



IFC/PHC Delegate Training

January 14, 2025



Agenda

- Introductions
- NPC/PHC & NIC/IFC
- Greek Life
- Position Responsibilities
- Meeting Details
- Confidence
- Resources
- Upcoming Events

2025 IFC/PHC Exec

PHC President

IFC President

PHC VP of Administration

IFC VP of Administration*

PHC VP of Recruitment

IFC VP of Recruitment

2025 IFC/PHC Exec

VP of Citizenship - DEI

VP of Citizenship - Wellness

VP of Citizenship - Service & Philanthropy

VP of Finance

VP of Marketing & Communication

Introduction

- Name
- Chapter
- Something you are looking forward to
- Something you are nervous about/have questions about

National Governing Bodies: NPC

The National Panhellenic Conference is an organization composed of 26 inter/national Greek-letter women's-only sororities. Each member organization is an autonomous social group consisting of women who are college and university undergraduates and alumnae.

All NPC member organizations must follow the Unanimous Agreements until they are amended or rescinded. Alumnae and College Panhellenics are also required to follow the Unanimous Agreements.

NPC Chapters: ΑΧΩ, ΑΓΔ, ΑΦ, ΔΓ, ΚΑΘ, ΦΜ, ΠΒΦ, ΣΣΣ

MGC: ΣΛΓ

Independent: ΦΣΡ

National Governing Bodies: NIC

The North American Interfraternity Conference (NIC) is a trade association that represents national and international men's fraternities, including a diverse range of culturally and religious-based organizations, on campuses in the United States and Canada. The NIC is committed to supporting opportunities for young men to seek and form positive, enriching fraternal bonds. The health and safety of students guides our advocacy, standards and education.

NIC: ΒΘΠ, ΔΧ, ΔΣΦ, ΔΤΔ, ΔΥ, FIJI, ΦΚΨ, ΦΚΘ, ΣΑΕ, ΣΧ, ΣΝ, ZBT

FCC: ΘΧ

Independent: ΦΔΘ, ΣΦΕ

National Governing Bodies: FFC

The Fraternity Forward Coalition (FFC) is a national coalition of men's college fraternal organizations which promotes the shared positive values of Greek life, encourages safe and healthy behaviors among its undergraduate members and advocates aggressively and passionately for student and fraternal organization rights

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FCC: ΘΧ

Independent: ΦΔΘ, ΣΦΕ

Local Governing Bodies: PHC

A College Panhellenic must be established where 2+ NPC sororities have installed undergraduate chapters. It conducts the business of the College Panhellenic during the academic year; promotes the growth of individual chapters and the sorority community; organizes and sponsors a recruitment; encourages the highest possible academic, social and moral standards; coordinates activities, establishes orderly procedures and provides for programming in addition to recruitment; adjudicates all matters related to the NPC Unanimous Agreements, College Panhellenic bylaws and/or other governing documents, recruitment rules; actively supports the mission of its host institution; promotes good public relations; gives service to the community and campus; promotes friendship, harmony and unity among members, chapters, faculty, administrators and campus groups.

Local Governing Bodies: IFC

An IFC exists where there are two or more NIC member (or non-member) fraternities on a campus. The Council's purpose is to advance fraternity on campus and provide interfraternal leadership to the entire community. The NIC provides direct support, resources and services to IFC officers, representatives, advisors and alumni to further the health and success of local fraternity communities.

IFC/PHC

- Interfraternity Congress / Panhellenic Council
- Operates jointly while maintaining separate Presidents, VP of Administrations, and VP of Recruitments
- VPs of Citizenship, VP of Finance, and VP of Marketing & Communication support the whole community regardless of their affiliation

**Greek
Life
Office
(GLO)**

Paid, Professional Staff

Advise chapter
presidents

Advise council officers

Adjudicate on behalf of
Conduct for larger cases

Administrative work &
long-term strategic
vision

Primary contact
for HQs, CWRU
offices

**greeklife@
case.edu**

Support the
Greek
Community

Plan / support
community events

Undergrad students,
elected

Provide chapter funding

Define CS/CE for the
community

Represent Greek Life to
broader CWRU
community (ex. SPR)

Adjudicate on CS/CE,
Constitution, Bylaws,
Recruitment Rules

Short-term strategic
vision & action

Support chapter officers
(meetings / RTs)

**Council
(IFC/PHC)**

**ifc-phcexec
@case.edu**

Delegate Responsibilities

- Attend all General Body council meetings on behalf of your chapter
- At meetings, you will update the community about what is happening in your chapter
- After meetings, you will update your chapter on the happenings in the community
- After meetings, you should reach out to officers for event/deadline reminders
- Cast votes on behalf of your chapter
- Educate your chapter on IFC/PHC and other chapters, including Constitutions & Bylaws
- Sent in reports as determined by Council

Delegate Expectations

- Bring a pen/pencil
- Bring something to take notes with
- Normal GB, dress smart casual
- For votes, dress business casual / pin attire

Meeting Overview

- Guest Speakers, if applicable
- Officer Reports
- Committee & Honorary Reports
- Joint Business
 - Unfinished, New, Chapter Reports, Discussion
- Split Business (IFC, PHC)
 - Unfinished, New, Chapter Reports, Discussion

Robert's Rules - Making a Motion

1. Raise hand/placard
2. Wait to be recognized by Chair [Presidents/VPAs/Lead]
3. Motion to [insert motion]
4. Another delegate can second if the motion should open
 - a. No second - motion is over
5. Chair will acknowledge motion and open discussion
6. Once discussion has ended, Chair can call for a vote
 - a. For, Against, Table (hold until brought back up), Postpone (hold until specified)
7. Vote result is announced

Only 1 topic can be discussed at a time. A new, unrelated motion cannot be made until current motion is closed. Updates to current motion CAN be made.

Robert's Rules - Votes

- Roll Call
 - Chair calls chapter by chapter for their vote
- Hand/Placard
 - Delegate raise hand/placard for their vote; usually done for business where the outcome does not directly impact a person
- Ballot
 - Delegates mark their vote on paper; usually done for elections as confidentiality has been an issue

Robert's Rules - Vocab

- Point of Information - clarification is needed
- Point of Order - procedure has not been followed
- Proxy - a substitute for delegate if delegate cannot be present; takes on responsibility of delegate for the meeting

Building Confidence

- You are so important to your chapter! You are the voice to the IFC/PHC community
- Actively participate and ask questions
- Reach out to your advisors for guidance
- Let's talk through what you are nervous about and your questions from before

Any new questions?

Resources

Governing Documents / Meeting Minutes

- Constitution, Bylaws, Recruitment Rules, Funding Guidelines, etc.

CampusGroups

Instagram

- @cwrugreeklife
- @cwrupanhellenic

Emails

- Exec: ifc-phcexec@case.edu
- GLO: greeklife@case.edu
- Judicial: greekjudicial@case.edu
- SMARRT: smarrt@case.edu

Upcoming Events

- Ongoing: IFC Recruitment
- 1/15 & 1/17: PHC PNM Orientation
- 1/18, 1/19, 1/25, 1/25: PHC Primary Recruitment
- 1/18: All-IFC Recruitment Event
- 1/20: MLK Day - No Class
- 1/21: First General Body (GB) - 8:00 PM
- 1/26: Let's Taco 'Bout It