

**TEXAS A&M UNIVERSITY
INTERFRATERNITY COUNCIL
BYLAWS**

**ARTICLE I
LEGISLATION**

- Section 1. All members of the Executive Council, both elected and appointed, except the president, may bring motions before the Interfraternity Senate and participate in all discussion.
- Section 2. All legislation, when approved by the Interfraternity Senate in the proper manner, shall be binding upon all the member chapters of the Interfraternity Council.

**ARTICLE II
CANDIDATES, NOMINATIONS AND ELECTIONS**

Section 1. Candidates

A. The following officers are to be elected annually:

1. President
2. Executive Vice President
3. Parliamentarian
4. Vice President for Administrative Affairs
5. Vice President for Finance
6. Vice President for Interfraternal Relations
7. Vice President for Public Relations
8. Vice President for Recruitment
9. Vice President for Scholarship

B. Qualifications

Officers of the IFC Executive Council shall:

1. Be in good standing and maintain active status within their fraternity.
2. Have completed thirty semester credit hours of academic coursework prior to the academic year in which the position will be held.
3. Have at least a 2.5/4.0 cumulative GPR or a 3.0/4.0 GPR for the semester preceding their election, while taking a minimum of 12 semester credit hours per semester.
4. While in office stay enrolled in a minimum of 12 semester credit hours, unless the officer does not need 12 hours to graduate.
5. Maintain at least a 2.5/4.0 GPR for every semester he is in office.

6. Be in good standing and registered as a student at Texas A&M University
7. Belong to a recognized IFC chapter that is in good standing
8. Candidates for the office of President must have previously served in the capacity of at least one of the following
 - a. On the IFC Executive Council
 - b. On the IFC Judicial Board, having heard at least one case
 - c. As an IFC Director
 - d. As a chapter president for at least a semester
9. Candidates for the office of Parliamentarian must have previously served in the capacity of at least one of the following:
 - a. On the IFC Executive Council
 - b. On the IFC Judicial Board, having heard at least one case
 - c. As an IFC Director
 - d. As a chapter president or judicial/standards board chairman for at least a semester

Section 2. Nominations and Election

- A. All men seeking candidacy for an IFC Executive Council position shall submit the *Nominee Certification Form* by 5 p.m. the Friday prior to election(s) for the office(s) they are seeking
- B. At the first meeting of the Interfraternity Senate during the month of February, nominations for the Vice President for Recruitment shall be taken. The election for this position shall take place at the following IFC Senate meeting
- C. At the last meeting of the Interfraternity Senate during the month of March, nominations for all remaining Executive Council Positions shall be taken. The elections for these positions shall take place at the following IFC Senate meeting
- D. Procedures
 1. All meetings of the Interfraternity Senate that include elections, shall take place without recess or adjournment, and have 2/3^{rds} of chapter

representation from chapters currently in good standing with the IFC in attendance

2. All voting shall be conducted by secret ballot assembled, distributed, and collected by the IFC Parliamentarian unless motioned otherwise
3. The election of officers shall take place in the following order: President, Executive Vice President, Parliamentarian, Vice President for Administrative Affairs, Vice President for Finance, Vice President for Interfraternal Relations, Vice President for Public Relations, and Vice President for Scholarship
4. All men whose candidacies have been certified shall be allowed to deliver a speech to the Interfraternity Senate. Candidate speeches shall be delivered in alphabetical order by last name. Any candidate not speaking shall leave the room. These speeches shall be no longer than three (3) minutes. Immediately following each candidate's speech, the Senate Floor shall be open for questions directed to the candidate. Candidates for the president's position will have a three (3) minute question period and all other candidates will have a two (2) minute question period unless motioned for an extension of time, in which each candidate will then be allotted an equal amount of time. The Vice President of Administrative Affairs shall monitor all time keeping
5. After all of the candidates have spoken and fielded questions for a respective office, the Senate Floor shall be open for a period of two (2) minutes unless motioned for an extension of time. During this time, all candidates shall remain outside of the room
6. Immediately following the completion of open-discussion, the Parliamentarian shall distribute the secret ballots. There shall be a separate ballot for each position
7. The Parliamentarian and President shall count the votes and announce the winner prior to moving onto the election for the next position
8. Providing no candidate receives fifty-one (51) percent of the votes, a run-off election shall be held immediately after each respective general election between the two candidates receiving the most votes in the general election. A candidate must secure a simple majority of the votes in the run-off election to be declared the winner. Each candidate shall be allowed an additional two (2) minutes to give a speech. The non-speaking candidate shall remain outside of the room. After both candidates have spoken, the senate floor shall be open for a period of two (2) minutes unless motioned to extend discussion period. Candidates shall remain outside of the room until after the votes have

been tabulated. In the event that the run-off election results in a tie, the current Executive Council shall be the deciding vote.

