

**Inter Greek Council Constitution  
Tarleton State University**

**Adopted October 5, 2004  
Revised January 30, 2014**



## **Preamble**

We, the undersigned Greek organizations, have joined together to form this council, known as the Inter-Greek Council, at Tarleton State University in order to better meet our individual and joint needs and voice concerns. Recognizing that there are certain areas of action and programming that can best be carried out by the joint efforts of all such organizations, we do hereby establish such an organization and bind ourselves to abide by the provisions of the following constitution and by laws.

## **Article 1 (Name)**

The name of this organization shall be the Inter-Greek Council founded at Tarleton State University.

## **Article 2 (Purpose)**

The purpose of the IGC at Tarleton State University shall be to foster cooperative action of its members in dealing with matters of mutual concern. It will strive to create and maintain high standards in the life of fraternities and sororities by addressing and coordinating strategic action plans to unify organizations, promote higher education, provide community service, enhance leadership and serve as a liaison between the IGC, the university student body and administration, thereby improving the campus climate.

## **Article 3 (Membership)**

**Section 1:** Full membership: This organization shall consist of Kappa Delta Chi Sorority, Inc., Zeta Phi Beta Sorority, Inc., Sigma Alpha Professional Agricultural Sorority, Alpha Phi Omega, Sigma Phi Lambda, Lambda Theta Sigma, Delta Phi Xi, and will remain as such until an associate group properly completes all requirements. To maintain full membership an organization must fulfill the following requirements:

- A.) An organization cannot be absent at more than three meetings in a given semester.
- B.) Must be up to date on IGC dues.
- C.) Must complete and submit core values by due date.
- D.) Any fines must be paid by given week.
- E.) Have the president and a delegate in attendance at every Greek Council meeting

Once an organization fails to meet these requirements, they can be considered for removal from I.G.C. The motion to remove an organization from I.G.C. must be brought forth to the Executive Board by an executive officer or representative of an organization in good standing. Upon a  $\frac{3}{4}$  vote of the Executive Board, the motion will be brought forth at the following I.G.C. meeting. An organization will be removed from I.G.C. upon a  $\frac{2}{3}$  vote of IGC and will be turned over to the Assistant Director of Fraternity and Sorority Life for further review.

**Section 2:** Associate Membership: To be recognized as an associate member, a fraternity/sorority must either be invited to participate or must submit a letter of intent to join the Inter-Greek Council. The group must also meet the following requirements:

- A. It must be an interest group for at least one semester, not including summer sessions.
- B. It must obtain a charter within one year of membership or show extensive evidence of progress made toward obtaining a charter.
- C. Full participation within all meetings is allowed with the exception that voting privileges will not be allowed until full membership level is reached.
- D. Executive officer duties are reserved for fraternities/sororities with Full Membership privileges
- E. Associate member organizations must pay semester dues starting the semester in which they become an associate member.

**Section 3:** A fraternity/sorority with associate membership wishing to obtain full membership in the Inter-Greek Council must have met the following requirements:

- A. Must have held associate membership for at least one full semester.
- B. Must be up to date on all dues and fees.
- C. Must be current with all Greek Life/Student Activity office procedures.

After these requirements have been met, the fraternity/sorority requesting full membership will request it from the Inter-Greek Council. The Inter-Greek Council will vote on their membership status after the fraternity/sorority has left the room.

**Section 4: Membership Dues:** Dues will be assessed to each Inter-Greek Council organizational Dues paying member (\$3 each) by the meeting after rosters are due. It is the duty of each organization to assure rosters are maintained and up-to-date. These rosters are due on October 15<sup>th</sup> and February 15<sup>th</sup> of each year. Dues will be late after the 2<sup>nd</sup> meeting after dues are assessed. Fines may be levied for failure to make payment in a timely manner.

- A. If an organization fails to pay their dues in full, or set up a payment plan with the treasurer by the third meeting of the semester they lose the right to vote, will not be counted towards quorum, and fine will increase \$5 a meeting. This organization still must attend meetings, and still retain their voice in the meetings.
- B. Any organization that has a past due balance at the first meeting of a new semester:
  - a. Loses voice in the meetings.
  - b. Has no vote.
  - c. Must attend all regularly scheduled meetings.
  - d. Must send the correct amount of delegates.
  - e. And will not be counted towards quota.

#### **Article 4 (Discrimination)**

**Section 1:** The Tarleton State University Inter-Greek Council may not condone discrimination of an individual due to their race, origin, and or religion.

