

*University of Washington Interfraternity Council Bylaws*  
*Ratified on December 8, 2023*

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## **ARTICLE I: NAME AND MISSION STATEMENT**

### **1.1 NAME**

This organization shall be known as the Interfraternity Council at the University of Washington and may be referred to as the IFC hereafter in these bylaws.

### **1.2 MISSION STATEMENT**

We, the Interfraternity Council and our member fraternities at the University of Washington, sharing common values and fraternal ideals, strive to be gentlemen of integrity pursuing excellence in Scholarship, Leadership, Philanthropy, Brotherhood, and Service.

## **ARTICLE II: THE LEGISLATIVE COUNCIL**

### **2.1 MEMBERS AND DUTIES**

The legislative body of IFC shall be the Legislative Council, which shall consist of all of the chapter delegates of member fraternities. The Legislative Council is to review all legislative proposals of the Executive Board as well as act as a liaison between the chapters and the Executive Board.

### **2.2 ORDER OF MEETINGS**

1. The order of business at all regular meetings will be:
  - a. Roll Call: Attendance will be taken by the Director of Finance and Administration.
  - b. Guest Speakers: Any speaker invited by the IFC President will present his/her information to the Legislative Council.
  - c. Officers' Reports: Starting with President and ending with the Director of Finance and Administration, each officer will report on all issues pertaining to their position and list relevant activities since the last meeting.
  - d. Advisors' Reports: The OFSL staff members will report on issues pertaining to the IFC, the OFSL, and the surrounding community. The advisors will also list relevant activities since the last meeting.
  - e. Old Business: Motions and/or legislation that were tabled at a previous meeting.
  - f. Nominations / Elections
  - g. Membership: Impeachment Proceedings
  - h. New Business: New motions and / or legislation to be considered by the Legislative Council.
  - i. Announcements: Announcements must pertain to IFC, Campus, or Community activities.
  - j. Adjournment

The above order of business may be changed at any time at the discretion of the President or presiding officer.

## **ARTICLE III: EXECUTIVE BOARD OF THE INTERFRATERNITY COUNCIL**

### **3.1 THE DUTIES OF THE EXECUTIVE BOARD**

1. There shall be an Executive Board serving as the chief administrative and coordinating body of the IFC. The Executive Board shall be responsible for initiating legislation, enforcing all decisions of the IFC Standards Board, appointing any committees which they deem necessary, serving as a liaison to the member fraternity representatives and the University of Washington community including, but not limited to, the Seattle and University of Washington Police Departments. The Executive Board is to assume any and all powers delegated to it by the Legislative Council.
2. All officers on the IFC Executive Board must hold at least one roundtable meeting per quarter, which should be attended by their respective chapter officers and/or other relevant officers.
3. The IFC Executive Board shall also be tasked with reviewing recommendations for clemency. Such recommendations will be reviewed by the Executive Board, excluding the Chief Justice, Vice President, and any other officer with a conflict of interest. Clemency will only be granted with a unanimous vote of the remaining IFC Executive Board members.

### **3.2 ORGANIZATION OF THE EXECUTIVE BOARD**

1. The Executive Board shall consist of the following members:
  - a. President
  - b. Vice President
  - c. Chief Justice
  - d. Director of Recruitment
  - e. Director of Programming
  - f. Director of Public Relations
  - g. Director of Finance and Administration
2. The order of precedence for the executive officers is given by the order in which the Officers are listed in article 3.2.1.
3. The Director of Fraternity and Sorority Life or a representative whom he/she may designate, who will serve as an advisor to the Executive Board.

### **3.3 JOB DESCRIPTIONS**

Job descriptions for the Executive Board officers will include, but are not limited to:

1. President

- a. Assumes the general executive authority of the IFC as delegated to him in the bylaws, constitution, and by the Legislative Council.
  - b. Will preside over all legislative council meetings.
  - c. Will be the official representative for the IFC.
  - d. Will oversee all activities of the IFC.
  - e. Will preside over all expansion activities.
  - f. Will immediately communicate changes in policies and regulations from the University to the Executive Board and Legislative Council.
  - g. May enter IFC into contractual agreements unless delegated.
  - h. Will serve as a co-representative to the Office of Fraternity and Sorority Life Advisory Board and appoint the other co-representative from either the previous IFC OFSL Advisory Committee representatives or the current IFC Executive Board.
  - i. Will be responsible for cultivating and maintaining the Greek Community's relationship with fraternity and sorority life alumni in terms of involvement and giving.
  - j. Will serve as the liaison to the Alumni Interfraternity Council (AIFC) and work to facilitate alumni involvement within the Greek Community.
  - k. Will share the responsibility as the media liaison for the IFC with the IFC Director of Public Relations.
  - l. Will serve as a liaison to UW Advancement for fraternity donor and alumni engagement initiatives.
2. Vice President
- a. Will assume all responsibilities and powers delegated to the IFC President in the absence of the President.
  - b. Will act as Chief of Staff and Personnel Director to the Executive Board.
  - c. Will preside over all internal Board affairs and activities.
  - d. Will manage all personnel matters, mediating any and all internal affairs.
  - e. Will preside over all Executive Board meetings.
  - f. The IFC Vice President shall conduct officer evaluations at least once per quarter, to be completed by representatives of the Legislative Council.
  - g. Will serve as the Chief Investigator for the IFC Standards Board.
  - h. Shall conduct ad-hoc hirings to address unmet needs in the Executive Board.
  - i. Will oversee the management of the IFC Bylaws in coordination with the IFC Chief Justice and will complete a total review of governing documents within Winter Quarter.
  - j. Will oversee application submissions for the Association of Fraternal Leadership and Values annual awards and assessment program.
  - k. Will meet with the Chief Justice weekly to review case referrals and open charges based on submitted evidence as outlined in section 4.2.1
  - l. Will coordinate with the Chief Justice to handle excess mediation as needed.
3. Chief Justice

- a. Will preside over the IFC Standards Board.
  - b. Will receive charges against any fraternity and act thereon as prescribed by the procedures in Article 4.
  - c. Will maintain and update each chapter's records regarding violations of IFC rules, codes, policies, and regulations.
  - d. Will oversee management of the IFC Bylaws in coordination with the IFC Vice President and will complete a total review of the governing documents within the first quarter of his term.
  - e. Will review the IFC and University of Washington's policies regarding hazing, alcohol, and student conduct on a yearly basis.
  - f. Will facilitate risk management programming for chapter social chairs, risk management chairs, presidents, new member educators, and any other relevant parties.
  - g. Will coordinate with the Director of Programming to implement the Greeks Take Action initiative, and any similar programs to work towards addressing the issue of sexual violence in the Greek Community.
  - h. Will serve as a liaison or representative on University committees targeting student safety and/or community relations.
  - i. Will conduct mediations with chapter presidents and representatives.
4. Director of Recruitment
- a. Will coordinate the IFC year-round recruitment efforts.
  - b. Will interpret and deliver opinions to the IFC Standards Board concerning recruitment guidelines and violations.
  - c. Will schedule and implement meetings with all recruitment chairs prior to and during the summer recruitment period.
  - d. Will plan and implement educational programming and trainings for recruitment chairs and their chapter members.
  - e. Will design and develop recruitment marketing materials.
  - f. Will execute recruitment events and programs sponsored by the IFC.
  - g. Will coordinate the annual programming for incoming and prospective students.
  - h. Will oversee the selection and training of IFC Recruitment Counselors.
  - i. Will serve as a liaison to the Office of First Year Programs to coordinate IFC programming and outreach for admitted students.
  - j. Will serve as a liaison to the Office of Admissions to coordinate IFC programming and outreach for prospective students.
  - k. Will coordinate with the Director of Public Relations to develop promotional materials related to recruitment.
5. Director of Programming
- a. Will oversee the development of all programming for the fraternity community.
  - b. Will develop and/or coordinate programming for specific events and groups which may include but are not limited to:
    - i. New Member Programming

