

THE INTERFRATERNITY COUNCIL

Ball State University

CONSTITUTION

REVISED

November 2007

Interfraternal Code of Ethics

(Revised: Sept. 2006)

We, the fraternity men of Ball State University who believe in the values of scholarship, honesty, integrity, accountability, honor, respect, faith, excellence, high ambition, brotherhood, friendship, service, justice, leadership, character, courage, power, and love, do hereby affirm and declare on our word as gentlemen that:

1. We will maintain a high standard for our GPA;
2. We will foster and develop the leadership of our Brothers;
3. We will fulfill all financial obligations to our chapter, the Interfraternity Council, Ball State, and our (inter)national headquarters;
4. We will provide service to both the Greek and local community;
5. We will be active members of Ball State life;
6. We will respect both fellow Greeks and non-Greeks, especially women and other fraternities;
7. We will promote the positive image of Greeks and aspects of Greek life;
8. We will have **no** tolerance for hazing;
9. We will have **no** tolerance for the use and abuse of illegal substances;
10. We will provide a safe atmosphere and environment for ourselves and others;
11. We will maintain a clean and respectable house and property;
12. We will take responsibility for our actions;
13. We will hold each other accountable;
14. We will live the charges set forth by our Ritual;
15. And we will hold our organizations to the highest standard.

With these statements, we pledge our constant belief in the value of Greek life and recognize the responsibility invested in us by the Greek letters that we proudly display.

Constitution of the Ball State University Interfraternity Council

Preamble

The Ball State University Interfraternity Council will commit to promoting positive values, providing experiential learning opportunities, and fostering leadership development while forging lifelong connections to Ball State University.

Article I: Name

Section I. This organization shall be known as The Interfraternity Council of Ball State University, and hereafter referred to as the IFC.

Article II: Purpose

Section I. The purpose of this organization shall be to:

- A. Create, maintain, and perpetuate better relations among (inter)nationally affiliated men's undergraduate fraternities on this campus;
- B. Inform, educate, and promote the social Greek system to both those who are familiar and unfamiliar with it;
- C. Encourage participation and excellence in Greek campus activities;
- D. Encourage responsible participation in all areas of educational experiences including scholastic, social, intramural, and social service activities;
- E. Promote effective communication within the Greek system and within the university and surrounding communities;
- F. Provide a means of solving problems and injustices within the system itself;
- G. Establish and promote programs in keeping with the university's purposes and objectives;
- H. Ensure initial equal representation of every recognized fraternity within the IFC for each academic semester, and;
- I. Provide a Judicial Council that includes a fair and equitable process with appeal.

Article III: Membership

Section I. Member Fraternities' Numerical Representation

- A. Each member fraternity will be allowed two (2) seats with one (1) proxy (replacement) in case of an absence.
- B. Each seat will count as one (1) vote.
- C. Proxies are not allowed to vote.
- D. Shall be evenly reassigned on the first day of the semester.
- E. Shall be permanently assigned by the second IFC meeting of the semester.

Section II. Qualifications

- A. Consist of members of IFC recognized fraternities.
- B. Consist of an elected or appointed IFC delegate.
 - 1. IFC delegates must have been involved in the Greek system a minimum of one (1) semester, unless approved by the IFC Executive Council.
 - 2. One (1) of the two (2) IFC delegates must be the President of the IFC member fraternity.
 - a. If a President is unable to attend IFC meetings due to a class scheduling conflict, or other reason deemed appropriate by the IFC Executive Council, a replacement delegate must be approved by the Executive Council.
 - 3. One (1) of the two (2) IFC delegates is strongly encouraged to be a member of the executive board of their fraternity.

Article IV: Meetings

Section I. The IFC President may call a meeting at any time. The President shall, at the request of a majority in the IFC, be required to call a meeting.

Section II. The meetings of IFC shall be open to all fraternity men and guests. Anyone shall have the privilege of the floor upon recognition by the IFC President.

Section III. The IFC President shall call meetings of the Executive Council as needed.

Section IV. General Delegation:

- A. To insure a sense of objectivity:
 - 1. Members shall have one (1) vote on all matters of regular business.
 - 2. Executive Council members shall act as ex-officio non-voting members with the IFC President voting in case of a tie.
 - 3. Meetings shall be run in accordance to the newly revised Robert's Rules of Order.
- B. General delegation meetings of IFC shall be every week.

Section V. Roundtables:

- A. All roundtables must be announced two (2) weeks in advance via e-mail to the appropriate chairman and at IFC meetings to the delegates.
- B. Any chapter chairman who cannot attend his roundtable must e-mail or phone the IFC Executive Vice President in charge of the roundtable hours in advance.
- C. Any chapter chairman who misses the roundtable and has properly notified the IFC Executive Council Vice President in charge of the roundtable must meet one-on-one with the IFC Executive Vice President within one (1) week of the original roundtable date.
- D. If an emergency arises that does not allow the Chapter Chairman to notify the IFC Executive Vice President in charge of the roundtable 24 hours in advance, then he must do the following:
 - 1. Submit an e-mail to the IFC Executive Vice President running the roundtable and to the IFC President within 24 hours following the roundtable to explain their reason for not attending with an advance notice.
 - 2. The chapter chairman will then attend the next IFC Executive Council meeting and explain his reason for improper notification to the IFC Executive Council.
 - 3. The IFC Executive Council has the sole discretion to excuse his fine.
- E. One-on-one meetings are encouraged; however, not everyone can fit this into their schedule. A proxy may be sent to the roundtable in place of the appropriate officer as long as the proxy is an executive officer of the chapter.

1. For any chapter chairman who does not notify the IFC Executive Vice President running the roundtable 24 hours in advance to set up a one-on-one, or does not send an executive officer to the roundtable as a proxy will be fined in accordance with Bylaws Article IV, Section II, F.

Article V: Executive Council Members

Section I. The IFC Executive Council and their rank shall be:

- A. President
- B. Vice President of Internal Affairs
- C. Vice President of Risk Reduction
- D. Vice President of Recruitment
- E. Vice President of Programming
- F. Vice President of Public Relations
- G. Vice President of Community Outreach
- H. Vice President of Administration

Section II. A person may only hold one (1) office at one time on the IFC Executive Council.

Section III. Election of Executive Council members:

- A. All nominees must turn in an application.
 1. An application form must be completed and turned in at least 48 hours before the election.
- B. The nomination of Executive Council members shall be held during the last meeting in October.
 1. Elections for President, Vice President of Internal Affairs, Vice President of Risk Reduction, and Vice President of Recruitment will take place during the first meeting in November.
 2. Elections for Vice President of Programming, Vice President of Public Relations, Vice President of Community Outreach, and Vice President of Administration will take place during the second meeting in November.

- C. Further nominations can be submitted up to and including the day of the election, given their application was turned in 48 hours prior to the election.
- D. The manner of election of the Executive Council members shall be as follows:
1. While each candidate is speaking, his opponent(s) shall not be present.
 2. At the election meeting, candidates shall make a presentation in the reverse order in which they were nominated.
 - a. Presentations for IFC Presidential candidates shall last up to ten (10) minutes in length.
 - b. Presentations for all other Executive Council candidates shall last up to five (5) minutes in length.
 - c. Presentations for all candidates shall be followed by a question and answer period left to the digression of the IFC ranking officer.
 3. After all candidates for an office have given their presentations, a discussion period will follow.
 - a. Candidates shall not be in the room during this discussion period.
 - b. Terms and limits of the discussion will be left to the discretion of the IFC ranking officer.
 4. Each member of the eligible, voting IFC delegation will have one (1) vote conducted by secret ballot.
 5. IFC delegates may vote no confidence if they feel the candidate(s) is/are unable to fulfill the duties of the office.
 6. IFC Executive Council members shall be elected by a majority vote of the chapters that are eligible to vote.
 7. In the case of more than two (2) candidates running for the same position, the candidate with the lowest number of votes will be eliminated unless a majority is reached. The election proceeding will be continued, without presentations, until one (1) of the candidates receives a majority vote.
 8. The IFC ranking officer shall vote in case of a tie.

9. A fraternity may have up to two (2) of its members hold Executive Council positions at one time.
10. A candidate may run for a lower ranking position of the Executive Council, without having turned in an application for the position, provided that he lost the election for a higher ranking position.

Section IV. The Executive Council members of the IFC shall take office during the last meeting held in the fall semester and shall hold office until the installation of new Executive Council members during the last meeting of the following fall semester.

Section V. Removal from office shall be accomplished by any of the following procedures:

A. Members of the IFC bringing charges against any Executive Council member for the purpose of removal from office shall present these charges in writing, signed by one-quarter (1/4) of the membership of IFC, to the Executive Council. In addition, individual copies of such charges shall be provided for each member of the IFC at a meeting of the IFC.

1. Any action on such charges will occur during the next meeting.

B. Removal from office shall be accomplished by a two-thirds (2/3) eligible vote of the delegation of the IFC. The vote shall take place at the meeting following the presentation of charges. Article X shall define an eligible vote, and voting privileges.

C. The Executive Council can remove any executive member by a two-thirds (2/3) vote of the whole Executive Council if that officer is found to be in violation of the IFC Constitution and/or Bylaws. The Executive Council member in question will not have a vote in this decision.

1. The Executive Council member may be reinstated if he requests a hearing of the Judicial Board of Review and is found not guilty of violating the IFC Constitution and/or Bylaws.

Section VI. Resignation of Executive Council members:

A. The resignation of an Executive Council member must be presented in written form to the President at least one week prior to the resignation.

1. If the President resigns, written notice will be presented to the Vice President of Internal Affairs at least two (2) weeks prior to the resignation.

