

# Constitution of the Valparaiso University Interfraternity Council

Established: 1996  
Revised: April 13, 2016

## MISSION

We, the Interfraternity Council at Valparaiso University set forth this Constitution and Bylaws in order to cause closer working relationships and coordination among its Member Fraternities and Valparaiso University, in accordance with the policies and standards established by the North-American Interfraternity Conference (NIC).

## ARTICLE I – NAME

This organization shall be known as the Interfraternity Council (IFC) at Valparaiso University.

## ARTICLE II – PURPOSE OF THE INTERFRATERNITY COUNCIL

- Section 1:** **Purpose:** The purpose of the Interfraternity Council shall be to:
- A. provide a sovereign governance structure for its Member Fraternities;
  - B. promote the interests of its Member Fraternities;
  - C. promote the interests of men's fraternities in general;
  - D. discuss questions of mutual interest and present to its Member Fraternities such recommendations as the IFC deems appropriate;
  - E. promote the interests of Valparaiso University;
  - F. promote mutual cooperation between its Member Fraternities;
  - G. promote mutual cooperation between the IFC, fellow governing councils, and student organizations at Valparaiso University; and
  - H. promote mutual cooperation between the IFC an Valparaiso University, its students, faculty, staff, and local community.

## ARTICLE III – IFC MEMBERSHIP

**Section 1. Membership Eligibility:** Membership in the IFC is open to chapters and colonies of fraternities at Valparaiso University, as follows:

- A. Any chapter or colony of a North-American Interfraternity Conference (NIC) member organization shall hold membership in the IFC.
- B. Any chapter or colony of an inter/national fraternity, which is not a member of the NIC, may hold membership in the IFC.

**Section 2. Membership Classification for Member Fraternities:** The membership classification of Member Fraternities shall be as follows

- A. Full Member: Any fraternity chapter which has obtained its charter from its inter/national organization or has completed one full semester of Associate Member status in the Interfraternity Council. Full Membership grants the Member Fraternity all rights, privileges and responsibilities under the IFC Constitution and Bylaws.

- B. Associate Member: Any fraternity colony of an inter/national organization that has not yet completed one full semester of membership in the Interfraternity Council. 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.

For the purpose of this Constitution and the IFC Bylaws, both Full Members and Associate Members are referred to as Member Fraternities.

- Section 3. Member Fraternity Minimum Expectations:** Each Member Fraternity shall adhere to and abide by the following minimum expectations:
- A. Each Member Fraternity shall comply with all policies set forth by:
    - 1. The IFC Constitution, Bylaws, Code of Conduct, and other policies.
    - 2. The rules and regulations of Valparaiso University.
    - 3. The general values-based conduct of fraternity men.
  - B. Each Member Fraternity shall maintain a minimum semester GPA of 2.70.
  - C. Each Member Fraternity new member class (meaning three or more new members in a given semester) shall maintain a minimum semester GPA of 2.70.
  - D. Each Member Fraternity shall be current on all IFC dues owed.
  - E. Each Member Fraternity shall submit required membership rosters to the IFC President, as follows:
    - 1. Active Member Roster: Active Member Rosters shall be submitted within one week of the beginning of each semester.
    - 2. New Member Roster: New Member Rosters shall be submitted within one week of bid acceptance of any New Member.
  - F. Each Member Fraternity shall comply with the attendance policies for the IFC General Body and the Fraternity and Sorority Judicial Board, as outlined within this Constitution.

A Member Fraternity which has failed to meet any of the minimum expectations outlined in this Section shall be referred to the IFC Vice President of Standards and Conduct for potential judicial review.

- Section 4. Individual Member Definitions:** For the purpose of this Constitution and the IFC Bylaws, and with an understanding that each Member Fraternity may have its own terminology for internal use, individuals will be defined as follows:
- A. Active Member: An Active Member shall be defined as any man who has been initiated into any fraternity at Valparaiso University.
  - B. New Member: A New Member shall be defined as any man who has accepted a bid to join a fraternity at Valparaiso University, but has not been initiated into that fraternity.
  - C. Potential New Member: A Potential New Member shall be defined as any man who has not accepted a bid from any fraternity at Valparaiso University.