- ii. Greek Awards
    - iii. Homecoming
  - c. Will oversee the process for approval of fraternity philanthropy events.
  - d. Will oversee the Greek Diversity Initiative, working with chapter diversity chairman positions to promote equity within the Greek Community.
  - e. Will plan and implement programs and provide resources in the area of academic achievement through roundtables, professional organizations, and other on-campus collegiate opportunities.
6. Director of Public Relations
- a. Will coordinate all neighbor, community, University, and public relations programs for the IFC.
  - b. Will maintain a relationship with The Daily as is necessary.
  - c. Will design and develop all marketing and promotional graphics and materials, in conjunction with other applicable IFC officers.
  - d. Will maintain and regularly update the IFC website and social media account to promote the Greek community.
  - e. Will hold the IFC protected seat on the ASUW Student Senate, acting as a liaison between the IFC and ASUW, attending ASUW Senate meetings, and advocating on behalf of the IFC community.
  - f. Will represent IFC on any applicable University marketing and communications committees and/or projects.
  - g. Will work directly with the UW Alumni Association (UWAA) and the Office of Alumni Relations, including:
    - i. Assist in cultivating opportunities for student participation in UWAA sponsored events.
    - ii. Assist in connecting UWAA with graduating seniors.
  - h. Will collaborate with UW Advancement for Greek Alumni and donor outreach initiatives.
  - i. Will hold quarterly roundtables with IFC chapter social media/public relations chairs.
  - j. Will share the responsibility as the media liaison for the IFC with the IFC President.
  - k. Will coordinate outreach efforts to solicit sponsors for IFC programming (i.e. educational programs, homecoming, Greek Awards, etc.).
7. Director of Finance and Administration
- a. Will oversee the payroll for the IFC Executive Board.
  - b. Will preside over all billing of fraternities.
  - c. Will preside over all IFC financial matters.
  - d. Will prepare an annual budget to be approved by the Legislative Council.
  - e. Will provide the Legislative Council with a quarterly financial report.
  - f. Will collect fraternity quarterly reports including information such as member rosters, leadership positions, financial matters, etc.

- g. Will record attendance and take minutes at all Legislative Council and Executive Board meetings.
- h. Will keep contact lists current and handle all office correspondence and supplies.
- i. Will coordinate, in conjunction with the OFSL staff members, the purchase and distribution of office equipment and supplies.
- j. Will coordinate, in conjunction with the Chief Justice, the collection of fines.
- k. Will compose a weekly digest to keep the chapter presidents up-to-date on current activities.
- l. Will, in accordance with Article 8.1.1.d; manage late event registrations, keep records on behalf of each chapter for each quarter, and inform chapters within one (1) week of the submission of a late registration regarding the applicable warning, fine, or referral to the Standards Board.

### 3.4 OFFICE HOURS

Each member of the Executive Board shall serve the following number of hours per week:

- 1. President, Vice President, and Chief Justice = Twelve (12) hours per week.
- 2. All other directors = Eight (8) hours per week.

### 3.5 COMPENSATION

Effective January 1<sup>st</sup>, 2024, Executive Board Officers working 12 hours per week will be compensated with a stipend of \$1,500 at the end of the quarter. Executive board officers working 8 hours per week will be compensated with a stipend of \$1,000 at the end of the quarter. Hours are prescribed according to Article 3.4. The Director of Recruitment will receive an additional \$3,000 at the end of the Summer Quarter. Other officers will not be paid during the Summer Quarter.

During the final meeting each quarter of the Legislative Body, otherwise referred to as Presidents' Meeting, voting members will determine if officers are eligible to receive a bonus. A quorum of presidents is needed to determine officer eligibility. Officers must demonstrate what they have accomplished in accordance with the bylaws. Based on completing their position requirements outlined in the bylaws (unless reasonable exceptions are considered), Executive Officers working 12 hours per week can receive a bonus up to \$300. Having met the same criteria above determined by the Legislative Body, Executive officers working 8 hours per week can receive a bonus up to \$200. Whether or not an Executive Officer achieved a reasonable amount of work pursuant to the bylaws is up to the discretion of the Legislative Body by a majority vote. Proving that a reasonable amount of work has been accomplished is the responsibility of the individual executive officer.

### 3.6 ACCOUNTABILITY/REMOVAL OF EXECUTIVE OFFICERS

1. The IFC Vice President shall conduct officer evaluations at least once per quarter, to be completed by representatives of the Legislative Council.
2. The IFC Vice President will review the officer evaluations. Him, along with the IFC Chief Justice and the IFC Director of Recruitment will be responsible for reviewing the evaluation of the IFC President.
3. Based on the results of the officer evaluations, the evaluating party may make any of the following recommendations:
  - a. Removal from office.
  - b. Reduction or withdrawal of the officer's quarterly pay.
  - c. Suggestion for improvement.
4. Any Officer of IFC may be removed from his office by a simple majority vote of the Executive Board Officers, not including the officer currently in question.

### 3.7 APPOINTMENTS TO THE EXECUTIVE BOARD

1. Academic Requirements:
  - a. To run for an IFC Executive Officer position, the student must have a minimum cumulative GPA of 3.0. Applicants with a GPA under 3.0 may complete an election GPA petition form to be considered and eligible to run for office. He must maintain a minimum of 3.0 cumulative GPA for his entire tenure on the IFC Executive Board. If at any time an IFC Executive Board officer's GPA falls between a 2.50-2.99, he will be placed on academic probation for one quarter. If his quarter GPA does not improve after one quarter, he will be removed from the IFC Executive Board. If at any time an IFC Executive Officer's quarter GPA drops below a 2.50, he will be removed from the Executive Board immediately.
2. Other Requirements:
  - a. No more than two members of the same chapter may be on the board at the same time.
  - b. The offices of President, Vice President, Chief Justice, and Director of Recruitment cannot be from the same chapter; they must be filled by four (4) different chapters.
  - c. A Chapter President cannot hold the position of IFC President, IFC Chief Justice, or IFC Director of Recruitment at the same time. If at any time the IFC President, IFC Vice President, IFC Chief Justice, or IFC Director of Recruitment is elected to Chapter President, an automatic vacancy will be created on the IFC Executive Board and a special election will be held.
  - d. The IFC Director of Recruitment cannot be a Recruitment (Rush) Chair within his own chapter.
3. Hiring Procedures
  - a. All other hired positions that are not elected via the elections process shall be hired in accordance with the following procedures:
    - i. Pre-Hiring Meeting: The hiring committee will review all applications. After a thorough review, the committee will decide which applicants will

move on to the next round. There is no limit to the amount of applicants which may be selected to proceed to the next round.

- ii. Interviews: The hiring committee will convene to conduct in-person interviews with select candidates.
  - iii. Decisions: The hiring committee will decide on a first and second choice candidate for each position.
  - iv. Confirmation: The Legislative Council will then confirm or deny the first choice by a simple majority vote. In the instance where the first choice is NOT confirmed, the chapter presidents will vote to confirm or deny the second choice. In the event that both applicants are denied, the hiring committee will re-open the application and start the process over.
  - v. Additionally: Each position shall have a written job description and written interview questions.
- b. The hiring process mentioned above applies to any and all hirings that the Executive Board may choose to pursue.

4. Membership of the Hiring Committee:

- a. The hiring committee shall consist of eight members as follows:
  - i. The seven IFC Executive Officers.
  - ii. An advisor of the Office of Fraternity and Sorority Life, who shall serve as a member without a vote.

## **ARTICLE IV: INTERFRATERNITY COUNCIL STANDARDS BOARD**

### **4.1 MEMBERSHIP**

1. Election

- a. When a vacancy arises on the IFC Standards Board, the OFSL Advisor, IFC President, IFC Chief Justice, and IFC Vice President will be in charge of narrowing the field of applicants to nominate candidates for confirmation by the Legislative Council.
- b. Candidates will be confirmed by a vote of the Legislative Council. Each candidate shall require a simple majority vote to be elected to serve on the IFC Standards Board. In the event of a tie, the IFC President will cast the tie-breaking vote.
- c. The IFC President and IFC Chief Justice will determine the date of the elections.

### **4.2 PROCEDURES**

1) Initial Procedures

- a) In the event that a fraternity does not meet the requirements set forth in these bylaws and the IFC Constitution, commits actions that are not representative of fraternity men, or does not comply with all agreements or guidelines passed by the IFC or Legislative Council, the IFC Chief Justice and Chief Investigator will review referrals and determine charges.