ARTICLE III OFFICERS AND DUTIES

Section 1. Duties of Elected Officers

- A. Elected officers shall be required to attend all Executive Council and Interfraternity Senate meetings, unless excused by the president.
- B. President
 - 1. To serve as spokesman and official representative for the Interfraternity Council to university administrators and the general public;
 - 2. To preside over all meetings of the Interfraternity Senate, and be ultimately responsible for the meetings, agenda and communication of the decisions of the body;
 - 3. Work in collaboration with the Parliamentarian to ensure the proper use of Robert's Rules of Order at all Interfraternity Senate meetings;
 - 4. To call special meetings of the Interfraternity Senate;
 - 5. Ensure that any meeting or committee established by the Office of the President or any Vice President of Texas A&M University are attended by a Greek council leader;
 - 6. To work closely with other Greek Council Leadership and the Office of Fraternity and Sorority Life for the beneficial exchange of information;
 - 7. To be responsible for the formation of goals and the direction of the Executive Council and the Interfraternity Council;
 - 8. Sign all contracts involving the Texas A&M University Interfraternity Council and be authorized to cosign any IFC checks;
 - 9. Ensure that any committee established by the Interfraternity Senate includes an Executive Council member as an ex-officio member;

10. To meet with the Director of Greek Life at least one time per week.
11. Maintain and turnover all files pertaining to the office.

C. Executive Vice President

1. To assume the duties of the President in his absence;
2. To work closely with the Interfraternity Council President in helping him to discharge his duties;
3. Work with the Interfraternity Council Advisor to coordinate the IFC Chapter Presidents' Retreat;
4. Organize and coordinate a tailgate committee consisting of members all from different tailgating fraternities.
5. Coordinate the director selection process;
6. Coordinate an orientation for new IFC representatives on or before the second Interfraternity Senate meeting of the fall semester;
7. To work with the IFC Advisor to create, distribute and collect the *Nominee Certification Form*;
8. Maintain and turn over all files pertaining to the office.

D. Parliamentarian

1. Chair the Interfraternity Council Judicial Board as Chief Justice;
2. Ensure just and equitable operation of the Judicial Board in compliance with all provisions of the judicial code;
3. To ensure the proper use of Robert's Rules of Order at all Interfraternity Senate meetings;
4. To serve as the official spokesperson for the Judicial Board;
5. To guide the Judicial Board in its interpretation and enforcement of the Interfraternity Council Constitution, Bylaws and Judicial Code;

6. Conduct one risk management training seminar each semester educating chapter leadership on all pertinent risk management policies;
7. Conduct one Perfect Party, an event demonstrating the correct risk management protocol for hosting social events, each year;
8. Work in conjunction with the Department of Greek Life Staff to stay aware of changes in student rules or fraternity policies which may affect the operation of social events;
9. To coordinate an annual review of the Constitution and Bylaws;
10. Coordinate Justice selection and training process as outlined in the judicial code;
11. To perform all duties required by the Candidate Nominations and Elections Article of these bylaws, dealing with elections;
12. Maintain and turn over all files pertaining to the office.

E. Vice President for Administrative Affairs

1. To maintain a complete filing system of the business/programs of the Interfraternity Council;
2. Keep complete and accurate agendas, minutes and attendance at all council meetings;
3. Reserve all meeting spaces;
4. Notify all fraternities of time, location, and send agenda for all Interfraternity Senate meetings no less than two (2) days prior to the meeting;
5. Follow-up with chapter presidents when their fraternities are absent from regularly scheduled Interfraternity Senate meetings;
6. Maintain and update the IFC listserv with accurate contact information each semester;

7. Generate and distribute to the Interfraternity Senate and general public a master schedule of all office hours for all officers;
8. Maintain and turn over all files pertaining to the office.
9. To be responsible for the management of the IFC website;
10. To be responsible for setting up and managing the IFC member login on the IFC website

F. Vice President for Finance

1. To be responsible for all funds assessed, collected, and distributed by the Interfraternity Council;
2. Be authorized to cosign checks on behalf of the Interfraternity Council;
3. Prepare and administrate a budget approved by the Executive Council and 2/3^{rds} affirmative vote of the Interfraternity Senate;
4. Make monthly reports on the financial status of the Interfraternity Council.
5. Prepare a final financial statement for presentation to the Interfraternity Senate just prior to the completion of his term;
6. Maintain and turn over all files pertaining to the office.