- Section 5. IFC Affirmation and Adoption of NIC Standards:** The IFC affirms and adopts the NIC Standards, and each Member Fraternity shall be required to meet the following in order to maintain IFC membership:

- A. Each Member Fraternity shall communicate its values through its Ritual at least annually or as prescribed by its policies; and
- B. Each Member Fraternity shall regularly communicate the importance of its Active Members and New Members participating in educational programming covering the following topics: academic achievement, alcohol consumption, career preparation, civic engagement, hazing, leadership development, sexual assault/abuse, and values and ethics.
- C. Each Member Fraternity shall have policies addressing the following:
  - 1. A policy requiring any Potential New Member meets the Valparaiso University requirement of second semester freshman status with a minimum 2.50 GPA. Second semester freshman status is define as completing 12 credit hours at Valparaiso University or transferring in 12 or more credit hours from another college or university. High School AP credits will not be considered.
  - 2. A policy requiring the Member Fraternity to maintain an annual cumulative GPA requirement of at least a 2.70, and the Member Fraternity new member class will also maintain a semester GPA of a 2.70 GPA.
  - 3. A policy requiring its New Member education program be no longer than six weeks.
  - 4. A policy requiring the Member Fraternity to have a prohibition against women’s auxiliary groups, such as “little sisters”.
  - 5. Risk management policies covering alcohol use, fire safety, hazing, and sexual assault/abuse.
  - 6. A policy requiring all recruitment activities be alcohol-free.
  - 7. A policy requiring all New Member education activities be alcohol-free.

## **ARTICLE IV – IFC GENERAL BODY**

- Section 1. IFC General Body:** The powers of the IFC shall be vested in the IFC General Body. The IFC General Body shall be the governing legislative body responsible for the general policies of the IFC, for electing its Executive Board, and for instructing its Executive Board as to the activities and operations of the IFC. All such activities shall respect the individual sovereignty of each Member Fraternity and shall not relinquish any governance authority to any other governing body.
- Section 2. IFC General Body Composition:** The IFC General Body shall be composed of voting IFC Representatives from each Member Fraternity.
- Section 3. IFC Representatives:** Each Member Fraternity shall have one IFC Representative, chosen by that Member Fraternity, who serves on the IFC General Body.
- Section 4. IFC Alternate Representatives:** Each Member Fraternity may also choose an IFC Alternate Representative, who shall represent that Member Fraternity in the IFC General Body and vote in the absence of its IFC Representative.
- Section 5. IFC Representative and Alternate Representative Eligibility:** In order to serve as the IFC Representative or Alternate Representative for a Member Fraternity, individuals must meet the following requirements:

- A. Be an Active Member or New Member, in good standing, of a Member Fraternity.
- B. Maintain a 2.70 semester and cumulative grade point average.
- C. Be devoted to the general ideals and principles of fraternity life and conduct himself in a professional manner consistent with the Mission and Purpose of the IFC, as defined within this Constitution.
- D. Have a working knowledge of the IFC Constitution and Bylaws, Valparaiso University policies, NIC Standards, and FIPG risk management policies.
- E. Not be a current member of the IFC Executive Board or currently serve as his Member Fraternity's Fraternity and Sorority Judicial Board representative.
- F. Chapter Presidents of a Member Fraternity may only serve as the Alternate Representative.

**Section 6. Term of Office of IFC Representatives:** The term of office for IFC Representatives shall be until their graduation, resignation, or replacement under the procedures determined by each Member Fraternity; or upon his election to serve on the IFC Executive Board or as his Member Fraternity's Fraternity and Sorority Judicial Board representative.

