ARTICLE I – PURPOSE

Section 1: Mission Statement: The Interfraternity Council of NAU seeks to promote the common interests of its member fraternities; benefit the NAU and Flagstaff communities through service and leadership; foster scholastic achievement and character development of individuals; to serve as a central location for fraternity information for the NAU community and general public; and act as a liaison between the fraternities and the NAU administration.

ARTICLE II – MEETINGS

Section 1: The time and place of the regular Interfraternity Council meetings shall be Tuesdays at 5:15 PM. The first meeting of the Interfraternity Council will be held no later than the first week of classes unless otherwise stated by the IFC executive committee. If the established meeting time falls on a holiday, the meeting shall be held the following week at the established time or at another time specified by the Interfraternity Council President.

Section 2: Each IFC member fraternity must submit the names and phone numbers of their executive council (designated as President, Vice-President, and Secretary ONLY) and two other individuals by the second meeting of the semester. The President of the chapter should attend every regularly scheduled IFC meetings. If he cannot attend, he may at any time send another member of his executive council to take his place. Any one member of the chapter’s executive council will be allowed to vote on IFC business. Of the two individuals named by the chapter, one will be the official IFC representative, and one will be designated as his substitute. If he cannot attend, he may at any time send his substitute to take his place. The substitute will not be allowed to vote. A random substitute will be allowed for the official IFC representative two times per semester as long as the IFC Secretary is notified at least 24 hours in advance.

Section 3: Failure by the chapter to follow the attendance policy stated in Section 2 shall result in an automatic fine for the representatives’ fraternity. The fine will be a penalty of fifty dollars ($50.00), if no member of the chapter’s executive council is present and twenty-five dollars ($25.00) if the official IFC representative or his substitute is absent. Half will go to the Flagstaff Family Food Center and half will go to the IFC Scholarship Fund. Once a chapter has been fined three times during a semester for a violation of the attendance policy, the chapter will be referred to the Greek Accountability Board.

Section 4: Failure by the chapter to appear at regularly scheduled meetings prior to the chapter’s name being called during roll call shall result in an automatic fine for the representatives’ fraternity. The fine will be a penalty of ten dollars ($10.00), if no member of the chapter’s executive council is present during roll call and ten dollars ($10.00) if the official IFC representative or his substitute is not present during roll call. If no representative is present by the end of a meeting the chapter will be subject to penalty under Article II sec. 3.

Section 5: Any Northern Arizona University student, faculty, or staff member may attend meetings of the IFC as an observer. Guests who wish to speak to the general assembly must be approved and placed on the agenda by the IFC President.


Section 7: By-law changes will be submitted in writing and tabled for one week in order for all member fraternities to read and submit opinion

a. After the one (1) week table period bylaws will be debated upon and voted on.
ARTICLE III – EXPULSIONS

Section 1: The IFC may, by three-fourths vote (quorum), remove an IFC officer or council representative after written charges signed by one-third (1/3) of the voting council or national social fraternity presidents, are presented to the Executive Committee and the group or individuals has heard and answered the charges.

Section 2: In the case of the recall, removal or resignation of an elected officer, the executive committee will appoint a replacement using an application process.

ARTICLE IV – OFFICERS

Section 1: The Executive Committee shall consist of President, Vice President, Secretary, Treasurer, and the Coordinator of Greek Life (acting as advisor to IFC).

Section 2: The Executive Committee shall meet once a week before the regular IFC meeting.

Section 3: The Executive Committee shall prepare an agenda, propose legislation and act in emergencies on behalf of the IFC, subject to subsequent over-rule of the Council.

Section 4: Records of attendance and the minutes of Executive Committee meetings shall be available to IFC representatives or their alternates upon request.

Section 5: Any IFC Executive Officer or regular representative will be suspended from IFC upon recommendation from the Executive Council if he misses more than two (2) regularly scheduled meetings.

Section 6: The standing committee chairman positions on IFC are: Scholarship, Public Relations, Special Events, Panhellenic/United Greek Council (UGC) Representative and Residence Hall Association Representative, in addition to any others seen fit by the council and/or executive committee.

Section 7: All of the executive positions and standing committee chairs are to be voted on by IFC in a general election. Any replacement executive member will be determined by Article III sec. 2.

Section 8: All of the IFC officers and chairmen must have and maintain at least a 2.5 GPA on a 4.0 scale. This will be verified by the Office of Greek Life on a semester-by-semester basis.