Section VII. Replacement of Executive Council members:

- A. If there are sixty (60) days or more left in the term, the delegation will elect a man of an IFC member fraternity to fill out the remaining term.
 - 1. When an IFC delegate is elected to the IFC Executive Council, his organization shall then elect another man to replace him as the IFC delegate.
- B. If there are fewer than sixty (60) days left in the term, the IFC Executive Council will have the choice of electing, appointing, or not replacing the officer.
 - 1. If an IFC delegate is elected to an Executive Council office of IFC, his organization shall then elect another man to replace him as the IFC delegate.
- C. Election procedures shall follow stipulations in Article V, Section III.

Article VI: Executive Council

- Section I. The IFC Executive Council shall hold a weekly meeting separate from the regular IFC meeting.
- Section II. There shall be an Executive Council, which shall be authorized to:
 - A. Plan and coordinate the activities of the IFC;
 - B. Make recommendations to the IFC;
 - C. Act as an interview board for all persons wishing to represent the IFC in any capacity;
 - D. Establish committees when necessary and to define the responsibilities of each committee based on a majority vote among all IFC delegates;
 - E. Appoint, with the approval of the IFC fraternities, representatives to campus boards and committees, other than the Student Senate;
 - F. Perform all other duties that shall be delegated to it by the IFC, and;
 - G. Serve as ex-officio non-voting members of the IFC.
- Section III. Powers of the Executive Council:
 - A. The Executive Council shall have the power to act for the IFC if the IFC is unable to meet or if there is not quorum.

- B. The Executive Council may investigate any crimes that are suspected to be occurring or have occurred which are in violation of the IFC Constitution and/or Bylaws in any manner they see fit.
- C. Any action taken by the Executive Council may be rescinded by a two-thirds (2/3) vote of the IFC.

Article VII: Appointment

Section I. A seat on the council shall be declared vacant if the attendance policy is violated as stated in Article VIII, Section III.

Section II. Replacement of delegates:

- A. A fraternity may hold up to four (4) seats on the IFC.
- B. Qualifications for a vacant seat shall consist of the following:
 - 1. One candidate from each member fraternity excluding the fraternity whose council member's seat was most recently declared vacant.
 - 2. Fraternities that have acquired an additional seat by the process of application shall not be eligible until all other fraternities applying have acquired an additional seat.
- C. All applications shall be reviewed by the President and Vice President of Internal Affairs, whereupon three (3) applications shall be selected for consideration by the Executive Council.
- D. In the case that the fraternity member of the vacated seat was a member of the President or Vice President of Internal Affairs' fraternity, the two (2) highest ranking Executive Council members not affiliated with that fraternity shall review all applications for consideration by the Executive Council.
- E. The Executive Council shall appoint one individual to the vacated seat by a simple majority within the IFC delegation.

Section III. All applications for a vacant council seat must be submitted no more than seven (7) days after the seat is formally declared vacant.

Section IV. Candidates for vacant seats shall be appointed fourteen (14) days after the seat is declared vacant.

Article VIII: Attendance

- Section I. Attendance is defined as being present from the opening roll call to the closing roll call. If a council member or his proxy fails to answer any roll call, the Vice President of Administration may assess that member with an absence.
- Section II. Each member shall be allowed two (2) proxies before an absence will be assessed.
- Section III. Violation of the attendance policy shall be defined as two (2) consecutive absences or three (3) absences throughout the current semester.
- A. Violation of the attendance policy shall result in immediate loss of seat at IFC meetings for the remainder of that semester.

Article IX: Quorums

- Section I. The quorum for meetings of the IFC shall be two-thirds (2/3) of the voting delegation of the IFC.
- Section II. The quorum for the meetings of the Executive Council shall be a simple majority of the Executive Council.

Article X: Voting Privileges

- Section I. Each delegate shall have one (1) vote in the IFC with the IFC President voting only in case of a tie.
- Section II. The voting privilege shall be extended only to those voting representatives of each fraternity, which are in attendance as prescribed in Article VIII.
- Section III. Voting privileges shall be revoked if a member fraternity is not in good financial standing, in accordance with the Bylaws Article IV, Section IV, A, with the IFC. Voting privileges will be reinstated upon fulfillment of financial obligations.

Article XI: Legislation

- Section I. Types of legislation:
- A. Amendment (IFCA):
1. Defined as any legislation that deals directly with the addition or removal of a part of the IFC Constitution and/or Bylaws.
 2. Must be approved by a two-thirds (2/3) majority vote from the voting delegation of the IFC.

B. Resolution (IFCR):

1. Defined as any legislation that deals with the Greek or Ball State Community but does not need to be added into the IFC Constitution and/or Bylaws.
2. May be enforced in the same manner as an amendment in the sense that penalties and punishments may be issued if resolutions are not followed.
3. Must be approved by a majority vote from the voting delegation of the IFC.

C. Bill (IFCB):

1. Defined as any legislation that directly deals with money in the IFC budget.
2. May not be used in relation to the fees that are associated with membership in the IFC.
3. Must be approved by a two-thirds (2/3) majority vote from the voting delegation of the IFC.

D. Policy (IFCP):

1. Defined as any legislation that deals with a document adopted by the IFC which dictates behaviors or procedures not currently in the Constitution or Bylaws.
2. To be added to the Appendix of the IFC Constitution upon approval of the IFC delegation.
3. Must be approved by a two-thirds (2/3) majority vote from the voting delegation of the IFC.

Section II. Legislation Authorship:

- A. Any IFC delegate as defined by Article III, Section II, B may write legislation.
- B. Any member of the IFC Executive Council, except the President, may write legislation.
- C. Legislation may be written by any Ball State University, IFC recognized fraternity member as long as he has a sponsor that sits on one (1) of the above groups.

Section III. Legislative Flow:

- A. All pieces of legislation go through the same legislative process.
- B. Legislation requires three (3) readings:
 - 1. The first reading is to take place at the Executive Council meeting.
 - a. The Executive Council may suggest amendments to the legislation that may be accepted or rejected by the author of that piece of legislation.
 - b. The Executive Council may not table a piece of legislation, nor can they hold legislation back in any way.
 - 2. The second reading is to take place at the next meeting of the IFC.
 - a. The IFC ranking officer must read the legislation aloud to the IFC delegation.
 - b. The IFC ranking officer, at his discretion, may open the floor up for a short question and answer period.
 - c. No discussion of the legislation may take place during this reading.
 - 3. The third reading is to take place two (2) IFC meetings after the first reading.
 - a. The IFC ranking officer must read the legislation aloud to the IFC delegation.
 - b. The IFC ranking officer must open the floor for discussion.
 - c. The legislation may be voted upon or tabled until the next IFC meeting.
- C. The IFC President may sign the legislation to show his support, or he may deny his signature at his discretion.

Article XII: Amendments

Section I. The amendments to the IFC Constitution may be proposed any member of the following groups:

- A. A representative of a member fraternity;

B. An IFC delegate or an IFC Executive Council member, or;

C. Any committee formed by the IFC for the purpose of Constitution revision.

Section II. Proposed amendments to the Constitution must be submitted to the IFC Executive Council, in writing, at least 24 hours before the IFC delegation meeting in which they are to be proposed.

Section III. Amendments shall become part of the IFC Constitution upon ratification by a two-thirds (2/3) vote of the eligible voting delegation of the IFC.

Article XII : Judicial Board Review

Section I. Judicial Board Procedure

A. The IFC will have the power to establish and maintain an Interfraternity Council Judicial Board and operate in accordance with the Constitution of the IFC as defined in Appendix E “Judicial Board of Review Policy.”

THE INTERFRATERNITY COUNCIL

Ball State University

BYLAWS

REVISED

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Article I: Charges of Executive Council Members

Section I. Qualifications of Executive Council members shall be as follows:

- A. That he shall have an accumulative GPA ratio no less than 2.60 and must maintain this throughout his term.
- B. That he shall not be the president of his own fraternity during his term of office.
- C. That he shall be available for a full term of office.
- D. That he shall maintain a notebook containing continuously updated materials regarding all business and proceedings of the IFC and its committees.
- E. That he shall serve on the Social Evaluation Team on a rotating basis according to the schedule created by the Vice-President of Risk Reduction.
 1. This does not apply to the Vice-President of Internal Affairs.
- F. That he shall be a contributing member to the implementation team closest related to his position.
- G. That he shall be educated on all issues pertaining to the Greek Community which are meant for public knowledge.
- H. That he shall serve as a role model for members of the Greek Community on and off campus.

Section II. Duties and Responsibilities of the Executive Council Members

- A. The President shall:
 1. Act as President of the Executive Council of IFC.
 2. Act as an ex-officio non-voting member of all committees.
 3. Appoint committee heads and members not elsewhere delegated.
 4. Provide a channel or line of communication between the IFC and the administration, the faculty, the Student Government Association, and the community.
 5. Act as the liaison between the Interfraternity Council, Panhellenic Council and the National Pan-Hellenic Council.

6. Have a thorough knowledge of the Five Year Greek Strategic Plan.
7. Serve on at least one (1) implementation team for the Greek Strategic Plan.
8. Be “on call” at least one (1) night per weekend for situations which arise where an Executive Council member’s presence is needed.
 - a. The weekend shall be defined as Thursday through Sunday.
9. Attend staff meetings two (2) times per month with OSL staff, PHC President, and NPHC President.

B. The Vice-President of Internal Affairs shall:

1. Preside over meetings in the IFC President's absence and assume the obligations of the IFC President in such an event.
2. Act as the committee coordinator and to make all standing committee appointments.
3. Assume the role of parliamentarian and be versed in parliamentary procedure.
4. Aid the IFC President in whatever capacity is applicable.
5. Serve as Chief Justice of the IFC Judicial Board of Review.
6. Be responsible for updating and maintaining the IFC Constitution and Bylaws.
7. Accept Judicial Board Justice applications and appoint justices.

