

# CONSTITUTION OF THE INTERFRATERNITY CONGRESS

Adopted December 2nd, 1987

Updated October 14th, 2024 by Justin Bucsanyi, Interfraternity Congress Vice President of Administration

## ARTICLE I. NAME AND PURPOSE

### Section A. NAME

Part 1. This organization shall be known as the Interfraternity Congress of Case Western Reserve University and shall be hereinafter referred to as the "Congress."

### Section B. PURPOSE

Part 1. It shall be the purpose of the Congress to:

- (a) Act as the legislative and judicial body in matters pertaining to Greek affairs.
- (b) Act as a forum for the exchange of ideas and the initiation of action between individual Greek Organizations, between the Greek system and the University community, and between the Greek system and the community at large.
- (c) Foster amicable relations amongst all Fraternity members at Case Western Reserve University.
- (d) Hold member chapters accountable for their actions and hold them to the highest interpretation of the lofty ideals on which their organizations were founded.

Part 2. The Congress shall be the only student group on campus that may make decisions concerning the Fraternity system as a whole.

## ARTICLE II. MEMBERSHIP

### Section A. REQUIREMENTS

Part 1. In order for any undergraduate Fraternity or establishing organization to be recognized on Case Western Reserve University campus, they must also receive recognition as an organization by their respective National Headquarters.

Part 2. The members of the Congress shall be all chartered undergraduate Fraternities and establishing organization on the Case Western Reserve University campus. The Congress shall be composed of voting and non-voting members:

- (a) A voting member shall be any duly recognized Fraternity having a group of active Members who are undergraduates at Case Western Reserve University.
- (b) A non-voting member shall be a recognized establishing organization.

### Section B. WITHDRAWAL OF MEMBERSHIP

Part 1. A member Fraternity may lose the Congress' recognition by a unanimous vote of all representatives present at a Congress meeting, with the exception of the member in question.

Part 2. To remain a member in good-standing with the Congress, an active chapter must maintain a chapter grade point average of at least 3.0. Failure to remain in good-standing with the Congress will result in the following:

- (a) The Scholarship Chair and Chapter President must meet with the Director of Greek Life or their designee and the Greek Community Education Consultant to develop a scholarship plan and track the academic progress of the chapter.
- (b) Two semesters of not being in good-standing will result in the chapter being referred to the Interfraternity Congress Judicial Board.

## ARTICLE III. EXPANSION

### Section A. EXPANSION PROCESS

Part 1. Establishing organizations shall be considered in the following manner:

- (a) A prospective establishing organization shall be defined as a group of undergraduate students seeking to become a chartered Fraternity.
- (b) To obtain recognition as an establishing organization, an interest group must complete the following requirements:
  - (i) Provide a written request to the Director of Greek Life and President of the Congress, which must include the following: a completed roster, a Constitution and Bylaws, a copy of their new member manual and program, an alumni advisor roster and contact list, and any other information that is requested by the Director or the Congress.
  - (ii) Have a membership of one-third the average chapter size, as determined by the Greek Life Office.
  - (iii) Have a chapter grade point average at or above the "All Men's Average" from the previous semester, as determined by the Greek Life Office.
  - (iv) Provide proof of the minimum required insurance as determined by Case Western Reserve University.
  - (v) Send a delegate to an informational meeting of the Executive Committee before the presentation to the Congress.
  - (vi) Present to the Congress and obtain a two-thirds vote of approval of the Congress' membership. This will only occur after the other requirements have been fulfilled.

### Section B. ESTABLISHING ORGANIZATION REQUIREMENTS

Part 1. An establishing organization will be a probationary member of the Congress for at least one semester from the date of its recognition. As a member of the Congress, the establishing organization must abide by all rules of the congress set forth in the Constitution and Bylaws of the Congress.

## Section C. LOSS OF RECOGNITION

Part 1. An establishing organization will lose the Congress' recognition if the establishing organization fails to meet the requirements set forth in Article III Section A Part 1. The establishing organization must petition the Congress to regain recognition.

Part 2. Following the mandatory probationary semester, establishing organization recognition shall be terminated after four semesters. Any establishing organization not gaining chapter status in this period must petition the Congress to regain recognition.