Section 9: All of the IFC officers and chairmen must be registered for at least twelve credit hours per semester and be in good standing with Northern Arizona University.

Section 10: All officers should be familiar with Roberts Rules of Order.

ARTICLE V - OFFICER AND CHAIRMAN DUTIES

Section 1: The objective of the President is to provide overall leadership for the council. The specific tasks of the IFC President are to:

A. Serve as the primary undergraduate spokesman for the NAU fraternity system.
B. Ensure that each member of the Executive Council, as well as the Chairmen, are performing the duties of their office.
C. Facilitate weekly IFC meetings and be knowledgeable about parliamentary procedure.
NAU INTERFRATERNITY COUNCIL BYLAWS

D. Report progress to the council through weekly reports.
E. Have by-weekly meetings with the IFC advisor and keep him/her up to date on IFC issues and events.
F. Address issues within the Greek community that do not comply with the policy of the office of Greek Life and Student Life.
G. Maintain positive working relationships with GAB, GAMMA, Order of Omega, Panhellenic, UGC and other key university student organizations.
H. Attend all IFC activities and assist with any projects.
I. Ensure IFC Executive Council members are up to date regarding key issues facing Greeks nationally, e.g., risk management, recruiting, etc.
J. Ensure all financial matters are conducted ethically and within established procedures.
K. Work with the Coordinator of Greek Life and the IFC advisor to address the concerns of the Greek system to the University.

Section 2: The objective of the Secretary is to maintain and update records of IFC events. The specific tasks of the IFC Secretary are to:
A. Prepare the minutes of all IFC meetings.
B. Distribute the minutes of IFC meetings to all chapters.
C. Attend all IFC activities and assist with any projects.
D. Prepare a typed agenda which should be established in the weekly executive Committee meeting.
E. Report progress to the council through weekly reports.
F. Assist the President with updating the by-laws.
G. Maintain accurate records pertaining to attendance by chapter representatives, committee chairmen and officers at IFC meetings and Executive Committee meetings.

Section 3: The objective of the Treasurer is to serve as the fiscal manager of the Interfraternity Council. The specific tasks of the IFC Treasurer are to:
A. Review the previous year’s income and expenses and develop a semester budget for the IFC. A semester budget must be submitted to the council by the third (3) general meeting of the semester.
B. To guarantee all procedures are followed for the allocation of money, e.g., allocations voted on by Council, collect all receipts and supervise line items.
C. Guarantee that all IFC officers receive proper approval before committing to financial expenditures.
D. Request Coordinator of Greek Life review to review the accounting books at least once a month.
E. Collect all IFC dues and fines from member chapters.
F. Keep accurate records of all financial transactions.
G. Educate members on the IFC’s financial system/budget. Report the progress to the IFC system and budget through weekly reports.
H. Attend all IFC activities and assist with any projects.

Section 4: The objective of the Vice President is to establish the recruitment program for IFC. The specific tasks of the Vice President of Recruitment are to:
A. Be familiar with up to date Roberts Rules of Order
B. Develop a comprehensive schedule of recruitment events, including specific dates and times.
C. Work to develop publicity with the Public Relations Chairman.
D. Conduct orientation/discussion for the fraternity recruitment chairs as needed.
E. Organize and oversee all IFC sponsored recruitment events.
NAU Interfraternity Council Bylaws

F. Attend all IFC and other scheduled meetings.
G. Report progress to the council through weekly reports.
H. Make sure all fraternity recruitment chairs thoroughly understand the recruitment rules.
I. The Vice President should live in Flagstaff in the summer months to assist with publicity at orientation sessions and recruitment preparation.
J. Officiate in the absence of the President and, therefore, be fully aware of the President’s duties and responsibilities.