C. The Vice-President Risk Reduction shall:

1. Give advice and work with the Panhellenic Council Vice President of Risk Reduction and Education, the Social Evaluation Team (SET), and Greeks Advocating the Mature Management of Alcohol (GAMMA).
2. Work with social and risk management chairman of each individual fraternity to aid in the development of risk reduction and education.
3. Advise the Risk Reduction and Crisis Management Committee.

D. The Vice-President of Recruitment shall:

1. Establish and supervise all functions and facilities pertaining to recruitment activities.
2. Work on increasing the number of men going through recruitment by use of publications and presentations while working with the Vice President of Public Relations.
3. Prepare recruitment rules to be brought before the IFC delegation for approval a minimum of three (3) weeks before the formal recruitment period.
4. Collect, evaluate, and approve individual fraternity recruitment schedules and programs.
5. Advise the Recruitment and Expansion Committees.
6. Hold one (1) roundtable per month.
7. Work with the Vice-President of Recruitment for PHC for consistency and the creation of congruent, year-long recruitment plans.

E. The Vice-President of Programming shall:

1. Coordinate educational and academic programs sponsored by the IFC including Greek 101 for new members.
2. Coordinate and distribute materials helpful in the preparation of membership development programs for member fraternities.
3. Oversee the new member and membership programs of each member fraternity.
4. Aid in the development of programs designed to raise money for the IFC scholarship fund.
5. Work with the scholarship chairman of each individual fraternity to aid in raising the scholastic values of all fraternity men.
6. Develop programs to recognize outstanding academic achievement among fraternity men.
7. Oversee and enforce the IFC Academic Policy.

F. The Vice-President of Public Relations shall:

1. Work with the Daily News, Ball State television stations, and other media outlets.
2. Work with the Vice President of Recruitment in the development of recruitment publications and IFC presentations.
3. Provide publicity for the IFC by preparing advertisements and media releases on important IFC issues.
4. Update and maintain the IFC website.
5. Work with the OSL, PHC, and NPHC to maintain a comprehensive marketing plan for the Greek Community.

G. The Vice-President of Community Outreach shall:

1. Plan philanthropy and community service events for the IFC member fraternities.
2. Head all IFC sponsored philanthropy and community service projects.
3. Develop programs to recognize philanthropy and community service participation among IFC member fraternities.
4. Organize and develop an all-fraternity philanthropy and community service project each semester.

H. The Vice-President of Administration shall:

1. Maintain the treasury of the IFC.
2. Prepare, under the direction of the Executive Council, the semester budget for presentation to, and approval by, the IFC.
3. Upkeep all records of the IFC that pertain to accounting.
4. Keep a running file of fraternities that have lost their voting privilege due to financial reasons.
5. Work with the secretary in the Office of Student Life in relation to IFC finances.
6. Impose fines.

7. Reserve all meeting places for the IFC.
8. Aid the IFC President whenever applicable.
9. Establish an agenda for each regular meeting in cooperation with the IFC President and the Executive Council.
10. Record accurate and specific minutes at all regular IFC meetings and meetings of the Executive Council.
11. Publish all regular IFC minutes in detail and distribute to all the member fraternities.
12. Keep the files of the IFC office, to be kept for at least five (5) years, in proper and functional order.
13. Take roll call at each IFC meeting and notify the IFC President of the disqualification of any member.
14. Be responsible for the notification of all representatives of future meetings.
15. Notify a fraternity that has had their voting privilege revoked due to absence.
16. Secure all sponsors for special events of the IFC.
17. Develop a list of all possible sponsors at the beginning of each term.
18. Assist the Recruitment Chairman in attaining sponsors for recruitment.
19. Carry out any sponsorship request made by the Executive Council.

Article II: Charges of the IFC Membership

Section I. Duties of the members and ex-officio non-voting members of the IFC shall be:

- A. To attend the meetings of the IFC.
- B. To be informed on issues pertaining to fraternal affairs and Ball State University.
- C. To offer constructive criticism concerning the IFC, its government, and its activities.
- D. To represent the fraternity from which the member was elected.

- E. To provide a means of communication between the members' fraternity and IFC.
- F. To serve on the committees of IFC and to aid in the execution of decisions and policies of IFC.

Section II. Delegates of the IFC must meet the following qualifications:

- A. The delegate member at large must have and maintain an accumulative G.P.A of 2.60 or better.
- B. The delegate must not be on any form of probation imposed by the University, the IFC, and/or his respective chapter.

Section III. Membership in the IFC is automatically and immediately lost if the delegate or ex-officio non-voting member does not meet the following standards:

- A. If he fails to meet the outlined qualifications, duties, and responsibilities.
- B. If he fails to attend two (2) consecutive meetings or three (3) meetings throughout the semester.

Article III: Committees

Section I. The Recruitment and Expansion Committee shall:

- A. Consider all appropriate and IFC related matters concerning functions and facilities pertaining to recruitment and expansion.
- B. Work with the IFC Vice President of Recruitment and help in whatever capacity available in the planning of recruitment.
- C. Provide educational opportunities for IFC member chapters regarding effective recruitment strategies.

Section II. The Risk Reduction and Crisis Management Committee shall:

- A. Monitor and understand the Greek Community Social Events Policy at all times.
- B. Be responsible for revisions in the Greek Community Social Events Policy when they are needed.

1. Committee must realize that the Panhellenic Council and key members of the administration must also approve any revisions approved by the IFC.

C. Work with the Vice President of Risk Management in the development of educational programs dealing directly with risk reduction and management.

D. Research and work to correct all safety issues that arise in the fraternity system.

Section III. Ad hoc committees may be formed at the discretion of the IFC Executive Council.

Article IV: Finances

Section I. Dues:

A. Dues will be assessed on all individual members of each member fraternity during each semester:

1. Initiated members will be assessed a fee of seven dollars and seventy-five cents (\$7.75).
2. New members will be assessed a fee of twenty dollars (\$20.00).

B. Dues will be assessed on all individual members of an IFC recognized colony beginning with their second semester of colonization.

1. All colony members will be assessed a fee of twelve dollars (\$12.00).

Section II. Budget and Fine Schedule:

A. The budget and fine schedule will be approved by the IFC delegation before the last regular meeting of each semester. Dues must be paid according to the following schedule:

1. All rosters must be updated fourteen (14) days after the last day of formal recruitment each semester. This includes the turning in of all Anti-Hazing Forms for all new members.
 - a. Failure to update rosters by this time will result in loss of voting privileges from that day on until such time as the roster is updated.
2. Fraternities will then be billed fourteen (14) days after the last day of formal recruitment each semester and will have thirty (30) days to pay their dues.

- a. Failure to pay dues by this time will result in the loss of voting privileges from that day on until such time as the amount is paid in full.
 - b. Any additions to rosters after the bills have been sent out will be required to pay their respective new member dues at the time of submission of their respective Anti-Hazing Forms.
- B. Fines paid to the Greek Community Social Events Policy account will be returned to chapters in the form of mini-grants for alcohol-free events and/or registration fees to leadership development programs offered through the North-American Interfraternity Conference or a chapter's (inter)national headquarters.
- C. The maximum amount awarded to an individual chapter in the form of mini-grants through the Greek Community Social Events Policy account is \$150.00 per academic year.
- D. Mini-grants for leadership development opportunities for individuals will be awarded for up to one-half (1/2) of the cost of the registration fee.
1. Applications for the allocation of funds for individuals will be determined by a committee composed of the Vice President of Programming, Vice President of Administration, and Vice President of Risk Reduction.
 2. The committee will determine the method of application.
 3. Applicants must be returning students to Ball State University for at least one (1) year after attendance at the program.
- E. Funding may only be approved if there are sufficient monies in the Greek Community Social Events Policy account, and a minimum of \$50.00 is to be kept in the account to keep it open.
- F. A \$50.00 fine will be assessed to any chapter not represented at a roundtable or standing committee meeting called by an Executive Council member or appointed chairman of a standing committee of IFC.
1. In order for a fine to be assessed, notice of the roundtable or standing committee meeting must be given at least two (2) weeks before the scheduled roundtable or standing committee meeting.
- G. A \$50.00 fine will be assessed to any IFC Executive Council member who calls a roundtable or standing committee meeting and fails to attend.

Section III. IFC Funds:

- A. No IFC funds may be used to purchase alcohol or sponsor an event where alcohol is present.
- B. IFC funds may not be used towards social events for the Executive Council.

Section IV. Financial Standing

- A. A chapter shall be considered in good financial standing if it has a zero balance with the IFC past the due date of all dues and fines.

Article V: Recruitment and Associate Membership

Section I. For general recruitment rules and policy, see Appendix G “Recruitment Rules and Regulations.”

Section II. Recruitment regulations shall be established by the Recruitment and Expansion Committee upon approval of a majority vote of the eligible voting membership of the IFC delegation.

Section III. A fraternity is eligible to associate men unless restricted by the Judicial Board of Review.

Section IV. A man who has been initiated into any North American Interfraternity Conference (NIC) recognized fraternity is prohibited from joining any other fraternity which is a recognized member of IFC.

Section V. In accordance with every fraternity's national and FIPG policies, there are to be no social functions associated with alcohol on the date of any associate member or bid ceremonies.

Section VI. An official grace period will begin two (2) weeks prior to finals week. No scheduled new member or associate events may take place during this time.

- A. Brotherhood or other regular chapter activities may still take place during this time.

Article VI: Risk Reduction and Management

Section I. For general risk reduction and management policy, see Appendix D “Greek Community Social Events Policy.”

Section II. The fraternity social management policies and procedures:

- A. If members of the Social Evaluation Team do not fulfill their responsibilities as stated in the Greek Community Social Events Policy, this will result in their respective fraternity being placed on Level One probation.

