BYLAWS OF THE INTERFRATERNITY CONGRESS

Adopted December 2\textsuperscript{nd}, 1987

Updated January 14, 2015

Article I

MEMBERSHIP

1. An unaffiliated student shall be defined as any male undergraduate student who is not already a member of a social fraternity. All unaffiliated members will be referred to as a Potential New Member (PNM).

2. The Interfraternity Congress recruitment period will be held as follows:
   
   a. Each semester’s recruitment period shall commence with Monday of the first week of classes and conclude with the bid date.

   b. No chapter may extend a bid prior to the bid date of the current semester, though after the bid acceptance date, recruiting activities, bid extensions and acceptances are permissible at the discretion of the chapter.

Article II

FINANCE

1. Assessments may be levied upon member fraternities of the Congress by a two-thirds vote of the entire Congress. The assessment must be proposed to the Congress at least one week before the vote.

2. Each chapter shall be assessed a semesterly fee of $3 per active member and $1.50 per pledge.

   i. Bills will be presented in writing at first GB following final roster submission.

Along with the bills, chapters will be fined $10 per active member who did not complete the SMARRT quiz within two semesters of their commencement into the chapter’s pledging process. This fine will be charged every semester until the member completes the SMARRT quiz, graduates or becomes inactive.

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ii. Bills are due two weeks following presentation to the chapter. Any checks must be made out to Case Western Reserve University.

iii. Failure to pay an assessment will result in revocation of voting privileges until the amount due is paid.

iv. All fees, dues, fines, and assessments must be paid in full prior to Greek Week to allow participation in Greek Week.

v. If a fraternity is delinquent in payment for more than two weeks, the Vice President of Finance shall bring action against the Fraternity in the Interfraternity Judicial Board.

3. The Executive Committee shall control the budget of the Congress, and all disbursements from the Congress’ treasury must be approved by the Executive Committee and signed by the Vice President of Finances.

4. The procedure for requesting funds shall be as follows:

   i. A request for funding must be submitted to the Vice President of Finance at least two weeks prior to the event potentially being funded.

   ii. Reimbursement forms, with itemized receipts, must be submitted within 1 month after the event date.

   iii. Funding requests for events that do not occur will not be approved.

5. The VPs of Finance shall hold bi-weekly finance meetings to discuss and approve funding requests, and there shall be a minimum of eight other voting members of the executive board from IFC and PHC present. The approval of funding requests shall be made by majority vote.

6. The financial records of the Congress shall be ready for auditing and transferal within two weeks of the date of officer elections.

7. No funds of the Congress shall be used for the purchase of alcohol.

8. Payment plans shall be created on an ad hoc basis when chapters have difficulty paying in full within two weeks of billing. These payment plans will consist of half the balance being paid by the original due date and the remaining half due within the first half of the semester.

9. The fiscal year shall run from 1 July to 30 June the following calendar year. At the end of the fiscal year reserves from the general account shall be deposited into the special projects fund.

10. Financial reports shall be reviewed by the Director of Greek Life and the VP of Finance on a monthly basis. Any errors or omissions in the financial reports shall be addressed immediately.

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Article III

MEETINGS

1. 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.

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

3. The Executive Committee of the Congress shall hold at least two joint meetings with the Executive Committee of the Panhellenic Council.

4. At a joint meeting with the congress of the Panhellenic community of Case Western Reserve, a community wide motion may be introduced in business, to be discussed and voted on by all member organizations of both congresses acting as one body.
   a. The necessary quorum shall be constituted of a simple majority of all member organizations of both congresses.
   b. The voting process and success shall follow Robert’s Rules of Order Newly Revised, with both congresses 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.

