



CARNEGIE MELLON INTERFRATERNITY COUNCIL

CONSTITUTION

CONSTITUTION OF THE INTERFRATERNITY COUNCIL OF CARNEGIE MELLON UNIVERSITY

MISSION

The Interfraternity Council of Carnegie Mellon University set forth this Constitution and Bylaws in order to promote closer working relationships and coordination among its member chapters and Carnegie Mellon University. The Interfraternity Council (IFC) exists to advance conditions conducive to the success of its member chapters and to promote the progress of the fraternity experience. With this aim, the IFC actively encourages interfraternalism and collaboration with other fraternity/sorority governing councils and student governance bodies. Maintaining a positive working relationship and partnership with the campus administration, alumni and inter/national headquarters of member chapters is critical toward elevating the role of the IFC.

ARTICLE I – NAME

This organization shall be known as the Interfraternity Council (IFC) of Carnegie Mellon University.

ARTICLE II – PURPOSE OF THE IFC

Fraternalism thrives when they embrace their responsibilities, while ardently advocating for their fundamental rights.

We, the Interfraternity Council of Carnegie Mellon University believe in:

- A. Citizenship: Fraternity members must be responsible, respectful and inclusive citizens of their community.
- B. Accountability: Fraternity members have the responsibility to hold each other accountable to their fraternal ideals and expectations.
- C. Choice: Fraternities have the responsibility and right to select men who align with their ideals and expectations.
- D. Opportunity: The right to participate in the fraternity recruitment process is extended to every person.
- E. Fairness: For justice to effectively be administered, fraternity members and organizations must provide and be afforded fundamental due process rights.
- F. Interfraternalism: IFC member chapters stand in solidarity for fellow member chapters that meet IFC Standards.

The purpose of the IFC shall be to:

- A. Provide a sovereign peer governance structure for its member chapters;
- B. Enforce and hold member chapters accountable to the IFC Code of Conduct and other governing documents;
- C. Develop policies and procedures to provide safe and healthy membership experiences;
- D. Develop policies and procedures to provide safe and healthy social experiences;
- E. Advocate for appropriate levels of university financial and staffing support;
- F. Promote the interests of its member chapters;
- G. Promote the interests of fraternities in general;
- H. Discuss questions of mutual interest and present to its member chapters such recommendations as the IFC deems appropriate;
- I. Promote the interests of Carnegie Mellon University;
- J. Promote mutual cooperation between its member chapters;
- K. Promote mutual cooperation between the IFC, fellow governing councils, and student organizations at Carnegie Mellon University; and
- L. Promote mutual cooperation between the IFC and Carnegie Mellon University, its students, faculty, staff, and local community.
- M. Maintain an anonymous grievance form through which community members are able to submit violations or infractions of IFC policies and bylaws

To this end, the IFC shall conduct an annual officer training program and transition retreat for all member chapters.

ARTICLE III – IFC CODE OF CONDUCT

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

We will know and understand the ideals expressed in our fraternity Rituals and will strive to incorporate them in our daily lives.

1. We will strive for academic achievement and practice academic integrity.
2. We will respect the dignity of all persons; therefore, we will not physically, mentally, psychologically or sexually abuse or harm any human being.
3. We will protect the health and safety of all human beings.
4. We will respect our property and the property of others; therefore, we will neither abuse nor tolerate the abuse of property.
5. We will meet our financial obligations in a timely manner.
6. We will neither use nor support the use of illegal drugs; we will neither misuse nor support the misuse of alcohol.
7. 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.
8. We will challenge all fraternity members to abide by these fraternal expectations and will confront those who violate them.
9. We will foster strong connections between IFC executive board members and general membership.

ARTICLE IV – IFC MEMBERSHIP

Section I. Membership Eligibility

- A. Membership in the IFC is open to chapters and colonies of fraternities at Carnegie Mellon University, provided that they abide by the standards outlined in this document.
- B. The IFC will not recognize chapters that have been suspended or have had the charter revoked by the inter/national organization unless they return in the future via the expansion process.

Section II. Membership Classification for Member Chapters

The membership classification of member chapters shall be as follows:

- A. Full Member: Any fraternity chapter which has obtained its charter from its inter/national organization, or any local fraternity chapter. Full Membership grants the Member Fraternity all rights, privileges and responsibilities under the IFC Constitution and Bylaws. Full membership in the IFC is limited to those fraternities who have adopted all IFC standards, are affiliated with an inter/national organization, and are men's fraternities.
- B. Associate Member: Any fraternity may be granted this membership status if the organization does not meet the above criteria, outside of suspension or other temporary status changes to a member chapter.
- C. Only members from Full IFC member organizations are permitted to serve as IFC officers, serve on the Judicial Board, or vote on Constitution and Bylaw amendments.

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

Section III. Member Chapter Minimum Expectations

Each member chapter shall adhere to and abide by the following minimum expectations:

- A. Each member chapter shall comply with all policies set forth by:
 - a. The IFC Constitution & Bylaws, Code of Conduct, Risk Management & Harm Reduction Policies, and other policies.
 - b. All state, federal, and local laws.
 - c. The rules and regulations of Carnegie Mellon University.
 - d. Carnegie Mellon University's The Student Word.
 - e. The general values-based conduct of fraternity men hereby outlined in this document.
- B. Each member chapter shall maintain a minimum chapter annual cumulative GPA of 2.70 and a minimum new member class GPA of 2.70 or be at/or above the institution's all-men's grade point average if that grade point average is below a 2.70.
- C. Each member chapter shall be current on all IFC dues owed.
- D. Each member chapter shall submit required membership rosters to FSLand the IFC Vice President of Communications and Finance, as follows:
 - a. Initiated Member Roster: Initiated Member Rosters shall be submitted within one week of the beginning of each semester.
 - b. New Member Roster: New Member Rosters shall be submitted within one

week of pledging any New Member (See Article III, Section V(B)).

- E. Each member chapter shall comply with the attendance policies for the IFC General Body and the IFC Judicial Board, as outlined within this Constitution. 6
- F. Each chapter will collect and submit accurate information for End of Term Reporting purposes, the contents of which will be determined by the IFC Executive board, but must include service hours completed, and philanthropy dollars raised.

A member chapter which has failed to meet any of the minimum expectations outlined in this Section shall be referred to the IFC Vice President of Community Standards for potential judicial review.

Section IV. Membership Status for Member Chapters

The membership status of member chapters shall be as follows:

- A. Good Standing: A member chapter shall be deemed to be in Good Standing if the member chapter is not currently operating under Non-Status Sanctions or Status Sanctions, as defined within the IFC Bylaws, and is currently meeting the minimum expectations outlined in Section II of this Article.
- B. Good Standing under Sanctions: A member chapter shall be deemed to be in Good Standing under Sanctions if said member chapter is currently operating under Non-Status Sanctions and currently meets the minimum expectations outlined in Section II of this Article.
- C. Poor Standing: A member chapter shall be deemed to be in Poor Standing if the member chapter has been placed under Probation by the IFC or has currently failed to meet the minimum expectations outlined in Section II of this Article.

Section V. Individual Member Definition

For the purpose of this Constitution and Bylaws, and with an understanding that each member chapter may have its own terminology for internal use, individuals will be defined as follows:

- A. Initiated Member: An Initiated Member shall be defined as anyone who has been initiated into any fraternity at Carnegie Mellon University.
- B. New Member: A New Member shall be defined as anyone who has accepted a bid to join a fraternity at Carnegie Mellon University, but has not been initiated into that fraternity.
- C. Potential New Member (PNM): A Potential New Member shall be defined as an eligible individual who has not accepted a bid from any fraternity at Carnegie Mellon University.

Section VI. IFC Standards

The IFC and its member chapters will not actively support and pass any policy that infringes on the associational rights of member chapters.