G. Vice President for Interfraternal Relations

1. Organize and plan an Executive Council retreat;
2. Oversee the IFC Director of Special Event Programming;
3. Work in conjunction with the IFC Director of Special Event Programming to plan the IFC vs. Corps of Cadets Baseball Game;

4. Work in conjunction with the IFC Director of Special Event Programming to plan the IFC Golf Tournament in the spring semester;
5. Maintain and turn over all files pertaining to the office.
6. To put together a committee for expansion consisting of all different chapters and serve as the chair for that IFC expansion committee.
7. To coordinate and oversee the IFC Lead Class

H. Vice President for Public Relations

1. To continually search out activities that would promote the positive aspects of the Greek System on the Texas A&M Campus and in the Bryan/College Station Community;
2. To be responsible for coordinating various public relations activities on behalf of the Interfraternity Council (i.e. Greek Week/end and the Canned Food Drive);
3. Be responsible for advertising and news releases for IFC events;
4. Serve as liaison to The Battalion;
5. To seek year-round sponsorships;
6. To serve as the Interfraternity Council's representative at all Collegiate Panhellenic Council (CPC), Multicultural Greek Council (MGC), and National Pan-Hellenic Council (NPHC) general meetings;
7. Meet regularly to coordinate efforts with the Office of Fraternity and Sorority Life staff member responsible for marketing and outreach;
8. Oversee the IFC Director of Community Relations and the IFC Director of Marketing;
9. Maintain and turn over all files pertaining to the office.

I. Vice President for Recruitment

1. To appoint a 3 – 5 person committee with members all from different fraternities. Each of these committeemen will report to the Vice President of Recruitment.
2. Assume ultimate responsibility for all phases of the Interfraternity Council Informal and Formal Recruitment, including but not limited to, assembling recruitment publications, coordinating event scheduling and the Fraternity Convocation;
3. Coordinate all Bid Day activities;
4. Maintain and make available a current database containing contact information for potential new members;
5. Distribute and collect post-recruitment surveys;
6. Work with all member fraternities to improve the recruitment system as a whole;
7. Remain in the Bryan/College Station area the summer before Fall Recruitment to facilitate working on the whole recruitment process.
8. Maintain and turn over all files pertaining to the office

J. Vice President for Scholarship

1. Facilitate the application process to award at least one scholarship each year;
2. Meet monthly with chapter scholastic chairmen whose chapters fell below the required chapter GPR the previous semester.
3. Work closely with chapter scholarship chairmen to raise Average IFC GPR above the All-Men's GPR;
4. Each semester, write letters of recognition to inter/national headquarters of fraternities whose GPR exceeds the All Men's GPR;

5. Assist the IFC Director of Marketing in creating an advertisement honoring chapters for their exceptional academic achievement;
6. Maintain at least one scheduled office hour per week to accommodate for Chapters Scholarship chairs who have fallen below the All Men's University GPR. Scheduled hours shall be approved by the Interfraternity Senate;
7. Maintain and turn over all files pertaining to the office.

Section 2. Vacancies

- A. Resignation of Executive Council positions shall be submitted in writing to the Interfraternity Senate
- B. Nominations and elections for vacancies on the Executive Council shall be made at the Interfraternity Senate meeting immediately following receipt of the official written resignation
- C. The term of office for those elected to fill such a vacancy on the Executive Council shall be through the next scheduled election of the Executive Council officers
- D. If the office of president is vacated, the Executive Vice President will assume the position. An election will be held to fill the Executive Vice President position

Section 3. Procedure for Removal of Executive Officers

- A. All elected officers may be subject to removal by the Interfraternity Senate
- B. Removal procedures may be initiated by written petition of not less than 1/4th of the total membership of the Interfraternity Senate
- C. A removal of any members of the Executive Council may be executed by 2/3^{rds} ballot vote of the members of the Interfraternity Senate
- D. The Council shall then hold elections for the vacancy in accordance with the Section 2 of this Article

ARTICLE IV RECRUITMENT

Section 1. Eligibility

- A. Any male enrolled in at least twelve (12) credit hours at Texas A&M University is eligible to be a Potential New Member, hereafter referred to as “PNM”.
 - 1. Any man who has completed twelve (12) or more hours of academic course work must have no less than a 2.5 cumulative GPR in order to be eligible as a PNM.
 - 2. Men enrolled in the Blinn Team Program are eligible to be a PNM.

