

CONSTITUTION OF THE INTERFRATERNITY CONGRESS

Adopted December 2, 1987

Updated April 17, 2009

Article I

NAME

This organization shall be known as the Interfraternity Congress of Case Western Reserve University and shall be hereinafter referred to as the "Congress."

Article II

PURPOSE

1. It shall be the purpose of the Congress to:
 - a. Act as the legislative and judicial body in matters pertaining to Greek affairs.
 - b. Act as a forum for the exchange of ideas and the initiation of action between individual Greek Organizations, between the Greek system and the University community, and between the Greek system and the community at large.
 - c. Foster amicable relations amongst all Fraternity men at Case Western Reserve University.
 - d. Hold member chapters accountable for their actions and hold them to the highest interpretation of the lofty ideals on which their organizations were founded.
2. The Congress shall be the only student group on campus that may make decisions concerning the Fraternity system as a whole.

Article III

MEMBERSHIP

1. The members of the Congress shall be all chartered undergraduate Fraternities and colonies on the Case Western Reserve University campus. The Congress shall be composed of voting and non-voting members.
 - a. A voting member shall be any duly recognized Fraternity having a group of active members who are undergraduates at Case Western Reserve University.
 - b. A non-voting member shall be a recognized colony or any chapter whose voting privileges have been removed.
2. A member Fraternity may lose the Congress' recognition by a unanimous vote of all representatives present at a Congress meeting, with the exception of the member in question.
3. To remain a member in good-standing with the Congress, an active chapter must maintain a chapter grade point average of at least 3.0. Failure to remain in good-standing with the Congress will result in the following:
 - a. The Scholarship Chair and Chapter President must meet with the Director of Greek Life and the Greek Community Education Consultant to develop a scholarship plan and track the academic progress of the chapter.
 - b. Two consecutive semesters without being in good-standing will result in the Chapter losing voting privileges for one semester.
 - c. Three semesters of not good-standing will result in the chapter being referred to the Interfraternity Congress Judicial Board.
4. Colonies shall be considered in the following manner:
 - a. A prospective colony shall be defined as a group of undergraduate students seeking to become a chartered Fraternity.
 - b. To obtain recognition as a colony, an interest group must complete the following requirements:
 - i. Provide a written request to the Director of Greek Life and President of the Congress, which must include the following: a completed roster, a set of house rules, a Constitution and Bylaws, a copy of their new member manual and program, an alumni advisor roster and contact list, and any other information that is requested by the Director or the Congress.
 - ii. Have a membership of one-third the average chapter size, as determined by the Greek Life Office.

- iii. Have a chapter grade point average at or above both the “All Fraternity Average” and “All Men’s Average” from the previous semester, as determined by the Greek Life Office.
 - iv. Provide proof of the minimum required insurance as determined by Case Western Reserve University.
 - v. Send a delegate to an informational meeting of the Executive Committee before the presentation to the Congress.
 - vi. Present to the Congress and obtain a two-thirds vote of approval of the Congress’ membership. This will only occur after the other requirements have been fulfilled.
- c. A colony will be a probationary member of the Congress for at least one semester from the date of its recognition. As a probationary member of the Congress, the colony must abide by all rules of the Congress set forth in this Constitution and in the Bylaws.
- d. A colony must maintain the requirements set forth in section 4b of this article at the end of each semester to continue to retain Congress’ recognition as a colony. Failure to maintain those requirements will result in the loss of status and the colony must repetition the congress to regain recognition.
- e. To obtain status as a chartered Fraternity chapter, a colony must complete the following requirements:
- i. Have a chapter grade point average at or above the “All Fraternity Average” and “All Men’s Average”, as calculated by the Greek Life Office.
 - ii. Have a chapter membership equal or larger to the average chapter size, as calculated by the Greek Life Office.
 - iii. Have a functioning alumni board.
 - iv. Give an oral presentation to the Congress.
 - v. Obtain University approval.
 - vi. Obtain a two-thirds vote of approval of the Congress’ membership.
 - vii. Maintain all requirements needed to obtain Colony Status.