Each member chapter shall be required to meet the following in order to maintain IFC membership:

- A. Each member chapter shall communicate to its Initiated Members and New Members the importance and benefits derived from continuous membership education throughout the undergraduate experience and encourage or require its Initiated Members and New Members to participate in educational programming,

whether conducted by the chapter, the Interfraternity Council, Carnegie Mellon University, or independent organizations covering the following topics:

- a. Academic Achievement and Student Success
 - b. Alcohol and Drug Use and Awareness
 - c. Career Preparation
 - d. Civic Engagement
 - e. Hazing Awareness
 - f. Leadership Development
 - g. Diversity and Inclusion
 - h. Sexual Violence Awareness
 - i. Values and Ethics
- B. Each member chapter and the IFC shall support student choice
- a. Any student should be free to join a fraternity based upon each chapter's inter/national policies.
 - b. All fraternities should be free to determine when they wish to extend an invitation to a student to join.
 - c. For a Potential New Member who has an established collegiate grade point average, a minimum collegiate grade point average of 2.50 is required.
- C. Each member chapter shall maintain an annual cumulative grade point average of a 2.70 or be at/or above the institution's all-men's grade point average if that grade point average is below a 2.70.
- D. Each member chapter's new member class shall maintain an annual cumulative grade point average of a 2.70 or be at/or above the institution's all-men's grade point average if that grade point average is below a 2.70.
- E. Each member chapter shall have New Member education programs lasting no longer than 12 weeks.
- F. Each member chapter shall prohibit women's auxiliary groups, such as "little sisters" or "pledge mothers."
- G. Each member chapter shall have and follow risk management policies covering the following areas:
- a. Alcohol and Drugs
 - b. Hazing
 - c. Sexual Violence
 - d. Health and Safety
 - e. Recruitment Events
- H. Each member chapter shall support open recruitment, which is defined as the ability of each member chapter to recruit for membership any male who meets the minimum grade point average requirement for joining, without restrictions on the date, time and place of membership invitation, extension and acceptance.
- I. Each member chapter shall prohibit the use of alcohol and drugs by all Initiated Members, New Members and Potential New Members during all recruitment activities including, but not limited to bid day events, big brother events and initiation-related activities.
- J. Each semester, every member chapter shall be required to complete 3-5 hours of community service per initiated and new member, for example, if a chapter has 50 members, it must complete at least 150-250 hours total of community service attributable to its members.

- a. The IFC Executive Board will determine the number of service hours required for each member chapter at the beginning of each semester.
- b. Community service shall be defined as any activity or event in which a chapter's members contribute their time and/or talents to benefit the broader community; philanthropic efforts do not fill this definition.
- K. Each member chapter shall prohibit the use of alcohol and drugs by all Initiated Members and New Members during all New Member educational programming/orientation activities, including, but not limited to, induction (such as "bid night"), big-little, education/process events, and initiation
- L. Each member chapter shall adopt a statement in support of environments that are free of hazing and sexual misconduct, as defined by their inter/national organization within all aspects of formal and informal chapter operations.
- M. The IFC and each of its member chapters must carry sufficient liability insurance coverage.
- N. Each member chapter and the IFC shall work with the campus to provide health and safety education and training provided for all chapters each term.
- O. Each member chapter shall appoint an officer tasked with coordinating Diversity Equity, and Inclusion efforts who coordinates with the IFC VP of Diversity and Scholarship.

Section VII. Removal of Membership

A regular or associate member fraternity may be removed from the council by decision of the IFC Judicial Board. If this occurs, the member fraternity may appeal. If an appellate procedure is the elected course of action, the member fraternity is to be put on probationary status until the outcome of the appeal.

A chapter may also lose membership if their national organization revokes their charter, or if FSL and/or Carnegie Mellon University decide that the chapter is no longer welcome on campus. Additionally, a member chapter may withdraw from the council at any point, but if there is a desire to return, the group must follow the Expansion Policy as outlined by the Interfraternity Council.

ARTICLE V - IFC GENERAL BODY

Section I. IFC General Body

The powers of the IFC shall be vested in the IFC General Body. The IFC General Body shall be the governing legislative body responsible for the general policies of the IFC, for electing its Executive Board, and for instructing its Executive Board as to the activities and operations of the IFC. All such activities shall respect the individual sovereignty and associational rights of each member chapter and shall not relinquish any governance authority to any other governing body.

Section II. IFC General Body Composition

The IFC General Body shall be composed of voting IFC Representatives.

Section III. IFC Representatives

Each member chapter's president shall serve as its Representative to the IFC General Body.

Section IV. IFC Alternate Representatives

Each member chapter president must also appoint an IFC Alternate Representative, who shall represent that member chapter in the IFC General Body in the absence of its IFC Representative. Alternative Representatives may only vote when the chapter's Representative is not present. The IFC Alternate Representative is responsible for conveying information from each IFC General Body meeting to the member chapter.

Section V. IFC Representative and Alternate Representative Eligibility

In order to serve as the IFC Representative or Alternate Representative, individuals must meet the following requirements:

- A. Be an Initiated Member of a member chapter in good standing with the chapter.
- B. Maintain good academic standing with Carnegie Mellon University.
- C. Be devoted to the general ideals and principles of fraternity life and act in a professional manner consistent with the Mission and Purpose of the IFC, as defined within this Constitution.
- D. Have a working knowledge of the IFC Constitution and Bylaws, Carnegie Mellon University policies, and all additional IFC policies.
- E. Not be a current member of the IFC Executive Board or currently serve as a member chapter's IFC Judicial Board Justice.

Section VI. Term of Office of IFC Representative

The term of office for IFC Representatives shall be until their graduation, resignation, replacement under the procedures determined by each member chapter; or upon election to serve on the IFC Executive Board or as a member chapter's IFC Justice for the IFC Judicial Board.

Section VII. IFC General Body Meeting Policies

The IFC General Body shall conduct its meetings according to the following requirements:

- A. The most recent edition of Robert's Rules of Order shall be used to run all meetings.
- B. A 2/3 majority of member chapters present shall constitute a quorum in order to conduct IFC General Body business.
- C. The IFC General Body shall conduct regularly scheduled business meetings at least biweekly during the academic year.
- D. Special meetings may be called by the IFC President at any time or at the request of two member chapters, with notice of the time, location, and purpose of the special meeting provided to all member chapters.
- E. Each member chapter's IFC Representative and Alternate Representative is required to attend all meetings of the IFC. More than two absences per academic year shall result in the member chapter being referred to the IFC Vice President of Judicial Affairs for potential judicial review.

Section VIII. IFC General Body Voting Policies

The IFC General Body shall operate utilizing the following voting policies:

- A. Each member chapter in good standing shall have one vote.
- B. Individuals holding IFC Executive Board positions are not entitled to a vote.
- C. In the event of a tie, the IFC President shall cast the deciding vote.

- D. There shall be no secret ballot votes.

ARTICLE VI – IFC EXECUTIVE BOARD

Section I. IFC Executive Board

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

Section II. IFC Executive Board Composition

The IFC Executive Board shall be composed of the following positions with duties and responsibilities outlined within the IFC Bylaws:

- A. President
- B. Vice President of Community Standards
- C. Vice President of Risk Management
- D. Vice President of Recruitment
- E. Vice President of Communications and Finance
- F. Vice President of Unity, Belonging, and Scholarship
- G. Vice President of Civic and Community Engagement

Section III. IFC Executive Board Eligibility

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

- A. Be an Active Initiated Member or New Member, in good standing, of a full member chapter.
- B. Maintain good academic standing with Carnegie Mellon University.
- C. Be devoted to the general ideals and principles of fraternity life and act in a professional manner consistent with the Mission and Purpose of the IFC, as defined within this Constitution.
- D. Have a working knowledge of the IFC Constitution and Bylaws, Carnegie Mellon University policies, and all additional IFC policies.
- E. Not serve concurrently as their member chapter's IFC Representative, Alternate Representative, IFC Judicial Board Justice, Recruitment Chairman, Standards Chair, or Risk Management Chairman.
- F. Must plan to attend all appropriate IFC officer trainings including, but not limited to officer transition meetings, officer retreats, and any training which FSL or preceding Executive Board deem necessary.

Section IV. IFC Executive Board Meeting Policies

The IFC Executive Board shall conduct its meetings according to the following requirements:

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

Executive Board and all meetings of the IFC General Body. Two unexcused absences will result in removal from office pending approval from a 2/3 majority of the IFC General Body.

