing in a fraternity lodge, all of the stipulations put forth in ‘Addendum: Residential Living in Fraternity Lodges’ must be addressed. This document is found in Appendix IV of this document.

Article XIII. Amendments

The by-laws to the IFC Constitution shall be amended only by a ¾ vote of fraternities at an official IFC meeting. Any vote to amend the by-laws must be tabled for one week before being voted on.