Article IV

REPRESENTATION

1. Each member Fraternity of the Congress shall be represented at meetings of the Congress by two representatives, one of whom shall be that chapter's President.
2. Representatives must be full-time students of Case Western Reserve University and eligible chapter officers as determined by the Office of Greek Life.
3. Each member Fraternity of the Congress shall be entitled to one vote per representative, unless otherwise defined in this Constitution.
4. Each representative to the Congress has the responsibility to act as a representative of his organization's opinions.

Article V

OFFICERS

1. The officers of the Congress, elected from among the members of the fully recognized Fraternities, shall be President, Vice President of Administration, Vice President of Membership, Vice President of Programming, Vice President of Service, Vice President of Finances, Vice President of Communications and Member at Large.
2. The officers of the Congress shall constitute the Executive Committee.
3. The Greek Community Education Consultant (GCEC) shall be selected through an interview process conducted by members of Greek Life and the Interfraternity Congress and serve as an ex-officio member on the Executive Committee.
4. The officers of the Congress shall have a minimum grade point average of 3.0 in the semester prior to assuming office and throughout his term of office.
 - a. All candidates for the Member at Large must have previously held or currently hold one of the following offices: chapter president, chapter first vice president, or any of the executive offices of the Congress.
5. Nominations of candidates for office shall occur at the two meetings before the last regular meeting of the Congress of the Fall semester. The election of officers shall be held at the last regular meeting of the Congress following nominations.

- a. The Spring election for the Member at Large shall occur during the last regular meeting of the Congress during the Spring semester. Nominations of candidates shall occur during the two prior regular meetings.
6. The term of all officers shall begin with the first Congress meeting following elections. The term for all officers except the Member at Large shall be one year; the term for Member at Large shall be one semester.
 - a. The interim period between elections and the first meeting under the new administration shall be a briefing period during which the former officers shall instruct the officers-elect as to the most efficient, effective, and responsible way to fulfill his new duties.
7. In the case of a vacancy on the Executive Committee, nominations shall occur at the first opportunity during a regular meeting of the Congress, with elections occurring at the next regular meeting.
8. In the case of the President's inability to perform the duties of his office, responsibility shall descend in the following order: Vice President of Administration, Vice President of Membership, Vice President of Programming, Vice President of Service, Vice President of Finances, and Vice President of Communications.
9. The membership of the Executive Committee of the Congress shall not be considered as the representatives of their respective Fraternities.
10. The duties of the Congress's officers shall be as follows:
 - a. The President of the Congress shall:
 - i. Preside over all Congress meetings.
 - ii. Preside over all meetings of the Executive Committee of the Congress, where he shall only vote in the event of a tie.
 - iii. Be responsible for maintaining a close relationship and open communications with the University officials and administrators.
 - iv. Be the official spokesman of the Congress.
 - v. Call special meetings of the Congress as deemed necessary.
 - vi. Appoint ad-hoc committees as deemed necessary.
 - vii. Serve as an ex-officio member on all committees of the Congress.
 - viii. Represent and defend the highest ideals of a Fraternity man.

- ix. Perform all other duties that his office may require.
- b. The Vice President of Administration of the Congress shall:
- i. Preside over the Interfraternity Judicial Board and serve as its Chief Justice.
 - ii. Chair any committee designated to amend the Constitution of the Congress or to revise its Bylaws.
 - iii. Educate the Greek community on all pertinent risk management information.
 - iv. Serve as liaison between the President and the member Fraternities.
 - v. Assume the duties of President whenever the President is absent or unable to serve.
 - vi. Serve as parliamentarian for the Congress.
 - vii. Represent and defend the highest ideals of a Fraternity man.
 - viii. Perform all other duties that his office may require.
- c. The Vice President of Membership shall:
- i. Plan, organize, and coordinate the Congress's recruitment program following the rules stated in the Bylaws:
 - ii. Distribute a list of all incoming first-year and transfer students to all Fraternities as soon as such information is available.
 - iii. Issue recruitment publications and appropriate literature for summer mailings to incoming first year students.
 - iv. Prepare sufficient publicity to inform the student body of recruitment by the first week of classes of the fall semester.
 - v. Collect summer contact information of Fraternity Recruitment Chairmen.
 - vi. Act as coordinator during the recruitment workshop and to review the recruitment period.
 - vii. Complete a recruitment evaluation within one month of the conclusion of recruitment.