#### **Article 5 (Alcohol)**

**Section 1:** The Tarleton State University Inter-Greek Council shall follow guidelines of the University and State of Texas concerning the use and distribution of alcohol.

#### **Article 6 (University Policies)**

**Section 1:** The Tarleton State University Inter-Greek Council does not condone the misuse or the abuse of the University facilities, policies, and regulations.

#### **Article 7 (Officers)**

**Section 1:** Elected officers of the council shall consist of President, Vice President, Secretary, and Treasurer.

- A. A candidate will be nominated by the organizations to be a representative of the mentioned offices.
- B. The mode of election shall be by secret ballot after direct nomination from the organization. The nominee receiving the simple majority shall be elected. In case of a tie, a runoff should be held to elect the candidate.
- C. Executive officers must uphold the duties of their office and cannot serve in a dual capacity role as the organization's delegate.
  - a. Except when in brief times between an officers resignation and another officer being installed, where an officer fulfills duties of another office.

**Section 2:** Duties of each office

- A. President
  - a. Be the official representative of the IGC.
  - b. Hold regular executive board meetings.
  - c. Preside over all meetings of the executive board and council.
  - d. Appoint committees and serve as ex-officio member of all committees.
  - e. To serve as back up treasurer, if the occasion arises, with access to the I.G.C. account
- B. Vice President (Judicial and Recruitment)
  - a. Assume all duties in absence of the President.
  - b. Serve as Recruitment chairperson.
  - c. Serve as coordinator of recruitment
  - d. Serve as Judicial chairperson
  - e. Perform other duties as assigned

C. Secretary (Social)

- a. Keep a strict record of the proceedings of the council and shall keep a record of all papers and documents of the council.
- b. Prepare minutes of all council meetings and have them available at all times.
- c. Take attendance at all meetings.
- d. Perform all other secretarial duties as assigned by the President.
- e. Ensure that the meeting is correctly functioning under the appropriate Parliament procedure Guidelines and to ensure that all segments are executed properly this includes but not limited to; voting, operation of meetings and elections.
- f. Work together with the social chairperson of the PHC and IFC to create joint communication.
- g. Must add minutes to OrgSync no more than 24 hours after meeting.

D. Treasurer (Philanthropy)

- a. Collect all dues and other monies for the council and deposit them.
- b. Submit a financial report at the 1<sup>st</sup> council meeting of each month.
- c. Perform other financial duties assigned by the President.
- d. Prepare in cooperation with the President application for university funding.
- e. Plan and organize yearly fundraiser.
- f. Keep record of fines with signatures of chapter delegate.

**Section 3: Qualifications of Officers**

- A. An officer must be in good standing with the university and have a 2.25 GPA on or before the election date and maintain it throughout their term in office.
- B. An officer must be a full member of their fraternity/sorority and maintain an active role in the Inter-Greek Council. Candidates for the Secretary and Treasurer executive officer positions are not required to have been an active member of the Inter-Greek Council for one long semester. Candidates for the President and Vice President executive officer positions must have been an active member of the Inter-Greek Council for at least one long semester.
- C. Officer must first be nominated by any I.G.C. representative, which is in good standing within his/her respective organization, prior to seeking office.

**Section 4: Terms of Office**

- A. An officer's term will consist of one (1) year of service and will begin immediately following the officer transition educational period and will conclude after the transition period for the following year.
- B. A vacancy within the executive council will be filled through a reelection process. Presidential vacancies will be filled by the Vice President causing a reelection to fill the Vice President's position.

**Section 5: Removal from office**

- A. All elected officers may be subject to impeachment

- B. Any active member organization may bring an officer of the Council up for impeachment with due cause. The alleged violations must be presented in writing and appear with the sponsoring organization on the established agenda.
  - a. Any officer with two (2) consecutive unexcused absences in any given semester may be subject to removal from office.
  - b. Any officer with three (3) total absences in any given semester may be subject to removal from office.
  - c. The President must be informed (ex. text, email, phone call) of an acceptable excused absence prior to the meeting. Exceptions will include emergency situations such as injury or death.
  
- C. All chapter Presidents will be notified in writing or via email of all alleged charges, the Council officer accused and the date and time of the complaint.
- D. The Executive board will convene and formally hear the accusation of the sponsoring organization and the rebuttal from the accused officer.
- E. Sanctions:
  - a. Removal from office (2/3 vote of present council required)
  - b. Probation and review
  - c. Fine (amount set by governing board)
  - d. Combination of the above.
- F. The decision of the executive board is FINAL, but subject to appeal to the Advisor.
- G. If the persecuted officer is charged with impeachment or feels that they cannot uphold their duties to the Inter-Greek Council, they may submit a resignation to the executive officers and advisor.