- B. PNM registration on the CampusDirector system is mandatory before the start of formal recruitment.
 - 1. If a member fraternity extends an invitation to pledge to a PNM who was not registered on CampusDirector by the start of Formal Recruitment they will be assigned a fine of \$15 per PNM.
 - 2. If a PNM has not signed up by the conclusion of formal recruitment (10:00PM on the Thursday or Friday following Convocation as determined by the executive board) they will not be eligible to receive a bid and all bids they may have received are invalid unless otherwise deemed by the President or Parliamentarian.

Section 2. Informal Recruitment

- A. Formal recruitment is the period outlined in the recruitment expansion policy. All other remaining weeks shall be considered informal recruitment weeks
- B. Informal and formal recruitment shall be without the use of alcohol

Section 3. Formal Recruitment

- A. If a Chapter is not formally recognized by the University seven (7) days prior to Formal Recruitment, said Chapter will be unable to participate in formal recruitment

- B. Fall Recruitment
 - 1. Formal Recruitment shall begin with IFC Convocation and shall end at 10 PM on the Friday following Convocation.
 - 2. IFC Convocation is comprised of an open event required for all PNMs interested in participating in IFC recruitment, typically styled as a rotational, open tailgate in which all IFC chapters participate. IFC Convocation will take place on the Sunday which also serves as the first day of Howdy Week, a week before classes start.

3. IFC Convocation is mandatory for all PNMs and at least 2/3rds of active chapter members from each fraternity, unless otherwise deemed by the President or Parliamentarian.

C. Spring Recruitment

1. Spring formal recruitment will begin the first Monday back from Winter Break and end the following Wednesday or Thursday as decided by the Senate in the previous Fall.

Section 4. Bid Cards and Registration

- A. Bids must be submitted to the Greek Life Office by 11:59 PM the last day of Formal Recruitment.
 1. There will be a fine of \$45 imposed on any fraternity who turns in their bid cards past the designated time
- B. Bids will be handed out on the day following the close of Formal Recruitment.
- C. Bid Day will be held at the Academic Building on the Sunday of Howdy Week for fall recruitment. For more information on Bid Day procedure, please see the official Bid Day Policy
- D. Any form of bid (verbal or written) extended prior to the time each new member is able to pick up their bid card(s) on the day after the conclusion of formal recruitment at 8 a.m. shall be considered an “early” bid and is strictly forbidden. Any violation of this early bid policy will result in a hearing by the Judicial Board to determine further sanctions
- E. Every potential new member who is to walk the steps on Bid Day must be registered and paid in the recruitment database by the final day of formal recruitment at 11:59 p.m.

Section 5. General

- A. The Vice President of Recruitment shall be responsible for collecting the schedules for each chapter’s formal recruitment. Member fraternities shall only perform recruiting activities with PNMs during the formal recruitment period.
- B. All formal recruitment events shall take place within a twenty (20) mile radius of Bryan/College Station.
- C. Formal Recruitment events are to be held between the hours of 10 A.M. and 10 PM.
- D. Alcohol is prohibited at any Formal Recruitment event.

- E. Organizations may participate in extended recruitment or continuous open bidding after Bid Day during the fall and spring semesters if permitted to do so by the Interfraternity Council.
- F. If a member fraternity is found to be in violation of any of the policies laid forth under “Recruitment” they will be subject to fines and/or a judicial review.

- G. Recruitment activities during formal recruitment cannot include any behavior that may be considered sexist or degrading to women

- H. No member fraternity should, at any time, purposely misrepresent its chapter in order to benefit its own recruitment process. This includes but is not limited to, providing false information in academics, athletics, awards (University, Inter/nationally), membership status or any other forms of recognition status at Texas A&M University

ARTICLE V FINANCES

Section 1. The Executive Council shall present a budget to the Interfraternity Senate at the last Senate meeting in the month of March. This budget shall outline the financial operation of the Interfraternity Council for the calendar year from the date of its approval

Section 2. Chapter Member Rosters

- A. Chapters shall be assessed \$15.00 per active and new member each semester. These dues shall be calculated based on a roster provided to the Vice President of Finance at the beginning of each semester. The due date for this roster, and its content shall be determined by the Vice President of Finance but no later than 45 days after the start of the semester

