

# CONSTITUTION OF THE INTERFRATERNITY COUNCIL AT THE UNIVERSITY OF TEXAS AT AUSTIN

## **Preamble**

We, the members of fraternities at The University of Texas at Austin, realizing the need to strengthen the fraternity system, and in order to secure a greater unity in our aims and objectives and to establish an effective regulation of inter-fraternity affairs, do hereby establish and subscribe to this constitution.

## **Article I**

### *Name*

The name of this organization shall be "The Interfraternity Council at The University of Texas at Austin" and hereinafter shall be abbreviated as "IFC." All organizations that have fulfilled the requirements of membership in IFC shall hereinafter be referred to as "Chapters."

## **Article II**

### *Mission Statement*

The Interfraternity Council at The University of Texas at Austin, an entity designed to address the needs of the member fraternities, shall operate as a model organization whose sole purpose is to self govern, to educate, and to promote a true sense of community.

## **Article III**

### *Executive Council ("EC")*

#### **SECTION 1. Composition**

- a. The Executive Council of the IFC shall be composed of the following members: President, Executive Vice President, Vice President of Finance, Vice President of Recruitment, Vice President of Communications, Vice President of Judicial Affairs, Vice President of Greek Relations, and Vice President of Philanthropy.
- b. No more than two (2) members from the same fraternity shall serve on the Executive Council in the same year. Once two members from the same fraternity have been elected, the remaining members from the same fraternity must step down if running opposed. If additional members from the same fraternity run unopposed in the EC elections, they will be eligible to serve on the EC in addition to the two elected members.

#### **SECTION 2. Elections**

- a. It is the responsibility of the Executive Council and the IFC Advisor to approve all qualified and eligible applicants for election by the General Assembly. A minimum of two candidates, provided at least two apply, must be approved for each position.
- b. The term of office shall be one calendar year.
- c. Each candidate for the Executive Council shall be provided time to present a speech to the General Assembly. Each candidate will also be required to answer questions from the General Assembly following the speech. Each candidate not elected shall have the option to "drop down" and run for another position of the Executive Council that they have applied for previously. Any procedure for elections not outlined in this Constitution shall be defined by majority vote of the Executive Council.
- d. The General Assembly will vote during the first meeting in November of the Fall Semester on each of the following positions: President, Executive Director, Chief Justice, Secretary, Chief Financial Officer, Recruitment Officer, and Greek Relations Officer. A majority vote of the General Assembly is required to elect a candidate for each position. If no candidate receives a majority vote, a runoff will take place between the two candidates receiving the highest number of votes. In the event that a tie occurs during the runoff, a majority vote by the current Executive Council, less the President, is required to elect a candidate for that position.
- e. The positions of President, Executive Vice President, and Vice President of Finance shall require prior experience to be eligible for the position. The IFC Executive Council may, prior to the election, waive this prerequisite if the candidate running for the one of the aforementioned positions held a comparable position in their respective IFC chapter. Examples of experience are as follows:
  1. Previously serving as a member of the IFC Executive Board.
  2. Previously serving as a member of the IFC Cabinet.

### **SECTION 3. Eligibility**

In order to be elected and maintain a position on the Executive Council, the following requirements must be met:

- a. A full time student during each long semester at The University of Texas at Austin, unless a lesser amount is required for graduation.
- b. Not be on scholastic or disciplinary probation with The University.
- c. Have a minimum overall GPA of 2.5.
- d. Remain a dues paying member of his Chapter.
- e. Fulfill the job specifications of his office to the expectations of the Executive Council and the General Assembly.
- f. May not hold a comparable position in his Chapter during his term on the Executive Council.

### **SECTION 4. Vacancy**

A vacancy on the Executive Council may be created by three situations: (1) the Constitution is amended to provide for a new office, (2) a current officer may vacate his position, or (3) a current officer may be removed from office under the provisions in Article III, Section 6.

- a. In the event that the position of IFC President should become vacant, a member of the Executive Council, with approval of the Executive Council, shall assume the role of President. A majority vote of the Executive Council is required. In the event that no candidate prevails from the Executive Council, procedures outlined in Article III, Section 2, will be held in a timely matter.
- b. In the event that any other position may become vacant, new applicants shall be interviewed and approved by the Executive Council. A majority vote of the Executive Council is required.

### **SECTION 5. Duties**

The Executive Council shall be entrusted with the authority to amend the Policies of the IFC provided they do not conflict with the Constitution or any rules of The University of Texas at Austin. Amendments to the Policies of IFC require a majority vote of the entire Executive Council. The duties of each officer shall be included in the Job Descriptions of the IFC.

### **SECTION 6. Removal**

- a. Officers of the Executive Council may be impeached and removed from office for failure to fulfill the duties and responsibilities of their position mandated in the Constitution or outlined in the Job Descriptions of the IFC.
- b. Impeachment and removal documents of an Executive Board member must be endorsed by a current Executive Board member, the IFC Advisor, and receive a majority vote by the Executive Council before being sent to a vote by the General Assembly.
- c. The impeachment documents will be heard in the next General Assembly meeting. A majority vote of the General Assembly shall be necessary for removal.

## **Article IV**

### *Cabinet*

#### **SECTION 1. Composition**

- a. The Cabinet shall be composed of the following members: Leadership, Operations, Risk Reduction, Scholarship, Public Relations, Recruitment, Alumni Relations, Greek Relations, Philanthropy. Each Cabinet position shall retain the title of Director for their specified area. The term of office shall be one academic year for all positions.
- b. No more than four (4) members from the same fraternity shall serve on the Cabinet in the same year.

#### **SECTION 2. Appointment**

The Executive Council and the IFC Advisor will interview candidates for each Director position. After such interviews, the Executive Council will nominate one or more applicant for each position(s) by a majority vote.

#### **SECTION 3. Eligibility**

In order to be elected and maintain a position on the Cabinet, the following requirements must be met:

- a. A full time student during each long semester at The University of Texas at Austin, unless a lesser amount is required for graduation.
- b. Not be on scholastic or disciplinary probation with The University.

- c. Have a minimum overall GPA of 2.5.
- d. Remain a dues paying member of his Chapter.
- e. Fulfill the job specifications of his office to the expectations of the Cabinet and the General Assembly.
- f. Director(s) of Recruitment must reside in Austin during the Summer Sessions.