Section 5: The objective of the Scholarship Chairman is to encourage high academic achievement among the NAU fraternities and provide specific programs to ensure academic success. The specific tasks of the IFC Scholarship Chairman are as follows:

A. Conduct an orientation/discussion for the fraternity scholarship chairs once a semester.
B. Provide recognition, e.g., plaques, certificates, recognition in the newspaper, recognition at meetings, etc., for the chapters with the top two grade point averages, with the most improved grade point average, and those chapters that are above the all-men’s GPA.
C. Ensure that the timing of major campus fraternity events does not interfere with heavy academic times such as midterms, reading week and finals week.
D. Work with the Greek Life Office to ensure all IFC officers maintain the required 2.5 GPA each semester.
E. Coordinate scholarship programs/assistance for chapter below the all-men’s GPA.
F. Recognize and award through the media each semester the individuals within the fraternity system who attain outstanding academic achievement, i.e., 3.5-4.0 GPA on a 4.0 scale.
G. Publish a directory of academic resources for chapters, e.g., Learning Assistance Center, Financial Aid deadlines, career planning, Counseling and Testing Center, LEADS Center, etc.
H. Attend all IFC and other scheduled meetings.
I. Report progress to the council through weekly reports.

Section 6: The objective of the Public Relations Chairman is to promote the IFC by publishing literature showing the positive aspects of Greek Life. The specific tasks of the IFC Public Relations Chairman are to:

A. Be in charge of publicizing the constructive programs undertaken by the council.
B. Work with the Vice President, and the IFC advisor to establish recruitment promotion plan.
C. Attend all IFC and other scheduled meetings.
D. Publish an IFC newsletter to be distributed to campus officials and fraternity presidents once per semester.
E. Work with the President to maintain positive working relations with key University student organizations.
F. Be responsible for seeing that all council literature, accomplishments and programs are promptly carried out and publicized.
G. Report progress to the council through weekly reports.
H. Any IFC advertising or publications are to be approved by the IFC President, Vice President, and Public Relations Chairman.

Section 7: The objective of the Special Events Chairman is to organize major social events sponsored by IFC. The specific tasks of the IFC Special Events Chairman are to:

A. Organize Greek Week, Homecoming and any other event where organizing on behalf of the IFC as necessary.
B. Attend all IFC and other scheduled meetings.
NAU INTERFRATERNITY COUNCIL BYLAWS

C. Work with the Public Relations Chairman to publicize the events.
D. Coordinate at least one all-fraternity community service project each year
E. Report progress to the council through weekly reports.

Section 8: The objective of the Panhellenic/UGC Representative is to provide an information link between IFC and Panhellenic/UGC, so the efforts of the two boards can be coordinated. The specific tasks of the Panhellenic/UGC Representative are to:
   A. Report important information that was discussed in Panhellenic/UGC meetings to IFC at the weekly meeting.
   B. Attend all Panhellenic/UGC meetings.
   C. Attend all IFC and other scheduled meetings.
   D. Arrange one social between councils and one social between the council executive boards per semester.

Section 9: The objective of the Residence Hall Association Representative is to provide an information link between RHA and IFC, so the efforts of the two organizations can be coordinated. The specific tasks of the RHA Representative are to:
   A. Report important information that was discussed in RHA meetings to IFC at the weekly meeting.
   B. Attend all RHA meetings.
   C. Represent Mountain View Hall on issues of hall funds.
   D. Represent Mountain View on issues of hall awards.

ARTICLE VI – DUES

Section 1: Each semester, each national social fraternity and colony shall be assessed $10.00 for each man pledged and $7.00 for active member. With payment of manpower, a complete list of all active and pledged members will be included.

Section 2:
   A. Manpower dues will be due the 5th IFC meeting. If no bid day is classified a chapter member list and dues must be submitted to IFC by the fifth (5th) general meeting. A new membership list will be submitted to IFC by the fifth (5th) meeting and any unpaid members will submit dues.
   B. If a man pledged drops by the 6th general meeting of IFC the chapter will receive a refund for his manpower dues.

Section 3: Additional dues or assessments may be charged by the Council only if approved by a two thirds (2/3) vote of the IFC.

Section 4: Council bills for dues, fines, and other charges are payable upon request. Any chapter delinquent of payment for one week (7 days) will be fined $25.00 and will be punished by a loss of vote. After two weeks (14 days) loss of intramural privileges and/or any other punishment seen fit by the Executive Committee until payment has been made. Chapters delinquent for more than twenty-one days shall be referred to the Greek Accountability Board.

ARTICLE VII - SCHOLARSHIP
Section 1: Any chapter following below a 2.5 GPA will be placed on academic probation within the Interfraternity Council. The fraternity chapter will be given the following semester to bring the chapter’s GPA to or above the minimum 2.5 GPA. If the fraternity chapter fails to bring up their GPA to the minimum standard by the end of the probationary semester, the Interfraternity Council, along with counsel from the Coordinator of Greek Life will determine a proper sanction, which may include the removal of recognition of the said fraternity.