- i) In the event that one or both officers have a conflict of interest in a particular referral, the Director of Finance & Administration, and/or the Senior Justice will serve as proxy.
  - b) Based on the charges opened, the IFC Chief Justice and Chief Investigator will designate the referral to be:
    - i) Dismissed
    - ii) Opened as a Level 1 Case
    - iii) Opened as a Level 2 Case
    - iv) Opened as a mediation
    - v) Postponed for the IFC Chief Investigator to conduct a preliminary investigation and gather additional information.
  - c) The case type is determined by the severity of the charge and past offenses. For referrals involving multiple chapters, the case type will be determined by the most restrictive chapter's status.
  - d) If a level 1 or 2 case is opened, the IFC Chief Justice is responsible for notifying the charged fraternity within seven (7) days of charges being opened. Charge notifications will be sent to the chapter president, and will include the charges that have been opened, the referral outlining the alleged violation(s), as well as the date, time, and location of the hearing. This notification must be sent to the charged fraternity's alumni and OFSL advisors.
- 2) Level 1 Case Procedures
  - a) A level 1 Case is defined as any incident, violation, or report that is not described by the Level 2 Case parameters or included on the express mediation list outlined in section 4.2.4.a.
  - b) The IFC Standards Board shall convene to review the charges and hear the case.
  - c) This hearing will occur no sooner than forty-eight (48) hours and no later than twenty-one (21) days after the charged letter has been issued.
  - d) The accused fraternity will have the opportunity to submit a written response twenty-four (24) hours in advance of the hearing to the IFC Chief Justice and/or send up to three (3) delegates to physically appear before the IFC Standards Board to discuss the charges. Only undergraduate student delegates may deliver their respective case(s).
  - e) A level 1 hearing will adhere to the following procedure:
    - i) A roll call will be conducted, and the Chief Justice will officially begin the hearing.

- ii) The chapter will then have the opportunity to object to the presence of any and all people in the room.
  - (1) The charged fraternity will be excused while the IFC Standards Board deliberates on the objection.
  - (2) The charged fraternity may re-enter and the IFC Chief Justice will make the final decision regarding the objection.
- iii) The IFC Chief Justice will present the charges opened against the chapter.
- iv) The chapter(s) will then have the opportunity to present their case and considerations for sanctioning.
  - v) The IFC Standards Board shall ask questions of the chapter(s).
  - vi) Any party present may ask questions of anyone else present.
  - vii) After questioning has concluded, all chapter delegates will be excused as the IFC Standards Board enters into deliberation.
- f) Upon hearing all sides of the case, the IFC Standards Board shall determine one of the following:
  - i) Find the accused fraternity not responsible for the charges and dismiss the charges.
  - ii) Organize a meeting between the fraternity or fraternities involved mediated by the IFC Standards Board.
  - iii) Find the accused fraternity responsible for the charges and uphold the bylaws which can result in sanctions being issues. This can include but is not limited to:
    - (1) Recommendation to National Headquarters for revocation of charter.
    - (2) Recommendations to National Headquarter for a membership review of a chapter.
    - (3) Recommendation to the University for Suspension of recognition.
    - (4) Suspension from the IFC.
    - (5) Probation.
    - (6) Social and/or activity suspension.
    - (7) Social and/or activity probation.
    - (8) Financial penalties.
    - (9) Educational sanctions.
    - (10) Community service.
    - (11) Written reprimand.
- g) After the IFC Standards Board concludes deliberation, the charged fraternity will receive an outcome letter as outlined in article 4.2.6

### 3) Level 2 Case Procedures

- a) A Level 2 Case can be defined as, but not limited to:
  - i) Dry recruitment violations.
  - ii) Hazing violations.
  - iii) Probation/suspension violations.
  - iv) Blatant disregard for the IFC Risk Management Policy.

- b) All evidence and witnesses that will be used by either the charged fraternity or the IFC, must be submitted to the IFC Chief Justice no later than forty-eight (48) hours before the set date and time of the hearing. All submitted evidence will be shared with both parties no later than thirty-six (36) hours before the set date and time of the hearing.
  - i) If any representatives, witness, and/or evidence are not submitted by the deadline, those representatives, witnesses, and/or evidence may be excluded by the IFC Chief Justice before the hearing commences.
- c) This hearing will occur no sooner than ninety-six (96) hours and no later than twenty-five (25) days after the charge letter has been issued.
- d) The charged fraternity will be allowed up to three (3) delegates at the hearing. Although, only undergraduate student delegates may argue their fraternity's case.
- e) The IFC will be allowed the presence of the IFC Chief Justice to preside over the hearing, the IFC Vice President as Chief Investigator on behalf of the IFC, IFC Director of Finance and Administration for the sole purpose of taking minutes, the voting members of the IFC Standards Board, and an advisor from the Office of Fraternity and Sorority Life.
- f) A level 2 hearing will adhere to the following procedure, which may only be deviated from if all parties unanimously agree.
  - i) A roll call will be conducted and the IFC Chief Justice will officially begin the hearing.
  - ii) The chapter will then have the opportunity to object to the presence of any and all people in the room.
    - (1) The charged fraternity will be excused while the IFC Standards Board deliberates on the objection.
    - (2) The charged fraternity may re-enter and the IFC Chief Justice will make the final decision regarding the objection.
  - iii) The IFC Chief Justice will present the charges and consideration of sanctions to the charged fraternity.
  - iv) The charged fraternity will give their response. If they plead guilty to all charges, the hearing moves immediately to the reading of the verdict (listed in Article 4.2.3.d.ix).
  - v) If the charged fraternity pleads not responsible to any of the charges:
    - (1) The IFC Vice President will then be allotted ten (10) minutes to deliver his opening statement.
    - (2) Afterwards, the charged fraternity will be allotted ten (10) minutes to deliver their opening statement.
    - (3) The IFC Vice President will then be allotted fifteen (15) minutes to present all evidence, exhibits, and witnesses to the IFC Standards Board.
    - (4) Directly following this, the charged fraternity may cross examine any evidence, exhibits, and witnesses.
    - (5) Then, any voting member of the IFC Standards Board may question the IFC Vice President on the evidence, exhibits, or witnesses he provided.

- (6) The charged fraternity will then be allotted fifteen (15) minutes to present all evidence, exhibits, and witnesses to the IFC Standards Board.
  - (7) Directly following this, the IFC Vice President may cross examine any evidence, exhibits, or witnesses.
  - (8) Afterwards, any voting member of the IFC Standards Board may question the charged fraternity on their evidence and exhibits, or the witnesses they provided.
- vi) After the presentation of evidence:
- (1) The charged fraternity may be questioned additionally by the IFC Vice President.
  - (2) Immediately following, the IFC Standards Board may question the charged fraternity.
  - (3) Then, the IFC Vice President may be questioned by the charged fraternity.
  - (4) Immediately following, the IFC Standards Board may question the IFC Vice President.
  - (5) The IFC Standards Board and IFC Chief Justice may be questioned by the charged fraternity.
  - (6) Immediately following, the IFC Standards Board may question the IFC Chief Justice.
- vii) The IFC Vice President will be allotted ten (10) minutes to present his closing statement to the IFC Standards Board. The charged fraternity will then be allotted ten (10) minutes to present their closing statement to the IFC Standards Board. Immediately afterwards, the IFC Standards Board will have another opportunity to question either party.
- viii) The charged fraternity, IFC Vice President, and any witnesses will be excused while the IFC Standards Board enters into deliberations on the verdict.
- ix) After the charged fraternity and IFC Vice President re-enter the room, the IFC Chief Justice will present the verdict:
- (1) Should the charged fraternity be found not guilty of all charges, the hearing will close at that time.
  - (2) Should the charged fraternity be found guilty of any charges, the hearing will enter into mitigation. The IFC Vice President will be afforded the opportunity to suggest sanctions he believes the IFC Standards Board should impose and any information deemed relevant to that process.
  - (3) Immediately following, the charged fraternity will be afforded the opportunity to present their mitigating circumstances and sanctions they believe the IFC Standards Board should impose.
  - (4) The IFC Standards Board will be afforded a final opportunity to question either party.
  - (5) The IFC Vice President will then be afforded the opportunity to question the charged fraternity or IFC Standards Board.