Section V. IFC Executive Board Voting Policies

The IFC Executive Board shall operate utilizing the following voting policies during IFC Executive Board meetings:

- A. Each IFC Executive Board member shall have one vote.
- B. The IFC President should refrain from casting a vote except in the event of a tie. In such instances, the IFC President shall cast the deciding vote.
- C. There shall be no secret ballot votes.
- D. Any decision of the Executive Board may be overridden by a 2/3 majority vote of the IFC General Body, excluding Judicial Board Decisions.

Section VI. IFC Executive Board Election Policies

The following policies and procedures shall be utilized for the election and removal of IFC Executive Board officer

- A. Applications for IFC Executive Board positions shall open no later than two weeks prior to the election.
- B. Elections of IFC Executive Board officers shall take place no later than the second last business meeting of each calendar year.
- C. Installations of IFC Executive Board officers shall take place during the last business meeting of each calendar year.
- D. Each IFC Executive Board officer shall be elected by a majority of the votes cast by the IFC General Body.
- E. Any individual serving in an IFC Executive Board position may be removed from their position by a 2/3 affirmative vote of the IFC General Bod
- F. No member fraternity may hold more than two IFC Executive Board Positions in a single year.
- G. No member fraternity may hold the two highest-ranking IFC Executive Board Positions.
- H. In the event of a vacancy in any IFC Executive Board position, the IFC President shall appoint a successor to complete the term under the advice and consent of the remaining members of the IFC Executive Board.
- I. Should a vacancy occur in the office of the IFC President, a special election shall be held within two meetings after the vacancy was created.

Section VII. National Interfraternity Conference (NIC)

The IFC Executive Board may decide to pay dues to the NIC in order to work with them and attend conferences.

ARTICLE VII – IFC JUDICIAL BOARD

Section I. IFC Judicial Board Jurisdiction

To address issues and solve problems before others must intervene, the IFC must have a robust peer governance process that addresses violations of IFC policies. The IFC shall be a self-governing organization with an independent Judicial Board which shall have jurisdiction to determine whether there have been violations of the IFC Constitution, Bylaws,

Recruitment, and Risk Policies over cases involving alleged member chapter violations, including but not limited to:

- A. The authority of the IFC to hold member chapters accountable to the IFC Constitution, Bylaws, IFC Code of Conduct, and other policies is separate and independent from any university expectations or process related to the Student Code of Conduct.
- B. The IFC will establish a Judicial Board with representation from full IFC members. The IFC will work with the FSL Office to provide annual training to the Judicial Board on due process, standard of proof, and educational sanctioning.
- C. The Judicial Board shall work with the university to implement a comprehensive conduct program that enhances peer-governance; respects the authority of the university to adjudicate the Student Word and major alleged policy violations (such as hazing and sexual misconduct); and avoids multiple, overlapping conduct processes.
 - a. The IFC shall develop an agreement with the university that identifies the role of each body in adjudicating allegations of chapter-level misconduct.
 - b. The IFC Judicial Board shall defer to the university to investigate and adjudicate hazing and sexual misconduct allegations, or any other allegation that is being investigated and/or adjudicated through the university's conduct process.
- D. In all other instances, the IFC Judicial Board has the autonomy and responsibility to adjudicate chapter-level violations of the IFC Constitution, bylaws, and other policies and establish educational sanctions, provided:
 - a. Basic due process protections have been provided for the accused chapter.
 - b. Sanctions are punitive and/or educational (but not solely punitive or financial), and do not restrict associational rights or student choice
 - c. An appeal process is available.
- E. The Judicial Board shall inform the inter/national organization of any charges in advance of a hearing and work collaboratively with the inter/national organization and university when adjudicating a potential violation that may result in probation/loss of recognition from the IFC for the member chapter.
- F. The IFC will not issue blanket sanctions for chapters that have not been found responsible for policy violations (i.e. system-wide ban on activities). An exception may be made for health and safety concerns with restrictions limited to events with alcohol, provided the exception is for a defined period of no more than 30 days with a specific plan to lift the restriction, and in accordance with powers enumerated in the IFC Constitution and Bylaws.
- G. The rules and regulations of Carnegie Mellon University's The Word
- H. The general values-based conduct of fraternity men.

Section II. IFC Judicial Board Composition

The IFC Judicial Board shall be composed of one IFC Justice from each member chapter and shall be chaired by the IFC Vice President of Community Standards. The IFC Justice from each member chapter will be the officer in charge of standards and/or the chapter judicial board (i.e. Standards Chair, Warden, Chaplain, etc). In the event that the officer in charge of standards is unable to serve on the IFC Judicial Board, the member chapter's standards officer will appoint an eligible officer of the member chapter's executive board to serve on

the IFC Judicial Board.

Section III. IFC Justice Eligibility

In order to serve as the IFC Justice for a member chapter on the IFC Judicial Board, an individual must meet the following requirements:

- A. Be an Initiated Member in good standing of an IFC member chapter.
- B. Maintain good academic standing with the institution and IFC.
- C. Be devoted to the general ideals and principles of fraternity life and act in a professional manner consistent with the Mission and Purpose of the IFC, as defined within this Constitution.
- D. Have a working knowledge of the IFC Constitution and Bylaws and Carnegie Mellon University policies.
- E. Not be a current member of the IFC Executive Board or serve as President, Recruitment Chair, IFC Representative or Alternate Representative for the IFC General Body.

Section IV. Term of Office of IFC Justices

The term of office for IFC Justices shall be until their resignation from their officer position in the member chapter, replacement under the procedures determined by each member chapter; or upon election to serve on the IFC Executive Board or as any member chapter's positions as described in Article VI, Section III(E).

Section V. IFC Judicial Policy

The Judicial Board shall perform all duties and be subject to all regulations contained within the IFC Judicial Policy in the Bylaws.

Section VI. IFC Judicial Board Hearing Justices

The whole Judicial Board, except the Judicial Board member from the member chapter involved in the alleged violation, will hear the case.

Section VII. IFC Judicial Board Hearing Attendance

All IFC Judicial Board hearings shall be conducted in accordance with the following requirements:

- A. At least a count of over $\frac{2}{3}$ of member chapters of Justices assigned to an IFC Judicial Board hearing shall be present in order to conduct business on behalf of the IFC Judicial Board.
- B. Each IFC Justice assigned to an IFC Judicial Board hearing is required to attend the hearing. Failure of an IFC Justice to attend an assigned IFC Judicial Board hearing shall result in their member chapter being referred to the IFC Vice President of Community Standards for potential judicial review.

Section VIII. IFC Judicial Board Hearing Voting Policies

All IFC Judicial Board hearings shall operate utilizing the following voting policies:

- A. Each IFC Justice serving on an IFC Judicial Board hearing shall have one vote.
- B. A majority vote shall govern all actions of an IFC Judicial Board.
- C. In the event of a tie, the IFC Vice President of Community Standards will cast the deciding vote.

Section IX. Possible Community Sanctions

The IFC will not issue blanket sanctions for chapters that have not been found responsible for policy violations (i.e. system-wide ban on activities). An exception may be made for health and safety concerns with restrictions limited to events with alcohol, provided the exception is for a defined period of no more than 30 days, with a specific plan to lift the restriction, and in accordance with powers enumerated in the IFC Constitution and Bylaws.

If necessary, IFC reserves the right to impose a temporary community-wide restriction on social events. This restriction cannot remain in effect longer than one semester. Timeline for resolution, no longer than one academic semester, to be set at the discretion of the IFC Vice President of Community Standards.

Section IX. Possible Member Chapter Sanctions

Possible sanctions by the IFC may be imposed if a chapter violates council regulations or engages in conduct that negatively impacts the community. These measures ensure accountability and help maintain the values and standards upheld by the IFC and its member chapters.