THE INTERFRATERNITY COUNCIL

Ball State University

APPENDICES

Appendix A
Academic Policy
(Revised March 2008)

Section I. Purpose

- A. The purpose of this program is to set new members on the right path towards academic success. Through this program we hope to improve the academic well-being of new members, by instilling healthy study habits and providing them with the knowledge of academic programs offered by the University.

Section II. New Members

- A. Each new member is required to participate in three (3) programs provided by the Learning Center in the North Quad

- B. There are five (5) options from which three (3) programs need to be completed before the last week of the semester the new member initiates. These options are as follows.

1. Attend any of the workshops that are offered at the Learning Center in the North Quad.
 - a. This option can count towards all three (3) programs needed as long as they are different workshops.
2. Attend tutoring sessions through the Learning Center for a class.
 - a. This option can count towards all three (3) programs needed.
3. Attend a Supplemental Instruction (SI) session already offered by the Learning Center.
 - a. This option can count towards all three (3) programs needed as long as the Supplemental Instruction (SI) are for three (3) different classes.
4. Meet with your academic advisor.
 - a. This option may only be used one (1) time.
5. Chapters may set up a meeting at the career center.
 - a. This option may only be used one (1) time.

C. Recording attendance at programs:

1. When attending Learning Center workshops you must sign in and sign out on the Interfraternity Council (IFC) sign in sheet.
2. For tutoring sessions, meeting with academic advisors, and career advisors, members must fill out one (1) of the “Additional Workshop” forms that are found in the Office of Student Life (OSL), or on the Greek Life website.
 - a. These must be turned into the IFC Vice President of Programming before the finals week of that semester.
 - b. The Interfraternity Council (IFC) New Member Scholarship Program additional workshop form can also be found on the Greek Life website.

D. Incentives and Consequences:

1. Incentives:
 - a. If a chapter has 90 percent attendance or higher, then that chapter is exempt from the consequences below.
 - b. If a chapter has 90 percent attendance, then a letter of achievement will be sent to the Vice President of Student Affairs, chapter advisors, and the fraternity headquarters.
2. Consequences:
 - a. For each new member that does not complete the requirement there will be a \$10 fine.
 - b. The chapters that do not submit a scholarship plan by the deadline will have their IFC voting privileges revoked until they have submitted a satisfactory scholarship plan.

E. IFC Scholarship:

1. All fines from the New Member Scholarship Program will go towards a scholarship for non-Greek male freshmen. In the hopes to encourage non-Greek males with high academics to join IFC chapters.

2. The IFC Scholarship application and selection for the scholarship winner will be decided by a committee made up of five (5) IFC chapter members.
 - a. The members of the IFC Scholarship committee will be chosen by the IFC Executive Council.
 - b. IFC Vice President of Programming will appoint the chair of the IFC scholarship committee.

F. Exceptions:

1. New members that are of upperclassman status (sophomore and higher) with a 3.0 cumulative GPA of higher do not have to participate in this program.
2. All exemptions must be granted by the IFC Executive Council.

- G. The IFC Vice President of Programming and the Director of the Learning Center reserves the right to receive attendance information relating to this program and to report these back to the respective chapter's scholarship chairman.

**IFC Academic Policy
New Member Workshop Form**

Name: _____ Fraternity: _____

Date: _____ Time Started: _____ Time Finished: _____

Type of Program: _____

Your Signature: _____

Signature of Advisor, Tutor, or Instructor: _____

Advisor, Tutor, or Instructor's Email: _____

**IFC Academic Policy
New Member Workshop Form**

Name: _____ Fraternity: _____

Date: _____ Time Started: _____ Time Finished: _____

Type of Program: _____

Your Signature: _____

Signature of Advisor, Tutor, or Instructor: _____

Advisor, Tutor, or Instructor's Email: _____

APPENDIX B

Encumbrance Policy

"The student (and his parent or guardian if he is a minor) expressly agrees that, at the request of the fraternity chapter or house corporation, Ball State University may place a hold on the records of the student for failure to pay, when due, all room rental, parlor/out-of-house fees, and board charges.

The student (and his parent or guardian if he is a minor) expressly authorizes Ball State University to make the encumbrance with full knowledge that the encumbrance includes, but is not limited to:

Denial of the student's ability to obtain a copy of his transcript of academic records

Denial of the student's ability to register for future classes

Denial of the student's ability to make changes to his schedule (i.e. drops/adds)

Denial of the student's ability to receive a diploma

The encumbrance does not impair or limit the fraternity/sorority chapter or house corporation from taking legal action with respect to the unpaid obligations for which the encumbrance was made.

The encumbrance procedure may not apply to any obligations that may be incurred by the student after he/she ceases to be a student at Ball State University."

APPENDIX C
Expansion Policy
(Revised April 2008)

Section I. Formulation of Expansion Committee

- A. The expansion committee and the IFC shall work to the best of their ability to meet the standards set by the North American Interfraternity Conference while maintaining the integrity of the organization.
- B. The Interfraternity Executive Council will appoint a standing committee with a chairman chosen by the IFC Vice President of Recruitment and elected by the IFC executive board. The committee shall be comprised of:
 - 1. Each member fraternity will be allowed to have one (1) representative on the committee. Representatives must be current members in good standing or an alumni chapter advisor in good standing.
 - 2. At least two (2) representatives from the Office of Student Life at Ball State University shall be on the committee.
 - 3. The chair will report to the IFC Vice President of Recruitment.

Section II. Responsibilities of the Expansion Committee

- A. The responsibilities of the Expansion Committee shall include:
 - 1. Research and solicit (inter)national fraternities to invite to Ball State University as outlined by Section III of this Article.
 - 2. Work together to recommend a(n) (inter)national fraternity for expansion at Ball State University. Recommendations will be made to the Office of Student Life for administrative approval.
 - 3. To act as liaison between proposed fraternities' (inter)national representatives and IFC.
 - 4. To make reports to IFC roundtable concerning *the* development of proposed fraternities.
 - 5. Inform potential fraternities of requirements and steps they must take to achieve full recognition, as laid out in this policy.

Section III. Solicitation and Selection Process

- A. Solicitation Process

1. The Expansion Committee shall select *a* group of (inter)national fraternities to solicit expansion petitions.
 - a. No less than two (2) (inter)nationally affiliated fraternities shall be selected for solicitation.
 - b. (Inter)Nationally affiliated fraternities who have expressed interest in Ball State University shall be given priority during the selection process.
2. Letters to the selected groups shall be sent or appropriate correspondence shall be made immediately after the groups have been selected.
 - a. The letter shall outline the process and timeline for expansion at Ball State University. A request for all necessary expansion materials, including constitution and bylaws, a letter stating why the fraternity would like to expand at Ball State, proof of alumni committed to involvement in the colony, and an expansion plan shall be made to each selected fraternity.
3. Once all interested (inter)national fraternities have supplied the Expansion Committee with the requested materials, the committee shall choose an organization(s) for an on campus presentation.
4. Once all selected groups have made a presentation or been given the opportunity to present, the Expansion Committee shall determine whether or not to select one (1) or more of the (inter)national fraternities to expand and form a colony at Ball State University as an associate member of the IFC.
 - a. The Expansion Committee, selected fraternity(s), and the Ball State administration will work together to determine an appropriate timeline for the formation of the new colony.

Section IV. Requests for expansion made to the IFC

- A. When a request for expansion is made to the IFC, the Expansion Committee shall review the request with the Office of Student Life to determine the appropriate action.
 1. A request for all expansion must include all necessary expansion materials, including constitution and bylaws, proof of alumni committed to involvement in the colony and a proposed plan for expansion.

- B. Upon reviewing all the materials presented to the Expansion Committee, the committee will determine whether or not to invite the organization to make an on campus presentation.
 - 1. The committee will send a letter or appropriate correspondence to the organization within one (1) week of their decision.
- C. Once the selected group has made a presentation or been given the opportunity to present, the Expansion Committee shall determine whether or not to select the (inter)national fraternity to expand and form a colony at Ball State University as an associate member of the IFC.
 - 1. The Expansion Committee, selected fraternity(s), and the Ball State administration will work together to determine an appropriate timeline for the formation of the new colony and associate membership in the IFC.
- D. If a group of students is interested in forming a colony of a new (inter)national fraternity, they must petition (inter)national officers to follow expansion rules outlined in Article IV. Only after (inter)national fraternity is accepted as an associate member are the students then allowed to associate with the (inter)national fraternity.

Section V. Requirements Before Expansion

- A. These requirements must be met by a(n) (inter)national fraternity before any action by the IFC will take place:
 - 1. The appropriate paperwork, including the intent to organize form, must be completed and approved.
 - 2. The group must have a chapter advisor and furnish his or her contact information to the Office of Student Life.
 - 3. Groups that are not recognized by the Office of Student Life are not permitted to recruit and associate students from Ball State University.
 - a. Non-recognized groups that conduct underground recruitment and pledging of any Ball State University student(s) will not be permitted to petition IFC for recognition for a minimum of four (4) years.