## ARTICLE IV. OFFICERS

### Section A. OFFICER TITLES

Part 1. The officers of the Congress, elected from among the members of the fully recognized Fraternities, shall be President, Vice President of Administration, and Vice President of Recruitment.

Part 2. The three Vice Presidents of Citizenship (Diversity, Equity, and Inclusion, Wellness, and Service and Philanthropy), the Vice President of Finance, and the Vice President of Marketing and Communications shall be elected jointly by the Congress and the Panhellenic Council. These positions will be elected from among members of the fully recognized chapters of either body. They will be ex-officio members of both Executive Committees.

Part 3. The officers of the Congress shall constitute the Executive Committee.

### Section B. REQUIREMENTS FOR RUNNING FOR OFFICE

Part 1. The officers of the Congress shall hold membership in a chartered chapter, have a minimum cumulative grade point average of 3.0, and be in good standing with their respective chapter prior to assuming office and throughout their term of office.

Part 2. The term of all officers shall begin with the last Congress meeting of the fall semester. The term for all officers shall be one year.

Part 3. The positions of President and Vice President of Finance may not be held by individuals from the same chapter.

### Section C. TRANSITIONS, VACANCIES, AND REPRESENTATION

Part 1. The interim period between elections and the first meeting under the new administration shall be a briefing period during which the former officers shall instruct the officers-elect as to the most efficient, effective, and responsible way to fulfill his new duties.

Part 2. In the case of a vacancy on the Executive Committee, nominations and elections shall occur at the first opportunity during a regular meeting of the Congress.

Part 3. In the case of the President's inability to perform the duties of his office, responsibility shall descend in the following order: Vice President of Administration, Vice President of Recruitment.

Part 4. The membership of the Executive Committee of the Congress shall not be considered as the representatives of their respective Fraternities.

Part 5. No member of the Executive Committee shall concurrently serve as Chapter President or Chapter Delegate to the Congress.

## ARTICLE V. ELECTIONS

### Section A. INTERFRATERNITY CONGRESS OFFICER ELECTIONS

Part 1. The election of officers each fall semester shall be facilitated by the combined Executive Committee, the Greek Life Office Staff, and the Order of Omega:

- (a) The application, designed by the combined Executive Committee and the Greek Life Office Staff, shall contain at least the following:
  - (i) Questions concerning the order in which the applicant would like to run for positions.
  - (ii) Questions concerning the applicant's cumulative grade point average.
  - (iii) Questions concerning the applicant's ability to perform the duties of the position.
    - (1) These questions are to be developed by the incumbent in that position and the Greek Life Office Staff.
    - (2) Answers to these questions will be distributed to the General Body within a week after applications are due.
  - (iv) An optional section in which the applicant may provide a Letter of Recommendation from a recommender that can write to their ability to perform the duties of the position.
  - (v) If an incumbent is running for reelection or another position:
    - (1) The President of the current Executive Committee shall facilitate the design of the application pertaining to the role of the incumbent. If that is not possible, the Vice President of Administration then the Vice President of Recruitment shall facilitate the design of the application.
- (b) The Order of Omega shall carry out interviews of all candidates. The process shall be as follows:
  - (i) The interview shall be conducted by at least 3 members: 2 members of the Order of the Omega and the incumbent of the position.

- (1) The interview shall consist of questions pertaining to leadership ability from the Order of Omega Interview Process (see Addendum 2) and questions pertaining to the candidate's ability to fulfill the duties of the role from the incumbent.
  - (2) Members of the candidate's chapter may not be present during the interview.
- (ii) Notes taken by the Order of Omega during each interview shall be distributed to the General Body within a week after the interview is completed. Notes shall consist of general information pertaining to the candidate's performance in the interview (i.e. confidence, preparedness, ability to answer questions).
  - (iii) The Order of Omega shall create a Statement of Suitability to be presented during the election outlined in Article V, Section A, Part 1, Subsection C.
    - (1) The Statement of Suitability shall consider the candidate's holistic ability to perform the duties of the role and their ability to act as a leader in the Greek Community.
    - (2) The Statement of Suitability shall deem the candidate Suitable or Not Suitable for the position as determined by the individuals who conducted the interview.
- (c) The election shall consist of a candidate's speech, questioning from the Interfraternity Congress General Body (I.F.C.G.B.), the Order of Omega's Statement of Suitability, and discussion regarding the applicant's ability to perform the duties of the position.
    - (i) The speech shall be five minutes in length and may not be extended.
    - (ii) The duration of questioning shall be voted on by the I.F.C.G.B. and may be extended if voted for.
      - (1) Potential questions may be provided to the I.F.C.G.B. by the incumbent prior to the election.
    - (iii) A member of the Order of Omega (preferably one who conducted the interview) shall read the Statement of Suitability to the General Body.