**Section 7. IFC General Body Meeting Polices:** The IFC General Body shall conduct its meetings according to the following requirements:

- A. The most recent edition of Robert's Rules of Order shall be used to run all meetings.
- B. A majority of Member Fraternities present shall constitute a quorum in order to conduct IFC General Body business.
- C. The IFC General Body shall conduct regularly scheduled business meetings at least twice a month during the academic year.
- D. Special meetings may be called by the IFC President at any time or at the request of two Member Fraternities, with notice of the time, location, and purpose of the special meeting provided to all Member Fraternities at least 72 hours in advance.
- E. Each Member Fraternity's IFC Representative is required to attend all meetings of the IFC. The Alternate Representative may substitute the Delegate Representative for IFC meetings only twice during a Valparaiso University academic year. Any unexcused absence will result in a fine according to the IFC Fine schedule.

**Section 8. IFC General Body Voting Policies:** The IFC General Body shall operate utilizing the following voting policies:

- A. Each Member Fraternity, in good standing, shall have one vote.
- B. Individuals holding IFC Executive Board positions are not entitled to a vote.
- C. In the event of a tie, the IFC President shall cast the deciding vote.
- D. With the exception of the election of IFC Executive Board positions, there shall be no secret ballot votes.

## **ARTICLE V – IFC EXECUTIVE BOARD**

**Section 1. IFC Executive Board:** The IFC Executive Board shall be responsible for carrying out the purpose and policies of the IFC and for its day-to-day operations and activities, as directed by the IFC General Body.

**Section 2. IFC Executive Board Composition:** The IFC Executive Board shall be composed of the following positions with duties and responsibilities outlined within the IFC Bylaws:

- A. President
- B. Vice President of Standards and Conduct
- C. Vice President of Recruitment
- D. Vice President of Operations
- E. Vice President of Programming
- F. Vice President of Public Relations

**Section 3. IFC Executive Board Eligibility:** In order to be elected and serve as a member of the IFC Executive Board, individuals must meet the following requirements:

- A. Be an Active Member or New Member, in good standing, of a Member Fraternity.
- B. Maintain a minimum 2.80 semester and cumulative GPA at Valparaiso University through the entire term of office.
- C. The President and Vice President of Standards and Conduct must be of junior standing to be eligible to hold office.
- D. Be devoted to the general ideals and principles of fraternity life and conduct himself in a professional manner consistent with the Mission and Purpose of the IFC, as defined within this Constitution.
- E. Have a working knowledge of the IFC Constitution and Bylaws, Valparaiso University policies, NIC Standards, and FIPG risk management policies.
- F. Not currently serve as his Member Fraternity's President, IFC Representative or Alternate Representative, or in any position that would create a conflict of interest between the Member Fraternity and the Interfraternity Council.

**Section 4. IFC Executive Board Meeting Polices:** The IFC Executive Board shall conduct its meetings according to the following requirements:

- A. The most recent edition of Robert's Rules of Order shall be used to run all meetings.
- B. A majority of IFC Executive Board members present shall constitute a quorum in order to conduct IFC Executive Board business.
- C. The IFC Executive Board shall conduct regularly scheduled meetings on a weekly basis.
- D. Special meetings may be called by the IFC President with notice of the time, location, and purpose of the special meeting provided to each IFC Executive Board member at least 24 hours in advance.
- E. Each IFC Executive Board member is required to attend all meetings of the IFC Executive Board and all meetings of the IFC General Body. Absences may result in removal from office.

**Section 5. IFC Executive Board Voting Policies:** The IFC Executive Board shall operate utilizing the following voting policies during IFC Executive Board meetings:

- A. Each IFC Executive Board member shall have one vote.
- B. The IFC President should refrain from casting his vote except for in the event of a tie. In such instances, the IFC President shall cast the deciding vote.
- C. There shall be no secret ballot votes.