Article IV

OFFICER DUTIES

1. The duties of the Congress’s officers shall be as follows:

   a. The President of the Congress shall:
      i. Preside over all Congress meetings.
      ii. Preside over all meetings of the Executive Committee of the Congress, where he shall only vote in the event of a tie.
      iii. Be responsible for maintaining a close relationship and open communications with the University officials and administrators.
      iv. Be the official spokesman of the Congress.
v. Call special meetings of the Congress as deemed necessary.

vi. Appoint ad-hoc committees as deemed necessary.

vii. Serve as an ex-officio member on all committees of the Congress.

viii. Represent the Interfraternity Congress in the Student Executive Council

ix. Serve as an ex-officio member on all committees of the Congress.

x. Represent and defend the highest ideals of a Fraternity man.

xi. Perform all other duties that his office may require.

b. The Vice President of Administration of the Congress shall:

i. Preside over the Interfraternity Judicial Board and serve as its Chief Justice.

ii. Audit and assessment of the community through the Pytte Cup

   a. The Vice President of Administration shall assess the Pytte Cup community standards concerning the year for which he is in office.

   b. He shall preside over any judicial action related to the Pytte Cup community standards completed during his time in office.

iii. Serve to recognize positive aspects of the community.

iv. Chair any committee designated to amend the Constitution of the Congress or to revise its Bylaws.

v. Serve as liaison between the President and the member Fraternities.

vi. Serve as a liaison to the Judicial Boards of the member fraternities

vii. Assume the duties of President whenever the President is absent or unable to serve.

viii. Serve as parliamentarian for the Congress.

ix. Represent and defend the highest ideals of a Fraternity man.

x. Perform all other duties that his office may require.

c. The Vice President of Recruitment shall:

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i. Plan, organize, and coordinate the Congress’s recruitment program following the rules stated in the Bylaws:

ii. Facilitate the expansion of the IFC Community as outlined in the IFC Expansion Guidelines.

iii. Hold a minimum of two meetings with chapter recruitment chairs each academic semester

iv. Prepare sufficient publicity to inform the student body of recruitment by the first week of classes of the fall semester.

v. Collect summer contact information of Fraternity Recruitment Chairmen and ensure that all chapters are duly informed of all pertinent information regarding recruitment for the upcoming semester.

vi. Act as coordinator during the recruitment workshop and to review the recruitment period.

vii. At the discretion of the IFC general body and executive board, organize and oversee IFC programming during Welcome Days, Fall Recruitment, and Spring Recruitment.

viii. Complete a recruitment evaluation within one month of the conclusion of recruitment.

ix. Train and run the Recruitment Ambassadors Program

x. Represent and defend the highest ideals of a Fraternity man.

xi. Perform any other duties that his office may require.

d. The Vice President of Membership Development shall:

i. Hold a minimum of two meetings per semester with community social chairs.

ii. Plan and organize Greek community events, including but not limited to the fall semester Greek III Speaker and Homecoming.

iii. Administer the planning of all other inter-fraternal programs held with campus groups outside the Greek community.

iv. Plan and oversee community member development including, but not limited to, new member community education, interfraternal collaboration, and targeted class-specific developmental initiatives.

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v. Represent and defend the highest ideals of a Fraternity man.

vi. Perform any other duties that his office may require.

e. The Vice President of Service and Philanthropy shall:

i. Organize opportunities for inter-fraternal community service and philanthropy.

ii. Create the guidelines for performing philanthropy and community service hours and administrate the reporting of those hours.

iii. Represent and defend the highest ideals of a Fraternity man.

iv. Perform any other duties that his office may require.

f. The Vice President of Finances shall:

i. Collect and preserve all monies due to the Congress.

ii. Disburse money as requested by the Congress or the Executive Committee.

iii. Prepare an annual budget of Congress financial matters by the first Interfraternity Congress meeting following the allocation of the student activities fee funds, which shall be presented to the Executive Committee and subsequently to the Congress for approval.

iv. Keep accurate, up-to-date records of all Congress financial operations.

v. Ensure that penalties and/or enforcement procedures are carried out for all overdue bills.

vi. Represent and defend the highest ideals of a Fraternity man.

vii. Perform all other duties that his office may require.

g. The Vice President of Marketing and Communications shall:

i. Keep accurate records, reports, and minutes of all meetings of the Congress and Executive Committee.

ii. Present copies of the minutes of each meeting to the officers of the Congress and Fraternity representatives within forty-eight (48) hours of each meeting.

iii. Send all other correspondence in a prompt and timely fashion.