- B. Chapters that fail to provide a current roster to the Vice President of Finance will be invoiced as follows:
 - 1. Active chapter members shall be considered the total number of Active Members from the previous semester
 - a. New Members shall be assessed as the number of new members from the current semester and the number of New Members listed for the previous semester
 - b. A fee of 10% the total amount owed will be assessed on the Invoice

- C. Chapters relegated to the Affiliate Council and Colonies, as outlined in Article VII (3), shall be charged a participation fee assessed at a rate of 60% of full chapter dues. This fee shall be paid in accordance with the standard Interfraternity Council payment and penalty schedule

Section 3. Each fraternity shall be notified by email or at the Interfraternity Senate meetings for the charges due to the Interfraternity Council. Upon receipt of the invoice, payment is due in full. Penalties may be imposed and will remain in effect until the balance is paid in full or alternative arrangements are made with the Vice President for Finance. The payment penalty schedule is as follows:

0-14 days: No Penalty

15-30 days: Finance charge of 10% of remaining balance owed;
Suspension of voting privileges

31-60 days: Additional 10% finance charge of balance owed;
Loss of all Interfraternity Council privileges;
Referral to the Judicial Board for further review

60+ days: Continued 10% finance charge of balance owed assessed each month;
Inter/national office contacted and advised of delinquency

Section 4. A member fraternity may appeal to the Executive Board for an alternative payment schedule, which would waive the above stated plan. Any given plan shall be approved with a 3/4th majority vote of the Executive Council

ARTICLE VI JUDICIAL BOARD

Section 1. There shall be a judicial body of the Interfraternity Council known as the Interfraternity Council Judicial Board

Section 2. Regulations

- A. The Board shall perform all duties and be subject to all regulations contained in the Interfraternity Council Judicial Code
- B. The Code shall become effective upon adoption by a 3/4th vote of the Interfraternity Senate

ARTICLE VII CAMPUS AND COMMUNITY INVOLVEMENT

Section 1. Scholarship

- A. Any chapter that falls below the All Men's University GPR during a given semester shall be issued a written warning. This chapter's scholarship chair must meet with the Vice President for Scholarship monthly the following semester to discuss an action plan and review their chapter's progress. If the chapter again falls below the All Men's University GPR, they will be referred to the Judicial Board for a hearing to determine the necessary course of action
- B. Each semester, the Interfraternity Council shall award at least one (1) scholarship to individuals in its member fraternities. The winners shall be selected through an application process, and voted on by the Executive Council

Section 2. Philanthropy

- A. IFC Fraternities associated with or hosting events in order to raise money for philanthropic purposes or perform community service shall:
 - 1. Refrain from having their event sponsored in any way by an alcoholic brand, distributor, or establishment generating more than half of its annual gross sales from alcohol
 - 2. Not utilize alcohol in any way to promote the event
 - 3. Only be required to maintain a guest list if alcohol will be present at the event
 - 4. Contact its inter/national headquarters to learn if their present insurance policy covers the event
 - 5. Secure insurance when their current policy does not cover the event

Section 3. Chapter Expectations

- A. In order to maintain active status within the IFC Senate, a chapter must score at least forty-one percent (41%) on the Office of Fraternity and Sorority Life's Chapter Expectations Report. Failure to obtain the required score will result in a year-long relegation to the Affiliate Council
- B. If a Chapter is not recognized by the Texas A&M University as a student organization for a semester the Chapter will be immediately removed from the Interfraternity Council
 - 1. Chapter's wishing to be reinstated will be required to immediately petition the Interfraternity Council a request to join the Affiliate Council

C. Chapters may be reinstated as full IFC members by meeting the following criteria:

1. The Chapter completes its Affiliate Council term in material compliance with the Office of Fraternity and Sorority Life's expectations, the IFC constitution, and has fulfilled the duties outlined in the Affiliate Council Charter
2. The Chapter receives a score in the range of "Accomplished" or higher on the Affiliate Council "Chapter Portfolio Evaluation" rubric scored by the IFC Senate and based on the portfolio submitted to the community
3. The Chapter receives a 2/3 present vote from the IFC Senate in favor of reinstatement

Section 4. Little Sister Programs

- A. Little Sister Programs shall be defined as a women's sub-organization of any fraternity chapter which requires a framework including: officers, rituals, meeting schedules, dues collection, member rosters, hazing/initiation rites, or recruitment practices to acquire new women for the organization
- B. Little Sister Programs are strictly prohibited