- Section 6. IFC Executive Board Election Policies:** The following policies and procedures shall be utilized for the election and removal of all IFC Executive Board officers with the exception of the Vice President for Standards and Conduct:
- A. Nominations for IFC Executive Board positions shall open two meetings prior to the last business meeting of each calendar year.
  - B. The IFC Officer Slating Committee shall develop an officer slate to be presented one meeting prior to the last business meeting of each calendar year.
  - C. Elections shall take place during the last business meeting of each calendar year.
  - D. Installation of IFC Executive Board officers shall take place during the first business meeting of each calendar year.
  - E. Each IFC Executive Board officer shall be elected by a majority of the votes cast by the IFC General Body.
  - F. In the event of a vacancy in any IFC Executive Board position, the IFC President shall appoint a successor to complete the term under the advice and consent of the remaining members of the IFC Executive Board.
  - G. Should a vacancy occur in the office of the IFC President, a special election shall be held within two meetings after the vacancy was created.
- Section 7. Removal of Officers:** Officers of the Executive Board may be removed from office by a three-fourths vote of the Governing Council. The vote must be called for by a petition of three-fourths of the Governing Council.
- Section 8. IFC Executive Board Appointed Officer Process:** The IFC Vice President for Standards and Conduct will be selected through the outlined process in the Valparaiso University Fraternity and Sorority Judicial Board Guidelines.
- Section 9. Report of IFC Officers:** A report of any newly elected or appointed IFC Executive Board officers shall be submitted to the NIC within one week of the election or appointment.

## **ARTICLE VI – FRATERNITY AND SORORITY JUDICIAL BOARD**

### **Section 1. Fraternity and Sorority Judicial Board**

- A. The Interfraternity Council will refer all alleged violations of this Constitution and Bylaws, or any other policies that apply to member organizations, to the Fraternity and Sorority Judicial Board.
- B. The Fraternity and Sorority Judicial Board Guidelines will be provided to all member organization on an annual basis and be accessible on the fraternity and sorority life website.

## **ARTICLE VII – IFC COMMITTEES**

- Section 1. Ad Hoc Committees:** The IFC Executive Board or the IFC President may form ad hoc committees as deemed necessary to perform the work of the IFC. The IFC President shall appoint the ad hoc committee chairman and committee members with the concurrence of the IFC Executive Board.

- Section 2. IFC Committee Meeting Polices:** All committees of the IFC shall conduct its meetings according to the following requirements:
- A. The most recent edition of Robert’s Rules of Order shall be used to run all meetings.
  - B. A majority of committee members present shall constitute a quorum in order to conduct committee business.
  - C. Each committee shall meet as called by its committee chair.

## **ARTICLE VIII – CONSTITUTIONAL AMENDMENTS**

- Section 1. Constitutional Amendments:** This Constitution may be amended by a three-fourths ( $\frac{3}{4}$ ) affirmative vote of the IFC General Body provided notice of the proposed amendment has been provided to Member Fraternities at the preceding regularly scheduled business meeting of the IFC General Body.
- Section 2. Adoption:** This Constitution shall become effective and shall supersede all previous Constitutions of the IFC when adopted by a three-fourths ( $\frac{3}{4}$ ) affirmative vote of the IFC General Body.

# Bylaws of the Valparaiso University Interfraternity Council

Established: 1996

Revised: April 13, 2016

## ARTICLE I – ROLE OF THE IFC REPRESENTATIVE

- Section 1. 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 1. 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. Ensure the maintenance of current information for accurate Member Fraternity rosters.
- Section 2. IFC Vice President of Standards and Conduct:** The duties and responsibilities of the IFC Vice President of Standards and Conduct are as follows:
- A. Perform the duties of the President in his absence, inability to serve, or at his call.
  - B. Serve as one of the chairs of the Valparaiso University Fraternity and Sorority Judicial Board and serve as the non-voting Chief Justice of hearings.
  - C. To assume the role of parliamentarian and be versed in parliamentary procedure.



- D. Investigate and refer to the Fraternity and Sorority Judicial Board alleged violations of IFC policy, including but not limited to:
  - 1. the IFC Constitution, Bylaws, and policies;
  - 2. the Valparaiso University Fraternity and Sorority Policies, Procedures and Resolutions
  - 3. Federal, state, and local laws;
  - 4. the rules and regulations of Valparaiso University; and
  - 5. the general values-based conduct of fraternity men.
- E. Ensure proper filing and preparation for all judicial actions.
- F. Ensure compliance with all judicial action imposed upon a Member Fraternity.
- G. Educate Member Fraternities on the IFC Constitution and Bylaws, judicial processes, and risk management policies.
- H. Conduct judicial policy and procedures training for new Fraternity and Sorority Judicial Board representatives.
- I. Assist in conflict mediation between Member Fraternities.
- J. Review all IFC governance documents, at least annually.