**SECTION 4. Vacancy**

A vacancy on the Cabinet may be created by three situations: (1) the Constitution is amended to provide for a new office, (2) a current director may vacate his position, or (3) a current director may be removed from office under the provisions in Article IV, Section 6. In any of these situations, the appointment process outlined in Article IV, Section 2, shall commence in timely manner.

**SECTION 5. Duties**

The duties of each director shall be included in the Job Descriptions of the IFC.

**SECTION 6. Removal**

- a. Directors in the Cabinet may be removed from office for failure to fulfill the duties and responsibilities of their position mandated in the Constitution or outlined in the Job Descriptions of the IFC.
- b. Removal of a Cabinet member shall be endorsed by a current Executive Board member, and the IFC Advisor.
- c. A simple majority vote of the Executive Council shall be necessary for removal.

**Article V**

*General Assembly ("GA")*

**SECTION 1. Composition**

The General Assembly will consist of the Executive Council, Cabinet, and one Representative from each Chapter.

**SECTION 2. Representation**

Every member of IFC shall have one Representative, not including members of the Executive Council or the Cabinet. The term of office for each Representative will be one academic year.

**SECTION 3. Responsibilities**

- a. It shall be the duty of each Representative to report all proceedings at the General Assembly to their respective Chapters.
- b. It is the responsibility of the General Assembly to write, review, and vote on amendments to the Constitution of the IFC at The University of Texas at Austin.

**SECTION 4. Voting**

- a. Each member organization will be entitled to one vote in all matters of the General Assembly. The individual fraternity will decide how their vote is to be cast. However, it is the assumption that representatives will have the authority to vote on behalf of their organization.
- b. A member organization cannot be under cancellation or suspension with the IFC or The University of Texas at Austin and retain voting eligibility.

**SECTION 5. Attendance**

- a. Only one vote will be granted for each member organization present.
- b. Failure to have one representative to attend the General Assembly might result in bad standings with Interfraternity Council as stated in Article X, Section 1.

**Article VI**

*Meetings & Procedures*

**SECTION 1. Meetings**

- a. Meetings of the GA shall be on a monthly basis during each of the long semesters at a regularly scheduled time. The President at the first meeting of each semester shall distribute a schedule of the regular meetings. The President may call special meetings provided an attempt to contact each Representative is made at least two days before said meeting.
- b. Meetings of the Executive Council shall be on a weekly or bi-weekly basis, determined by the

President and IFC Advisor, during each of the long semesters at a regularly scheduled time. The President may call special meetings provided an attempt to contact each officer is made at least two days before said meeting.

- c. Meetings of the Cabinet shall be on a bi-weekly monthly basis, determined by the President, the Executive Vice President and IFC Advisor, during each of the long semesters at a regularly scheduled time. The President or Executive Vice President may call special meetings provided an attempt to contact each officer is made at least two days before said meeting.

## **SECTION 2. Procedures**

### **a. General Assembly**

1. In order for regular business to proceed a simple majority must be present, which shall constitute fifty- one percent of the Chapters. The Secretary will determine the official attendance at the beginning of every meeting.
2. The President shall preside over all GA meetings. In the President's absence, another officer determined by the Executive Council will preside over the GA meeting.
3. Minutes for the current meeting must be recorded by the Director of Operations or by another officer in his absence. All minutes must be kept on file for future reference by any Chapter.
4. In the absence of outlined procedures in this Constitution, Parliamentary Procedure shall be followed.

### **b. Executive Council**

1. In order for regular business to proceed a simple majority of the Executive Council must be present.
2. The President shall preside over all Executive Council meetings.
4. Minutes for the current meeting must be recorded by the Vice President of Communications or by another officer in his absence. All minutes must be kept on file for future reference by any Chapter.
5. In the absence of outlined procedures in this Constitution, Parliamentary Procedure shall be followed.

### **c. Cabinet**

1. In order for regular business to proceed a simple majority of the Cabinet must be present.
2. The President or the Executive Vice President shall preside over all Cabinet meetings.
3. Minutes for the current meeting must be recorded by the Director of Operations. All minutes must be kept on file for future reference by any Chapter.
4. In the absence of outlined procedures in this Constitution, Parliamentary Procedure shall be followed.

## **Article VII**

### *The Interfraternity Council Judicial Board ("IFCJB")*

#### **SECTION 1. Composition**

- a. The Judicial Board shall be composed of the Vice President of Judicial Affairs, the Assistant Vice President of Judicial Affairs, and seven judicial members.
- b. All IFCJB members must come from different IFC Fraternities.

#### **SECTION 2. Term of Office**

The term of office shall be one academic year.

#### **SECTION 3. Appointments**

It is the responsibility of the VP of Judicial Affairs and the IFC Advisor to approve all qualified and eligible candidates for the Judicial Board. Before or immediately after the term of office expires for the Judicial Board, the President, VP of Judicial Affairs, Assistant VP of Judicial Affairs, and IFC Advisor will interview each approved candidate. Each candidate will then be appointed by consensus. Existing members of the IFCJB are not automatically approved for subsequent years.

#### **SECTION 4. Eligibility**

In order to be elected and maintain a position on the Judicial Board, the following requirements must be met:

- a. A full time student during each long semester at The University of Texas at Austin, unless a lesser amount is required for graduation.

- b. Not be on scholastic or disciplinary probation with The University.
- c. Have a minimum overall GPA of 2.5.
- d. Remain a dues paying member of his Chapter.

#### **SECTION 5. Duties**

- a. The Judicial Board shall be entrusted with the authority to amend the Policies of the IFC sections pertaining to the procedures of the Judicial Board. Amendments to the Policies of IFC require a majority vote of the entire Judicial Board.
- b. Each member is expected to conduct all business of the Board in confidence and complete all assigned duties by the VP of Judicial Affairs in a fair and diligent manner.
- c. Each member must attend the regularly scheduled Judicial Board meetings.

#### **SECTION 6. Removal**

- a. Members of the IFC Judicial Board may be removed from office for failure to fulfill the duties and responsibilities of their position mandated in the Constitution or outlined in the Job Descriptions of the IFC.
- b. Removal of an IFC Judicial Board member shall be endorsed by the VP of Judicial Affairs and a current Executive Board member.
- c. A simple majority vote of the Executive Council shall be necessary for removal.