Factors IFC and/or the Judicial Board will consider when determining sanctions are:

The nature of the violation

- A. The level of involvement in the violation
- B. Actual harm caused by the behavior or the potential risk of harm
- C. The member's intent
- D. The impact on the chapter or community or environment
- E. The severity and pervasiveness of the behavior
- F. The member's demonstrated understanding and sincere remorse
- G. The member's level of cooperation and compliance
- H. The level of success of prior interventions

List of possible sanctions include, but are not limited to:

- A. Letter of apology
- B. Censure
- C. Restitution (In the event of property damage)
- D. IFC Status Changes
 - a. Warning
 - b. Probation
 - c. Member Suspension
 - d. Loss of IFC Recognition
- E. Referral to the Office of Community Responsibility (OCR)
- F. Referral to the IFC Judicial Board
- G. Referral to the Office of Fraternity and Sorority Life (FSL)
- H. Intervention and/or rehabilitation plan development
- I. Restrictions and limitations on social events, including:
 - a. Limiting number of events with alcohol per semester
 - b. Limitations per year
 - c. Restrictions and limitations on involvement in Greek events (Greek Sing,

- Booth, Buggy/Sweepstakes, etc.)
- J. Increase in required service hours
 - K. Restrictions on recruitment, including:
 - a. Shortened support of member chapter's ability to participate in IFC's Formal Recruitment period
 - b. Limitations on size of new member class
 - c. Required education/programming on best practices for recruitment, as set by the IFC
 - d. Suspension of recruitment for no more than one semester

ARTICLE VIII – IFC COMMITTEES

Section I. Standing Committees

The IFC may have the following standing committees chaired by its respective corresponding member of the IFC Executive Board:

- A. Recruitment Committee
- B. Unity, Belonging, and Scholarship (UBS) Committee
- C. Scholarship Committee
- D. Risk Management Committee
- E. Civic and Community Engagement Committee

Section II. Ad Hoc Committees

The IFC Executive Board or the IFC President may form ad hoc committees as deemed necessary to perform the work of the IFC. The IFC President shall appoint the ad hoc committee chairman and committee members with the concurrence of the IFC Executive Board.

Section III. IFC Committee Meeting Policies

All committees of the IFC shall conduct its meetings according to the following requirements:

- A. The most recent edition of Robert's Rules of Order shall be used to run all meetings.
- B. A majority of committee members present shall constitute a quorum in order to conduct committee business.
- C. Each committee shall meet as called by its committee chair.

ARTICLE IX – CONSTITUTIONAL AMENDMENTS

Section I. Constitutional Amendments

This Constitution may be amended by a three-fourths (3/4) affirmative vote of the IFC General Body provided notice of the proposed amendment has been provided to member chapters at the preceding regularly scheduled business meeting of the IFC General Body.

Section II. Adoption

This Constitution shall become effective and shall supersede all previous Constitutions of the IFC when adopted by a three-fourths (3/4) affirmative vote of the IFC General Body



CARNEGIE MELLON INTERFRATERNITY COUNCIL

BYLAWS

BYLAWS OF THE INTERFRATERNITY COUNCIL OF CARNEGIE MELLON UNIVERSITY

ARTICLE I – ROLE OF THE IFC REPRESENTATIVE

Section I. IFC Representative

The duties and responsibilities of all IFC Representatives are as follows:

- A. Serve as a representative and voice for their member chapter's concerns regarding the fraternity community.
- B. Represent the larger fraternity community's interests.
- C. Inform their member chapter of the actions, discussions, and workings of the IFC General Body.
- D. Serve as a liaison between the IFC General Body and their respective member chapter.
- E. Serve as an initiated member of IFC Standing Committees and Ad Hoc Committees, as necessary.
- F. Represent the highest ideals of fraternity life to the greater campus community.

ARTICLE II – ROLE OF THE IFC EXECUTIVE BOARD OFFICERS

Section I. IFC President

The duties and responsibilities of the IFC President are as follows:

- A. Provide guidance and focus to the efforts of the General Body and Executive Committee.
- B. Preside over all meetings of the General Body and Executive Committee.
- C. Cast the final vote in the event of a tie.
- D. Build rapport and establish positive working relationships between IFC and member chapter leaders.
- E. Serve as the official spokesperson for the fraternity community .
- F. Establish positive working relationships with campus and local law enforcement agencies.
- G. Regularly interact with the leaders of other governing councils and campus organizations.
- H. Establish a working relationship with key college administrators and FSL.
- I. Establish a working relationship with the NIC as long as the IFC chooses to pay dues to the NIC.

Section II. IFC Vice President of Community Standards

The duties and responsibilities of the IFC Vice President of Community Standards are as follows:

- A. Serve as chair of the IFC Judicial Board and serve as the non-voting Chief Justice of all IFC Judicial Board hearings.
- B. Investigate and refer to the IFC Judicial Board alleged violations of IFC policy, including but not limited to:
 - a. The IFC Constitution, Bylaws, and policies;
 - b. Federal, state, and local laws;
 - c. The rules and regulations of Carnegie Mellon University; and
 - d. The general values-based conduct of fraternity men.
- C. Ensure proper filing and preparation for all judicial action
- D. Ensure compliance with all IFC judicial action imposed upon a member chapter.
- E. Educate member chapters on the IFC Constitution and Bylaws, judicial processes, and risk management policies annually.
- F. Conduct judicial policy and procedures training for new IFC Judicial Board justices.
- G. Assist in conflict mediation between member chapter
- H. Review all IFC governance documents, at least annually.
- I. Perform all duties and functions of the office of IFC President in the case of absence.
- J. Provide training for all chapter standards officers on judicial board procedures annually

Section III. IFC Vice President of Risk Management

The duties and responsibilities of the IFC Vice President of Risk Management are as follows:

- A. Educate member chapters on the IFC Risk Management Policy, the IFC Constitution and Bylaws, judicial processes, and risk management policies.
- B. Host an education session with each member chapter on risk management procedures prior to the first social event with alcohol, at least once per semester.
- C. Assist member chapters in the implementation of and compliance with the IFC Alcohol & Drug Guidelines found in the IFC Risk Management Policies.
- D. Coordinate Health and Safety efforts with other councils and stakeholders
- E. Manage the social event notification and monitoring process and assist FSL at Carnegie Mellon University in social event management on campus.
- F. Work with chapters and the university to set a reasonable cap for the number of chapter events with alcohol per semester.
- G. Will work with the IFC President to ensure that the IFC has sufficient liability insurance coverage.
- H. Work with advisors and university officials to establish a Medical Good Samaritan Policy or reaffirm existing state or university policies
- I. Serve as chair of the IFC Risk Management Committee as needed.
- J. Develop relationship with chapter Risk Management or Health and Safety Officer (or comparable position) to further risk management goals and health and safety values in the community

Section IV. IFC Vice President of Recruitment

The duties and responsibilities of the IFC Vice President of Recruitment are as follows:

- A. Work with member chapters to establish a recruitment process that meets the needs of chapters and potential new members, as well as provides opportunities for interested men to learn about the fraternity experience.
- B. Prepare a plan for Formal Recruitment for the upcoming semester by the end of the current semester and inform member chapters of the plan by at least one month prior to the first day of the upcoming semester
- C. Will focus on fostering interest in joining fraternities and marketing the fraternity experience to incoming students and potential new members.
- D. Serve as chair of the IFC Recruitment Committee as needed.
- E. Utilize social media in recruitment and marketing efforts.
- F. Establish a strategic communication plan for the IFC and its member chapters that addresses protocols for social media, marketing and media engagement.
- G. Produce and distribute promotional materials to all incoming students and unaffiliated student
- H. Develop recruitment workshops and programs for member chapters.
- I. Uphold the IFC Recruitment Policy and ensure no restrictive policies are placed on new member recruitment and will not restrict the ability of chapters to distribute bids outside of any designated recruitment period.
- J. Maintain an interest list of Potential New Members and appropriately share this list with chapters.
- K. Collect and maintain accurate New Member Rosters for each member chapter.
- L. Provide advice and support to member chapter recruitment officers at least once per Formal Recruitment Period.
- M. Collect and report new member retention and involvement statistics.