- viii. Represent and defend the highest ideals of a Fraternity man.
 - ix. Perform any other duties that his office may require.
- d. The Vice president of Programming shall:
- i. Plan and organize all Congress social events.
 - ii. Administrate the planning of all other inter-fraternal programs held with campus groups outside the Greek community.
 - iii. Administrate any IFC Executive Committee responsibilities during Greek Week.
 - iv. Represent and defend the highest ideals of a Fraternity man.
 - v. Perform any other duties that his office may require.
- e. The Vice President of Service shall:
- i. Organize opportunities for inter-fraternal community service and philanthropy.
 - ii. Create the guidelines for performing philanthropy and community service hours and administrate the reporting of those hours.
 - iii. Represent and defend the highest ideals of a Fraternity man.
 - iv. Perform any other duties that his office may require.
- f. The Vice President of Finances shall:
- i. Collect and preserve all monies due to the Congress.
 - ii. Disburse money as requested by the Congress or the Executive Committee.
 - iii. Prepare a budget of Congress financial matters by the third meeting of each term, which shall be presented to the Executive Committee and subsequently to the Congress for approval.
 - iv. Keep accurate, up-to-date records of all Congress financial operations.
 - v. Ensure that penalties and/or enforcement procedures are carried out for all overdue bills.

- vi. Represent and defend the highest ideals of a Fraternity man.
 - vii. Perform all other duties that his office may require.
- g. The Vice President of Communications shall:
- i. Keep accurate records, reports, and minutes of all meetings of the Congress and Executive Committee.
 - ii. Present copies of the minutes of each meeting to the officers of the Congress and Fraternity representatives within forty-eight (48) hours of each meeting.
 - iii. Send all other correspondence in a prompt and timely fashion.
 - iv. Be responsible for the dissemination of information about the Greek system to the public (including, but not limited to the University community) through appropriate media.
 - v. Represent and defend the highest ideals of a Fraternity man.
 - vi. Perform all other duties that his office may require.
- h. The Member at Large shall:
- i. Plan and host the Greek Awards Ceremony with the Panhellenic Member at Large.
 - ii. Complete the MGCA awards application and supervise and direct the other officers in the completion of their sections of the awards application.
 - iii. Represent and defend the highest ideals of a Fraternity man.
 - iv. Perform other duties and special projects as the Congress deems necessary.

Article VI

MEETINGS

1. Regular meetings of the Congress shall be held once every other week during Academic Year.

2. Special meetings of the Congress may be called by the President or at the request of three or more members of the Congress. The Congress shall be given sufficient notice of special meetings.
3. Absences from meetings of the Congress by either of a chapter's representatives shall have the following consequences:
 - a. The first absence, during any semester, of a member Fraternity shall result in the issuance of a written warning to that chapter.
 - b. Second and subsequent absences during the same semester shall result in the automatic assessment of a fine of twenty-five dollars (\$25) per meeting and a letter shall be sent to that Fraternity's national organization notifying them of the situation.
 - c. Any more than two absences in the same semester from Congress meetings shall result in the automatic suspension of that chapter's voting privileges for at least sixteen academic weeks.
 - d. In the event of a member chapter missing more than three meetings in any given semester, the President of the Congress shall be responsible for bringing that chapter before the Interfraternity Judicial Board.
 - e. Absences from meetings of the Congress by probationary members shall result in a loss of probationary status.
 - f. The President of the Congress has the prerogative to excuse absences in accordance with policies established upon his election to office.