### **Article IX**

#### *Rules of Expansion*

Any Chapter or Colony currently or previously recognized by the North-American Interfraternity Conference may petition the IFC for membership. The expansion process follows the following steps:

- a. IFC Executive Board receives three letters of support
  - 1. National Headquarters supporting the organization and its petition to join IFC.
  - 2. Chapter Advisor stating willingness to work with the organization and support efforts to join IFC.
  - 3. Organization meeting minutes showing Chapter vote on joining IFC.
- b. IFC Executive Board approves organization to present before the General Assembly.
- c. Organization presents background, history, and goals to General Assembly.
- d. Affiliate status is a one year period during which the organization is a dues paying member of IFC but must fulfill the following requirements before becoming a full voting member of IFC:
  - 1. Participate in all Sorority and Fraternity Life events including but not limited to: the Texas Leadership Summit and New Member Orientation.
  - 2. Establish an overall Chapter GPA of 2.5.
  - 3. Develop and share risk management and new member plan with the IFC Executive Board.
- f. Upon completion of the Affiliate membership period, the organization will then be recognized as a full member of the IFC.

### **Article X**

#### *Chapter Status*

#### **SECTION 1. Good Standing**

Chapters must meet the following requirements to maintain "Good Standing" with the IFC:

- a. All financial obligations with the IFC are fulfilled.
- b. Complete rosters have been provided to the Sorority and Fraternity Life.
- c. Current registration with The University.
- d. No current University or IFC sanctions.
- e. All IFC General Assembly Meetings are attended by at least one fraternity delegate.
  - 1. A fraternity delegate must be a current member of the fraternity's Executive Board.
- f. All IFC hosted events must have at least 30% chapter attendance.
  - 1. All events hosted by the IFC required for chapters to attend must be brought to the fraternity's attention at least 15 days prior to the event.

#### **SECTION 2. Suspension**

A fraternity may be suspended from the IFC for financial indebtedness or misconduct by decision of the IFC Judicial Board. Suspension will entail loss of all IFC privileges.

- a. If suspended for failure to pay bills, the fraternity may be included in all IFC Recruitment materials with the message, "Suspended Due to Financial Indebtedness."
- b. If suspended for other violations as deemed appropriate by the IFC Judicial Board, a message will be printed in all recruitment materials, "Suspended for IFC Conduct Violations."

### **SECTION 3. Reinstatement**

A suspended fraternity will be reinstated as members in full after the suspension criteria established by the IFC Judicial Board or any outstanding financial obligations to the IFC have been satisfied.

### **SECTION 4. Expulsion**

A fraternity shall be expelled from the IFC only if no less than two-thirds (2/3) of the entire GA vote for that fraternity's expulsion. A Chapter shall be automatically expelled from the IFC in the following events:

- a. The national headquarters revokes a Chapter's charter.
- b. Registration by the Office of the Dean of Students is canceled.

## **Article XI**

### *Amendments and Passage of Policies*

#### **SECTION 1. Amendments**

- a. Amendments to the IFC Constitution must be distributed to all the Chapters present at the GA in writing to the GA meeting before a vote may occur regarding the amendment.
- b. Must be approved by a two-thirds (2/3) vote of the entire GA.

#### **SECTION 2. Policies**

- a. All amendments to the Policies of the IFC shall be submitted to the EC and approved by the EC, with the exception of the Policies pertaining to the procedures of the IFC Judicial Board.
- b. Must be distributed annually to the GA.
- c. All Policies of the IFC are considered enforceable rules and each Chapter must comply with these Policies.

## **Article XII**

### *The Interfraternity Council Advisory Board ("IFCAB")*

#### **SECTION 1. Composition**

- a. The Advisory Board shall be composed of all members previously served as executive council, cabinet, or judicial board.

#### **SECTION 2. Term of Office**

- a. The Advisory Board members will serve as a board member until he graduates from The University of Texas at Austin.

#### **SECTION 3. Appointments**

- a. Upon completion of an IFC member's term as Executive Council, Cabinet, or Judicial Board Member, he will be automatically appointed to the IFCAB.

#### **SECTION 4. Eligibility**

In order to be election and maintain a position on the Advisory Board, the following requirements must be met:

- a. A full time student at The University of Texas at Austin.
- b. Not be on scholastic or disciplinary probation with The University.
- c. Have a minimum overall GPA of 2.5.
- d. Remain a dues paying member of his Chapter.

#### **SECTION 5. Duties**

- a. The Advisory Board shall be non-voting members of the IFC Council serving at a lesser capacity than the other three branches.
- b. Each member is expected to advise current Council members using his experience serving the Council in the past.
- c. Each member must attend Executive Council meetings when the President requests.
- d. Each new member of the Advisory Board must assist the new person replacing him on officer

- tradition.
- e. At the beginning of every semester, Advisory Board members shall attend a meeting with the IFC President.

## **INTERFRATERNITY COUNCIL POLICIES**

Policies of the Interfraternity Council are amended by the IFC Executive Board and IFC Judicial Board.

### **IFC Risk Management Policy**

This policy applies to all members of interest groups, colonies, and chapters of the Interfraternity Council at The University of Texas at Austin.

#### **SECTION 1-Alcohol and Drugs**

- a. Events that an observer would consider to be endorsed or sponsored by an IFC member or organization must abide by applicable federal, state, county, city, Interfraternity Council, and The University of Texas at Austin policies and laws.
- b. All events must comply with BYOB or Third Party Vendor Guidelines.
- c. Organization funds including collections and alumni donations may not be used to purchase alcohol under any circumstances. This includes but is not limited to the following: bar tabs, kegs, liquor, trashcan punch, cases, etc.
- d. Bulk quantities of alcohol including but not limited to: kegs and trashcan punch are strictly prohibited UNLESS they are properly purchased and distributed by a Third Party Vendor.
- e. Open Parties with unrestricted guest lists are prohibited at events where alcohol is present.
- f. No organization or its members shall purchase, serve, or sell alcohol to minors.
- g. The possession of illegal drugs or controlled substances on organization property or during an event associated with the organization is strictly prohibited.
- h. Events cannot be co-sponsored (receive funding or donations) with an alcohol distributor, charitable organization, restaurant, or bar where alcohol is given away, sold, or provided to those present.
- i. Organizations are prohibited from participating in events in which other organizations violate the IFC Risk Management Policy.
- j. Drinking Games are prohibited.
- k. Alcohol is not to be served to minors under any circumstances, just as with any function during the academic year.