- (6) Finally, the charged fraternity will be afforded the opportunity to question the IFC Vice President or IFC Standards Board.
- x) The charged fraternity and IFC Vice President will be excused while the IFC Standards Board enters into deliberations to determine appropriate sanctions (listed in Article 4.2.2.f.iii)
- xi) The charged fraternity and IFC Vice President may re-enter, thereafter the IFC Chief Justice will present the determined sanctions to the charged fraternity.
- xii) The charged fraternity will be read their appeal rights by the IFC Chief Justice and the hearing will close at that time. The charged fraternity will then receive an outcome letter as outlined in article 4.2.6.

#### 4) Mediation Procedures

- a) The following infractions will automatically default to a mediation:
  - i) Late registrations (in excess of 3 per quarter)
  - ii) Unregistered event
  - iii) Wet recruitment media
  - iv) Failure to complete RSO registration (violation of the University Recognition Agreement)
  - v) Failure to fulfill educational programming requirements (violation of the University Recognition Agreement)
  - vi) Financial delinquency
  - vii) Conduct unbecoming (where there was no threat of harm to others)
- b) Mediation will be offered to a fraternity for the first offense per category, on a quarterly basis. Additional referrals of the same category in the same quarter will be escalated to a Level 1 or Level 2 case, depending on the severity.
  - i) Referrals for any chapter currently on an IFC probation or suspension will be opened as a Level 1 or Level 2, even if they otherwise qualify for mediation.
- c) When a mediation is opened, the Chief Justice will be responsible for sending a mediation offer to the chapter president(s), alumni advisor(s), and OFSL advisor(s). The mediation offer will include: the charges that have been opened, the referral and accompanying evidence, and instructions for scheduling. Mediation offers will be sent within 72 hours of charges being opened.
- d) Chapter presidents will have 72 hours to respond and either:
  - i) Accept responsibility for the charges and schedule a mediation
  - ii) Contest the charges and request a hearing.

(1) In the event that a chapter requests a hearing, the Chief Justice will follow the procedures outlined for a Level 1 case.

- e) For the mediation proceeding, chapters will meet with the IFC Chief Justice or their designee (Chief Investigator or Senior Justice) to discuss the violation(s), relevant impact, and mitigating circumstances.
- f) The mediation will conclude when both parties have reached a mutual agreement about the necessary resolution or sanctions.
- g) Once an agreement has been reached, the presiding mediator will submit a written

memorandum, memorializing the resolution and any consequences for non-compliance.

- h) If an agreement cannot be reached, the case will escalate to a Level 1 case, following the procedures outlined in 4.2.2.
- 5) Quorum
- a) Quorum will consist of at least five voting members of the IFC Standards Board.
  - b) If quorum is not possible for a specific judicial referral, delegates from the Legislative Council will be chosen at random to temporarily replace the recused IFC Standards Board members using the following procedures:
    - i) Chapter Delegates representing an organization involved with the judicial referral will be excluded.
    - ii) Chapter Delegates representing an organization that is represented on the IFC Standards Board will be excluded. This also applies to the chapter represented by the IFC Chief Justice.
    - iii) Chapter Delegates representing an organization not in good standing will also be excluded.
    - iv) Representatives will then be selected from the remaining delegates.
- 6) Outcome Notification
- a) After the IFC Standards Board convenes, or a mediation is conducted, the IFC Chief Justice shall notify the chapter's president(s), Alumni, and OFSL advisors, and international headquarters of the fraternity or fraternities involved. Via email, the IFC Chief Justice will provide minutes detailing the sanctions determined within seven (7) days of the hearing.
  - b) The IFC Director of Finance and Administration will be in charge of providing minutes to the IFC Chief Justice within forty-eight (48) hours after the hearing.
- 7) Appeal Procedure:
- a) If an IFC Fraternity is found responsible for violations of any of the terms listed in section 4.2.1.A, the fraternity will then have the opportunity to appeal to the IFC President via email or letter delivered to the Office of Fraternity and Sorority Life within the ten (10) calendar days following their original hearing.
  - b) The basis for which a chapter may file an appeal is limited to (but may constitute multiple or all) the following:
    - i) Severity of sanctions.
    - ii) Procedural error.
    - iii) New evidence, which is defined as evidence discovered after the initial hearing.
  - c) The IFC President will then review the appeal and determine whether the appeal is valid. In deciding the validity of an appeal, the IFC President will make a judgment as to whether the reason for which the appeal was filed could have reasonably changed the outcome of the original hearing. He may choose to grant the appeal and reopen the case or dismiss the appeal and keep the case closed.

- d) If the IFC President chooses to grant an appeal, he may also choose to grant a stay of sanctions pending the outcome of the appeals hearing. If the IFC President does not grant a stay of sanctions, any sanctions levied by the IFC Standards Board will be in effect up until the hearing of the Appeals Board concludes.
  - i) If the IFC President is a member of an involved chapter, the IFC Director of Programming will then grant or dismiss the appeal. If the IFC President and the IFC Director of Programming are both members of the involved chapter, the IFC Director of Public Relations will then grant or dismiss the appeal.
  - ii) Should the IFC President need to recuse himself from his duty to grant or deny a request to appeal a decision of the IFC Standards Board, IFC Executive Board Officers shall assume such duty in the following chain of succession: the IFC Director of Programming, the IFC Director of Public Relations, the IFC Director of Recruitment, and the IFC Director of Finance and Administration.
- e) The IFC Chief Justice will be responsible for setting a date for the appeals hearing and notifying the Fraternity President(s), Alumni, OFSL advisors, and international headquarters of the fraternity or fraternities involved within seven (7) days of the hearing.
- f) All evidence and witnesses that will be used by either party must be submitted to the IFC Chief Justice no later than forty-eight (48) hours before the set date and time of the hearing. All submitted evidence will be shared with both parties no later than thirty-six (36) hours before the set date and time of the hearing:
  - i) If any representatives, witness, and/or evidence are not submitted by the deadline, those representatives, witnesses, and/or evidence may be excluded by the IFC Chief Justice before the hearing commences.
- g) The Appeals Board will consist of:
  - i) The IFC Chief Justice (shall only vote in the case of a tie).
  - ii) The IFC Standards Board Advisor (non-voting member).
  - iii) The IFC President.
    - (1) Should the IFC President need to recuse himself from his duty to serve on the Appeals Board, IFC Executive Board Officers shall assume such duty in the following chain of succession listed in 4.2.7.d.ii
  - iv) Three (3) members of the Legislative Council in good standing, chosen at random in the form of a list at the beginning of each quarter.
    - (1) The members of the Legislative Council have the right to refuse duty on the Appeals Board. He must let the IFC Chief Justice know five (5) days in advance of any appeals hearing.
    - (2) Once a member of the Legislative Council has served on the Appeals Board, he will no longer be eligible to serve on the Appeals Board until all other members of the Legislative Council have served.
    - (3) If a member of the Legislative Council is affiliated with a charged fraternity, he will not be allowed to serve on the Appeals Board.

- (4) If a member of the Legislative Council is affiliated with the IFC President's fraternity, he will not be allowed to serve on the Appeals Board.
- h) All members of the Appeals Board will be responsible for closely reviewing the minutes and evidence from the original hearing.
  - i) The charged fraternity will be allowed up to three (3) delegates at the hearing, although only undergraduate student delegates may argue their fraternity's case.
  - j) The IFC will be allowed the presence of the IFC Chief Justice to preside over the hearing, the IFC Vice President as Chief Investigator on behalf of the IFC, IFC Director of Finance and Administration for the sole purpose of taking minutes, the voting members of the Appeals Board, and an advisor from the Office of Fraternity and Sorority Life.
  - k) An appeal hearing will adhere to the following procedure, which can only be deviated from if there is unanimous agreement on behalf of all persons present that the procedural change may occur.
    - i) A roll call will be conducted and the IFC Chief Justice will officially begin the hearing.
    - ii) The chapter will then have the opportunity to object to the presence of any and all people in the room, including the OFSL Advisor.
      - (1) The IFC Vice President, charged fraternity, and any witnesses will be excused while the Appeals Board deliberates on the objection.
      - (2) All parties may re-enter and the IFC Chief Justice will make the final decision regarding the objection.
    - iii) The charged fraternity will be allotted ten (10) minutes to deliver their opening statement. After, the IFC Vice President will then be allotted ten (10) minutes to deliver his opening statement.
    - iv) The charged fraternity will be allotted fifteen (15) minutes to present all evidence, exhibits, and witnesses to the Appeals Board.
      - (1) Directly following this, any voting member of the Appeals Board may question the charged fraternity or witnesses they provided.
    - v) The IFC Vice President will then be allotted fifteen (15) minutes to present all evidence, exhibits, and witnesses to the Appeals Board.
      - (1) Directly following this, any voting member of the Appeals Board may question the IFC Vice President or witnesses he provided.
    - vi) The IFC Vice President will be allotted ten (10) minutes to present his closing statement to the Appeals Board.
    - vii) The charged fraternity will then be allotted ten (10) minutes to present their closing statement to the Appeals Board.
    - viii) In the absence of the charged fraternity and the IFC Vice President, two (2) members of the IFC Standards Board will be granted ten (10) minutes to present to the Appeals Board their reasoning for the initial decision.
    - ix) The Appeals Board will then enter into deliberations, where they will decide on one of three possible outcomes.
      - (1) Affirm the original decision of the IFC Standards Board.