Article VII

JUDICIARY

1. Name:
 - a. The name of the judicial body of the Congress shall be the Interfraternity Judicial Board, and shall be hereinafter referred to as the I.F.J.B.
2. Membership:
 - a. The membership of the I.F.J.B. shall consist of seven Associate Justices, the Vice President of Administration, who shall preside as Chief Justice of the I.F.J.B., and

the Director of Greek Life or his designee. Five Associate Justices shall constitute a quorum.

- b. Voting members shall be the seven elected Associate Justices. The Chief Justice shall only vote in the event of a tie.
- c. Non-voting member shall be the Director of Greek Life or his designee.
- d. No Fraternity may have more than one member on the I.F.J.B., excluding the Chief Justice and the Director of Greek Life or his designee.
- e. In the event that a Justiceship becomes vacant, the following steps shall be taken:
 - i. Interested persons shall deliver a letter of intent to the Director of Greek Life or his designee, and the Chief Justice.
 - ii. The interested persons shall read their letter of intent to the Congress.
 - iii. The winner will be decided by a majority vote.
 - 1. Each chapter shall have one vote and each Executive Committee member shall also have one vote.

3. Eligibility:

- a. All members of the I.F.J.B. shall be initiated members of a member chapter of the Congress.
- b. Executive Officers of the Congress are ineligible to serve on the I.F.J.B.
- c. Each voting member of the I.F.J.B. shall have a minimum grade point average of 2.75 in the semester prior to assuming the office and throughout his term of office.
- d. The term of Associate Justices shall run from the time of election until the time of graduation.

4. Duties of Members:

- a. The Chief Justice shall:
 - i. Preside at all meetings and hearings.
 - ii. Review all cases with the Director of Greek Life or his designee prior to the hearing to ascertain jurisdiction and validity.

- iii. Announce final ruling.
 - iv. Keep confidential all matters relating to the judicial proceedings.
 - v. Educate all Associate Justices according to the Constitution and Bylaws.
 - vi. Treat all chapters, officers, and members fairly, impartially, and consistently.
 - vii. Train, with the assistance of the Director of Greek Life or his designee, the Associate Justices at least once per academic semester.
- b. Associate Justices shall:
- i. Hear and decide all cases brought before the I.F.J.B.
 - ii. Attend all functions associated with the office.
 - iii. Keep confidential all matters relating to the proceedings.
 - iv. Perform any other tasks as agreed by the I.F.J.B. which will enhance its performance as a viable body.
 - v. Treat all chapters, officers, and members fairly, impartially, and consistently.
- c. The Director of Greek Life or his designee shall:
- i. Advise the Board concerning procedure.
 - ii. Advise the Chief Justice.
 - iii. Report the relevant judicial history.

5. Powers:

- a. The I.F.J.B. shall have the responsibility to adjudicate involving the Congress, member chapters, the Executive Committee, and affiliates.
 - i. In the case that an incident involves non-Fraternity chapters/Congress (e.g. sorority women) the I.F.J.B shall adjudicate with respect to the Fraternity chapters/Congress while the appropriate judicial board (Panhellenic Judicial Board) adjudicates with respect to the non-Fraternity Chapters.
- b. The I.F.J.B. shall not have jurisdiction over individual students violating Case Western Reserve University regulations concerning campus conduct as designated

by the Office of Student Affairs and will be referred to the appropriate University Judicial Board.

- c. Charges: Any accused party may be charged before the I.F.J.B. for any of the following violations:
 - i. Violation of the Constitution and Bylaws of the Congress.
 - ii. Violation of the Risk Management Policies adopted by the Congress.
 - iii. Violation of the recruitment regulations and policies of the Congress.
 - iv. Unsportsmanlike conduct during intramural or Interfraternity games or competitions.
 - v. Damages resulting to any property owned, rented, leased, or occupied by any member chapter.
 - vi. Action detrimental to the best interests of the Fraternity system.
 - vii. Any violation of the Case Housing and Residence Life Policies or University Policies.