#### **SECTION 2-Hazing**

*Taken from Appendix F of The University of Texas at Austin Institutional Rules on Student Services and Activities:*

- a. Under state law (V.T.C.A., Education Code 51.936 and 37.151 et seq.), individuals or organizations engaging in hazing could be subject to fines and charged with a criminal offense.
- b. According to the law, a person can commit a hazing offense not only by engaging in a hazing activity, but also by soliciting, directing, encouraging, aiding or attempting to aid another in hazing; by intentionally, knowingly, or recklessly allowing hazing to occur; or by failing to report in writing to the dean of students firsthand knowledge that a hazing incident is planned or has occurred. The fact that a person consented to or acquiesced in a hazing activity is not a defense to prosecution for hazing under the law.
- c. In an effort to encourage reporting of hazing incidents, the law grants immunity from civil or criminal liability to any person who reports a specific hazing event in good faith and without malice to the dean of students or other appropriate official of the institution and immunizes that person for participation in any judicial proceeding resulting from that report. Additionally, a doctor or other medical practitioner who treats a student who may have been subjected to hazing may make a good faith report of the hazing activities to police or other law enforcement officials and is immune from civil or other liability that might otherwise be imposed or incurred as a result of the report. The penalty for failure to report is a fine of up to \$1,000, up to 180 days in jail, or both. Penalties for other hazing offenses vary according to the severity of the injury which results and include fines from \$500 to \$10,000 and/or confinement for up to two years. The law does not affect or in any way restrict the right of the University to enforce its own rules against hazing.
- d. The law defines hazing as any intentional, knowing, or reckless act, occurring on or off the



campus of an educational institution, by one person alone or acting with others, directed against a student, that endangers the mental or physical health or safety of a student for the purpose of pledging, being initiated into, affiliating with, holding office in, or maintaining membership in any organization whose members are or include students at an educational institution. Hazing includes but is not limited to:

1. Any type of physical brutality, such as whipping, beating, striking, branding, electric shocking, placing of a harmful substance on the body, or similar activity;
2. Any type of physical activity, such as sleep deprivation, exposure to the elements, confinement in a small space, calisthenics, or other activity that subjects the student to an unreasonable risk of harm or that adversely affects the mental or physical health or safety of the student;
3. Any activity involving consumption of food, liquid, alcoholic beverage, liquor, drug, or other substance which subjects the student to an unreasonable risk or harm or which adversely affects the mental or physical health of the student;
4. Any activity that intimidates or threatens the student with ostracism, that subjects the student to extreme mental stress, shame, or humiliation, or that adversely affects the mental health or dignity of the student or discourages the student from entering or remaining registered in an educational institution, or that may reasonably be expected to cause a student to leave the organization or the institution rather than submit to acts described in this subsection;

Any activity that induces, causes, or requires the student to perform a duty or task which involves a violation of the Penal Code.

***Rules and Regulations of the Board of Regents of The University of Texas System***

Part One, Chapter VI, Section 3.28 provides that:

- a. Hazing with or without the consent of a student is prohibited by the System, and a violation of that prohibition renders both the person inflicting the hazing and the person submitting to the hazing subject to discipline.
- b. Initiations or activities by organizations may include no feature which is dangerous, harmful, or degrading to the student, and a violation of this prohibition renders both the organization and participating individuals subject to discipline.

Activities which under certain conditions constitute acts that are dangerous, harmful, or degrading, in violation of subsections **6-304(e)** and **11-804(7)** of the ***Institutional Rules on Student Services and Activities*** include but are not limited to<sup>[1]</sup>

- Calisthenics, such as sit-ups, push-ups, or any other form of physical exercise.
- Total or partial nudity at any time.
- The eating or ingestion of any unwanted or unpleasant substance.
- The wearing or carrying of any embarrassing, degrading, or physically burdensome article.
- Paddle swats, including the trading of swats.
- Pushing, shoving, tackling, or any other physical contact.
- Throwing oil, syrup, flour, or any substance on a person.
- Rat court, kangaroo court, or other individual interrogation.
- Consumption of alcoholic beverages accompanied either by threats or peer pressure.
- Lineups intended to demean or intimidate.
- Transportation and abandonment (road trips, kidnaps, walks, rides, drops).
- Confining individuals in an area that is uncomfortable or dangerous (hot box effect, high temperature, too small).

- Any type of personal servitude that is demeaning or of personal benefit to the individual members.
- Wearing of embarrassing or uncomfortable clothing.
- Assigning pranks such as stealing, painting objects, harassing other organizations.
- Intentionally messing up the house or a room for clean up.
- Demeaning names.
- Yelling and screaming.
- Requiring boxing matches or fights for entertainment.

All allegations of organizational hazing will be forwarded to The Office of the Dean of Students.

### **SECTION 3. Sexual Abuse**

Member organizations will not 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 which are demeaning to women and/or men, including but not limited to, the use of date rape drugs, stalking, date rape, gang rape, or verbal harassment.

### **SECTION 4. Fire, Health, and Safety**

- All chapter houses shall, prior to, during and following occupancy, meet all local fire and codes and standards.
- All chapters must have posted by common phones emergency numbers for fire, police, and ambulance and must have evacuation routes from chapter houses, common areas and sleeping rooms posted in said areas and on the back door of each sleeping room.
- All chapters shall comply with engineering recommendations as reported by the insurance company.
- The possession and/or use of firearms or explosive devices of any kind within the confines and premises of the chapter house is expressly forbidden.
- All chapters must annually attend a fire safety academy coordinated by the IFC. In the event that the chapter president provides a written excuse, either the chapter's House Manager, Risk Management Officer, or Social Chairman must attend the fire academy in place of the President.

### **SECTION 5. Education**

Each student member, associate member, and new member shall be instructed by the member organizations annually on the Risk Management Policy of the Interfraternity Council of The University of Texas at Austin and the Fraternal Information & Programming Group ([www.figp.org](http://www.figp.org)).

## **Member Organization Billing Policy**

The Interfraternity Council charges membership dues twice a year to cover operating costs.

### **SECTION 1. Membership**

The IFC will bill dues each semester following recruitment and calculate membership based on the number of members on file in the most recently updated roster combined with the number of bid cards turned in to the IFC for that semester.