Section V. IFC Vice President of Communications and Finance

The duties and responsibilities of the IFC Vice President of Communications and Finance are as follows:

- A. Supervise the annual budget process.
- B. Collect IFC member chapter dues or other assessments as needed.
- C. Maintain accurate records throughout the year through invoicing and receipts.
- D. Review and approve all IFC Expenditure Request Forms and IFC Reimbursement Request Forms.
- E. Make all disbursements with a cosigner.
- F. Prepare financial statements monthly and at the end of each term for distribution to all member chapters.
- G. Make bank deposits when necessary and in a timely manner.
- H. Provide advice and support to member chapter financial office
- I. Keep an accurate record of the minutes of all regular and special meetings of the Council and make them available to all Council members.
- J. Confirm accurate member chapter rosters with FSL and chapter president especially for accurate IFC member chapter dues.
- K. Maintain the IFC website.
- L. Work with the rest of the executive council to publish press releases or major announcements in a time of crisis.
- M. Oversee all executive officers and committees to ensure they are properly utilizing

- their allocated budget and doing what they are required for their position.
- N. Provide a detailed reporting on IFC's financial performance to all IFC delegates at the beginning and end of each semester.
- O. Supervise a semesterly budget approval by General Body vote

Section VI. IFC Vice President of Unity, Belonging, and Scholarship

The duties and responsibilities of the IFC Diversity and Scholarship are as follows:

- A. Coordinate scholarship and inclusion programming for member chapters.
- B. Promote inclusion within member chapters in order to make the fraternity community more welcoming and inclusive to individuals from diverse backgrounds.
- C. Publish important educational programming dates and deadlines.
- D. Collect and distribute information about campus diversity and inclusion programming and resources.
- E. Provide advice and support to member chapter new member education officers a programming officers to provide diversity and inclusion programming
- F. Collect and distribute information about campus academic services, such as tutors, the writing lab, math lab, learning assistance programs, interest tests, career counseling, placement workshops, and library resources.
- G. Work individually with member chapter scholarship chairs below the all-men's grade point average to create a plan to address specific academic issues in their chapter
- H. Work with the Vice President of Civic and Community Engagement as well as corresponding officers on other Greek Councils to host a Greek Awards ceremony annually.
- I. Build and maintain relationships with faculty, academic offices, and academic honorary societies, and departments that support diversity and inclusion.
- J. Provide advice and support to member chapter scholarship and/or member development officers.
- K. Develop programming for all-fraternity GPA to be above all-men's average.

Section VII. IFC Vice President of Civic and Community Engagement

The duties and responsibilities of the IFC Vice President of Civic and Community Engagement are as follows:

- A. Develop at least one service project and/or philanthropic event each semester for the IFC Community and Greek Community as a whole.
- B. Work with the Greek Sing organization to promote philanthropy and service
- C. Create at least one program or event each semester to promote positive interfraternity relations.
- D. Create and oversee events and other opportunities for interaction with other campus organizations (e.g., Panhellenic Council, Student Government, etc.).
- E. Organize, develop, and implement a new member orientation event.
- F. Collect and report on member chapter community service hours, philanthropic dollars, and activities.
 - a. Recognize failures to comply with community service standards and report that to the Vice President for Community Standards
 - b. For the purpose of tracking, issue interpretations of what categorizes as a "community service" or "philanthropic" event.
- G. Work with the Vice President of Recruitment to collect and disseminate information

- on the fraternity community to all campus and community media sources.
- H. Keep the community informed on upcoming events or potential news.
- I. Establish a positive working relationship with external constituents.
- J. Assist in the development of various IFC publications and outreach programs.
- K. Work with the Vice President of Diversity and Scholarship as well as corresponding officers on other Greek Councils to host a Greek Awards ceremony annually
- L. Serve on the Recruitment Committee as the Deputy Recruitment Chairman to the Vice President of Recruitment during the Formal Recruitment period as needed.
- M. Provide advice and support to member chapter community service/philanthropy officers.

Section VIII. Order of Rank

The officers of the Council in order of rank shall be as follow

1. President
2. Vice President of Community Standards
3. Vice President of Risk Management
4. Vice President of Recruitment
5. Vice President of Communications and Finance
6. Vice President of Diversity and Scholarship
7. Vice President of Civic and Community Engagement

ARTICLE III – ROLE OF THE IFC JUSTICE

Section I. IFC Justice

The duties and responsibilities of an IFC Justice are as follows:

- A. Serve as an impartial justice, as called, on IFC Judicial Board hearings.
- B. Uphold:
 - a. the IFC Constitution, Bylaws, Code of Conduct, and policies;
 - b. the rules and regulations of Carnegie Mellon University unless they are in violation of IFC standards or practices. In this case, IFC standards shall overrule; and
 - c. the general values-based conduct of fraternity men.
- C. Maintain confidentiality in all judicial hearings, matters, and deliberation

ARTICLE IV – ROLE OF IFC STANDING COMMITTEES

Section I. IFC Recruitment Committee

The IFC Recruitment Committee shall assist the IFC Vice President of Recruitment in the development and implementation of activities, programs, and resources that foster its member chapters' ability to implement a successful and quality recruitment effort while ensuring no restrictive policies are imposed on new member recruitment and will not restrict the ability of chapters to distribute bids outside of any designated recruitment period. The IFC Recruitment Committee shall work with the IFC Vice President of Recruitment and member chapters to establish a recruitment process that meets the needs of chapters and potential new members, as well as provides opportunities for interested men to learn about the fraternity experience. They will focus on fostering interest in joining fraternities and marketing the fraternity experience to incoming students and potential new members.

Section II. IFC Unity, Belonging, and Scholarship Committee

The IFC Unity, Belonging, and Scholarship Committee shall assist the IFC Vice President of Unity, Belonging, and Scholarship in the development and proposal of recommended diversity and inclusion educational programming for the IFC and its member chapters.

Section III. IFC Scholarship Committee

The IFC Scholarship Committee shall assist the IFC Vice President of Scholarship in the development and implementation of activities, programs, and resources that promote academic achievement within its member chapters.

Section IV. IFC Risk Management Committee

The IFC Risk Management Committee shall assist the IFC Vice President of Risk Management in advocating for the health and safety of all community members. It shall be composed of the Risk Management Chair of each member chapter.

Section V. IFC Civic and Community Engagement Committee

The IFC Civic and Community Engagement Committee shall assist the IFC Vice President of Civic and Community Engagement in the development and implementation of activities, programs, and resources that promote the fraternity community and the encouragement of member chapter involvement in service and philanthropic endeavors that enhance the reputation of the fraternity community at Carnegie Mellon University.

ARTICLE V – ROLE OF THE IFC ADVISOR

Section I. IFC Advisor

The IFC shall be assigned an advisor by the FSLOffice. This advisor will advise the Executive Board and chapter presidents on all matters related to interfraternal relations and any other matters relevant to the function of the Interfraternity Council.

ARTICLE VI – FINANCIAL MANAGEMENT POLICY

Section I. Fiscal Year

The IFC Fiscal Year shall be from July 1st to June 30th, inclusive.

Section II. IFC Annual Budget

The Vice President of Communications and Finance shall propose a semesterly budget to the IFC Executive Board by the last Executive Board meeting of the preceding semester. Upon adoption by the IFC Executive Board, the budget shall be presented to the IFC General Body for ratification by the last IFC General Body meeting of the semester. Before the spring semester, both the incoming and outgoing Vice President of Communications and Finance shall prepare the budget.

Section III. IFC Contingency Account

The IFC Budget shall include a contingency account that equals 15% of the overall expenses. The contingency account shall be utilized for cost overruns in budgeted areas and/or unanticipated, unbudgeted items, such as new IFC programs developed after the budget was finalized. At the end of the fiscal year, any amount remaining in the Contingency Account shall be carried over to the next fiscal year

Section IV. Appropriate Use of IFC Funds

IFC funds are under the jurisdiction of the IFC member chapters and shall only be used in a manner that benefits the fraternity community and that is congruent with the values of fraternity life. IFC funds shall not be used to purchase alcoholic beverages.