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iv. Maintain all CWRU Greek Life social media accounts

v. Promote Greek Life and the Panhellenic Council any way the VP Marketing and Communications sees fit

vi. Represent Greek Life on the Homecoming Committee and organize Greek involvement in Homecoming

vii. Represent and defend the highest ideals of a Fraternity man.

viii. Perform all other duties that his office may require.

h. The Vice President of Social Responsibility of the Congress shall:
   i. Be in charge of policy and risk management education within the community
   ii. Provide resources to the chapters on risk management, university, policy, FIPG and anti-hazing
   iii. Work towards diffusion of information and engagement bystander intervention and culture of care
   iv. Facilitate the SMARRT program, and individualized chapter risk assessments.
   v. Represent and defend the highest ideals of a Fraternity man
   vi. Perform all other duties that his office may require

i. The Member at Large shall:
   i. Plan and host the Greek Awards Ceremony with the Panhellenic Member at Large.
   ii. Act in an advisory capacity to the rest of the IFC executive board.
   iii. Represent and defend the highest ideals of a Fraternity man.
   iv. Perform other duties and special projects as the Congress deems necessary.

j. The Greek Community Educational Consultant (GCEC) shall serve as the Scholarship chair of the Interfraternity Congress. The GCEC shall:
   i. Be selected through an interview process conducted by members of Greek Life and the Interfraternity Congress.
   ii. Perform all duties listed in the GCEC job description.

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iii. Abide by all requirements listed on the GCEC contract.

iv. Serve as an ex-officio member of the Executive Committee.

v. Serve as a voting member in Finance meetings.

2. Officer Expectations:

   a. Officers of the Congress may only miss two (2) required events per term, unless excused by the President of the Congress after consulting with the Director of Greek Life, or his designee.

      i. Required Events are determined by the President of the Congress after consulting with the Director of Greek Life, or his designee.

   b. Officers of the Congress must hold two (2) office hours a week in the Greek Life Office.

   c. Officers of the Congress must meet weekly with the Director of Greek Life, or his designee.

   d. Officers of the Congress must maintain confidentiality requirements established by the University, Greek Life Office, and the Congress.

   e. Officers of the Congress are to be respectful and serve as a role model to members of the Greek Community at all times.

3. Retreat:

   a. An Executive Committee retreat shall be held annually following officer elections.

   b. The purpose of the retreat is to provide the new Congress officers an opportunity to learn about their positions and to set goals for the upcoming year.

   c. The Executive Committee shall prepare an Ethics Statement, which will be added as an appendix to these Bylaws and presented at the first general body meeting following the retreat.

   d. All officers must attend the retreat to be eligible to hold office.

   e. The Executive Committee shall also hold a retreat within the first three weeks of the Fall semester.

4. Officer Recall:

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a. Officers of the Congress who have failed to carry out their duties as assigned to them by the Constitution and Bylaws of the Congress can be brought up for recall by any member fraternity or any member of the Executive Committee.

b. Recall Procedure:

i. A letter of recall must be submitted at a regular meeting of the Congress and be signed by a simple majority of the member fraternities.

ii. With the submittance of the recall letter, the President of the Congress shall call a special meeting of the Congress prior to the next meeting to hear charges and conduct a recall vote.

iii. In the special meetings, the chapter(s) bringing charges against the officer shall have fifteen minutes to present their case.

iv. The officer in question shall also have fifteen minutes to present his case to the Congress.

v. There shall ensue a ten-minute period during which the members of the Congress may question both parties.

vi. At the conclusion of the questioning period, a secret ballot vote shall be taken. A two-thirds vote of the Congress is required to remove an officer.

vii. The vote shall be tallied by the highest-ranking officer not named in the recall.

Article V

JUDICIAL AFFAIRS

1. Name:

a. The name of the judicial body of the Congress shall be the Interfraternity Judicial Board, and shall be hereinafter referred to as the I.F.J.B. The name of the judicial body of the Case Western Reserve Greek Community shall be the Joint Judicial Board, and shall be hereinafter referred to as the J.J.B.

2. Membership:

a. The membership of the I.F.J.B. shall consist of seven Associate Justices, the Vice President of Administration, who shall preside as Chief Justice of the I.F.J.B., and the Director of Greek Life or his designee. Five Associate Justices shall constitute a quorum.