**Section 3. 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 comprised of the recruitment chair for each Member Fraternity.
- B. Work in cooperation with the Vice President of Public Relations to 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 Regulations and ensure no restrictive policies are placed on new member recruitment.
- F. Maintain an interest list of Potential New Members.
- G. Ensure the collection and maintenance of accurate New Member Rosters for each Member Fraternity.
- H. Provide advice and support to Member Fraternity recruitment officers.

**Section 4. IFC Vice President of Operations:** The duties and responsibilities of the IFC Vice President of Operations are as follows:

- A. Keep an up-to-date role of the members at Interfraternity Council meetings.
- B. Keep current statistics concerning the number of initiated members and new members of each Interfraternity Council member organization.
- C. Keep full minutes of the meeting of the Interfraternity Council Executive Board, the Interfraternity Council General Body and a record of all actions taken by the Executive Board. Minutes shall be distributed prior to the next meeting.
- D. Responsible for the general supervision of the finances of the Valparaiso University Interfraternity Council.
- E. Responsible for the preparation of the annual budget and following its approval by the Interfraternity Council, for providing a copy to each Interfraternity Council member organization.

- F. Prepare monthly financial reports and present them to the Interfraternity Council.
- G. Receive all payments due to the Interfraternity council, collect all dues, and give receipts.
- H. Responsible for the prompt payment of all bills of the Valparaiso University Interfraternity Council.
- I. Maintain up-to-date financial records, and give an annual report at the close of his term of office.
- J. Work with the individual chapter scholarship chairs to develop strong scholarship programs.
- K. Establish and/or oversee the Valparaiso University fraternity and sorority scholarship and any awards or honors.
- L. Develop programs to recognize outstanding academic achievement among IFC men.
- M. Work with Panhellenic in the leadership and development of higher academic performance and programs that promotes academic achievement.

**Section 5. IFC Vice President of Programming:** The duties and responsibilities of the IFC Vice President of Programming are as follows:

- A. Develop best practices for new member and member education programs for Member Fraternities.
- B. Ensure the collection and report of new member retention, academic, and involvement statistics.
- C. Organize, develop, and implement a new member orientation program.
- D. Develop opportunities for continuing member education by collaborating with alumni, Valparaiso 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.
- E. Provide advice and support to Member Fraternity member development officers.
- F. Work with the individual chapters and community service chairs to develop a strong philanthropy and community service program.
- G. Aid in the recognition process for outstanding philanthropic and community service activities.
- H. Advise and work with the Panhellenic Council in the leadership and development of service projects that will benefit the Valparaiso community.

**Section 6. IFC Vice President of Public Relations:** The duties and responsibilities of the IFC Vice President of Public Relations are as follows:

- A. Develop and execute a public relations and social media strategy.
- B. Collect and disseminate information on the fraternity community to all campus and community media sources.
- C. Keep the media informed on upcoming events or potential news.
- D. Establish a positive working relationship with external constituents.
- E. Assist in the development of various IFC publications and outreach programs.
- F. Provide advice and support to Member Fraternity community service/philanthropy officers.

## ARTICLE III – ROLE OF THE IFC ADVISOR

### Section 1. **Advisor**

- A. The Assistant Dean of Students is appointed by the University.
- B. The Assistant Dean of Students may attend all sessions of IFC and all Executive Board meetings and shall remain informed of IFC business.

### Section 2. **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. Campus, All-Men's, All-Fraternity, and individual Member Fraternity GPA by semester.
- B. Total number of men who joined all Member Fraternities each academic year.
- C. Total number of men who were initiated in all Member Fraternities each academic year.
- D. Percentage of fraternity men compared to the total number of all men at Valparaiso University.
- E. Total number of chapter and colonies opened and closed in each academic year.
- F. Total number of fraternity and sorority life full-time professionals at Valparaiso University.
- G. Graduation rate of fraternity men compared to the total number of all men at Valparaiso University.