### **SECTION 2. Specifications**

- Member organizations of the IFC shall pay dues in the amount of \$15.00 per initiate/neophyte/active member per semester, and \$25 per new member to the Interfraternity Council.
- A member organization becomes "Financially Delinquent" 15 days after dues bill distribution.
- An organization considered "Financially Delinquent" shall be assessed a penalty equal to 10% of any outstanding balance. The penalty will be added to the outstanding balance of the member organization and must be paid in full with the remaining balance due.
- A payment plan must be established between a "Financially Delinquent" member organization and the IFC Vice President of Finance. The plan must be documented and signed by the President of the member organization and the IFC Vice President of Finance.
- An organization shall be considered "Financially Delinquent" and remain subject to all

conditions and consequences until such time as the member organization has a zero balance due or is current to a mutually consented payment plan between the IFC and the member organization.

- f. Any member organization that is "Financially Delinquent" for more than two semesters can be considered for a harsher penalty from the Inter-fraternity Council Judicial Board.
- g. Discounts on dues may be proposed at the discretion of the Vice President of Finance, with majority approval of the EC.

### **SECTION 3. Consequences**

Should a member organization be deemed "Financially Delinquent," the member organization thereby forfeits its right to enjoy some benefits of IFC membership. However, because the IFC exists solely to promote the positive endeavors of the member organizations, the IFC shall restrict access to only those benefits specified herein. A member organization designated as "Financially Delinquent" forfeits the right to claim the following benefits:

- a. Recruitment Resources
- b. IFC Resources
- c. Voting rights at all IFC sponsored meetings
- d. Co-sponsorship of events with University Panhellenic Council sororities and other campus organizations.

A member organization, regardless of financial standing, shall retain the following rights:

- a. Attendance at all IFC sponsored meetings, and the opportunity to voice opinions and defenses of the organization's positions and situations.
- b. Involvement in all IFC sponsored educational and new member programming.
- c. Counsel with the IFC Executive Council and IFC Advisor.

### **IFC Judicial Board Policies**

The Interfraternity Council Judicial board hears grievances filed against member chapters who have allegedly violated the IFC Constitution or its Policies.

### **SECTION 1. Preliminary**

- a. A member of the Inter-fraternity Council Judicial Board ("IFCJB") or employee of The University of Texas at Austin shall receive the complaint.
- b. The member or employee shall then fill out a 'Fraternity Complaint Form' to be kept on file.
- c. The Vice President of Judicial Affairs or the Judicial Board Advisor shall then review the complaint with the Inter-fraternity Judicial Board advisor and will determine if it is within IFC jurisdiction. If not, the Vice President of Judicial Affairs will refer the complainant to the appropriate source.
- d. If the complaint is of an anonymous nature, there must be a majority vote by the Judicial Board to proceed with an investigation into the complaint.
- e. If the complaint is within IFC Jurisdiction, the Vice President of Judicial Affairs will, within one week of receiving the complaint, inform a Chapter representative of the complaint at his address of record with The University.
- f. The Judicial Board will hold a private meeting in which they will review background evidence, review the report for vague areas and possible discrepancies, and establish major areas for questioning.
- g. The IFCJB shall then take action to determine if the group is in violation of IFC Code of Conduct or University policy. This may include questioning of appropriate witnesses, fraternity representatives, and police officers. One undergraduate representative of the chapter will speak for the fraternity in question at these meetings unless other witnesses are requested by the IFCJB. In addition, one advisor may be present to consult the undergraduate representative, but does not speak for the chapter.
- h. The Board will discuss the case until a determination of innocence or guilt is reached by a majority vote of all voting members. The greater weight of credible evidence will be the basis of all decisions. The vote of each Judicial Board member will be confidential, unless a

- member requests a roll call vote. A member may request a roll call vote at any time.
- i. If a verdict of guilty is reached, the board will determine appropriate sanctions. (While a fraternity's disciplinary record is not relevant to whether a fraternity is guilty of a particular charge, it is relevant to determine the proper penalty.)
- j. After sanctions have been determined, the IFCJB will immediately contact a Chapter by phone for notification. The IFCJB will also issue a written decision. All decisions will be kept on open file at the Office of the Dean of Students. At this time, the fraternity will be notified of their right to appeal, and the procedures for doing so.
- k. If the group does not accept the decision, the group has the right to appeal to the IFC Appellate Board within five business days.
- l. The accused fraternity or the complainant may challenge any Judicial Board member for cause. A majority vote of the Board will be cause for the removal of that member for that particular case. He will then be replaced by an alternate Board member. In cases in which a Judicial Board member's fraternity is involved, the Board member will voluntarily excuse himself.
- m. All written statements, recordings, and materials submitted will be kept on file at the Office of the Dean of Students.
- n. All sanctions will be effective the following Monday after the IFCJB meeting in which the sanctions were determined, unless otherwise stipulated.

### **SECTION 2. Appeal to the IFC Appellate Board**

- a. The IFC Appellate Board shall consist of the IFC Advisor, the Associate Dean for Greek Leadership and Education, and the IFC President.
- b. The fraternity must submit an appeal in writing to the Vice President of Judicial Affairs within five (5) business days of notification of the decision by the Judicial Board.
- c. New evidence may be heard at the discretion of the Appellate Board. The Appellate Board reserves the right to call any representatives of the fraternity for questioning.
- d. The Appellate Board will then go into deliberations to review the case. A majority vote will decide whether:
  - 1. The original decision made by the Judicial Board is affirmed;
  - 2. The original decision is affirmed, but the penalty is changed; or
  - 3. The original decision is reversed.
  - 4. The fraternity will then be informed in writing of the new decision in a timely manner.

### **SECTION 3. Amending Procedures**

The Judicial Board may amend these procedures when the majority of the Board deems necessary.

### **SECTION 4. Sanctions**

- a. Admonition: This includes verbal or written reprimand that the fraternity's actions were inappropriate and were not a positive reflection of the Greek community. A copy of the admonition may be sent to the regional and national officers, advisors, House Corporation Boards, Alumni Boards, the Office of the Dean of Students, and other persons or organizations as determined by the Board.
- b. Monetary Fines: The maximum fine as a method for punishment is \$5,000. All fines are to be used for educational purposes as approved by the IFCJB. Fines will be deposited into the IFC account.
- c. Restitution: The fraternity must pay the complete amount of all damages to property.
- d. Community Service: Each member of the fraternity will be required to complete a number of community service hours determined by the Judicial Board. The projects used for this sanction must be approved by the advisor of the Judicial Board and must be completed by a specific date.
- e. Educational Programming: At least 3/4 of the fraternity's members must attend a program relevant to the violation. The advisor of the Judicial Board must approve this program.
- f. Deferred Adjudication: The organization has been found to be in violation and, during no more than one calendar year, if the group is found again in violation, a more severe penalty

will be imposed.