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b. Voting members shall be the seven elected Associate Justices. The Chief Justice shall only vote in the event of a tie.

c. Non-voting member shall be the Director of Greek Life or his designee.

d. No Fraternity may have more than one member on the I.F.J.B., excluding the Chief Justice and the Director of Greek Life or his designee.

e. In the event that a Justiceship becomes vacant, the following steps shall be taken:
   i. Interested persons shall deliver a letter of intent to the Director of Greek Life or his designee, and the Chief Justice.
   ii. The interested persons shall read their letter of intent to the Congress.
   iii. The winner will be decided by a majority vote.
   iv. Each chapter shall have one vote and each Executive Committee member shall also have one vote.

3. Eligibility:

   a. All members of the I.F.J.B. shall be initiated members of a member chapter of the Congress. Executive Officers of the Congress are ineligible to serve on the I.F.J.B.

   b. Each voting member of the I.F.J.B. shall have a minimum grade point average of 2.75 in the semester prior to assuming the office and throughout his term of office.

   c. The term of Associate Justices shall run from the time of election until the time of graduation.

4. Duties of Members:

   a. The Chief Justice shall:
      i. Preside at all meetings and hearings.
      ii. Review all cases with the Director of Greek Life or his designee prior to the hearing to ascertain jurisdiction and validity.
      iii. Announce final ruling.
      iv. Keep confidential all matters relating to the judicial proceedings.
v. Educate all Associate Justices according to the Constitution and Bylaws.

vi. Treat all chapters, officers, and members fairly, impartially, and consistently.

vii. Train, with the assistance of the Director of Greek Life or his designee, the Associate Justices at least once per academic semester.

b. Associate Justices shall:

i. Hear and decide all cases brought before the I.F.J.B.

ii. Attend all functions associated with the office.

iii. Keep confidential all matters relating to the proceedings.

iv. Perform any other tasks as agreed by the I.F.J.B. which will enhance its performance as a viable body.

v. Treat all chapters, officers, and members fairly, impartially, and consistently.

c. The Director of Greek Life or his designee shall:

i. Advise the Board concerning procedure.

ii. Advise the Chief Justice.

iii. Report the relevant judicial history.

5. Powers:

a. The I.F.J.B. shall have the responsibility to adjudicate involving the Congress, member chapters, the Executive Committee, and affiliates.

i. In the case that an incident involves non-Fraternity chapters/Congress (e.g. sorority women) the I.F.J.B shall adjudicate with respect to the Fraternity chapters/Congress while the appropriate judicial board (Panhellenic Judicial Board) adjudicates with respect to the non-Fraternity Chapters.

b. The I.F.J.B. shall not have jurisdiction over individual students violating Case Western Reserve University regulations concerning campus conduct as designated by the Office of Student Affairs and will be referred to the appropriate University Judicial Board.

c. Charges: Any accused party may be charged before the I.F.J.B. for any of the following violations:

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i. Violation of the Constitution and Bylaws of the Congress.

ii. Violation of the recruitment regulations and policies of the Congress.

iii. Action detrimental to the best interests of the Fraternity system.

6. Membership of the J.J.B.:

a. The membership of the J.J.B. shall consist of all associate justices of the P.J.B, all associate justices of the Interfraternity Congress Judicial Board, and the Vice Presidents of Administration of both the PHC and IFC. Either the Vice President of Administration of the PHC or IFC shall preside as Chief Justice of the J.J.B. Five associate justices shall constitute a quorum. At least two justices must be from IFC and two from PHC.

b. Voting members shall be the fourteen elected Associate Justices and, in the case of a tie, the Vice President of Administration.

c. Non-voting members shall be the Director of Greek Life or their designee.

d. Powers of the J.J.B.:

i. The JJB shall have the responsibility to adjudicate involving the Panhellenic Council, Interfraternity Congress, member chapters, and affiliates.

ii. The JJB shall have jurisdiction over individual students violating Case Western Reserve University regulations concerning campus conduct as designated by the Office of Student Affairs.

iii. All members of the Greek community shall be consistently treated fairly and impartially.

iv. Charges: Any accused party may be charged before the JJB for any of the following violations:

1. Violation of FIPG Risk Management Policy.

2. Unsportsmanlike conduct during intramural, Panhellenic games, Interfraternal games, or competitions.

3. Damages resulting to any property owned, rented, or leased or occupied by any member chapter.

4. Any violation of the Case Housing and Residence Life Policies or University Policies.

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5. Actions detrimental to the best interests of the Greek community.