Section VI. Classification

- A. Associate Member Status

1. Definition of an associate member:
 - a. Associate membership shall be those (inter)nationally recognized general social fraternities, who have petitioned the IFC for admission as an Associate Member and are approved with a $\frac{3}{4}$ vote by the IFC.
 - b. An Associate member shall have all the rights, privileges and responsibilities of regular membership, except the right to vote and hold an IFC executive office.
2. Requirements of associate members:
 - a. Associate membership for a colony will last for a minimum of one (1) year and a maximum of three (3) years;
 - b. Maintain an updated list of all of its officers, advisors and corporation board members (if applicable) in the Office of Student Life;
 - c. Maintain an updated list of all its members in the Office of Student Life;
 - d. During the expansion and colonization process, the group will report to the Expansion Committee at least once a semester for review and evaluation;
 - e. The IFC Executive Council may request a review at anytime deemed necessary;
 - f. Must maintain the number of undergraduate members outlined by the (inter)national fraternity's expansion plan at the conclusion of each semester;
 - g. Must maintain a cumulative GPA above or equal to 2.600;
 - h. Each year, must complete the Greek Excellence Document and meet the minimum requirements;
 - i. Must have representation at all mandatory IFC meetings, retreats and events;
 - j. Must abide by all terms of the IFC Constitution and Bylaws;

- k. Must pay all required fees, dues and fines within a timely manner (unless otherwise agreed upon) (Refer to the IFC Bylaws Article IV);
 - l. Be in good standing with the IFC;
 - m. Cooperate in any proceeding of the Judicial Board with which it may be involved and abide by all Judicial Board rulings affecting it;
 - n. Abide by all University regulations and policies;
 - o. Encourage Interfraternity spirit among its members;
 - p. Encourage among its members a spirit of cooperation with the University community and the City of Muncie;
 - q. Encourage scholarship, service and leadership among its members; and
 - r. Encourage active participation in IFC sponsored programs.
3. Requirements to be granted full membership:
- a. At the end of a one (1) year period, the associate member may petition the IFC for full membership, provided they have met all the requirements of associate membership.
 - i. At the time of petition for full membership the associate member must be a chartered member of its (inter)national fraternity.
 - b. Associate members must receive three-fourths (3/4) vote of the IFC to be accepted into full membership.
 - i. If the associate member fails to pass the vote of the IFC, the IFC must submit, in writing, the reasoning why the associate member failed to pass the vote to the Office of Student Life.
 - 1) Reasoning must be specific and outline what the associate member must do in order to gain IFC approval.
 - c. If a colony is not accepted into full membership after three years of being accepted as an associate member, the colony must disband.

APPENDIX D
Greek Community Social Events Policy
(Revised April 2007)

Purpose of the Ball State University Greek Community Social Events Policy

We, the Greek community at Ball State University, recognize and acknowledge the dangers and liabilities that may result in holding unorganized and/or unauthorized social events. We especially acknowledge the importance of following our own (Inter) National Policies with regards to social events with alcohol. Our ultimate goal is to promote the safety of our members and guests in a socially acceptable environment and to conduct ourselves with the highest sense of pride in our personal selves and the organizations to which we belong.

Section I. General Policy

- A. Although this policy may outline specific conditions for social events (with or without alcohol), all fraternities and sororities are expected to adhere to all local, state, and federal laws, as well as all (inter)national organization's policies and procedures. The appropriate governing body or University judicial body will adjudicate any violations.
- B. No alcoholic beverages may be purchased through the chapter treasury nor may the purchase of alcohol for members or guests be undertaken or coordinated by anyone in the name of or on behalf of the chapter. The purchase and/or use of a bulk quantity or common source of alcohol are prohibited.
- C. No chapter members, collectively or individually, shall purchase for, serve to, or sell alcoholic beverages to any person under the legal drinking age.
- D. All recruitment activities with any chapter shall be alcohol free.
- E. No chapter may host a social function where the primary theme revolves around "drinking games," or other similar activities that encourage unsafe or inappropriate drinking behaviors.
- F. If people with alcohol are outside the structure of the facility, fences must enclose the area. Fences must be constructed in a manner in which viewing of the function from the outside is inhibited.
- G. Advertising for social functions is prohibited. Advertisement is defined as any written or verbal announcement of a social function intended for the public.
- H. These policies are in effect year round.

Section II. Use of Alcohol Within a Chapter House

A. Consumption of alcohol within a fraternity house is prohibited if the number of guests (non-members) present exceeds 30% of the total membership. (Ex. A chapter of 100 members may have up to 30 guests who are non-members with the presence of alcohol). Consumption of alcohol by people of legal drinking age is otherwise permitted.

B. Guests

1. Defined as any non-member of the host organization attending the function including members of co-sponsoring organizations.
2. All guests must be college students and present identification from their home university declaring them to be such.
3. No guest under the age of eighteen (18) will be permitted to enter the event.
4. Alumni and parents must sign a separate sign-in sheet. This is to be done year round.

C. Door Management

1. A sign in/sign out sheet is to be maintained at the entrance of the function at all times, guests are required to sign into the function. Parents/alumni are to sign in on a separate sheet.
2. All guests must be college students and present identification from their home university to be admitted.
3. Guests 21 years of age and older shall receive a colored wristband or a mark with permanent marker on the back of both hands.
4. All members attending a function must be marked in the same manner and abide by these policies.
5. There may be only one (1) entrance and exit to a social function. There will be multiple exits in case of emergency, and these must be unobstructed at all times and clearly marked.
6. Visibly intoxicated individuals may not enter the event.
7. All guests 21 and over must bring their own alcoholic beverages to the function in closed containers (BYOB).

D. Sober Monitors

1. A chapter is required to have (1) sober monitor for every ten (10) people present at a social function. This includes brothers and guests.
 - a. At least one (1) of the required sober monitors must be an Executive officer of the chapter or the Risk Manager
2. The responsibilities of a sober monitor shall include, but are not limited to, the following:
 - a. Not be intoxicated at any time throughout the duration of the function.
 - b. Not partake in the usage of illegal drugs or substances prior to, during, or after the function
 - c. Monitor the intoxication levels of guest and members
 - d. Monitor the number of guests at the event.
 - e. Be familiar with chapter risk management plan, crisis management plan, emergency contact information, and general safety precautions.

E. Exemptions to this policy are:

1. Registered Alumni Support Events
2. Registered Parent Support Events
3. Registered Single Date Events

Section III. Exemptions to Alcohol Free Social Events (Alumni/Parent Support Events).

A. Recognizing that there may be weekends where third-party locations are limited, and further recognizing that alumni and family members may want to have the opportunity to interact with the students in the facility, there may be exceptions to this policy. To provide an opportunity for alumni and/or family members to attend events at the chapter house where there is a controlled environment and regulated alcohol consumption, chapters will be eligible to apply for an exemption in the event of either of the following:

1. Registered Alumni Support Events
2. Registered Parent Support Events

- B. Each chapter may be granted a **maximum** of three (3) of these exemptions each academic year. Guests at these events will be limited to alumni and/or family members. These events are subject to the monitoring/evaluation policy as outlined later in this document.
- C. If any one (1) of the following conditions is not met, the chapter will be in violation of the Greek Social Events Policy:
1. Alumni and Parent events must be registered with the Office of Student Life at least seven school days prior to the event.
 2. All alcohol consumption occurring in the chapter facility will end by 11:00 pm the day of the event.
 3. No alcohol may be purchased for alumni or parent events with chapter funds.
 4. All local, state, and federal laws, as well as the (inter)national organization's policies will be in effect.

Section IV. Exemption for an Additional Social Event (Single-Date Event).

- A. A chapter may apply to host *one* (1) single-date function per semester to be held in the chapter facility. To apply for this additional exemption from the Greek Social Events Policy the following conditions must be met:
1. No violations of Greek Social Events Policy were found to have occurred the preceding semester.
 2. A "single date event" is defined as an event where the ratio of guests to chapter members is one to one (1:1).
 3. A guest list is to be submitted no later than two (2) school days before the event is to take place. This guest list must be used at the event and guests at the event are limited to names on that list.
 4. All local, state, and federal laws, as well as (inter)national organization's policies are to be followed.
 5. Chapter has participated in the evaluation team the preceding semester.
- B. Failure to apply for any exemption from Alcohol Free Social Event seven school days prior to the event will result in a \$25 fine per day of late registration. Any application for exemption of the policy not received 3 school days in advance will not be recognized and will, therefore, be subject to

sanctions. Events that take place during this exemption are to be managed as described by the Greek Social Events Policy (see Section I).

Section V. Reporting a Social Function (on or off campus)

- A. Chapters must file a written report including the date, time category, and location of all social functions to the Office of Student Life located in the Student Center Room 133. This report must be made by 5:00 PM five school days prior to the event; school days are Monday, Tuesday, Wednesday, Thursday, and Friday.
- B. Social functions will be registered in one (1) of the following categories:
 1. Third Party Vendor Events – any event held at a third party vendor location.
 2. Alcohol-Free Event – any event where alcohol is not present.
 - a. No person shall consume alcohol prior to or during an alcohol-free event.
 - b. No person shall be admitted to the event if he/she is visibly intoxicated.
 3. Alumni Support Event (exemption) – any event specifically for alumni and members of the chapter. Guests at these events will be limited to alumni members and their families.
 4. Parent Support Event (exemption) – any event specifically for parents and members of the chapter. Guests at these events will be limited to family of chapter members.
 5. Single-Date Event (exemption) – any event specifically for members and dates. Guests at these events will be limited to dates on a pre-submitted guest list.
- C. Paired and co-sponsored functions must be registered on one (1) form, including all chapters involved.
- D. Events that are held at a third party vendor require liability forms to be on file with the Office of Student Life.

Section VI. Evaluation Procedures/Training

A. Evaluation

1. Administration of this program will be a peer evaluation process. Each weekend, chapters will be chosen by the IFC/Panhellenic Council Risk Reduction officers or by the Greek Life Advisors to receive a visit by the evaluation team. The evaluation team will assess the chapter facility by making remarks on a reporting form. The role of this evaluation team is only to evaluate the facility and record any violations of Social Events Policy.
2. The peer evaluation process will be open to all members of fraternities and sororities, but is not required of all chapters. In order to ensure self-governance, it is requested that each organization that can participate have at least two (2) representatives.