Section 2: Scholarship Award: The IFC Scholarship Award shall be made each semester to the two Fraternity Chapters with the highest grade point average and the Fraternity Chapter with the most improved grade point average. Only active members’ grades will count for the award and all actives’ grades will count. No scholarship will be awarded to any fraternity on academic probation. The awards shall be made each semester to individual chapters of each National Social Fraternity. Awards shall be as follows:

$200.00 - top chapter
$100.00 - second chapter
$200.00 - most improved chapter

Section 3: Individual Scholarship Award: The Interfraternity Council shall award one at $200 scholarship each semester to a student who accepts a bid from a fraternity recognized by the IFC. The student must be officially registered with the Office of Greek Life as a pledge of a fraternity (as defined by Art. VIII) to be eligible to submit an application to the Executive Committee. The judging will begin with an application process and narrowed down to the top four finalists to be interviewed by the IFC President, Scholarship Chairman, Public Relations Chairman, and the IFC advisor. The criteria will be based on leadership potential, community involvement, academic performance, and any other criteria the executive committee feels exemplifies the outstanding qualities of Greek Life.

a. Application must be submitted by the eighth (8th) general IFC meeting.
b. Any excess moneys from the scholarship fund defined in sec. 3 of Art. VII will be placed into the public relations budget for the next semester.

ARTICLE VIII - PLEDGING

Section 1: Pledging shall be limited to full time (12 credits) students registered at Northern Arizona University unless prior approval has been given to individual cases by the IFC

Section 2: Pledging shall be defined as: The wearing or giving of the Fraternity pledge pin, submitting name to the fraternity’s national headquarters, participating in a Fraternity’s pledging ceremonies and/or a combination of any of these, shall mean that pledging has taken place. No man may be pledged for a period to exceed one (1) academic year.

Section 3: Bidding shall be defined as a written invitation to a man to pledge a Fraternity without in any way obligating him to pledge.

Section 4: Fraternities with a continuous bidding system shall be required to inform IFC of new members accepting bids outside formal recruitment periods. They will also be responsible for the $10.00 manpower fee for each new member.

Section 5: Severed Pledge: If a man breaks his pledge to a fraternity he shall remain ineligible for pledging by any other fraternity for a period of fifteen days. He shall continue to be unable to pledge any fraternity so long as he is financially indebted to his former fraternity. If a fraternity plans to release a
man from his pledge, notice of this action shall be immediately given to the Office of Greek Life. A pledge released by his fraternity shall be immediately be eligible for pledging by another fraternity.

Section 6: Recruitment regulations must be approved by the council with a two-thirds vote of houses present.

ARTICLE IX - ELECTIONS

Section 1: There will be two weeks of nominations prior to elections. Elections will be held on the second to last meeting of the fall semester.

ARTICLE X - EXPENDITURE POLICIES

Section 1: IFC Expenditure Policies: Any funds procured by the Interfraternity Council must adhere to the following policies:

A. Expenditures introduced in a meeting of the IFC shall be taken from funds designated as miscellaneous, and must be approved by two-thirds vote of the council.

B. Committees must submit to the Treasure a budget outlining necessary expenditures. This budget must be submitted two weeks prior to the event or when funds are necessary. Budgets must include price estimates and quotes from vendors.

C. Greek governances are required to submit a memo, letter, or proposal of request to the Treasurer in order to receive their funding. The request is another vehicle of communication between the council and its governances.

D. The Treasurer, in conjunction with the Coordinator of Greek Life, will oversee all expenditures for projects (e.g. Homecoming, Greek Week, etc.)

E. The Treasurer must meet with the Coordinator of Greek Life to prepare a budget for the next semester. The proposed budget for the following semester will be approved by IFC by the last meeting of the current semester.

ARTICLE XI - SPECIFIC POLICIES

Section 1: Hazing Policy: Above and beyond their individual national fraternity policies, fraternities shall uphold the standard of the National Interfraternity Council (NIC) with regards to pre-initiation activities and hazing. The fraternities at NAU stand opposed to hazing practices being any part of pledging or initiation. All Fraternities are expected to abide by their individual national policies. The hazing policy, as stated from the NAU Student Handbook is as follows: Hazing is any action taken or situation created whether on or off University premises by a student organization, group or a member of the organization/group to produce or which has the effect of producing mental or physical discomfort, embarrassment, harassment, fright, humiliation, or ridicule. Hazing will not be tolerated by NAU and any infraction will be referred to the Office of Student/Greek Life to enforce the Code of Conduct and implement Student Disciplinary Procedures as outlined in the NAU Student Handbook, Appendix C.