6. Any action that has been referred to the JJB by the Director of Greek Life or his/her designee.

7. Failure to meet the Community Standards as outlined by the Pytte Cup. All changes to the Pytte Cup requirements must be voted in with a joint vote between the Interfraternity Congress and the Panhellenic Council.

v. The JJB shall hold accountable all parties of a co-sponsored event.

7. Removal:

a. Any justice may be removed from office by a two-thirds vote of the full membership of the I.F.J.B., excluding the accused justice for any of the following reasons:

   i. Nonperformance of duties, including unexcused absences from more than one I.F.J.B. meeting.

   ii. Failure to maintain good academic standing as defined by the University and this Constitution

   iii. Failure to maintain confidential all proceedings of the I.F.J.B.

   iv. Conduct unbecoming an I.F.J.B. Justice, or that which affects negatively the credibility of the I.F.J.B.

b. Any delegate of the Congress may initiate the removal procedure, which includes the following steps:

   i. Written notice of the motion to remove must be presented to the I.F.J.B. Chief Justice.

   ii. The I.F.J.B. Chief Justice shall notify the member in question in written form at least two weeks prior to the vote.

   iii. The I.F.J.B. Chief Justice shall notify the membership of the I.F.J.B. of the motion to remove at least two weeks prior to the vote.

   iv. The removal requires a 2/3 majority vote, with one vote per I.F.J.B. member, excluding the accused I.F.J.B. Justice.

8. Procedures:

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a. Violations shall be presented in written form to the Chief Justice of the Congress at the meeting subsequent to the occurrence of the violation.

b. Cases shall be heard by the I.F.J.B. within two weeks of notification of charges by the Chief Justice.

c. The chapter president of the accused chapter shall submit a written statement about the charges at least 48 hours prior to the hearing.

d. Every member of the I.F.J.B. shall vote without abstentions.

e. All judicial decisions shall be by a simple majority vote.

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

a. Warning: A written letter of an official warning which indicates a violation of Congress and/or Case Western Reserve University policies and suggested future modification of behavior.

b. Probation: A defined period of probation during which time further violations of policy will result in substantially harsher sanctions. This probation may include the restriction of participation in Greek Week, Intramurals, or social events.

c. Restitution: A monetary payment to an individual or group for the cost of damages.

d. Community Service: A community service project shall be established as a form of non-monetary restitution to the community.

e. Programming: The chapter/student is assigned a program topic relevant to the policy violation. The chapter/student may also be required to meet with a professional in a University Office or present assigned program topic at a meeting of the Congress, chapter, etc. meeting.

f. Enforcement: The Director of Greek Life, or his designee, shall be responsible for the enforcement of sanctions with the assistance of the Chief Justice.

10. Deliberations:

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

11. Appeals:

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a. The appeal of any I.F.J.B. decision shall be made within five working days after receiving written notification of the decision of the I.F.J.B. decision.

b. Appeal process: Either the accused party or the complainant may request an appeal. To do so, they must present a written request for appeal to the Office of Student Affairs within five calendar days of notification of the decision. An appeal may be requested on one or more of the following grounds:

i. The accused party has been deprived of due process.

ii. The facts appear insufficient to establish guilt or innocence.

iii. The recommended sanction is inappropriate for the violation.

c. Appeals should be presented to the Assistant Vice President of Student Affairs or their designee. A copy of the appeal shall be given to the Chief Justice of the I.F.J.B. and to the Director of Greek Life or his designee at the time the appeal is made.

d. The appeal should include a copy of the charges, a copy of the decision, and a statement indicating the grounds on which the decision is being appealed.

The following shall serve as procedural rules for the operation of the Interfraternity Judicial Board:

1. The fraternity/Congress shall be notified by the Chief Justice that the fraternity/Congress is accused of violating a regulation as follows:

a. Written notification shall be delivered to the fraternity officer and alumni advisor at least seven days prior to the hearing stating:

   i. The charges with sufficient particularity to enable the accused to prepare a defense.

   ii. Written notification of the time and place of the hearing.

b. The notification shall provide an opportunity for the accused to state one of three pleas: “responsible”, “not responsible” or “no contest”. The accused party has two working days to respond to the charges by filing, in the Office of Greek Life, one of the three pleas. Failure to respond by the designated time will automatically result in a response of “no contest”, and appropriate sanctions will be decided upon accordingly.

c. At the time when the accused party picks up the charge letter, a time must be set with the Director of Greek Life or his designee for a pre-hearing.