Section V. Expenditure Approval

The IFC President and the IFC Vice President of Communications and Finance shall approve all budgetary expenditures. Requests for budgetary expenditures shall be made utilizing the IFC Expenditure Request Form. All expenditure requests shall be submitted at least two weeks prior to the date of the requested disbursement.

Section VI. Requests for Reimbursement

Individuals or member chapters conducting business on behalf of the IFC may request a reimbursement for their expenses utilizing the IFC Reimbursement Request Form. All reimbursement requests shall be submitted within one month of the purchase and are subject to the approval of the IFC President and IFC Vice President of Communications and Finance.

Section VII. Signature Requirements for Financial Accounts and Transactions The signature of both the IFC President and IFC Vice President of Communications and Finance shall be required on all IFC financial accounts and transaction

Section VIII. Financial Reporting

The IFC Vice President of Communications and Finance shall provide a financial report to the IFC General Body on a quarterly basis including all income and expenses during the given period of time and in relation to the overall budget for each line item.

Section IX. Financial Record Keeping

The IFC Vice President of Communications and Finance shall maintain accurate and organized financial records consisting of all receipts and invoices, copies of all monetary disbursements and deposits, IFC financial forms and reports, actual dues levied, cancel checks, ledgers, and journals.

ARTICLE VII – MEMBER CHAPTER FINANCIAL OBLIGATIONS

Section I. IFC Member Chapter Dues

The term dues for each member chapter shall be fixed at \$15 per active and initiated member. Additionally, each member chapter will be exempt from paying \$15 per member for up to 5 inactive members. Chapters are still responsible for paying \$15 for each inactive member beyond the 5th. If the IFC Contingency Account has dropped below the amount required by Article VI, Section III, the IFC Vice President of Communications and Finance may elect to charge dues to new members as well. These shall be fixed at \$15 per new member.

Section II. Establishment of IFC Member Chapter Dues

Any proposed amendment to the established dues in Section I of this Article shall be initiated utilizing the following protocol:

- A. If the IFC Executive Board determines a need to amend the established per initiated member dues amount, it shall charge the IFC Finance Committee with assessing the current dues amount and providing a recommendation for possible amendments.
- B. The IFC Executive Board shall consider any recommendations made by the IFC Finance Committee and propose an amendment to the dues amount to the IFC General Body.
- C. A 2/3 vote of the IFC General Body is required to amend the IFC member chapter dues amount.

Section III. IFC Member Chapter Dues Assessment

The aggregate total of dues assessed shall be based upon each member chapter's term Initiated Member Roster that is filed with the IFC Vice President of Communications and Finance in accordance with the requirements of Article III, Section III(D) of the Constitution.

If the IFC Vice President of Communications and Finance has elected to charge new members, the aggregate total of those dues assessed shall be based upon each member chapter's term New Member Roster that is filed with the IFC Vice President of Communications and Finance in accordance with the requirements of Article III, Section III(D) of the Constitution.

The IFC Vice President of Communications and Finance shall invoice each member chapter within one week of receipt of an Initiated Member Roster or New Member Roster. Invoices shall be paid within two weeks of receipt.

Section IV. Delinquent Payments

Any amount unpaid by the due date shall result in a 10% penalty and loss of representation in the IFC General Body until payment has been made. Any amount unpaid within one month of the due date shall result in the member chapter being referred to the IFC Vice President of Community Standards for possible judicial action.

ARTICLE IX - IFC JUDICIAL PROCEDURE

Section I. IFC Judicial Procedure

The Judicial Board shall perform all duties and be subject to all regulations contained within the IFC Judicial Procedure, found in [this document](#).

ARTICLE X - EXPANSION POLICY

Section I. Expansion

The IFC Expansion policies may be found in [this document](#).

ARTICLE XII - RECRUITMENT POLICY

Section I. Recruitment Philosophy

The IFC supports open recruitment and believes a man shall be free to join a Member Fraternity at a time that is mutually beneficial to both himself and the Member Fraternity. To this end, the IFC shall not establish policies that inhibit men from participating in recruitment activities and joining Member Fraternities.

Section II. Membership GPA Requirements

For a Potential New Member who has an established collegiate grade point average, a minimum collegiate grade point average of 2.70 is required.

Section III. IFC Sponsored Recruitment

Under the guidance of the IFC Vice President of Recruitment, the IFC shall designate periods of time during each semester when the IFC will assist Member Fraternities by advertising their recruitment events, hosting campus-wide recruitment events, and educating Potential New Members on the fraternity community. This may also be referred to as Formal Recruitment.

The IFC Vice President of Recruitment shall solicit and maintain a Potential New Member Roster, which shall be a roster of eligible individuals men interested in fraternity recruitment, and shall make that list available to each Member Fraternity. This roster will be owned by the Vice President of Recruitment and distributed to all member chapters before the start of the formal recruitment period.

- A. Should an eligible individual reach out to a member chapter before registering through the IFC Vice President of Recruitment, the member chapter must refer the individual to IFC before inviting the individual to any chapter recruitment events.

Section IV. Year-Round Recruitment

Member fraternities are encouraged to participate in year-round recruitment and shall establish recruitment practices and timelines as determined to best serve that Member Fraternity.

Section V. Member Fraternity Recruitment

Each Member Fraternity shall develop recruitment events, materials, and activities that are:

- A. Values-based;
- B. Alcohol-free and illegal substance-free;
- C. Generally in good taste;
- D. Not derogatory, degrading, or slanderous; and
- E. In support of the National Panhellenic Conference's Unanimous Agreement X that supports each College Panhellenic denouncing the participation of undergraduate Panhellenic women in men's recruitment.

Section VI. Bidding

Each Member Fraternity shall reserve the right to extend or retract a bid utilizing a process and timeline as determined by that Member Fraternity.

Each Potential New Member shall reserve the right to accept or decline any bid at any time without any penalty or pressure placed upon the Potential New Member.

Section VII. Report of New Members

Each Member Fraternity shall submit a New Member Roster to the IFC Vice President of Recruitment within one week of the conclusion of the formal recruitment period. pledging any New Member (See Article III, Section V(B) of the Constitution).

Section VIII. New Member Disassociation/De-pledging

A New Member shall reserve the right to disassociate/de-pledge from the new member process of any Member Fraternity at any time and may accept a bid from another Member Fraternity at any time following that disassociation/de-pledging.

Each Member Fraternity shall submit an updated New Member Roster to the IFC Vice President of Recruitment within one week of any New Member disassociating/de-pledging.

Section IX. Comity

No Member Fraternity shall initiate communication with a New Member or Member of another Member Fraternity about disassociation / de-pledging in order to become a New Member or Member of their own Member Fraternity.

Section X. Advertisement

Recruitment advertisements (flyers, social media posts, etc.) must be approved by the I Recruitment committee before posting. If any member chapter chooses to skip the approval process and its materials are found to be in violation of Article XI, Section V for any reason, the chapter shall be penalized.

Any member chapter which does not submit its calendar for formal recruitment before the deadline set by the IFC Vice President of Recruitment will also be subject to penalty.

ARTICLE XIII - IFC WEBSITE

Section I. Webmaster

The IFC Vice President of Communications and Finance shall be responsible for maintaining the IFC Website. The Vice President of Communications and Finance may appoint a member of the community to serve as the Webmaster, who, for all intents and purposes, is the chairman and sole member of the Website Committee. The Webmaster will report directly to the IFC Vice President of Communications and Finance and maintain the website as the IFC Executive Board sees fit.

The IFC Website shall be updated at least once per semester to include the Formal Recruitment calendars from each chapter, the Potential New Member Interest Form, and any new IFC Recruitment materials. The Webmaster shall work alongside the IFC Vice President of Recruitment to make these updates.

ARTICLE XIV - DOCUMENT RETENTION POLICY

IFC having a document retention policy ensures that important records are maintained in an organized and accessible manner for future reference and legal compliance. This policy helps protect the integrity of the council by ensuring proper documentation of decisions, actions, and communications over time.