**Section 6: Advisor**

The council shall have a representative from the Division of Student Life at Tarleton State University as a primary advisor.

**Article 8 (Hazing)**

**Section 1:** All forms of hazing shall be banned; this applies to active, associate and alumni members.

**Section 2:** Hazing is defined as any action taken or situation created, intentionally, whether on or off Fraternity/Sorority premises, to produce mental or physical discomfort, embarrassment, harassment, or ridicule. Such activities and situations induce creation of excessive fatigue, physical or psychological shocks, wearing apparel which is conspicuous and not normally in good taste, engaging in public stunts and jokes, morally degrading or humiliating games and activities which are not consistent with the regulation and policies of the educational institution.

## **Article 9 (Budget)**

**Section 1:** During long semesters (ex. fall, spring), to obtain money from the I.G.C. budget for council functions, a funds request must be approved by a majority vote of the I.G.C.

During short semesters and long breaks (ex. summer, winter break), the Executive Board may access the I.G.C. budget upon a  $\frac{3}{4}$  vote of the Executive Board to maintain council functions.

\*Reasoning... while planning for events such as recruitment events that occur at the beginning of a given semester, unforeseen costs may arise during the summer/winter break. Money from the IGC budget may need to be used to cover these costs within the summer/winter break period, and cannot be held off until all of IGC has to opportunity to meet and approve a funds request during the first meeting of the semester. Also, it might be good that the IGC budget is accessible during break periods just in case an emergency situation occurs.\*

## **Article 10 (Meetings)**

**Section 1:** Meeting times

The meetings of the IGC will be held once a week.

**Section 2:** Delegates

Each organization in the IGC must have 2 delegates. These delegates can be whomever the organization wants to send. The delegates will cast only one (1) vote each. Failure to attend the meetings will result in a \$5 chapter fine per delegate. Maximum number of 2 voting delegates.

**Section 3:** Robert's Rule of Order

Robert's Rule of Order shall govern all meetings and matters brought before the council.

**Section 4:** All special meetings shall be called by the President. Each organization shall be notified in writing or via email at least three (3) days prior to the meeting.

## **Article 11 (Attendance)**

**Section 1:** Each delegate is required to attend all meetings of the Inter-Greek Council.

- a. Delegates are granted two excused meetings per semester. An excused meeting is defined as a meeting in which the chapter delegate informs the Inter-Greek council President of his/her absence at least 24 hours prior to the meeting and sends a replacement (another member of his/her chapter) to the business meeting. If the 24 hour deadline is not met, a \$5 fine will be billed to the chapter.
- b. If at any time, a Chapter Delegate fails to send a replacement to a business meeting, a \$5 fine will be billed to the chapter.
- c. It is the responsibility of the chapter to either pay the incurred fine directly or collect money from the Chapter Delegate within the given week.

**Section 2:** Each fraternity and sorority shall have seventy-five percent attendance for the mandatory event, set by Inter-Greek, each semester. If the fraternity or sorority fails to meet the attendance requirement, a twenty-dollar fine will be assessed to that fraternity or sorority.

#### **Article 12 (Scheduling Events)**

**Section 1:** All member organizations must furnish a copy of their own individual chapter's calendar activities (tentative AND confirmed) by the 3<sup>rd</sup> week of each semester.

#### **Article 13 (Amendments)**

**Section 1:** Proposal of Amendments: Affiliate chapters may propose amendments to this constitution through their representatives.

**Section 2:** The Constitution may be amended as follows: Proposed Amendments may be submitted to the Executive Board at least ten (10) days before the meeting at which they are presented. The Executive Board shall circulate the proposed amendment to all voting representatives before the meeting at least five (5) days in advance.

**Section 3:** Proposed amendments to the Constitution shall be considered adopted by a three-fourth (3/4) vote.

#### **Article 13 (Ratification)**

This constitution must be ratified by a 2/3rd vote of the Inter-Greek Council, and will immediately become effective. This constitution will supersede any previous constitutions of the Inter Greek Council at Tarleton State University. This Constitution must be revised every 2 semesters.

This constitution was accepted on this the 5th of October in the year of Two Thousand and Four and revised on this 7th day of March in the year Two Thousand and Thirteen.