Section 2: IFC’s President’s expense account: The President shall have an expense account not to exceed three hundred dollars ($300.00) during his nine month academic term.

Section 3: Fraternities are required to follow and comply with all published and established Council policies and procedures. By-laws must be read and signed by the President of each Fraternity each semester.
NAU INTERFRATERNITY COUNCIL BYLAWS

Section 4: Colonization Policies. Fraternities desiring on-campus status and recognition must adhere to the rules in the expansion addendum.

ARTICLE XII - JUDICIAL

Section 1: Definition: The GAB shall be the name of the judicial committee that IFC shall refer to concerning judicial events in which students’ actions do not respect the right or is inconsiderate of other students.

Section 2: Purpose: The GAB shall act as a sub-committee for judicial matters of the IFC and provide a fair hearing by a committee of Greek peers who are selected through an application process for the remainder of their collegiate career, or until they retire or are removed.

Section 3: Judicial Review: The GAB shall be empowered to levy sanctions, as stated in the GAB manual, after judicial review as it sees to maintain a positive Greek image in the community.

Section 4: Advisory Statements: The GAB will issue advisory statements periodically concerning standards of Greek life and Greek Standards. The advisory statements reflect the view of the GAB and may be used for the basis of future decisions. These statements will be recommended to IFC for addition to the by-laws.

Section 5: Appeals: Appeals shall be referred to the Coordinator of Greek Life and will be base upon the GAB’s upholding the rights of the student, as stated in the GAB manual, and/or the discovery of new, pertinent information to the case under review.

ARTICLE XIII - GREEKS ADVOCATING MATURE MANAGEMENT OF ALCOHOL

Section 1: Definition: Greeks Advocating Mature Management of Alcohol (GAMMA) is to assist the campus Greek leadership in developing a proactive risk management program that is both fair to all chapters and effective to University standards.

Section 2: Purpose: GAMMA will help chapters on campus conducting safe, progressive and fun social programming within the parameters of the GAMMA policy. They will support the University in regards to alcohol policy making, will set standards for the planning and implementing of events, and make sure that they comply with the regulations as set by the University and GAMMA.

ARTICLE XIV: RECRUITMENT

Section 1: Mission Statement: To establish a policy that establishes rules and policies during the formal rush period, while simultaneously providing for the fairest environment possible with the sole intention of recruiting as many quality men into our fraternity community as possible.

Section 2: Policies
   A. Formal rush period will begin two weeks after the start of the semester.
   B. Alcohol or alcoholic containers are not permitted at any rush event.
   C. Drugs or drug paraphernalia are not permitted at any rush event.
   D. Rush shirts must be submitted to the Office of Greek Life thirty (30) days prior to the first day of each semester.
   E. A formal bid will not be administered prior to Thursday of Rush Week at 8am.
NAU INTERFRATERNITY COUNCIL BYLAWS

F. If an IFC Fraternity is hosting an end of Rush Week Event (Bid party, rush party, etc.) they must submit a list of all the men who have accepted the bids for that fraternity prior to the start of the event.
   a. The list will be sent to the IFC President, IFC VP, and the Associate Director of Greek Life.

Section 3: Rush Fest
   A. Each chapter may not exceed 30 members at this event.
   B. No females (independent or sorority) will be permitted at this event.
   C. Each chapter will submit at least two members who will serve as monitors for this event. These members must turn in the question and answer form 30 days prior to the Rush Fest event. Based off their responses, one member from each chapter will be paired up with a member of the IFC exec board and serve as unaffiliated monitors.
   D. A chapter may not exceed $250 for expenditures for this event. Receipts will be viewed at the check in of the event.

Section 4: Sanctions
   A. Any monitor or fraternity member has the power to refer a chapter violation to the Greek Accountability Board.
   B. All sanctions will be handled by the Greek Accountability Board.

ARTICLE XV- EXPANSION

For the NAU Interfraternity Council Expansion Bylaws, please refer to the NAU IFC Expansion policy document.