Document Type	Retention Period	Storage Location	Disposition Method
Governing Documents (Constitution, Bylaws, Policies)	Permanent	Digital & Physical	N/A

Meeting Minutes (IFC Executive Board, General Body)	5 years	Digital & Physical	Secure digital archiving
Officer & Committee Reports	3 years	Digital	Delete from system
Membership Records (Chapter Rosters, Officer Lists)	3 years	Digital	Delete securely
Financial Records (Budgets, Expense Reports, Tax Filings)	7 years	Digital & Physical	Shred & delete securely
Contracts & Agreements (Venue Rentals, Service Providers)	5 years after expiration	Digital & Physical	Shred & delete securely
Judicial & Conduct Records	5 years (if no legal action)	Digital	Delete securely
Event Records (Registrations, Incident Reports)	3 years	Digital	Delete securely
Email Correspondence (Official IFC business)	1 year	Digital	Auto-delete system enabled
Marketing & Public Relations Materials	2 years	Digital	Delete securely

ARTICLE XV – PUBLICATION AND DISTRIBUTION OF CONSTITUTION AND BYLAWS

Section I. Publication and Distribution of Constitution and Bylaws

The IFC’s current Constitution and Bylaws shall be published on the IFC website.

An updated copy of the IFC Constitution and Bylaws will be electronically distributed to each Member Fraternity after any amendment is adopted.

ARTICLE XVI – AMENDMENTS

Section I. Amendments

These Bylaws may be amended by a two-thirds (2/3) affirmative vote of the IFC General Body provided notice of the proposed amendment has been provided to Member Fraternities prior to the meeting in which the vote is proposed.

Section II. Adoption

These Bylaws shall become effective and shall supersede all previous Bylaws of the IFC when adopted by a two-thirds (2/3) affirmative vote of the IFC General Bod

RISK MANAGEMENT POLICY

ARTICLE I – General Provisions

Section I - Purpose

1. The purpose of this Risk Management Policy is to establish standards, expectations, and procedures to ensure the safety, wellbeing, and compliance of all member chapters of the Carnegie Mellon Interfraternity Council (IFC).

Section II - Scope

1. This policy applies to all IFC chapters, members, new members, and guests at any event or activity sponsored, endorsed, or hosted by a chapter, whether on or off chapter premises.

Section III - Compliance Requirements

1. Chapters must comply with all applicable federal, state, provincial, local laws, university policies, and Inter/national Headquarters policies.
2. Where there is a conflict between policies, the stricter standard will apply.

ARTICLE II - Alcohol and Drug Policy

Section 1. Chapters must abide by the Drug and Alcohol Guidelines established by the North American Interfraternity Conference (NIC). The enforcement of these guidelines is the responsibility of the Carnegie Mellon Interfraternity Council (IFC) and the IFC Vice President of Risk Management. These guidelines can be found at the following location: <https://nicfraternity.org/nic-alcohol-drug-guidelines/>.

In any activity or event sponsored or endorsed by the chapter, including those that occur on or off chapter premises:

1. The organization, members, and guests must comply with all federal, state, provincial, and local laws. No person under the legal drinking age may possess, consume, provide, sell or be provided alcoholic beverages.
2. Organizations, members, and guests must follow the federal law regarding illegal drugs and controlled substances. No person may possess, use, provide, distribute, sell, and/or manufacture illegal drugs or other controlled substances while on chapter premises or at any activity or event sponsored or endorsed by the chapter.
3. Alcoholic beverages must either be:
 - a. provided and sold on a per-drink basis by a licensed and insured third-party vendor (e.g., restaurant, bar, caterer, etc.); or
 - b. brought by individual members and guests through a bring your own beverage ("BYOB") system.
4. The presence of alcohol products above 15% alcohol by volume ("ABV") is prohibited on any organizational premises or at any event, except when served at an event by a licensed and insured third-party vendor. More information can be found on the "[What Can We Drink?](#)" document as published by the NIC.
5. Common sources of alcohol, including bulk quantities, which are not being served by a licensed and insured third party vendor, are prohibited (i.e., amounts of alcohol greater than what a reasonable person should consume over the duration of an event).
6. Alcoholic beverages must not be purchased with chapter funds or funds pooled by

members or guests (e.g., admission fees, cover fees, collecting funds through digital apps, etc.).

7. A chapter must not co-host or cosponsor, or in any way participate in, an activity or event with another group or entity that purchases or provides alcohol, illegal drugs, or controlled substances.
8. A chapter must not co-host or co-sponsor an event with a bar, event promoter, or alcohol distributor; however, a chapter may rent a bar, restaurant, or other licensed and insured third-party vendor to host a chapter event.
9. Attendance by non-members at any event where alcohol is present must be by invitation only, and the chapter must utilize a guest list system. Attendance at events with alcohol is limited to a guest-to-member ratio not to exceed 3:1 and must not exceed local fire or building code capacity of the chapter premises or host venue.
10. Chapters, members, or guests must not permit, encourage, coerce, glorify, or participate in any activities involving the rapid consumption of alcohol, such as drinking games.
11. No person under the legal drinking age may possess, consume, or be provided alcohol.

Section II - Event Registration and Compliance

1. Chapters are prohibited from hosting social events with alcohol until a prescribed risk management training session is completed by a Chapter's President, Risk Manager, Social Chair(s), and, if needed, any leaseholders pertaining to the event.
2. All social events shall be registered at least 72 hours in advance of the start time of the event using the attached event registration form.
 - a. Failure to adhere to this policy on 2 or more occasions in a semester is grounds for a [grievance](#) to the IFC Judicial Board.
 - b. For social events with alcohol, the number of attendees must be shared prior to the event, but is not subject to the aforementioned 72 hour deadline.
 - i. A predetermined guest list must be kept and any guest who attends but does not appear on the predetermined guest list must be added, including their entry time and exit time.
3. Chapters are required to register all social events (mixers, parties, and/or formals). Chapters are not required to register brotherhood only events.
4. Events co-hosted by multiple chapters must be registered by each individual hosting chapter, unless otherwise approved by the IFC Vice President of Risk Management.
5. Any chapter facility or annex house must undergo a walkthrough by the IFC Vice President of Risk Management (or other IFC council member replacement if approved) prior to hosting any event with alcohol in a semester.
 - a. The Chapter Risk Manager and/or President (and a leaseholder, for annex houses) must be present during the housing walkthrough.
 - b. Mid-event checks by IFC may occur at the discretion of the IFC Vice President of Risk Management.
6. Events with alcohol may not exceed four (4) hours in length.
 - a. Events within three (3) hours of each other are to be considered the same event. This time is judged by the end time of the first event to the start time of the second event.

7. All events must end distribution of alcohol by 2:00am and guests must be able to remain in the hosting facility for at least 30 minutes after the end of distribution.

Section III - Limitations and Requirements

1. All chapters may not have more than 21 total registered events with alcohol in a semester, barring any reduction by the IFC or University. The number of allowable registered events by type is as follows:
 - a. No greater than 10 mixers, defined as two (or greater) chapters being the sole invitees to an event.
 - b. No greater than 8 parties, defined as events with guest lists that may comprise any guest, without regard to their Greek affiliation or attendance at Carnegie Mellon. These events are still subject to other requirements for the number of allowable guests.
 - c. No greater than 3 formals, defined as events where each member invites one (1) guest to the event, which is determined in advance of the event.
 - d. Events involving third party vendors at outside venues do not have limits and can occur at the discretion of the member chapter.
2. Events with alcohol are prohibited within 24 hours or in conjunction with any new member event or ceremony, including recruitment events, pinning/pledging (the beginning of a new member process), big/little, or initiation.
3. Each sponsoring IFC/PHC/MGC/NPHC member chapter must provide at least one (1) non-drinking member(s) for every 20 people present at or expected at an event. Chapters can also hire security guards where two security guards are equivalent to three sober monitors, unless otherwise approved by the IFC. If the member chapter has a stricter ratio policy, said policy must be adhered to.
 - a. The names of the non-drinking members should be accessible to guests at the door and the point of alcohol distribution.
 - b. Sober monitors tasked with monitoring the door shall deny access to any person who appears or is intoxicated.
4. Persons attending any social event shall be designated with proof of age wristbands or other demarcation.
 - a. A Universal "Under 21" colored wristband or marking will be designated by IFC at the beginning of each semester.
 - b. Proof of age demarcation will be checked at the central location of alcohol distribution.
5. Hosting chapters are required to clearly denote the following to all guests:
 - a. Location(s) where water is freely available to any guest at any time.
 - b. Up-to-date lists of the event's sober monitors, posted at the door, bar, and at least one other location.
 - c. Emergency phone numbers and phone numbers for relevant alternate transport, posted at the door, bar, and at least one other location.
 - d. Signs designating the bar and locations of food and water, placed at their respective locations.
6. The Good Samaritan/Active Medical Assistance Protocol (AMAP) is strongly encouraged to be utilized by chapters in the correct situations for the health and safety of their members and guests.
 - a. If a member chapter is under investigation by university administration or

another entity, the IFC will not pursue other punitive action unless the situation warrants such action (such as a temporary pause on activities, loss of recognition, or another temporary action while the member chapter investigation is ongoing).