## ARTICLE IIV – FINANCIAL MANAGEMENT POLICY

### Section 1. **Fiscal Year:** The IFC Fiscal Year shall be from July 1 to June 30.

### Section 2. **IFC Annual Budget:** The Vice President of Operations shall propose an annual budget to the IFC Executive Board by April 15. Upon adoption by the IFC Executive Board, the budget shall be presented to the IFC General Body for ratification.

### Section 3. **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 4. **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 5. **Expenditure Approval:** The IFC President and the IFC Vice President of Operations shall approve all budgetary expenditures. All expenditure requests shall be submitted at least two weeks prior to the date of the requested disbursement.

- Section 6. Requests for Reimbursement:** Individuals or Member Fraternities conducting business on behalf of the IFC may request a reimbursement for their expenses through a request to the IFC Vice President of Operations.
- Section 7. Signature Requirements for Financial Accounts and Transactions:** All IFC financial accounts and transactions will require two signatures, to include all checks and contracts.
- Section 8. Financial Reporting:** The IFC Vice President of Operations 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 9. Financial Record Keeping:** The IFC Vice President of Operations 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.

## **ARTICLE V – MEMBER FRATERNITY FINANCIAL OBLIGATIONS**

- Section 1. IFC Active Member Fraternity Dues:** The semester dues for each Member Fraternity shall be fixed at \$10.00 per initiated and new member.
- Section 2. Establishment of IFC Member Fraternity Dues:** Any proposed amendment to the established per active and new 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 3. IFC Member Fraternity Dues Assessment:** The aggregate total of dues assessed shall be based upon each Member Fraternity's semester 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 Operations 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 4. 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 Fraternity and Sorority Judicial Board for possible judicial action.

## ARTICLE VI – IFC CODE OF CONDUCT

- Section 1. 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 these fraternal expectations and will confront those who violate them.

## ARTICLE VII – RECRUITMENT POLICY

- Section 1. 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 2. Membership GPA Requirements:** Any Potential New Member shall meet the following GPA requirement in order to be accepted as a New Member by any Member Fraternity:
- A. Potential New Members must meet the Valparaiso University requirement of second semester freshman status with a minimum 2.50 GPA. Second semester freshman status is defined as completing 12 credit hours at Valparaiso University or transferring in 12 or more credit hours from another college or university. High School AP credits will not be considered.
- Section 3. IFC Sponsored Recruitment:** Under the guidance of the IFC Vice President of Recruitment, the IFC shall designate periods of time during each semester 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.
- Section 4. 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 5. 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. Generally in good taste;
  - D. Not derogatory, degrading, or slanderous; and
  - E. 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 6. 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 7. Report of New Members:** Every New Member will complete the Valparaiso University Fraternity and Sorority Membership Card and pay the IFC New Member Fee within 24 hours of bid acceptance.
- Section 8. New Member Disassociation:** A New Member shall reserve the right to disassociate 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. Each Member Fraternity shall submit an updated New Member Roster to the IFC Advisor within one week of any New Member disassociating.
- Section 9. Comity:** No Member Fraternity shall initiate communication with a New Member or Member of another Member Fraternity about disassociation in order to become a New Member or Member of their own Member Fraternity.

## **ARTICLE VIII – PUBLICATION AND DISTRIBUTION**

- Section 1. 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 IX – AMENDMENTS**

- Section 1. 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 2. 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.

## **ARTICLE X – Addendums**

- A. Valparaiso University Standards and Expectations for Fraternities and Sororities
- B. Valparaiso University Fraternity and Sorority Judicial Board Guidelines
- C. Valparaiso University Fraternity and Sorority Policies, Procedures, and Resolutions
- D. Valparaiso University Expansion Guidelines
- E. Interfraternity Council Recruitment Regulations