- (1) Members of the General Body may ask clarifying questions related to the Statement of Suitability.
  - (2) The Statement of Suitability should never be distributed to members of the General Body and only distributed verbally during elections.
- (iv) The duration of discussion shall be voted on by the I.F.C.G.B. and may be extended if voted for.
- (1) Discussion shall be focused on the candidate's ability to perform the duties of the position.
  - (2) In the event that the I.F.C.G.B. would like to continue questioning the candidate during discussion, there may be a motion on the floor to do so.
    - (a) Concerns of the candidate's personal ability or other personal concerns that may affect that candidate's ability to perform the duties of the position shall be addressed to the Director of Greek Life or their designee before elections.

Part 2. If necessary, the timeline for elections shall be proposed to the I.F.C.G.B. before Fall Break.

## Section B. JOINT OFFICER ELECTIONS

Part 1. The following procedure for Election of Vice Presidents of Citizenship: Diversity, Equity, and Inclusion, Wellness, Service and Philanthropy, the Vice President of Finance, and the Vice President of Marketing and Communications shall be followed:

- (a) The same procedure for election will be followed for the Vice Presidents of Citizenship: Diversity, Equity, and Inclusion, Wellness, Service and Philanthropy, the Vice President of Finance, and the Vice President of Marketing and Communications.

Part 2. Voting for these joint positions will follow the voting procedures outlined in Article VI Section B.

Part 3. Order of elections shall be determined by Article III of the Bylaws of the Interfraternity Congress.

## ARTICLE VI. MEETINGS

### Section A. MEETINGS

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

Part 2. All meetings of the Congress shall be conducted according to Robert's Rules of Order Newly Revised, except where specified otherwise in the Constitution or Bylaws.

Part 3. A simple majority of the voting member Fraternities of the Congress shall constitute a necessary quorum for the transaction of business.

Part 4. The Secretary shall be responsible for distributing an agenda for and to the General Body at least 24 hours in advance of the meeting start time. Minutes from the General Body and Executive Council meetings will be made available to the General Body representatives no more than 24 hours after the meetings occur.

Part 5. The Joint Executive Committee of the Congress shall hold weekly meetings with the Executive Committee of the Panhellenic Council during the Academic Year.

Part 6. Special meetings of the Congress may be called by the President or at the request of three or more members of the Congress. The Congress shall be given sufficient notice of special meetings.

Part 7. Absences from meetings of the Congress by either of a chapter's representatives within an academic semester shall have the following consequences:

(a) Each absence results in one Community Expectations strike. Each strike shall have the following consequences:

(i) The first strike will serve as a warning. An email will be sent to the chapter presidents from the Vice Presidents of Administration informing them of the strike. No meeting is necessary.

(ii) The second strike will also serve as a warning. A meeting will be held with the Vice Presidents of Administration to discuss the strike and how to prepare for the future.

(iii) A hearing with the judicial board will be held for any strike after the second. The results of the hearing will be at the discretion of the Vice Presidents of Administration and the Associate Justices on the hearing.

Part 8. The President of the Congress has the prerogative to excuse absences in accordance with policies established upon his election to office.

## Section B. JOINT BODY VOTING

Part 1. At a joint meeting with the Panhellenic Council of Case Western Reserve University, a community wide motion may be introduced in business, to be discussed and voted on by all member organizations of both groups acting as one body.

Part 2. The necessary quorum shall be constituted of a simple majority of all member organizations of both congresses.

Part 3. The voting process and success shall follow Robert's Rules of Order Newly Revised, with both groups acting as one body. This is done so that a vote is passed or declined as a community rather than as a Panhellenic or Interfraternal matter.