ARTICLE III - Alcoholic Beverage Management

1. Chapters shall follow alcoholic beverage management guidelines as established by the NIC and federal, state, provincial, and local laws.
2. Chapters and hosting facilities must familiarize themselves with the NIC's "[So What Can We Drink?](#)" Resource and prohibit alcoholic beverages above 15% ABV at events.
3. Any event or activity related to recruitment, and during a predetermined IFC recruitment period each semester (at the discretion of the Vice President of Community Standards and the Vice President of Recruitment) must be substance free. No alcohol or drugs may be present if the event or activity is related to new member activities, meetings, or initiation into an [organization,] including but not limited to "bid night," "Big/Little" events or activities, "family" events or activities, and any ritual or ceremony.
4. It is required that all social events with alcohol also have clear indications and locations of water that guests may drink.

ARTICLE IV - Hazing

Hazing by members of any Interfraternity Council is prohibited. Chapters must also follow all federal, state, and local laws with regards to hazing. Specifically, the Commonwealth of Pennsylvania is subject to the Timothy J. Piazza Anti-Hazing Law, which can be found at the following location: <https://stophazing.org/policy/state-laws/pennsylvania/>.

The Interfraternity Council has adopted the following definition from the Stop Campus Hazing Act:

1. The term 'hazing', for purposes of reporting statistics on hazing incidents means any intentional, knowing, or reckless act committed by a person (whether individually or in concert with other persons) against another person or persons regardless of the willingness of such other person or persons to participate, that-
 - a. is committed in the course of an initiation into, an affiliation with, or the maintenance of membership in, a student organization; and
 - b. causes or creates a risk, above the reasonable risk encountered in the course of participation in the institution of higher education or the organization (such as the physical preparation necessary for participation in an athletic team), of physical or psychological injury including-
 - i. whipping, beating, striking, electronic shocking, placing of a harmful substance on someone's body, or similar activity;
 - ii. causing, coercing, or otherwise inducing sleep deprivation, exposure to the elements, confinement in a small space, extreme calisthenics, or other similar activity;
 - iii. causing, coercing, or otherwise inducing another person to consume food, liquid, alcohol, drugs, or other substances;
 - iv. causing, coercing, or otherwise inducing another person to perform sexual acts;
 - v. any activity that places another person in reasonable fear of bodily

- vi. any activity against another person that includes a criminal violation of local, State, Tribal, or Federal law; and
 - vii. any activity that induces, causes, or requires another person to perform a duty or task that involves a criminal violation of local, State, Tribal, or Federal law.
2. Any and all allegations of hazing can be submitted to the FSL Grievance Form as well as the [CMU Ethics Reporting Hotline](#).
 - a. Upon receiving an allegation, the IFC Judicial Chair will:
 - i. Notify the IFC President and Advisor
 - ii. Implement any immediate interim measures necessary to protect the health and safety of members
 3. Education and prevention efforts will be made annually by the IFC to coordinate at least one community-wide hazing prevention program.

ARTICLE V - Sexual Misconduct

1. The chapter and its members must comply with all federal, state, provincial, and local laws related to sexual misconduct. This is including, but not limited to, definitions around consent, sexual violence, sexual harassment, domestic violence, dating violence, stalking, and sexual exploitation.
2. Chapters must actively work to prevent sexual misconduct at events by promoting a culture of consent and accountability.
3. The use of strippers, exotic dancers, or similar performers is prohibited at all fraternity activities.
4. Violations of this policy may result in disciplinary action by the IFC Judicial Board, Carnegie Mellon University, and/or referral to external authorities.
5. Chapters may also be held responsible for fostering environments that permit, encourage, or fail to address sexual misconduct.

ARTICLE VI - Assault and Battery

1. In any activity or event sponsored or endorsed by the chapter, including those that occur on or off chapter premises, no chapter, member, or guest shall engage in assault and battery, as defined in the state statutes in which the activity or event occurs.
2. Chapters must take proactive steps to prevent violence at events, including:
 - a. Employing sober monitors/security when necessary.
 - b. De-escalating conflicts before they become physical.
 - c. Immediately removing individuals who exhibit aggressive behavior.
3. Prohibited behaviors include, but are not limited to:
 - a. Physical altercations at fraternity events
 - b. Initiating or escalating fights or violent behavior
 - c. Coercive physical acts, such as restraining, dragging, or forcing movement of another person
 - d. Group intimidation or physical aggression directed at individuals or groups

ARTICLE VII - Firearms, Explosive or Incendiary Devices

1. The IFC and its member chapters must comply with all federal, state, provincial, local

- laws, and campus policy as it relates to firearms or explosive or incendiary devices.
2. Firearms or explosive or incendiary devices are prohibited from the chapter facility and at all fraternity activities or events.

ARTICLE VIII - Medical Amnesty

1. In alignment with Carnegie Mellon University, with guidance from Holmes Murphy and the Piazza Center, this Medical Amnesty Statement aims to remove barriers that might prevent members, new members, or guests from seeking immediate help during potentially life-threatening situations. The goal is to prioritize health and safety, not punishment, in crisis moments.
2. In any incident involving serious injury, alcohol/drug-related emergencies, hazing, self-harm, or other health-related crises, individuals are encouraged to seek emergency assistance (e.g., call 911) without the fear of disciplinary consequences—so long as they comply with the AMAP (Active Medical Assistance Protocol) steps outlined below.
3. In order to receive amnesty, please follow these steps:
 - a. Call 911 immediately to report the incident.
 - b. Remain with the individual in need as long as it is safe to do so.
 - c. Cooperate fully with emergency personnel and any subsequent investigations.
 - d. By completing these three steps, individuals—whether seeking help for themselves or another—are exempt from chapter-initiated disciplinary actions. This includes the individual receiving aid as well as those who assisted.
4. Amnesty does not apply in situations involving repeated harmful behavior, egregious violations, or cases where an alternative or more serious threat is posed.
5. This policy does not shield anyone from criminal or legal consequences under state, federal, or university law.

ARTICLE IX - Retaliation

1. The IFC prohibits retaliation against any individual – members and non-members – for reporting, inquiring, or cooperating with a report around a violation of the IFC Risk Management Policy.
2. Retaliation is any action, statement, or behavior that is designed to punish an individual for filing a compliance report, cooperating with a compliance investigation, seeking guidance regarding a compliance concern, or to deter one from taking such action.

ARTICLE X - Implementation, Distribution, and Reporting

1. This policy will be distributed annually by the IFC and made available on Tartan Connect and the FSL Website.
2. Violations can be reported by:
 - a. Calling 911 in emergencies.
 - b. Contacting a member of the Interfraternity Council
 - c. Filling out the FSL Grievance form and/or the Ethics Report
 - d. Contacting university/college resources (Campus Police, Fraternity/Sorority Office, Dean of Students, Title IX, etc.).

ARTICLE XI - Crisis Management Protocol

The IFC Recommends that all member chapters develop a Crisis response plan in conjunction with their own Inter/national Headquarters' instructions. If a member chapter should require assistance in creating a plan, it is recommended by the IFC to utilize the [Holmes Murphy Crisis Response Template](#).