- g. Probation: The organization has been found to be in violation and, during no more than one calendar year, if the group is found again in violation, a more severe penalty will be imposed.
- h. Suspension: This action will include loss of voting membership in IFC for not more than one calendar year and may include any of the following stipulations:
  - 1. No participation in IFC Intramurals or tournaments as an organization or by any member of the fraternity on behalf of the organization. However, this stipulation in no way may limit individual or group utilization of recreational facilities for informal recreation.
  - 2. No combined function with any sorority Chapter within the Pan-hellenic Council of The University of Texas.
  - 3. No members may vote on any inter-fraternal committees or boards.
  - 4. During the suspension period, the fraternity may not:
    - i. Publicly post signs;
    - ii. Install a booth;
    - iii. Publicly assemble or demonstrate;
    - iv. Sponsor or present a public performance or exhibition;
    - v. Publicly raise funds or make a solicitation; or
    - vi. Reserve the use of university facilities.
- i. Expulsion: Fraternity is immediately removed from membership in IFC.
- j. Any combination of the above sanctions may be imposed as deemed necessary by the Judicial Board.
- k. Any other sanctions which are applicable to the offense, may be devised and implemented by the Judicial Board.
- l. Failure of the fraternity to abide by the sanctions imposed may result in a new hearing and the imposition of further sanctions.

#### SECTION 5. "Round-Up" Risk Management

- a. All "Round-Up" events are planned and hosted by individual Chapters. Each individual Chapter is responsible for managing all aspects of their "Round-Up" events. These aspects include the attendance policy, event safety, and risk management, which should all be in accordance with the IFC Risk Management policy, each Chapter's own risk management policy, and all state and local laws.
- b. The IFC Executive Council, Judicial Board, and Cabinet will administer certain risk management procedures as part of "Round-Up." These procedures may include but are not limited to the distribution of wristbands, safety education, and emergency services.
- c. The IFC Executive Council will provide wristbands specifically for UT Austin students and wristbands specifically for non-UT Austin students. The wristbands made specifically for UT Austin students will account for 80% of total wristbands, while the wristbands made specifically for non-UT Austin students will account for 20% of total wristbands.
- d. The IFC Executive Council, Judicial Board, and Cabinet will provide and RSVP form at least one week prior to "Round-Up" wristband distribution to be distributed to all non-UT students.
- e. "Round-Up" wristbands distributed by the IFC are simply a mechanism to ensure that only college students are attending "Round-Up" events. A wristband does not guarantee admission and is not an all-access pass to any and all chapter hosted "Round-Up" events.

### **IFC Code of Conduct Policy**

The IFC Code of Conduct outlines additional circumstances under which a member organization can be called before the IFC Judicial Board.

#### **SECTION 1. IFC Code of Conduct**

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

- a. We will know and understand the ideals expressed in our fraternity Rituals and will strive to

- incorporate them in our daily lives.
- b. We will strive for academic achievement and practice academic integrity.
  - c. We will respect the dignity of all persons; therefore, we will not physically, mentally, psychologically or sexually abuse or harm any human being.
  - d. We will exhibit cultural sensitivity and will respect all cultures, races, ethnicities, and religions.
  - e. We will protect the health and safety of all human beings.
  - f. We will respect our property and the property of others; therefore, we will neither abuse nor tolerate the abuse of property.
  - g. We will meet our financial obligations in a timely manner.
  - h. We will neither use nor support the use of illegal drugs; we will neither misuse nor support the misuse of alcohol.
  - i. We acknowledge that a clean and attractive environment is essential to both physical and mental health; therefore, we will do all in our power to see that our properties are properly cleaned and maintained.
  - j. We will challenge all fraternity members to abide by these fraternal expectations and will confront those who violate them.

## **Recruitment Policy**

### **SECTION 1. Spring and Fall Recruitment**

IFC Recruitment shall be considered “open and informal” with the exception of a short “formal” recruitment day prior to the fall and/or spring semester. There are no official start/stop times or dates for chapter to conduct recruitment activities. The IFC shall sponsor one optional “Formal Recruitment” day for any chapters choosing to participate. The date of this event is to be determined by the Executive Council during the semester prior to the event. How and when a chapter conducts its recruitment activities shall be left to the discretion of each individual chapter. No chapter may conduct new member activities until after the first Friday of each long semester.

### **SECTION 2. Scheduling**

It is the responsibility of the IFC to publicize and print Recruitment materials, distribute information to each fraternity, make a list of registered men available to the fraternities, and provide support to potential members and fraternities. IFC shall participate in summer orientation information sessions in conjunction with Sorority and Fraternity Life.

### **SECTION 3. Infractions**

The Judicial Board shall work in conjunction with the Vice President of Recruitment to enforce the Recruitment Policy. Additionally, all recruitment activities shall abide by the IFC’s Risk Management policy, the chapter’s own risk management policy, The University of Texas at Austin’s *Institutional Rules on Student Services and Activities*, and all state and local laws.

### **SECTION 4. UT Students Motion**

No Chapter shall pledge, associate, or enter into candidacy for membership any man who is not an enrolled student at The University of Texas at Austin. Fraternities are expected to abide by The University of Texas at Austin’s *Institutional Rules on Student Services and Activities*.

### **SECTION 5. Registration**

IFC will provide interested men with a mechanism for registering for recruitment. All data collected through this system shall be made available to Chapters in good standing following “Round-Up”.

### **SECTION 6. General Recruitment Policy**

All Recruitment at The University of Texas at Austin will follow University guidelines and regulations. Violations of this policy will be referred to the IFC Judicial Board.

## INTERFRATERNITY COUNCIL JOB DESCRIPTIONS

Job descriptions of the Interfraternity Council are amended by the IFC Executive Board and IFC Advisor.