Part 4. Panhellenic votes shall be weighted by multiplying each sorority vote by the value obtained by dividing the number of voting Congress chapters by the number of voting Panhellenic chapters.

Part 5. For business that calls for joint changes to bylaws, a motion will pass with a two-thirds ( $2/3$ ) vote in favor of the motion.

Part 6. For business that calls for joint changes to the constitution, a motion will pass with a three-fourths ( $3/4$ ) vote in favor of the motion.

Part 7. For all other joint business, a motion will pass with a simple majority vote in favor of the motion.

## ARTICLE VII. REPRESENTATION

### Section A. REPRESENTATION

Part 1. Each member Fraternity of the Congress shall be represented at meetings of the Congress by one representative chosen by the member Fraternity and the chapter president.

- (a) The designated Representative and chapter president must be students of Case Western Reserve University, the Cleveland Institute of Art, or the Cleveland Institute of Music and eligible chapter officers as determined by the Office of Greek Life.

Part 2. Each member Fraternity of the Congress shall be entitled to one vote per chapter.

Part 3. The representative to the Congress has the responsibility to act as a representative of his organization's opinions.

- (a) A representative may be allowed a proxy.
  - (i) A proxy will have all the rights afforded the representative.
  - (ii) The use of a proxy will not count as an absence.
  - (iii) The use of a proxy will be noted in the minutes.
- (b) If deemed necessary by the member Fraternity, the president may replace his chapter's representative without pre-approval of the President of the Congress.
  - (i) He will be afforded all the rights of the representative.
  - (ii) His presence will be noted in the minutes.

## ARTICLE VIII. PRESIDENT'S MEETING

### Section A. PRESIDENT'S MEETING

Part 1. The president of a chapter must attend the president's meetings held by the President of the Congress.

Part 2. If a president cannot attend a meeting, his absence may be excused by the President of the Congress. Otherwise, the unexcused absences will have the same consequences as for the chapter's representative at meetings of the Congress as outlined in Article VI Section A Part 7 of this document.

ARTICLE IX. OFFICE OF GREEK LIFE

Section A. DIRECTOR OF GREEK LIFE

Part 1. The Director of Greek Life, and their designees, shall work closely with the Congress and the Executive Committee to promote smooth relations among the Greek organizations, campus administration, and the community.

ARTICLE X. STANDING COMMITTEES

Section A. STANDING COMMITTEES

Part 1. Such Standing Committees and special officers as may be necessary to carry out the work of the Case Western Reserve University Congress shall be appointed by its Executive Board to serve during the tenure in office of the Board which appoints them.

## ARTICLE XI. ENFORCEMENT

### Section A. ENFORCEMENT

Part 1. Any infraction or violation of the Constitution and Bylaws of the Congress shall result in the violating chapter being brought before the Interfraternity Judicial Board, with the President of the Congress, or his designee, acting as complainant.



## ARTICLE XII. AMENDMENT

### Section A. AMENDMENT

Part 1. This Constitution may be amended at a Congress meeting by a three-fourths (3/4) vote of approval of the Congress, provided the amendment has been presented at a Congress meeting at least one week prior to the time of voting. Changes which would require a corresponding change to Panhellenic governing documents in order to maintain consistency between those documents shall be approved under the joint voting procedure.

Part 2. This Constitution and all amendments thereof must be approved by the Vice President of Student Affairs and/or his/her designee.

## ARTICLE XIII. RATIFICATION

### Section A. RATIFICATION

Part 1. The ratification of three-fourths (3/4) of the member Fraternities of the Congress, with each fraternity having one vote and voting in roll call vote, is required to establish this Constitution for the Interfraternity Congress of Case Western Reserve University.

## ADDENDA

1. Recruitment Rules (See IFC Recruitment Bylaws on CampusGroups website: Governing Documents)
2. Order of Omega Interview Process (See Order of Omega Interview Process on CampusGroups website: Governing Documents)
3. NIC Alcohol and Drug Policies (<https://nicfraternity.org/nic-alcohol-drug-guidelines/>)
4. University Policies (<http://students.case.edu/handbook/policy/>)