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d. In the case of the Congress being the accused party, notification shall be delivered to the Congress President.

2. The Fraternity/Congress shall, at the discretion of the Director of Greek Life or his designee and the Chief Justice, be permitted to inspect, at the Office of Greek Life, prior to the hearing, any affidavits, names of witnesses, or exhibits of such matters as will be submitted at the hearing.

3. The hearing shall be private unless all parties involved agree otherwise. This must be approved by the Judicial Board prior to the hearing.

4. Both parties shall have the right to be assisted by an advisor, who shall:
   a. Assist the fraternity/Congress in preparation of their case.
   b. Accompany the fraternity/Congress to the hearing.
   c. Advise the fraternity/Congress as to the questioning of witnesses but in no way be allowed to make any statements or to present the case for the party to the Judicial Board.

5. Any Justice whose chapter is the accused in a hearing shall recuse himself. If the Chief Justice recuses himself, he shall appoint one of the Associate Justices to serve as the Chief Justice.

6. The Hearing Procedure for a “not responsible” plea:
   a. All participants in the hearing shall be in badge attire.
   b. The Chief Justice shall call the proceedings to order and request that all but the directly related individuals leave the room. Directly related individuals are Judicial Board members, the accused student(s)/fraternity officer/Congress President and an advisor, and the complainant and an advisor.
   c. The Chief Justice shall introduce the Board members, the accused and the complainant.
   d. All witnesses shall be required to remain outside the hearing room and will be called in by the Chief Justice as needed. A witness, after giving testimony, is prohibited from discussing the case with a witness who has not yet testified. It is the duty of the Chief Justice to advise each witness of this before each is dismissed. Failure of a witness to comply with said policy could result in a sanction against the individual and/or the group they represent.
   e. The Chief Justice shall ask the litigants if either party wishes to challenge a Board member.
i. If so, the reasons for such a challenge must be stated and reviewed by the remaining Board members in private.

ii. If they vote to decline the challenge, finding the rationale frivolous or unreasonable, the hearing shall proceed.

iii. If the remaining Board members vote to accept the challenge or if the vote is split, then the Board member shall be asked to remove himself from the panel.

iv. If the Chief Justice is removed, he must designate the acting Chief Justice from one of the remaining Associate Justices. This member shall assume the duties of the Chief Justice for the remainder of the hearing.

f. The Chief Justice then states his role in the proceedings:

i. To conduct the hearing in an orderly and progressive manner.

ii. To call witnesses as requested.

iii. To rule on the relevancy and admissibility of evidence.

iv. To prevent antagonistic questioning.

iv. To prevent interference by any disruptive individuals.

g. The Chief Justice then explains the role of the Associate Justices:

i. To listen to the testimony given by all individuals and to evaluate the evidence.

ii. To ask questions for clarification and additional information.

iii. To come to a decision on the guilt or innocence of the accused party and the subsequent sanctions that are appropriate.

h. The Chief Justice then explains the role of the Director of Greek Life or his designee:

i. To advise the Board concerning procedure

ii. To advise the Chief Justice.

iii. To report the relevant judicial history.

i. The Chief Justice than explains the role of the complainant:
i. To serve as a representative of a member fraternity, the Congress, Case Western Reserve University or himself.

ii. To ask questions of the witnesses.

iii. To summarize the case proceedings.

j. The Chief Justice then informs all present that the providing of false information to the I.F.J.B. shall result in additional disciplinary action for anyone found to have done so.

k. The allegation is as follows:

i. The Chief Justice reads aloud the charges of the alleged violation and asks the accused if he/they understands the nature of the charges by asking: “Do you understand the nature of these allegations?”

ii. Both parties may give a brief opening statement to report their general argument to the Board.

iii. The complainant calls the first witness, who is asked to “State your name”, and is informed by the Chief Justice that providing false information to the I.F.J.B will result in disciplinary action.

iv. The complainant then asks questions of the witness as deemed appropriate and allowed by the Chief Justice.

v. The accused party is then allowed to ask questions of the witness.

vi. The Justices may then ask questions of the witness.

vii. The Chief Justice then asks if anyone has any further questions.