B. Training

1. Each chapter representative will be thoroughly trained by the IFC and Panhellenic Council advisors and graduate assistants. The specific details of the training will include:
 - a. Training will occur during the first week of each semester.
 - b. All representatives must attend at least one (1) training session each academic year.
 - c. Training will last approximately 2 hours and consist of the following:
 - i. An understanding of the alcohol-free events policy
 - ii. An understanding of the liability associated with
 - iii. unregistered, unregulated parties
 - iv. An overview of a crisis management plan
 - v. An understanding of their role as evaluators
 - vi. A review of reporting violations
 - vii. Techniques on handling conflict and confrontation
 - viii. Assignment of evaluation team based on availability

C. Schedule for Evaluation

1. Each “wet” chapter will be evaluated a minimum of once (1) per week. Each “dry” chapter will be evaluated a minimum of once (1) every two weeks. There is no limit to the number of times a fraternity chapter may be evaluated. The specific details of the schedule will include:
 - a. On Wednesday afternoons, the IFC/Panhellenic Council risk reduction officers and/or Greek Life advisor will select which chapters will be evaluated that weekend. The weekend shall be defined as Thursday, Friday, and Saturday. Evaluators will be notified of their assignments on the day that they are set to evaluate.
 - b. IFC/Pan-Hellenic Council Risk Reduction officers and Greek Life advisors hold the right to the following:
 - i. To select any Fraternity chapter for evaluation
 - ii. To conduct any evaluation on the same Fraternity on the weekend.
 - iii. To conduct evaluation on multiple evening based on the nature of the weekends activities.
 - c. If the Social Evaluation Team finds that any chapter is in violation of any of the policies set forth, SET holds the right to return to that chapter that night to make sure the violation has been corrected.

D. Evaluation Form

1. A copy of the Evaluation Form is included in the appendix of this policy.

Section VII. Chapter Responsibility

- A. A minimum of sober workers is required for every social function approved for exemption.
 1. Two (2) front door monitors – run guest lists, check ids, mark people over/under age, monitor size of function
 2. Two (2) designated drivers – provide safe rides to event attendees as well as help out where needed

3. One (1) executive officer – oversees all aspects of function, supervise other workers, final word in all decisions. Executive officers may be, but are not limited to, the president, vice president, secretary, treasurer, or any other officer with equivalent rank.
 4. One (1) bar tender – must be 21 years of age (must be carrying ID), check markings, use ticket system for alcohol distribution, and monitor intoxication levels
 5. Two (2) sober monitors – this is the minimum, there must be one (1) monitor at all potential exits, monitor guests, notify executive officer in event of problems. Sober monitors are in addition to the appointed executive officer, door monitors, and designated drivers.
- B. There may be only one (1) entrance to a social function. For emergency purposes, there may be additional exits, but they may not be used as an entrance. However, all doors that have the potential to be opened from either direction must remain unlocked and have a monitor to direct guests to the main entrance.
- C. The Ball State Crisis Management plan must be clearly visible and legible at the entrance to the social function.
- D. For exempted events at the chapter facility, signs must be posted at all of the following: entrance, alcohol distribution center, and by the public phone or courtesy phone. These signs must state:
1. Emergency phone numbers, specifically
 - a. University Police 285-1111
 - b. Emergency 911
 - c. Muncie Fire Department 747-4877
 2. Informing those entering the social function that Indiana Law prohibits the consumption of alcoholic beverages by persons under 21 years of age
 3. Chapter must keep a copy of the Greek Social Events Policy along with all associated forms at the door.
 4. For exempted events at the chapter facility, alcoholic beverages must be contained in one (1) centralized location. No other location may be used for distribution of alcoholic beverages.

5. The Chapter must allow assigned Social Evaluation Team (SET) and IFC Officers to enter the chapter facility upon the team's arrival and provide them any relevant information. They are to be treated as guests and given the utmost cooperation.
6. Chapter members and their guests must adhere to all local, state, and federal laws, as well as (inter)national organization's and Ball State policies.

Section VIII. Third Party Vendor

- A. Chapters must adhere to all policies outlined in the Greek Social Events Policy as well as the chapters' individual (Inter)National Risk Management Policy.
- B. Co-sponsoring chapters must complete and submit the Third Party Vendor Check List as provided by IFC, and all necessary documentation required with that checklist, seven school days prior to the social function-taking place.
- C. Co-sponsoring chapters must cooperate with the vendor and his/her employees to the fullest extent. All problems arising from less than reasonable cooperation with the vendor and his/her employees will result in automatic referral to a Judicial Board of Review.
- D. Chapters must provide the following sober workers. This is a total of four workers; these positions may not be combined.
 1. Two (2) designated drivers/sober monitors per chapter
 2. Two (2) sober executive officers per chapter

Section IX. Policy Coverage

- A. No policy can cover all the possible situations that may arise. When this policy is not specific on a certain point, chapters are to conduct their activities in the spirit of social responsibility embodied in this policy. Chapters in violation of this policy's intent will be subject to review by the Interfraternity Council and the Office of Student Life and may be referred to one (1) of the three (3) Judicial Boards as noted in Section III of the appendix.

Section X. Policy Enforcement

- A. The Interfraternity Council will deal with all lower level violation. (See appendix IV)
- B. All upper level violation will be handled in a judicial board hearing. The rules and regulations of the presiding council will govern these. (See Appendix IV)

C. Appeals Process

1. All sanctions imposed directly by the Executive Council of the Interfraternity Council may be appealed. The process of appeals is as follows:
 - a. Submit Appeals Form to the Office of Student Life. Forms will be available in this office.
 - b. A meeting will be held with the IFC Executive Council and the IFC advisor. If necessary to clarify facts, other individuals may be asked to be present. If a mutual agreement can be reached at that time, a judicial hearing will not be required.
 - c. The Interfraternity Council reserves the right to appeal to the Judicial Board of Review.

Section XI. Statements on:

A. Hazing

1. No chapter shall conduct hazing activities. Local, State, and Federal laws, as well as University and (Inter)National Fraternity rules and regulations and insurance policy definitions and requirements must be followed. Hazing must be defined as in Fraternity Executive Association "Statements on Position and Hazing and Pre-Initiation Activities"
2. "Hazing shall be defined as any action taken or situation created intentionally, whether on or off chapter premises, to produce mental or physical discomfort, embarrassment or ridicule. Such activities may include but are not limited to the following: use of alcohol; paddling in any form; creation of excessive fatigue; physical and psychological shocks; treasure hunts, scavenger hunts, road trips, or any other such activities carried on outside or inside of the confines of the chapter house; wearing of public apparel which is conspicuous and not normally in good taste; engaging in public stunts and buffoonery; morally degrading or humiliating games and activities; and any other activities which are not consistent with fraternal law, ritual or policy or the regulations and policies of the educational institution."
3. Fraternities and sororities will return anti-hazing forms signed by their new members within fourteen (14) days after that member is pinned.

- a. Anti-hazing forms not signed by the new member or returned to the Office of Student Life within fourteen (14) days will result in a \$25.00 fine per new member.

B. Illegal Drugs

1. No chapter shall allow the sale, possession, or use of illegal drugs or drug paraphernalia on chapter grounds or any chapter function.

C. Sexual Abuse

1. No chapter will tolerate or condone any form of sexually abusive behavior on the part of its members, whether physical, mental, or emotional. This is to include any actions demeaning to another human including but not limited to date, rape, gang rape, and verbal harassment.

D. Fire Safety

1. All chapter houses shall, prior to, during, and after occupancy, meet all local fire and health codes and standards for which they are responsible.
2. Chapters must notify the responsible landlord of any known violation.
3. All chapters must have posted by common phones, emergency phone numbers for fire and ambulance.
4. All chapters shall guard against safety hazards such as food or beverage spilled on the floor, overcrowded rooms, and overloaded electrical outlets.
5. Periodic fire drills shall be conducted for all members.
6. Fire evacuations routes shall be posted.

E. Member Safety

1. Each fraternity chapter will be required to have an easily accessible first aid kit provided by the Interfraternity Council.
2. Each fraternity chapter has the responsibility to place or hang the first aid kit at the location most desired by each individual chapter.
3. The replacement of items in the first aid kit before each social function is the responsibility of the chapter. If a major event occurs where a

large amount of the kit is used, IFC will help to cover the cost of replaced items.

4. The first aid kit is a requirement and a responsibility of the chapter on the Social Evaluation Team checklist.
5. The first aid kit is to be used in conjunction with emergency help, not as replacement. If the injury is serious notify emergency medical services immediately.
6. It is recommended that a member, who is certified to do so, administer first aid.

F. Fighting

1. No chapter will tolerate or condone any form of physical violence by any of its members. This includes violence between members or non-members.
2. Violations of this statement which occur on chapter property are subject to sanctions.

Greek Community Social Events Policy Appendix

Section I. Purpose

- A. The appendix is under the complete jurisdiction of the Interfraternity Council Executive Council. The Executive Council has sole responsibility for the amendment of all sections included in the appendix. The purpose of the appendix is to serve as a source of information for all Greek chapters at Ball State University, and to serve as a guideline in regard to enforcement of the policy. The Greek Social Events Handbook of Policies supersedes all information presented in this appendix at all times.

Section II. Greek Social Events Policy Sanctions

- A. The purpose of this section is to serve as a guideline for sanctioning purposes:

1. Level I \$25 - \$75 fines
2. Level II \$75 - \$200 fines
3. Level III \$300 fine and/or Judicial Board of Review Hearing
4. Level IV Judicial Board of Review Hearing

- B. Fines will follow this format:

1. Once a chapter has been fined, the chapter will have one (1) calendar year to not be sanctioned at the same level. Chapters that do, will be fined and the amount of the first fine will be added on. Chapters sanctioned a second time within a calendar year at another level will not have the original fine added on. (i.e. Gamma Gamma gets fined for a level I infraction on Nov. 1, 1997 for \$25. Then on May 1, 1998 they had received a fine for a Level II infraction the fine from Nov. 1, 1997 would not be added on).