### Duties of the IFC Executive Board Members

The Executive Board of the IFC consists of 8 members:

- a. **President** – The President is the leader of the Inter-fraternity Council at The University of Texas at Austin and is responsible for coordinating and working with officers in all aspects of council management. Other responsibilities include but are not limited to:
  1. Preside over all General Assembly and Executive Council meetings.
  2. Maintain high morale on the Executive Board by encouraging teamwork through productive and positive leadership.
  3. Communicate regularly with UPC, NPHC, TAPC, and UGC counterparts.
  4. Assign project and tasks to executive council, cabinet and judicial board members to engage council involvement.
  5. Meet weekly with IFC Advisor.
  6. Conduct performance review of the current Executive Council with the IFC Advisor at the end of every long academic semester.
  7. Maintain the IFC Executive Council listserv and send necessary updates to all members.
  8. Prepare Executive Council, Cabinet, Judicial Board applications and conduct interviews for all applications.
  9. Acts as the official spokesperson of the council.
  10. Communicate and update periodically with chapter presidents and IFC delegates with council activities.
  11. Reviews all financial activities and have verdict power in council financial decisions in approving or denying expenses.
  12. Maintain good relations with faculty and other student organizations.
  13. Prepare an end of year report to both faculty and the IFC community.
  14. Preside all IFC elections including but not limited to executive council election, constitution amendments, and policy changes.
  15. Maintain all official IFC communication/media accounts including but not limited to: E-mail, Facebook, Twitter, Instagram, Website, Dropbox.
  16. Communicate with the advisory board when necessary to foster alumni base and sustainable alumni growth of IFC.
  17. Reviews and be knowledgeable of all fraternities on conditional registration and mutual agreements with the Dean of Students.
  18. Help prepare and oversee all risk management setup including but not limited to “Round-Up”.
  19. Host an information session on executive council involvement every year before new executive council application cycle.
- b. **Executive Vice President** – The Executive Vice President is the coordinator of the IFC

Cabinet and committee system. Other responsibilities include:

1. Assuming the duties of the President at all events and functions where the President is not present.
2. Work with the President to prepare the workweek agenda before each long semester.
3. Presiding over all Cabinet meetings.
4. Appoint IFC Representatives to Special Committees.
5. Facilitate and coordinate IFC hosted events with the President.
6. Meet weekly with the IFC Advisor.
7. Maintain the IFC Cabinet listserv and send necessary updates to all members.
8. Distribute General Assembly minutes to Chapter presidents and delegates.
9. Host an information session on cabinet involvement every year before new cabinet application cycle.
10. Host a roundtable for chapter executive boards concerning officer transition once a semester.

c. **Vice President of Judicial affairs** – The VP of Judicial Affairs is responsible for leading and administering the IFC Judicial Board. Other responsibilities include:

1. Coordinating all meetings of the IFCJB.
2. Become knowledgeable and comfortable with the risk management policies of the IFC.
3. Become knowledgeable and comfortable with the risk management policies of FIPG (Fraternal Information & Programming Group).
4. Become knowledgeable and comfortable with The University of Texas at Austin Institutional Rules on Student Services and Activities.
5. Hold weekly or bi-weekly meetings of the IFCJB.
6. Host an information session on cabinet involvement every year before new cabinet application cycle.
7. Prepare IFCJB applications and conduct interviews for all applicants.
8. Prepare Vice President of Judicial Affairs applications and conduct interviews for all applications.
9. Prepare and hold training sessions during the first week of the spring long semester for the IFCJB.
10. Maintain the judicial files.
11. Coordinate and ensure that Chapters complete sanctions.
12. Meet monthly with the IFC Advisor, or as necessary.
13. Maintain the IFCJB listserv and send necessary updates to all members.
14. Help prepare and oversee all risk management setup including but not limited to “Round-Up”.

d. **Vice President of Recruitment** – responsible for coordinating and facilitating the IFC recruitment programs and has the following responsibilities:

1. Update and maintain the IFC recruitment resources such as the potential member database, fraternity information, recruitment schedules, and recruitment information.
2. Distribute or make available the recruitment list to all chapters.
3. Coordinate and monitor spring and fall recruitment activities sponsored by the Inter-fraternity Council.
4. Oversees new member education and member retention programs.
5. Meet weekly with the IFC Advisor, or as necessary.
6. Actively promote the growth of IFC.

e. **Vice President of Finance** – the VP of Finance is responsible for the financial management of the council and has the following responsibilities:

1. Maintain financial records, including budgets, weekly and quarterly reports for the



- council.
  - 2. Prepare and distribute IFC membership dues.
  - 3. Coordinate all fundraising activities for the IFC.
  - 4. Keeps current all financial responsibilities of the IFC.
  - 5. Facilitate a roundtable each semester with Chapter treasurers.
  - 6. Meet weekly with the IFC Advisor.
  - 7. Determines performance-based stipends for the IFC Executive Council.
  - 8. Prepare scholarship applications and select recipients every long semester.
- f. **Vice President of Communications** – the VP of Communications shall manage the IFC office operations, serve as a recorder for EC meetings, and oversee all external communications. Other duties include:
- 1. Maintain official records and membership rolls of member fraternities for at least 5 years.
  - 2. Distribution of Executive Council meeting minutes to Chapter Presidents on a weekly basis.
  - 3. Serve as the liaison between member fraternities and the Dean of Students web design team.
  - 4. Update all officer notebooks and maintain the IFC Constitution and Policies of the IFC, both in hard copy form and on the web site.
  - 5. Facilitate roundtables concerning Internet-based publications.
  - 6. Manage the IFC office supplies and equipment.
  - 7. Serve as a liaison with the Student Activities area within the Office of the Dean of Students to register both the IFC and fraternities as a campus organization each semester.
  - 8. Meet weekly with the IFC Advisor.
  - 9. Update IFC website at [www.texasifc.org](http://www.texasifc.org).
- g. **Vice President of Greek Relations** – the VP of Greek Relations is responsible for promoting unity within the council and for coordinating activities with other Greek letter councils. Other duties include:
- 1. Act as a liaison with the other Greek Councils.
  - 2. Promote Greek unity through the coordination of Greek wide events and IFC wide events.
  - 3. Meet weekly with the IFC Advisor.
- h. **Vice President of Philanthropy** – the VP of Philanthropy is responsible for the management, development, and implementation of all IFC Philanthropic events. Other duties include:
- 1. Lead all philanthropic and community events such as Movember, IFC Open, and any philanthropic contests.
  - 2. Actively pursue opportunities that will engage wider IFC philanthropic efforts.
  - 3. Actively communicate with fraternity philanthropy chairs to provide help and assistance to fraternities in need.
  - 4. Send out Philanthropy newsletters periodically.