- (2) Affirm the original decision of the IFC Standards Board and adjust the resulting sanctions.
      - (3) Reverse the original decision of the IFC Standards Board.
    - x) The charged fraternity and IFC Vice President may re-enter, thereafter the IFC Chief Justice will present the determined decision and sanctions to the charged fraternity. The charged fraternity will then receive an outcome letter as outlined in article 4.2.6.
  - l) The findings of the Appeals Board will be the final word on all proceedings relating to the original case that was heard.
- 8) As afforded under the IFC Constitution section 5.1.2, in circumstances where the Standards Board believes a prior case outcome warrants clemency, a recommendation can be made to the Executive Board following a two-thirds vote of the Standards Board. Such recommendations must be submitted to the Executive Board in writing, detailing the proposed modification of sanctions.
- 9) Non-Compliance Clause
- a) In the case that the fraternity does not comply with the sanction in the time period agreed upon by the IFC Standards Board, the IFC Standards Board has the right to reconvene and determine, if needed, harsher sanctions.

#### 4.3 DISCIPLINARY RECORDS

1. Any and all sanctions levied by the IFC Standards Board will take effect immediately following the hearing unless otherwise specified. The IFC Chief Justice will be responsible for preparing a summary of the case which shall include name of chapter, alleged offense and date of offense, plea, verdict, and sanctions. A detailed transcript of all proceedings will be prepared and filed in the respective chapter's disciplinary file. All disciplinary files are confidential. The IFC Website will indicate chapter status on the chapter page with a timeline of sanctions.

### **ARTICLE V: FINANCES AND ADMINISTRATION**

#### 5.1 BUDGETS

1. The Director of Finance and Administration will prepare an operating budget for the upcoming fiscal year (July 1 – June 30). The budget shall include all incoming revenue and detailed descriptions of expenditures.
2. The detailed budget will be submitted for approval before the Legislative Council by the third meeting of Spring quarter. It will require a two-thirds affirmative vote.

#### 5.2 DUES

1. Dues may be changed by the Executive Board in consultation with OFSL staff members.
2. Current dues are set at:

- a. \$150 base fee + \$30 additional charge per member of the fraternity.
3. The Director of Finance and Administration will provide individual invoices to each organization every quarter. This invoice will reflect rates for membership and new members from the previous quarter.
4. Payments will be due by the date set by the Director of Finance and Administration.
5. All dues not received by the date set by the Director of Finance and Administration will incur a standard \$50 fine for the first week and an additional 1% for each day following. (First day late will incur a \$50 fine; on the eighth day, the additional fine will be 1% of the outstanding balance; on the ninth day the additional fine will be 2% of the outstanding balance, etc.)
6. In the event that a chapter has an outstanding balance with the IFC by the due date, the chapter will be considered not in good standing and will temporarily lose their vote in the Legislative Council. These penalties will be lifted when the outstanding balances are paid or an agreement is reached with the IFC Executive Board.

### 5.3 EXPENDITURES

1. All expenses that fall under a line item in the original budget will be reimbursed in full with a copy of the itemized receipt and a completed reimbursement document explaining the reason for reimbursement by IFC.

## ARTICLE VI: BYLAWS MANAGEMENT

### 6.1 DISTRIBUTION

1. A copy of the Interfraternity Council bylaws shall be distributed to the Legislative Council and Executive Board at the first Legislative Council meeting of the calendar year in both an electronic and printed copy, and will be easily accessible on the IFC Website.
2. A copy of the Interfraternity Council bylaws shall be distributed to the Legislative Council, the Executive Board, and posted on the IFC Website within 10 days of any ratified amendment.

### 6.2 AMENDMENTS

1. The bylaws may be amended by a two-thirds (2/3) approval vote by the members in good standing of the Legislative Council. Amendments shall be submitted in written form to the Legislative Council during a regular meeting. After presentation, the proposed amendment shall be tabled until the next meeting (unless a majority vote allows for the immediate vote of proposed legislation). During this time, the fraternity representatives shall obtain from his chapter an affirmative or negative vote. Amendments must be ratified within sixty (60) days after presentation or such proposed amendments shall not be considered further.

## ARTICLE VII: CODE OF CONDUCT

## 7.1 PURPOSE

1. The purpose of this Code of Conduct is to provide a guideline of proper practices for members of the Interfraternity Council. It is meant to serve as a means by which chapters and their members are held accountable for their interactions with other chapters or individuals.

## 7.2 CODE OF CONDUCT

1. Chapter members are expected to conduct themselves as gentlemen at all times. Actions committed by members specifically towards members of different chapters and/or their property will not be tolerated. Such actions include, but are not limited to:
  - a. Vandalism of personal or chapter property.
  - b. Theft of personal or chapter property.
  - c. Damage to personal or chapter property.
  - d. Physical or verbal harassment.
  - e. Fighting.
  - f. Any statement, verbal, written, or otherwise that is slanderous in nature, made with the express purpose of damaging another individual or chapter.
  - g. Conduct unbecoming of a gentleman.

## 7.3 ENFORCEMENT

1. It is the responsibility of the chapter to ensure its members hold themselves to the aforesaid rules. Any violation of the Code of Conduct by a chapter member will fall upon the chapter itself, and will result in an IFC Standards Board hearing.

## 7.4 UNIVERSITY OF WASHINGTON CODE OF CONDUCT

1. This Interfraternity Council Code of Conduct is considered an extension of the University of Washington Code of Conduct.

## 7.5 STANDING RULES

1. Additional standing rules, regulations, guidelines, or statutes may be enacted by a majority vote of the Legislative Council.
2. Any violation of additionally enacted policy may be referred to the IFC Standards Board in accordance with section 7.2 and 7.3 of the University of Washington Interfraternity Council Bylaws.
  - a. Any violation of policy regarding behavior not listed in the IFC Code of Conduct may be heard at the discretion of the IFC Standards Board, in accordance with section 4.2.1.A and 4.2.1.B of the University of Washington Interfraternity Council Bylaws.

## **ARTICLE VIII: RISK MANAGEMENT POLICY**

The following provisions shall apply to all University of Washington IFC member fraternities.

## 8.1 EVENT REGISTRATION

1. Under the terms of the Recognition Agreement between IFC fraternities and the University of Washington, IFC Fraternities have agreed to comply with the following requirements regarding the sponsorship of an event.
  - a. An event is defined as:
    - i. A gathering of more than 24 people, with at least one non-member in attendance.
    - ii. At which alcoholic beverages are consumed.
    - iii. Which is arranged, scheduled, or announced by the Chapter.
  - b. The chapter agrees that when it sponsors, co-sponsors, host, co-host, plans, coordinates, or finances a party, it will comply with the following requirements:
    - i. Register the event with the Office of Fraternity and Sorority Life no later than 5 days in advance of each party.
    - ii. Arrange for and/or obtain a special occasions license or banquet permit from the Washington State Liquor Control Board and adhere to the permit or license regulations.
    - iii. Utilize licensed, third-party security personnel (in accordance with the Office of Fraternity and Sorority Life event registration requirements) and regulate access to the event.
  - c. The chapter also agrees to be in compliance with:
    - i. All applicable federal, state, and local laws and regulations.
    - ii. The rules of the chapter's headquarters.
    - iii. The rules and policies of the IFC.
  - d. Late event registrations accrued by an IFC Fraternity during a given quarter will result in the following protocol as managed by the IFC Director of Finance and Administration:
    - i. 1<sup>st</sup> late registration: Written warning.
    - ii. 2<sup>nd</sup> late registration: Fine of 1\$ per member
    - iii. 3<sup>rd</sup> late registration: Fine of 2\$ per member
    - iv. 4<sup>th</sup> late registration: Referral to the IFC Standards Board
  - e. In the event there are co-host(s) to the event, Only the chapters that failed to register in time will be found responsible.
2. Chapters are required to run four sober events with at least two different sororities during each academic quarter, excluding summer. At least two of these events must be completed before week 2. These events will be subject to the following rules:
  - a. The two most recent pledge classes must have at least 80% participation in these sober events
  - b. Chapters must fill out a sober event registration form to have it counted towards their total.
  - c. Violation of this bylaw will result in the chapter being unable to register and run events during the first week of the following academic quarter, excluding summer.