6. Removal:

- a. Any justice may be removed from office by a two-thirds vote of the full membership of the I.F.J.B., excluding the accused justice for any of the following reasons:
 - i. Nonperformance of duties, including unexcused absences from more than one I.F.J.B. meeting.
 - ii. Failure to maintain good academic standing as defined by the University and this Constitution.
 - iii. Failure to maintain confidential all proceedings of the I.F.J.B.
 - iv. Conduct unbecoming an I.F.J.B. Justice, or that which affects negatively the credibility of the I.F.J.B.
- b. Any delegate of the Congress may initiate the removal procedure, which includes the following steps:
 - i. Written notice of the motion to remove must be presented to the I.F.J.B. Chief Justice.

- ii. The I.F.J.B. Chief Justice shall notify the member in question in written form at least two weeks prior to the vote.
- iii. The I.F.J.B. Chief Justice shall notify the membership of the I.F.J.B. of the motion to remove at least two weeks prior to the vote.
- iv. The removal requires a 2/3 majority vote, with one vote per I.F.J.B. member, excluding the accused I.F.J.B. Justice.

7. Procedures:

- a. Violations shall be presented in written form to the Chief Justice of the Congress at the meeting subsequent to the occurrence of the violation.
- b. Cases shall be heard by the I.F.J.B. within two weeks of notification of charges by the Chief Justice.
- c. Every member of the I.F.J.B. shall vote without abstentions.
- d. All judicial decisions shall be by a simple majority vote.

8. Sanctions: The I.F.J.B. has the power to impose one or more of the following sanctions:

- a. Warning: A written letter of an official warning which indicates a violation of Congress and/or Case Western Reserve University policies and suggested future modification of behavior.
- b. Probation: A defined period of probation during which time further violations of policy will result in substantially harsher sanctions. This probation may include the restriction of participation in Greek Week, Intramurals, or social events.
- c. Restitution: A monetary payment to an individual or group for the cost of damages.
- d. Community Service: A community service project shall be established as a form of non-monetary restitution to the community.
- e. Programming: The chapter/student is assigned a program topic relevant to the policy violation. The chapter/student may also be required to meet with a professional in a University Office or present assigned program topic at a meeting of the Congress, chapter, etc. meeting.
- f. Enforcement: The Director of Greek Life, or his designee, shall be responsible for the enforcement of sanctions with the assistance of the Chief Justice.

9. Deliberations:

- a. During deliberations to determine responsibility, chapter past offenses shall not be considered. However, past cases may be considered when determining appropriate sanctions.

10. Appeals:

- a. The appeal of any I.F.J.B. decision shall be made within five working days after receiving written notification of the decision of the I.F.J.B. decision.
- b. Appeal process: Either the accused party or the complainant may request an appeal. To do so, they must present a written request for appeal to the Office of Student Affairs within five calendar days of notification of the decision. An appeal may be requested on one or more of the following grounds:
 - i. The accused party has been deprived of due process.
 - ii. The facts appear insufficient to establish guilt or innocence.
 - iii. The recommended sanction is inappropriate for the violation.
- c. Appeals should be presented to the Assistant Vice President of Student Affairs or their designee. A copy of the appeal shall be given to the Chief Justice of the I.F.J.B. and to the Director of Greek Life or his designee at the time the appeal is made.
- d. The appeal should include a copy of the charges, a copy of the decision, and a statement indicating the grounds on which the decision is being appealed.

Article VIII

AMENDMENT

- A. This Constitution may be amended at a Congress meeting by a three-fourths vote of approval of the Congress, provided the amendment has been presented at a Congress meeting at least one week prior to the time of voting.
- B. This Constitution and all amendments thereof must be approved by the Vice President of Student Affairs and by the President of Case Western Reserve University.

Article IX

RATIFICATION

The ratification of three-fourths of the member Fraternities of the Congress, with each fraternity having one vote and voting in roll call vote, is required to establish this Constitution for the Interfraternity Congress of Case Western Reserve University.