Section III. Judicial Board of Review Hearings.

- A. The advisor to the IFC, in consultation with the Executive Council of the Interfraternity Council, will determine the type of Judicial Board Hearing that occurs. The following are the three types of Judicial Board hearings:

1. The Interfraternity Council's Judicial Board of Review will hear all cases involving solely fraternities.
2. The Panhellenic Council's Judicial Board of Review will hear all cases involving solely sororities.

3. A disciplinary hearing administered by the Ball State University division of Student Affairs.

B. Sanctions

1. The purpose of this policy is to hold members of the Greek Community responsible for their own actions. Chapters are encouraged and expected to maintain internal enforcement of this program to discipline individual members that may be in violation.
 - a. Recommended internal sanctions include, but are not limited to:
 - i. Suspension of chapter voice
 - ii. Fine
 - iii. Social probation
 - iv. Intramural probation
 - v. Inability to hold an office
 - vi. Officer resignation
 - vii. Membership suspension
 - viii. Membership termination
 - b. Violations (individual or chapter) that are recorded by the peer evaluators or that affect other chapters, the University, or other non-members will be heard through the previously defined external judicial process.
 - c. Recommended sanctions to be delivered by an external body include, but are not limited to:
 - i. Fine
 - ii. Community service
 - iii. Social probation
 - iv. Loss of Greek Week privileges
 - v. Intramural probation

- vi. Recommendation for a loss of chapter recognition
- vii. Alcohol-free housing

Section IV. Greek Social Events Policy Infractions

A. This section is to serve as a guideline for citing the Social Events Policy infractions

1. Level I:

- a. Reporting a social function late
- b. Failure to properly post signs, crisis management plan, and emergency contact list as stated in the policy
- c. Failure to have a readily available copy of the Social Events Handbook of Rules and Regulations including all forms (i.e. incident report form)
- d. Failure to have the first aid kit in an easily accessible location
- e. Failure to have guests signing in on a sign in/sign out sheet

2. Level II:

- a. Two (2) Level I infractions at the same social function
- b. Having more than one (1) entrance to a social function
- c. Failure to enclose the property to prohibit viewing from the outside
- d. Failure to pay Level I fine within ten (10) school days
- e. Having impaired sober monitors at social functions

3. Level III:

- a. Admitting people under 21 years of age with alcohol, or failing to check identification of those possessing alcohol
- b. Failure to stop people with any open containers of alcohol from leaving
- c. Three (3) Level I infractions at the same social function

- d. Level II and Level I infractions at the same function
 - e. Failure to provide transportation or escorts for intoxicated guests
 - f. Multiple Level II infractions at the same social function
 - g. Failure to complete and return Third Party Vendor forms
 - h. Admitting people under 18 years old
 - i. Any chapter or chapter member vandalizing Fraternity property
 - j. Violence between members and/or non-members
4. Level IV:
- a. Failure to have sufficient security
 - b. Failure to admit an IFC Executive Board member or Social Evaluation Team member
 - c. Failure to treat IFC and/or SET members as guests or failure to cooperate
 - d. Multiple Level III infractions at the same social function
 - e. Level III and Level II, four (4) Level I or Level III and Level I at the same social function
 - f. Any open social function
 - g. Failure to report/apply for exemption for a social function
 - h. Disregard for alcohol policy and blatant violation of the Social Events Policy intent
 - i. Failure of sorority members to abide by National Panhellenic Resolution Supporting Alcohol Free Housing (see Appendix)
 - j. Failure to have sufficient sober monitors
 - k. Alcohol present at a non-alcoholic event
 - l. Providing a common source of distribution at a social function

- m. Any fraternity co-sponsoring an event with a sorority where alcohol is present

Section V. Social Events Policy Recommendations

A. The purpose of this section is to list some recommendations that will be beneficial to follow:

1. No member of any chapter should permit, tolerate, encourage, or participate in “drinking games” or other activities that encourage inappropriate drinking behaviors (i.e. beer bong, upside down drinking, 3 man tournaments, etc.)
2. Chapter should have members TiPS trained and certified in First Aid

Greek Social Events Policy Social Evaluation Team Checklist

Date: _____ Chapter: _____

Time of visit (in): _____ Time of visit (out): _____

Outside:

Please Circle

- 1) To someone passing by, is there any reason to believe a party is going on inside?

Yes No

If "yes", please give reason(s) (loud music, people loitering, alcohol containers, etc.)

Inside:

- 1) Estimate the number of people present including members _____

- 2) How many people signed in on the guest list _____

- 3) Is there alcohol present?

Yes No

- 4) Is there a common source for distribution of alcohol?

Yes No

- 5) Overall, does it appear that everything is under control and the Chapter is complying with the Social Events Policy?

Yes No

Set Up:

- 1) Is the BSU Crisis Management Plan posted?

Yes No

- 2) Is a copy of the Social Events Policy posted?

Yes No

- 3) Is there a prewritten, typed guest list?

Yes No

- 4) Are there five sober monitors present?

Yes No

- 5) Are the sober monitors wearing the required shirts?

Yes No

- 6) Do guests over 21 have a wristband or a black X on their hand?

Yes No

Additional Comments:

Is the chapter treating SET members as guests and cooperating? **Yes No**

Chapter Verification
(PRINT – DO NOT SIGN)

SET Verification
(PRINT – DO NOT SIGN)

APPENDIX E
Judicial Board of Review Policy
(Revised April 2007)

Section I. Purpose:

- A. There shall be a judicial body known as the Judicial Board of Review (hereafter, "JBR") whose primary purpose shall be corrective and secondarily punitive in nature. The JBR will serve to establish quasi-judicial precedents, hear cases brought before it, and deter unacceptable conduct; while enforcing IFC policies and university rules and regulations and to maintain appropriate standards of conduct.

Section II. Jurisdiction:

- A. The JBR has jurisdiction over all Interfraternity Council member organizations, including local and national fraternities and any group petitioning for membership into the Interfraternity Council.
- B. The JBR has jurisdiction over individual members of all organizations recognized by IFC. Violations by members may result in disciplinary action against individuals and/or organizations.
- C. The JBR may hold hearings concerning, but not limited to, the following:
 - 1. Disorderly conduct.
 - 2. Hazing.
 - 3. Actions which create the appearance of impropriety to the Greek Community and/or Ball State University, or which may create liability for an Interfraternity Council member organization, the Interfraternity Council, or Ball State University.
 - 4. Violations of state and local law.
 - 5. Recruitment infractions.
 - 6. To serve as mediator regarding disputes, or arguments that arise within the fraternal system.
 - 7. Violations of academic sanctions imposed by the university administration.
 - 8. Violations of the Greek Community Social Events Policy.

9. Actions directed towards a specific chapter or member with the sole intention of maliciousness or the intention to create a breakdown of relations within the fraternal system.
- D. The JBR may hear any case which the Chief Justice and the Assistant Director of Student Life deem appropriate if jurisdiction applies and/or if charges are filed.
- E. In certain instances, it may be necessary for the university to take immediate disciplinary action. This may be necessary when, in the opinion of the university, the operations of the organization(s) involved may constitute a threat or disruption of the normal academic process of the university. Upon investigation of charges by the university, the case may then be referred back to the JBR.
- F. The jurisdiction of the JBR is not necessarily limited to the original complaint; it may include other offenses revealed during a hearing. If a new offense is revealed, the individual(s), or the chapter involved may waive the right to seven (7) days advance notification of a hearing and have the decision rendered at the hearing.

Section III. Composition:

- A. The Interfraternity Council JBR Hearing Board shall consist of members selected by the VP of Internal Affairs by means of an application and interview process.
- B. Each hearing board member shall serve tenure until graduation. They shall be selected and installed by the second IFC meeting of each fall semester.
- C. Each member selected through the application process must have cumulative G.P.A. of a 2.5 or higher and be a member of an IFC organization for at least one whole year.
- D. An IFC executive officer may not serve as a hearing board member for the JBR unless he is fulfilling the role of Chief Justice.
- E. The Vice-President of Internal Affairs shall serve as Chief Justice of the JBR.
- F. In the event that the fraternity of which the Chief Justice is involved in a case before the (JBR) then a new justice will be appointed based on rank stated in Article V, Section I of the Constitution.
- G. When a hearing is called, in addition to the Chief Justice, the JBR will consist of five (5) hearing board members, who will be in good standing with the IFC.

Thereafter, each hearing board member appointed must go through one IFC training program each semester.

- H. A hearing board member serving on the JBR may not be a member of the fraternity involved in the case being heard by the JBR.
- I. A member of the Hearing Board may be removed from the
- J. Hearing Board by a two-thirds (2/3) vote of all justices.
- K. The Advisor to Fraternities shall serve as an ex-officio non-voting member of the JBR and shall serve in an advisory capacity concerning IFC and university guidelines.
- L. A Judicial Board Justice, as a member of a fraternity not in good standing with IFC, shall not serve on the board.