viii. The Chief Justice then dismisses the witness and reminds him or her that they are prohibited from discussing the case with anyone outside of the courtroom.

ix. The Chief Justice then asks the complainant if there are any additional witnesses to support the allegation and these are brought forth one by one and questioned as above.

x. The Chief Justice may limit the duration of the questioning of a witness at any time during the questioning.

l. The response is as follows:

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i. The accused is called forth to testify by the Chief Justice and asked to “state your name”, and is informed by the Chief Justice that providing false information to the I.F.J.B. will result in disciplinary action. He is then asked to relate the facts surrounding the case.

ii. Questions may then be asked of the accused party by the following individuals in the following order: The complainant, the Justices, any further questions.

iii. The Chief Justice asks the accused if there are any additional witnesses to support the response, and these are brought forth one by one to testify.

iv. Questions are asked of each witness by the following individuals in the following order: The accused party, the complainant, the Justices, any further questions.

m. The summation is as follows:

i. The complainant and the accused party shall each present a brief summary of the significant points of the hearing.

ii. The Chief Justice then informs both the accused party and the complainant that the decision of the I.F.J.B., concerning both the decision and sanctions, will be available either after deliberations or the following business day in the Greek Life Office. He also informs both parties that they have the right to an appeal through the Office of Student Affairs.

iii. The I.F.J.B then deliberates the responsible or innocence of the accused. The I.F.J.B. should discuss and consider all the relevant facts, evidence, and testimony presented in the case. The I.F.J.B shall not consider the past history of the accused when considering guilt or innocence.

iv. If the I.F.J.B. finds the accused party responsible, they must discuss sanctions for the accused. During this portion of the deliberations the judicial history of the chapter shall be considered. The Director of Greek Life or his designee may also advise the I.F.J.B. during discussion of sanctions because the judicial history of the accused party may precede the knowledge of the current Board. The relevant judicial history shall not extend longer than any active member has been in the chapter, unless specified otherwise by prior sanctions. Sanctions should be appropriate considering both the seriousness of the violation and the past judicial history of the accused. Sanctions should serve both as a deterrent and an educational tool. The Board should be consistent with sanctioning from case to case.

v. The hearing is then dismissed by the Chief Justice.

7. Hearing procedure for a “no contest” plea:

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a. The hearing shall be informal.

b. The accused party has the right to explain their perspective to the Board, but not to call witnesses.

c. The Board shall ask relevant questions to the accused party.

d. The accused party may have an advisor as above.

e. Deliberations shall be conducted in the same manner as the “not responsible” hearing.

8. In the case of a plea of “no contest” by the accused or a decision of “responsible” by the I.F.J.B., a written decision statement will be delivered to the concerned party within two business days following the scheduled hearing date.

9. Included within this statement will be I.F.J.B.’s specific interpretations of any imposed sanctions or references to existing written definitions.

10. The Director of Greek Life or his designee will assist the Chief Justice in ensuring the completion of sanctions. The Director of Greek Life or his designee will send a written notice of completion to the relevant party and the Chief Justice when the sanctions have been completed.

11. The results of cases (excluding all personal or private information such as names, etc.) shall be made publicly available by the Chief Justice at his discretion.

Article VI

PLEDGING AND INITIATION

1. Scholarship:

   a. A student must have earned at least a 2.5 during his previous academic semester in order to join a social fraternity.

   b. First semester freshman are exempt from the above clause (Article 1, Section 4, Subsection A).

2. Depledging:

Revised 04/22/2015 by Craig Shook
a. Depledging shall be defined as the official action of a pledge to withdraw himself from the pledgeship of a Fraternity, or a Fraternity’s action to remove a pledge from its pledge program.

b. A pledge has the right to depledge at any time for any reason.

c. A Fraternity has the right to depledge any pledge at any time for any reason.

d. All depledges must be reported to the Vice President of Membership and the Office of Greek Life within one week of depledging.