## 8.2 ALCOHOL AND DRUGS

1. The possession, use, and/or consumption of alcoholic beverages while on chapter premises, during an official fraternity event, or in any situation sponsored or endorsed by the chapter, must be in compliance with any and all applicable laws of the state, country, city, and University.
2. No chapter members, collectively or individually, shall at any time purchase for, sell to or serve alcoholic beverages to any person under the legal drinking age.
3. No alcoholic beverages may be purchased through chapter funds nor may the purchase of alcohol for members or guests be undertaken or coordinated by any member in the name of, or on behalf of, the chapter.
4. The purchase or use of a bulk quantity or common sources of such alcoholic beverages, e.g. Kegs, cases, or half gallon containers of hard alcohol, are prohibited. No chapter shall allow a tap system and/or kegs to be present in the chapter house, or on chapter property, or at a chapter function (unless the keg or tap system is part of a cash bar operated by a license caterer).
5. No chapter shall serve, or permit the use, possession, or consumption of alcoholic beverages at chapter recruitment functions. In addition, each chapter is expected to be an active proponent of dry recruitment.
6. No chapter may co-sponsor an event with an alcoholic distributor, charitable organization, or tavern (tavern being defined as an establishment deriving more than half of annual gross sales from alcohol) where alcohol is given away, sold, or otherwise distributed to those present.
7. No chapter shall sponsor, tolerate, encourage, or condone chapter sponsored drinking games.
8. No alcohol shall be present at any pledge/associate member/novice program or activity of the chapter.
9. The illegal use, possession, sale, or distribution of any controlled substance at chapter functions shall be strictly prohibited.
10. Alcohol above 15% ABV will not be permitted on chapter property, or at any chapter event, unless when served by a licensed third-party vendor.

## 8.3 PARTY PROTOCOL

1. No chapter members may provide alcoholic beverages to members of guests by selling tickets or cups, by charging admission fees, by taking up a collection (passing the hat), or by using other direct or indirect means of collecting monies from persons attending Chapter functions.
2. Open events, meaning those with unrestricted access by non-members of the fraternity, without a specific invitation, where alcohol is present, shall be prohibited.
3. Public advertising (social media, party flyers, etc.) of social events where alcohol is present is strictly prohibited.

4. A guest list of invited individual guests' names must be maintained and monitored at the door or entry to the function.
5. Only persons on the guest list should be granted admission into a function where alcohol is present. Each individual guests' identity shall be verified with an appropriate ID. Persons who will be consuming alcohol at the function must demonstrate that they are of legal drinking age with a government issued ID.
6. Party bracelets/wristbands must be provided to allow for identification of members or/and guests admissible into the function. There should be special party bracelets/wristbands to distinguish guests who are of legal drinking age and or guests who are minors under the legal drinking age.
7. Furthermore, the number of guests present inside any fraternity house may not exceed the legal fire safety code set for that structure.
8. No chapter may co-sponsor or co-finance a function where alcohol is purchased by any of the host chapters, groups, or organizations.
9. At any and all chapter functions where the legal consumption of alcoholic beverages is permitted, alternate or non-alcoholic beverages and food shall be served.
10. Should any member or guest at a chapter function or present in Fraternity facilities appear to be intoxicated, chapter members shall take reasonable steps to safely escort that person to his or her place of lodging. In particular, chapter members shall take all reasonable steps to prevent apparently intoxicated persons from operating a motor vehicle or walking themselves home. Such persons should be accompanied by a sober and responsible member who is capable of assisting as needed.
11. Chapter(s) hosting an event where there is alcohol present is/are responsible for having an adequate number (one per twenty-five patrons) of sober party monitors at all times. To ensure the safety of the members and the guests, the sober monitors **MUST** be sober. Sober is defined as having consumed zero intoxicating substances in the previous twelve hours. Party monitors are to serve as liaisons between the chapter and any IFC Officers or police officers that need to come into the party for investigative purposes.
12. For events that will host 350 occupants or more, the following guidelines apply.
  - a. Third party security must be hired and in compliance with all Washington State laws and regulations.
  - b. Bartenders must be sober, have a valid ID on hand, keep all alcohol behind the bar, and keep the bar clean before and during the event.
  - c. Third party security must be indicated on the event registration form.
  - d. Chapters will be held responsible for maintaining accurate guest attendance numbers specified in the event registration form.
13. The IFC may choose to conduct party patrols throughout the year to ensure that chapters are complying with the risk management policy. IFC Officers will announce their presence and will request a guided tour throughout the party by a chapter officer.
14. A chapter that seeks immediate and appropriate medical assistance for a person in need related to the use or consumption of alcohol, drugs, or to another medical emergency, is guaranteed to have such medical assistance taken into consideration by the IFC Standards Board for a reduction of sanctions related to violations of IFC policy. To be eligible for this potential reduction of sanctions, the chapter must be able to clearly demonstrate that the individual in need of medical assistance received such help without hesitation and

before steps were taken to conceal other violations of IFC policy. A chapter may benefit from this policy more than once, though repeated attempts to use this policy may receive stricter scrutiny and sanctioning.

#### 8.4 HAZING

1. University of Washington's Interfraternity Council takes a zero tolerance policy on hazing. This policy is considered an extension of the State of Washington and the University of Washington's laws and rules relating to hazing.

#### 8.5 DEFINITION OF HAZING

1. Hazing activities are defined as any action or situation created, either directly or through innuendo that jeopardizes the student's psychological, emotional, or physical well-being, regardless of the person's membership status within the chapter or willingness to participate. Examples include but are not limited to:
  - a. Subtle hazing: behaviors that emphasize a power imbalance between new members/rookies and other members of the group or team. This includes, but is not limited to, physical or mental manipulation or any action which can cause mental duress.
  - b. Harassment hazing: behaviors that cause emotional anguish or physical discomfort in order to feel like a part of the group. Harassment hazing confuses, frustrates, and causes undue stress for new members/rookies.
  - c. Violent hazing: behaviors that have the potential to cause physical and/or emotional or psychological harm. Note that the willingness of any individual to participate in any activity does not excuse any hazing violation.

#### 8.6 INTERPERSONAL VIOLENCE

1. IFC member chapters will not tolerate nor condone any form of interpersonal violence or sexually abusive behavior on the part of its members, whether physical, mental, or emotional. This is to include any actions which are harmful to any person(s), including but not limited to sexual assault, sexual harassment, sexual misconduct, stalking, domestic violence, retaliation, and/or verbal or printed harassment.
2. In accordance with local, state, and federal guidelines, the Interfraternity Council defers any and all allegations of sexual misconduct to the Office of the Title IX Coordinator.
3. Any chapter believed to tolerate, condone, promote, or otherwise fail to mitigate a chapter-level culture, acceptance, or indifference to interpersonal violence may be referred to the IFC Standards Board (in accordance with Section 7.3.1 of the University of Washington IFC Bylaws) to determine (beyond reasonable doubt) if such violations occurred, and sanctioned by the best judgment of IFC Standards Board.

#### 8.7 FIRE, HEALTH, AND SAFETY

1. All chapter houses shall, at all times, meet all local fire and health codes and standards.

2. All chapters must have posted in a common area, emergency numbers for fire, police, an ambulance, and must have posted evacuation routes from chapter houses posted on the back of the door of each sleeping room.
3. All chapters and Housing Corporations shall comply with reasonable engineering recommendations, which are financially feasible to the chapter and Housing Corporation, as reported by the insurance company.