Section IV. Pre-Hearing Procedures:

- A. The IFC President, Advisor to Fraternities, any fraternity or sorority member, any Ball State University student or faculty member, or any member of the Muncie community or public-at-large may bring charges against a fraternity or fraternity member(s).
- B. In order to bring charges before the JBR, a written and signed report must be submitted to the Advisor to Fraternities or the Chief Justice no more than five (5) school days after the alleged incident.
- C. Upon receipt of a written signed report the Chief Justice and the Advisor to Fraternities shall decide whether charges shall or shall not be brought before the JBR.
- D. If a case is brought before the JBR, the Chief Justice shall, by way of letter, notify the chapter(s) president and/or executive member(s) of the accusations no more than seven (7) school days after receiving the alleged incident report form.
- E. The letter shall be delivered to the member or chapter (e.g., delivered to a chapter representative on the executive council of their respected fraternity) by hand, and the individual or chapter executive representative will be required to sign a form stating that the individual or chapter representative has received the letter.
- F. The letter shall specify a hearing date at least four (4) school days after the date the letter is received (unless the accused fraternity should request an

earlier hearing date) and shall direct the organization (throughout its appointed representatives) to appear at the hearing.

G. The letter shall also:

1. Describe the alleged violation.
2. Advise the organization of its rights to:
 - a. A private hearing
 - b. Appear at the hearing with an advisor;
 - c. Present testimony of witnesses, documentary and other information, and to argue on its own behalf; and
 - d. Appeal.

Section V. Hearing Procedures:

- A. The Chief Justice shall serve as the spokesman and moderator for the JBR. The Chief Justice shall also be responsible, when requested, for informing any member of the JBR or the organization(s) involved in the case about the judicial process.
- B. The Chief Justice of the JBR shall serve as Recording Secretary for all JBR hearings. Records from all hearings will be kept on file in the Office of Student Life. Records will be kept on audiotape, and will be made available only to official representatives of those parties involved.
- C. The president of the fraternity charged with misconduct, or another member designated as spokesman for the chapter, has the right to be present to hear and question all witnesses through the Chief Justice and to examine all information. Only the spokesperson(s) can question witnesses and/or examine information.
- D. There must be a minimum of five (5) hearing board members present during a hearing in which the justices will not be permitted to abstain from a vote. The Chief Justice will vote only in the event of a tie among the hearing board members.
- E. The right to be present during the questioning of a witness(s) applies only to JBR hearings; it is not a accused chapter or individual's right in the preliminary investigation process conducted by the Chief Justice and the Advisor to Fraternities.

- F. Each chapter is entitled to have two (2) spokespersons, which must be undergraduate active members of the chapter. If the spokesman is not the chapter president, the president may still attend hearings as an observer.
- G. The fraternity/individual charged with misconduct has the right to have an advisor, who is not an undergraduate student affiliated with the chapter, present during the hearings. An advisor, even if he/she is an attorney, may not present information, question witness(s), or address the JBR; his/her role is to simply advise the fraternity/individual.
- H. The aggrieved party shall have the same rights as the fraternity/individual charged with misconduct (e.g., the right to have the fraternity/sorority president present during the hearings, the right to call witness(s), and the right to have an advisor present).
- I. Witnesses are permitted to be present during the hearing only while presenting information.
- J. The JBR has the right to call before it all witness(s) and/or documentary information it considers to be essential to rendering a decision.
- K. If a chapter's or an individual's representative fails to appear at the hearing, the JBR, by way of a majority vote, will select one (1) of the following courses of action:
 - 1. Reschedule the hearing based on the excuse of an absence.
 - 2. Render a decision based on the available information.
- L. Witnesses will be asked to repeat the following oath: "Under penalty of perjury, I do declare the following statements to be true to the best of my knowledge."
 - 1. If it can be proved that a member of a fraternity deliberately and knowingly falsified testimony before the JBR, the JBR may take disciplinary action against the individual or his fraternity.
- M. The agenda for a typical hearing includes:
 - 1. Pre-hearing discussion in executive session by the JBR.
 - 2. Introductions.
 - 3. Clarification of the judicial process, and charges.

4. Presentation of information and testimony of witness(s) against a chapter/individual (witness(s) placed under oath).
 5. Cross-examination of witness(s) by the board members.
 6. Re-cross-examination of witness(s) by the accused.
 7. Presentation of information and testimony of witness(s) on behalf of a chapter/individual (witness(s) placed under oath).
 8. Cross-examination of witness(s) by the board members.
 9. Re-cross-examination of witness(s) by the accused.
 10. Concluding statements by the spokesman(s) for the parties involved, accused chapter or individual speaking last.
 11. Deliberations by the JBR in executive session.
- N. The pre-hearing discussion and post-hearing deliberation will be private; only the advisor to fraternities and the JBR may be present.
- O. A chapter/individual will be found responsible of a violation when, in the determination of the hearing board members, there is clear and convincing information substantiating a decision of responsibility.
- P. The chapter/individual(s) involved, and the chapter adviser shall be sent written notification of the results of the JBR hearings within five (5) school days of the hearing by the JBR. The decision letter shall also contain information about sanctions and the process of appeal.

Section VI. Disciplinary Sanctions:

- A. After hearing the case, the JBR shall render one (1) of two (2) decisions. First, the JBR may determine that the chapter or individual is not responsible of its alleged violations. Second, the JBR may determine that the chapter or individual is responsible of a finding violation. If chapter or an individual is found responsible, a disciplinary sanction will be imposed. A finding of “responsible” may be used in future cases brought before the JBR for purposes of information for determining a sanction.
- B. The JBR shall have the authority to issue sanctions to a chapter found in violation of policies and regulations (probation does not necessarily involve any loss of privileges).

1. A written reprimand indicating that the chapter or individual's actions were inappropriate and that subsequent infractions should not occur, to be signed by the chapter president and one other executive council member.
2. Probation, defined as a period of time not to exceed one (1) year.
3. Monetary fines (will be paid to IFC).
4. A suspended fraternity loses all privileges associated with IFC membership, including, but not limited to:
 - a. Representation at delegation
 - b. Voting rights at delegation
 - c. Greek Week participation
 - d. Intramural Sports
 - e. Any other sanctions the Judicial Board deems acceptable.
5. Other penalties imposed alone or in addition to any other sanctions, which the JBR deems appropriate.

Section VII. Method for Appeals:

- A. A chapter or individual found responsible by the JBR may appeal the decision to the Office of Student Life.
- B. A chapter or individual desiring to appeal must submit a properly completed Signed Document form to the Advisor to Fraternities or the Chief Justice within five (5) school days after receiving the written decision.
- C. A signed document must state one (1) or more of the following grounds and the specific rationale for appealing on those grounds:
 1. The sanction was arbitrary, capricious, and in abuse of discretion.
 2. There is significant new information affecting the probable outcome of a case.
 3. The findings were not supported by substantial information.
 4. The decision of the JBR was in excess of its jurisdiction.

5. The JBR erred in its interpretation of any university or IFC policy or regulation.

APPENDIX F
Philanthropy Rules and Regulations
(Revised March 1, 2006)

Section I. Definition

- A. A philanthropic events is any event in which an organization raises monetary or material (clothing, supplies, toys, food) for a not for profit organization.

Section II. Activities not Considered Philanthropy

- A. Donation of blood to a blood bank
- B. Participation in a philanthropy event for another organization
- C. Money raised while ringing bells for the Salvation Army

Section III. Limitations

- A. No philanthropic event may include:
 - 1. Association, use, or involve the sale of alcohol
 - 2. Association, use, or involve the sale of tobacco
 - 3. Involve inappropriate sexual conduct
- B. Funds raised in an event must be given to a not for profit organization.

Section IV. Consequences

- A. Any infraction of the Philanthropy Rules and Regulations shall result in the chapter or chapters sent to Judicial Board.

APPENDIX G
Recruitment Rules and Regulations
(Revised April 2006)

Section I. Diversity

- A. Any person despite race, ethnicity, color, creed, national origin, disability, or sexual orientation shall be able to join a fraternity and in no circumstance be denied affiliation on those bases.

Section II. Definitions

- A. Formal Recruitment Period (FRP) – the time predetermined by the IFC Vice President of Recruitment during which the Greek community will hold events
- B. Informal Recruitment Event – any event not necessarily premeditated and not necessarily during Formal Recruitment Period in chapter house, but not limited to the house, in which prospective new members are present and encouraged to affiliate with the chapter’s respective fraternity
- C. Formal Recruitment Event – any premeditated event held during formal recruitment in the chapter house, but not limited to the house, in which the prospective new members are present and encouraged to affiliate with the chapter’s respective fraternity
- D. Bid – a written or verbal invitation to join a fraternity

Section III. Alcohol and Illegal Substances

- A. All fraternities may hold formal or informal events both in their houses or other establishments (establishment’s primary function cannot be the sale of alcohol) as long as there are no alcoholic beverages and/or illegal substances present or distributed.
 - 1. Members can attend as long as they are not under the influence of alcohol and/or illegal substances.

Section IV. Bidding

- A. Bids may be handed out at any time as long as:
 - 1. The anti-hazing/grade release form has been submitted and eligibility has confirmed.
 - 2. It is not the summer period (last day of school through first day of school).

3. It is not during the FRP set by IFC Vice President of Recruitment.
- B. The time and date to hand out bids during FRP will be set by the IFC Vice President of Recruitment.
- C. After FRP, any new recruit can officially be pinned or initiated.
- D. New member rosters need to be submitted to the Office of Student Life.

Section V. General Rules and Policies

- A. Any fraternity may hold recruitment events, formal or informal, as long as:
 1. Unaffiliated women are not present;
 2. Cash prizes do not exceed \$15, and;
 3. Negative Greek related movies and/or literature are not presented or distributed.
- B. Fraternities may publicize events as long as a formal or informal event schedule and publications are submitted and approved by the IFC Vice President of Recruitment upon his discretion.
 1. Schedule should include all pertinent event information and the fraternity recruitment chair's contact information.
- C. All university policies are to be followed.

Section VI. Consequences of Breaking Recruitment Rules

- A. Any infraction of the Recruitment Rules can result in fines, loss of promotion or Interfraternity Council Judicial Board review.