#### **Duties of the IFC Cabinet**

The Cabinet consists of 8 directors under the direction of the Executive Vice President:

- a. **Director of Risk Reduction** – The Director of Risk Reduction is responsible for compilation of materials concerning the IFC Risk Management Policy and for educating chapters about the policy. Other duties include but are not limited to:
  - 1. Hosting roundtables each long semester with Chapter Presidents, Chapter Risk Managers, and Social Chairs.
  - 2. Updating and producing a risk management packet each spring for the Chapters.
  - 3. Maintaining risk management resources such as: wristbands, BYOB checklists, TABC forms, DDP information, and related risk management policies.
  - 4. Distribution of risk management notices regarding bamboo, new member education, theft, BYOB parties, police reports, closing fraternity houses over breaks, changes in policy

- affecting fraternities, and new risk management resources.
5. Attending IFCJB meetings to help assess needs and programming effectiveness.
  6. Sitting on the Board of Directors of G.A.M.M.A. (Greeks Advocating Mature Management of Alcohol).
- b. **Director of Philanthropy** – the Director of Philanthropy shall coordinate community service and philanthropic activities and has the following responsibilities:
1. Notifying fraternities of community service opportunities.
  2. Track all Chapter service projects and compile an annual report to include the number of service hours and money raised.
  3. Promoting and organizing the Orange Santa program.
  4. Coordinating the following annual fraternity projects: Feed the Homeless, Bag the Drag (Spring and Fall) and the Greek Week philanthropy.
  5. Facilitate roundtables each semester with Chapter community service chairmen.
  6. Produce a community service resource manual for each chapter to aid the chapter in finding and implementing community service projects.
- c. **Director of Public Relations** – the Director of Public Relations has a major role in the direction and success of the organization’s operation and public image with the following responsibilities and goals:
1. Taking the lead in establishing, maintaining, and promoting organization’s standards that underscore a favorable reputation.
  2. Seeking ways to improve and maintain good relations and communication within the organization as well as to the various constituencies, such as regularly scheduled meetings with media representatives and community leaders.
  3. Assisting in promoting the events of the organizations and related University and community events through press releases and other means of contacting media.
  4. Work in coordination with the Office of the Dean of Students to promote student involvement in the Greek Community.
  5. Maintain IFC’s social media accounts, as well as social media engagement projects such as photo contests and IFC man of the week.
  6. Also, Director of Public Relations serves as an Assistant to the Vice President of Communications.
- e. **Director of Scholarship** – The Director of Scholarship promotes and recognizes academic excellence among fraternity members and Chapters. This officer emphasizes the development of scholarship programs to enhance Chapter academic endeavors. Also, Director of Scholarship serves as an Assistant to the Vice President of Finance. Additional responsibilities include:
1. Revising and distributing a list of all of and on campus academic resources.
  2. Coordinating the Greek Scholar and IFC Scholarship Program.
  3. Working with Sorority and Fraternity Life to compile chapter scholarship rosters.
  4. Identifying Greek faculty or staff or other University members to serve as faculty or academic advisors for Chapters.
  5. Produce a scholarship manual for chapters to assist in the development of an academic program and utilization of University resources.
  6. Maintain and promote all IFC Scholarship opportunities.
  7. Promote all scholarship opportunities applicable to IFC members on all IFC sources of digital media.
- f. **Director of Alumni Relations** – the Director of Alumni Relations is responsible for working with chapters and their alumni to educate and utilize alumnus resources.
1. Coordinate roundtables with alumni chairs once a year.
  2. Publish, in conjunction with the VP of Judicial Affairs, a packet of changes in policy for

- house corporation officials, chapter advisors, and alumni as a whole.
  - 3. Act as a liaison with the IFC Advisory Board.
  - 4. Record alumnus events and newsletters for each chapter.
  - 5. Work with UT's homecoming or Texas Exes committee to promote alumni related events.
- g. **Director of Operations** – the Director of Operations is responsible for handling all basic IFC operations required by members of the Cabinet and the Executive Council.
- 1. Acts as Assistant to the Executive Vice President.
  - 2. Handles operational activities such as taking attendance at IFC meetings as well as general assemblies.
  - 3. Seek out sponsorships for IFC Open, Movember, “Round-Up”, and other IFC events.
  - 4. Set up meeting invites and venue reservations for IFC gatherings and meetings.
- h. **Director of Recruitment** – the Director of Recruitment is responsible for coordinating all events related to IFC recruitment and serves as an Assistant to the Vice President of Recruitment. Other duties include:
- 1. Coordinate the Summer IFC Go Greek Sessions.
  - 2. Coordinate the Summer IFC BBQ Sessions.
  - 3. Coordinate the Summer Recruitment Chair meeting.
  - 4. Communicate with Recruitment Chairs about upcoming events.
  - 5. Maintain and monitor the IFC Rush list/database.
- g. **Director of Greek Relations** – the Director of Greek Relations is responsible for coordinating all events related to IFC Greek/Non-Greek relations and serves as an Assistant to the Vice President of Greek Relations. Other duties include:
- 1. Coordinate the IFC Open.
  - 2. Attend other Greek/Non-Greek organizations’ events including but not limited to UPC, TAPC, NPC, etc.
  - 3. Coordinate with the communications cabinet on PR opportunities.
  - 4. Communicate and plan social activities for the council.

#### **Additional Duties**

- a. **Assistant Vice President of Judicial Affairs** – the Assistant VP of Judicial Affairs is appointed by the VP of Judicial Affairs each year to fulfill the following duties:
- 1. Maintain attendance records for Judicial Board meetings.
  - 2. Educating new members of the IFC Judicial Board.
  - 3. Preparing all materials for Judicial Board meetings.
  - 4. Assisting with application and interview process for new board members.
  - 5. Assisting the VP of Judicial Affairs with any other reasonable task.
  - 6. Keeping up with all current cases, IFC Policies, and applicable University policies.

#### **IFC Advisor**

- i. The Office of the Dean of students shall provide a full-time, University staff member to serve as the IFC Advisor.
- ii. The Advisor shall take an active role in advising IFC and its officers.
- iii. The Advisor shall know the general purpose of IFC and be familiar with all provisions outlined in the IFC constitution and policies.
- iv. The Advisor shall meet with the IFC President and its officers on a regular basis.
- v. The Advisor must remain informed of all activities sponsored by and conducted by IFC
- vi. The Advisor shall offer guidance to IFC on goal setting, organization management, program planning, problem solving, and evaluation.

- vii. The Advisor shall be knowledgeable of and adhere to University policies and procedures that pertain to student organizations, and to inform the IFC President of his responsibility to do the same.
- viii. The Advisor shall review and ensure IFC adheres to the *Institutional Rules on Student Services and Activities*.