3. Hazing:

a. No chapter shall conduct hazing activities. Hazing activities are those defined as: “Any action taken or situation created, intentionally, whether on or off fraternity premises, to produce mental or physical discomfort, embarrassment, harassment or ridicule. Such activities may include but are not limited to the following: use of alcohol; paddling in any form; creation of excessive fatigue; physical and psychological shocks; quests, treasure hunts, scavenger hunts, road trips or any such activities carried on outside or inside the confines of the chapter house; wearing of public apparel which is conspicuous and not normally in good taste; engaging in public stunts and buffoonery; morally degrading or humiliating games and activities; and any other activities which are not consistent with fraternal law, ritual or policy or the regulations and policies of the educational institution.”

b. Charges of hazing or infringements on the anti-hazing policy of the Congress shall be presented to the Interfraternity Judicial Board, which will take appropriate action. All Fraternity men have the duty and responsibility of preventing and reporting any occurrence of hazing in the Greek community at Case Western Reserve University.

Article VII

RISK MANAGEMENT


2. Additional Items:

a. All Fraternity men must adhere to Housing, Residence Life & Greek Life Policies.

b. The presence or use of alcohol at council-sponsored events is prohibited.

Revised 04/22/2015 by Craig Shook
All Fraternity men must adhere to local, state, and federal law.

Article VIII

AMENDMENTS

This set of bylaws may be amended by a two-thirds affirmative vote of the voting members of the Congress, provided the proposed amendment has been introduced at a previous Congress meeting.

Article IX

RATIFICATION

The ratification of three-fourths of the member fraternities of the Congress, with each fraternity having one vote, is required to establish these bylaws for the Interfraternity Congress of Case Western Reserve University. Copies of the I.F.C. Constitution and bylaws are to be distributed to each member fraternity and colony of the Congress, to the Director of Greek Life, to the Vice President of Student Affairs, and to the President of the University. I.F.C. is bound by all rules and regulations it establishes for member chapters.

Appendices

1. Recruitment Rules
2. FIPG Policies (http://fipg.org)
3. University Policies (http://students.case.edu/handbook/policy/)
4. Pytte Cup (http://students.case.edu/greek/leadership/awards/pytte/)

Recruitment Rules:

1. Recruiting shall be defined as any communication between a Fraternity member and an unaffiliated student for the purpose of influencing their decision to join a fraternity.

2. A recruitment event shall be defined as any planned social function whose primary purpose is to attract unaffiliated students to a Fraternity and/or to influence an unaffiliated student’s choice of a Fraternity.

3. The IFC Executive Board, at their discretion, may hold one IFC Recruitment Event during the first week of the spring semester. Chapters shall be notified of the date and time of the event before the last general body meeting of the previous fall semester.

4. Improper recruitment procedures include the following:

Revised 04/22/2015 by Craig Shook
a. Any recruiting of a P.N.M. that involves alcohol. No Fraternity member, Fraternity advisors, or Greek Staff shall provide alcohol to, or consume alcohol with, or around, any P.N.M.

b. Any derogatory action or comment expressed by a Fraternity member about another Fraternity or an individual member of a Greek letter society.

c. Harassment or interference by one Greek member in the recruitment procedure of another, including modification or misuse of any other chapter’s advertisements or chalkings.

d. Recruiting that occurs between the extension and acceptance dates of bids. However, specific questions posed by P.N.M.’s may be answered, provided the P.N.M. initiates contact with the Fraternity.

e. Coercing, intimidating, or forcing a P.N.M. to accept his bid.

f. Holding recruitment events during the IFC Recruitment Event.

g. Holding recruitment events during summer orientation, unless permission is granted by the Director of Greek Life.

h. Any recruiting that interferes with a student’s summer orientation session.

5. All Fraternity advisors and staff shall abide by all recruitment rules.

6. Bidding procedures:

a. A pledge bid is defined as a written invitation of pledgeship to a Fraternity.

b. Bid delivery shall be:
   i. Limited to no more than twenty minutes.
   ii. Delivered to the P.N.M. at a mutually agreeable location, especially with commuters.

c. Bid week shall be conducted as follows:
   i. Bid week shall be the third week of each semester.
   
   ii. Bids may be extended on the Monday of bid week between the hours of 6:00 PM and midnight. Should the Monday of bid week fall on an official University holiday, bids may be extended between the hours of 6:00 PM and midnight on Tuesday as well.

   iii. The bid acceptance period will begin at noon, on the Wednesday of bid week.

d. Bids may be extended at any time between the end of bid week and the last day of classes each semester. Bids are not to be extended between the beginning of finals through bid week the following semester.

Revised 04/22/2015 by Craig Shook