## 8.8 EDUCATION

1. At the beginning of each Fall, Winter, and Spring quarter, each chapter shall educate every member and new member in proper risk management practices and review the full contents of this policy at a chapter meeting.
2. All Fraternities must select a delegate to the Greeks Take Action Committee quarterly. The role of the delegate will be to attend monthly community meetings to further the goals of the IFC Community, relay critical information to their chapter in a timely manner, and help educate members about interpersonal violence prevention.
  - a. Any chapter that fails to have a delegate present at a monthly community meeting during a given quarter will be held to the following protocol:
    - i. 1<sup>st</sup> missed meeting: Absence excused.
    - ii. 2<sup>nd</sup> missed meeting: Written warning.
    - iii. 3<sup>rd</sup> missed meeting: The chapter will be required to schedule an hour-long sexual assault prevention and awareness program, to be attended by 70% of both active and new members and facilitated by the IFC or Greeks Take Action Committee.

## 8.9 VIOLATIONS

1. All violations of this policy shall be referred to the IFC Standards Board. This policy is not in lieu of the Recognition Agreement nor any International Fraternity risk management policy under which a chapter may be governed. It is intended to supplement existing governing policies.
2. Any IFC Fraternity found to be in violation of this policy by the IFC Standards Board may be sanctioned by the best judgment of the IFC Standards Board, and should a chapter choose, may appeal this verdict in accordance with Section 4.2.7 of the University of Washington IFC Bylaws.

## 8.10 COVID-19 POLICY DURING PRIMARILY REMOTE CLASSES

1. Effective February 1st 2022, Chapters will follow Washington State public health guidelines as of January 13th, 2022 for periods during primarily remote learning. This includes but is not limited to:
  - a. Checking vaccination status for all those attending
  - b. Wearing masks in indoor events
  - c. Wearing masks in outdoor events where 6ft of distancing is not possible

- d. Additional information can be found at King County’s Department of Health page (<https://kingcounty.gov/depts/health>)
2. Chapters cannot register events with other fraternity chapters during periods of remote learning.

## **ARTICLE IX: EXPANSION PHILOSOPHY**

In accordance with the North-American Interfraternity Conference’s position on open expansion, the IFC at the University of Washington believes the best interests of higher education and of the fraternity movement are served through the establishment of new chapters that provide a fraternal experience for an increasing number of college men. Expansion gives men more choices; it brings new influence and direction to a campus fraternal community; it provides new leadership and renewed motivation. To that end, the Member Fraternities of the IFC:

1. Will not prohibit an international organization from selecting undergraduates for the purpose of establishing a chapter on the campus.
2. Will not deter expansion by withholding membership in the IFC for any international member organization.

### **9.1 EXPANSION PROCESS**

1. There are several routes for an expansion to occur, including:
  - a. Open Invitation to Colonize: In the event the IFC wishes to seek expansion opportunities, a formal invitation shall be sent to international organizations by requesting Letters of Intent. The IFC President shall contact the North-American Interfraternity Conference (NIC) for assistance with communicating with international organizations. If multiple international organizations submit Letters of Intent, the IFC President will coordinate with the international organization and the NIC to establish an agreeable timeline for expansion.
  - b. International Fraternity Colonization: If an international fraternity petitions to join the IFC, a Letter of Intent shall be sent to the IFC President.
  - c. Student Interest Group Colonization: A group of enrolled students at the University of Washington may choose to form a chapter that is affiliated with an international organization and may seek membership in the IFC as a result of that affiliation. The group of interested students shall submit a Letter of Intent that includes a Letter of Endorsement from the International Organization.

### **9.2 LETTER OF INTENT**

1. A Letter of Intent shall consist of information pertinent to educating the fraternity community on the international organization, including:
  - a. Overview of the Fraternity’s History, Mission, and Values.
  - b. Summary of the Colonization Plan, including: outline of the colonization timeline, international and/or local support, and contact information.
  - c. Statement of agreement with the requirements of members as stated in Article 2.4 of the IFC Constitution. Upon receipt of the Letter of Intent, the IFC President

shall notify the IFC General Body of the international fraternity's intent and the process by which the international organization intends to colonize. Following NIC Standards, the IFC General Council shall grant the organization Associate Membership.

### 9.3 GRANTING OF FULL MEMBER STATUS

1. Upon chartering with its international organization, the Associate Member Fraternity shall become a full member of the IFC with all right, privileges, and responsibilities under the IFC Constitution and Bylaws.

### 9.4 RETURN TO THE COMMUNITY

1. Upon completion and approval of any and all sanctions levied by the IFC Standards Board, any formerly disavowed fraternity will be accepted as a full member of the Interfraternity Council should the fraternity have a desire to do so.

## **ARTICLE X: RECRUITMENT POLICY**

### 10.1 RECRUITMENT PHILOSOPHY

1. 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 any policies that inhibit men from participating in recruitment activities and joining Member Fraternities.

### 10.2 RECRUITMENT DEFINITION

1. A recruitment activity shall be defined as any action, formal or informal, by one or more active members or new/associate members, to meet, experience, develop associations with, and/or persuade any potential new members (As referenced in the UW IFC Constitution Article 2.7.3) in an attempt to provide the opportunity for membership to a fraternal organization. This process will be free from the involvement of non-members, extrinsically motivated or persuaded by active members or new/associate members.

### 10.3 IFC SPONSORED RECRUITMENT

1. Under the guidance of the IFC Director of Recruitment, the IFC shall designate periods of time during which 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.
2. The IFC Director of Recruitment shall solicit and maintain a Potential New Member Roster, which shall be a roster of men interested in fraternity recruitment, and shall make that list available to each Member Fraternity.

#### 10.4 MEMBER FRATERNITY RECRUITMENT

1. Each member fraternity shall develop recruitment events, materials, social media, and activities that are:
  - a. Values Based
  - b. Alcohol-free and illegal substance-free
  - c. Not derogatory, degrading, or slanderous

#### 10.5 RECRUITMENT VIOLATIONS

1. The Interfraternity Council defines recruitment violations as follows:
  - a. Alcohol in the immediate range of a fraternity member, potential new member, or guest, or on the property which is serving as the designated location of the fraternity's recruitment function.
  - b. Presence of any alcoholic containers, or other illegal paraphernalia, in or near plain view of a fraternity member, potential new member, or guest.
  - c. Taking a potential new member to an alternate property (e.g. live out houses) to consume alcohol, or where alcohol is easily accessible.
  - d. Anyone who is intoxicated, by alcohol or other substance, who is in or near the plain view of a potential new member or guest.
  - e. Any fraternity member who attends another fraternity recruitment location with the intention of drawing other potential new members to said fraternity members respective rush function.
  - f. Any fraternity that downgrades or directs derogatory remarks about any other fraternity.
  - g. Any fraternity activity involving potential new members that violates local, state, and/or federal laws.
  - h. Any compensation or financial incentive offered to a non-member by any fraternity for direct involvement in any fraternity's informal/formal recruitment activities.
2. Any violation of the IFC Recruitment Policy, as enumerated in Section 10.5.1 of the University of Washington IFC Bylaws, may result in the immediate loss of participation in an IFC sponsored recruitment week as determined by unanimous consensus of the IFC President, the IFC Vice President, the IFC Chief Justice, and the IFC Director of Recruitment.
  - a. If a member of the IFC Executive Board is a member of the chapter in question, they must recuse themselves from the aforementioned policy.

#### 10.6 BIDDING

1. With the exception of IFC sponsored recruitment events, 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.

## 10.7 REPORT OF NEW MEMBERS

1. Each member fraternity shall submit the names of new members to the IFC Director of Recruitment within one week of pledging any new member.

## 10.8 NEW MEMBER DISSOCIATION/DE-PLEDGING

1. 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 changes to a new member roster to the IFC Director of Recruitment within one week of any new member disassociation/de-pledging.

## 10.9 COMITY

1. 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 of their own member fraternity.

## 10.10 RECRUITMENT COUNSELORS

1. Recruitment Counselors will be men from fraternity chapters who will provide support to potential new members and help facilitate the process of recruitment during the IFC sponsored recruitment weeks.
2. Responsibilities will include:
  - a. Leading potential new members to chapter houses during house tours
  - b. Monitoring day and night events for recruitment violation, as enumerated in Section 10.5.1
  - c. Report recruitment violations to the IFC Director of Recruitment
  - d. Mentor and provide advice to potential new members
3. Responsibilities are subject to change at the discretion of the IFC Director of Recruitment
4. Each Chapter is required to nominate one representative to serve as a Recruitment Counselor during the IFC sponsored recruitment week.
  - a. A chapter that fails to nominate a representative to serve as a Recruitment Counselor could result in a referral to the standards board.
  - b. Chapters who feel as if having a member serve as a recruitment counselor would be disadvantageous to their recruitment effort may request an exception.
    - i. Exceptions can be made at the discretion of the unanimous consensus of the IFC President, the IFC Vice President, the IFC Chief Justice, and the IFC Director of Recruitment.
5. Recruitment Counselors will be selected from the men nominated by each chapter, and only as many recruitment counselors as needed will be selected

## ARTICLE XI: PHILANTHROPY

### 11.1 OVERVIEW

1. All member organizations of the Interfraternity Council shall not participate in, or host, any philanthropic event which involves university living groups that does not abide by all guidelines in this policy.
2. Each member organization of the Interfraternity Council is entitled to one five (5) day long philanthropy through the entire academic year. Each member organization is also entitled to one additional five (5) day joint-philanthropy, in which they partner with another member organization of the Interfraternity Council and/or Panhellenic Council. Joint philanthropies must be registered in the same manner as individual chapter philanthropies.
3. Member organizations are entitled to three single-day philanthropies throughout the entire academic year.
4. Court Competitions, (i.e. an event where contestants participate in events in order to gain the status of a “queen” or “maiden” of a fraternity) falls under the rules of philanthropy and must abide by all of the bylaws regarding philanthropy events.
  - a. If the court competition is for a philanthropy, it may be up to five (5) days long, and will count as the chapter’s one five (5) day long philanthropy event for the year.
  - b. If the court competition is not for philanthropy, it will not be counted as the chapter’s one five (5) day long philanthropy and the chapter may still hold one five (5) day long philanthropy during the school year.
5. Only one individual IFC chapter philanthropy or one joint-philanthropy is allowed to take place during the same period. However, a chapter may host a philanthropy overlapping one day with a multiday philanthropy if needed. The philanthropy calendar will be available on the UW IFC website, the calendar will display all available philanthropy times. If a chapter needs to change the date of their philanthropy after already submitting a registration form, they must contact the Director of Programming at least three (3) weeks prior to the start date of the event. Failure to do so will result in the forfeiture of their allotted dates.
6. The host chapter(s) shall notify the IFC Director of Programming of their intended philanthropy at least thirty days prior to a multi-day event, and fourteen days prior to a single day event. Registrations submitted after these dates are subject to the discretion of the IFC Director of Programming. A valid registration form must include:
  - a. Name of host chapter(s).
  - b. Name of event.
  - c. Entry Fee.
  - d. Detailed schedule of events (including activities, approximate beginning and end times for each activity, and location.)
    - i. For competitions, there must also be a rubric attached as to how winners will be chosen.
  - e. Benefiting organization.
  - f. Dates of Philanthropy/Court Competition.

- g. Contact Person.
  - h. Contact Information.
7. The registration form must be submitted to the IFC Director of Programming and Panhellenic VP of Philanthropy and Service. The Director of Programming will contact the chapter's philanthropy chair as to whether or not an event has been approved via email at least 20 days prior to the start of the event. If an event's approval status is revoked due to a violation of the philanthropy event rules and guidelines, the chapter shall be notified no less than 15 days before the event date. If a chapter chooses to participate without the approval they will be in violation of this policy. Chapters also may not advertise to Panhellenic chapters prior to the Panhellenic VP of Philanthropy and Service's approval.
  8. The host chapter shall notify eligible participant chapters by 5:00 pm on the Monday of the week prior to the competition. At this time, the approved schedule will be given to the appropriate representative of the participant chapter.
  9. Competitions must be open to all members and new members. An unlimited number of observers may be present.
  10. Exceptions to these policies are at the discretion of the Director of Programming.

## 11.2 RULES AND GUIDELINES

1. No inappropriate or degrading materials may be used in the activities scheduled by the host chapter. Events that require participants must be for the benefit of a charitable cause.
2. Competitions shall be fun and positive, and activities will not single out or embarrass any contestants. No demeaning activities (by hosts or by participants) are allowed. Slandering of other organizations is not allowed.
3. Competitions shall not require a specific individual's commitment to gain points or win the competition. (i.e. chapters may not require women do anything as a term of winning the event)
4. Alcohol shall never be involved in any activity during the time in which the competition is being held, directly prior, following, or in any setting associated with the event. Contestants shall not purchase or provide alcohol for the host chapter or any of its members, nor shall the host chapter use corporate or personal funds for the purchase of any alcohol for their members or the contestant. Any team or participant intoxicated at the event will be disqualified and in violation of this policy.
5. T-shirts or other favors may not be the sole basis of awarding points. Tasteless or inappropriate messages on T-Shirts will not be allowed.
6. All philanthropies and/or court competitions should be in compliance with chapters' headquarters' risk management and insurance policies. (For example: most headquarters' policies do not allow for bouncy houses).
7. The Interfraternity Council reserves the authority to interpret the aforementioned policy. Violation of this policy may result in a standards board hearing.
8. If a philanthropy event is held to raise money for a different philanthropy (e.g. A fraternity feed to raise money for a sorority philanthropy) this must also be registered in the same way as a stand-alone philanthropy event. This will not count towards the chapters' allotted philanthropies for the year.

## **ARTICLE XII: SERENADES**

### **12.1 RULES AND GUIDELINES**

- a. Participating chapters must submit an application explained in the following bylaws on the University of Washington Panhellenic website two weeks prior to Serenades by 5:00 PM. The VP of Standards and Accountability will notify chapters of their performance application approval one week in advance of Serenades by 5:00 PM. If the application is not approved, chapters will receive feedback from the VP of Standards and Accountability and have a meeting to discuss what changes will need to be made in order to perform during Serenades.
  - i. A roster of the chapter members that will be performing with their Member Class specified.
  - ii. The audio that will be used for the performance. Different chapters may not use the same audio, although there may be overlap in songs used in a remix.
  - iii. A video of the performance that will be performed at Serenades. Not all performing members are required to be in this video, but all choreography needs to be shown. The performance cannot exceed 5 minutes.
  - iv. If an unapproved performance during Serenades is different from the approved performance in the application, this chapter will be disqualified from the remainder of the event(s).
  - v. On the night(s) of Serenades, a meeting led by the Panhellenic VP of Standards and Accountability, VP of membership Development, VP of Equity, Inclusion, and Diversity, and President will occur preceding the start of the event. This meeting will outline rules and expectations for the Serenades event as well as practices that can make the experience more equitable and inclusive for our new members. Each chapter's President, Risk Chair, and Social (or Serenades) attendance will be required for this meeting. Absence of attendance will result in disqualification of participation for the respective chapter.
- b. Fraternity new members participating in the physical performance of a fraternity's serenades routine must be sober, in accordance with Section 8.2.8 of the University of Washington Interfraternity Council Bylaws.
- c. There shall be no sexual or degrading heckling of performers by audience members (i.e. chanting at performers to remove articles of clothing, any yelling of sexual connotations, etc.)
- d. Fraternity new members participating in the physical performance of a fraternity's serenades routine must not remove clothing.

- e. Members of separate chapters shall not touch each other or maintain physical contact during the duration of the Serenades performance.
- f. Any violations of the aforementioned rules may be referred to the Interfraternity Council Standards Board in accordance with Section 7.3.1 of the University of Washington Interfraternity Council Bylaws.

## 12.2 ENFORCEMENT

- a. The Director of Programming will be responsible for enforcing 12.1.a. and will oversee the submission of serenade choreography. They will hold responsibility for approval of submitted choreography along with the appropriate Panhellenic counterpart.
- b. Violation of the above rules will result in immediate loss of participation in Serenades as determined by unanimous consensus of IFC President, Vice President, and Chief Justice (or next three highest ranking officers that are present).
- c. Violations of the above rules and guidelines may be referred to the Interfraternity Council Standards Board.