The Constitution of the Duke University Interfraternity Council

Preamble

We, the representative members of the fraternity system of Duke University, believing that the social Greek letter fraternity is a contributing member of the University community, do establish this Constitution. We hereby grant and delegate to the Interfraternity Council such powers and responsibilities as are necessary to provide an organization which both represents and serves the member fraternities and community of Duke University. We do therefore pledge ourselves as members of Greek letter fraternities and to fulfill our intellectual, cultural, and social obligation to ourselves and the university community as a whole.

I. Name

This organization composed of an Executive Council and Council of Presidents shall be known as the Interfraternity Council of Duke University, hereafter referred to as the IFC.

II. Purpose

The purpose of this organization is to promote and further the best interests of the fraternity system, member fraternities, and the Duke University community, and to determine and regulate matters of concern to the fraternity system and its members.

III. Membership

1. The members of this organization shall be of the following fraternities:

   Alpha Epsilon Pi
   Alpha Tau Omega
   Chi Psi
   Delta Kappa Epsilon
   Delta Sigma Phi
   Delta Tau Delta
   Kappa Alpha Order
   Kappa Sigma
   Phi Delta Theta
Pi Kappa Alpha
Pi Kappa Phi
Psi Upsilon
Sigma Alpha Epsilon
Sigma Chi
Sigma Nu
Sigma Phi Epsilon
Sigma Pi

2. Petitioning for Membership:

A. To become a member of the IFC an organization must be a Greek letter fraternity recognized by the University. Should a group wish to petition the IFC for membership, it must be a nationally recognized Greek letter fraternity.

B. A petitioning Greek letter fraternity shall apply for recognition according to the guidelines in the Expansion and Colonization Procedures.

IV. Officers

1. The officers of the IFC shall be the following: President, Executive Vice President, Vice President of Recruitment, Vice President of New Member Education, up to two Assistant Vice Presidents of Recruitment, Vice President of Community Interaction, Vice President of Chapter Services, Director of Public Relations, Treasurer, Secretary, and Vice President of Alumni Relations.

2. The elected body of officers shall be collectively known as the Executive Council.

3. The term of office for all Executive Council members shall be one year in length. The term of office shall start no sooner than the last day of January of the given year and no later than the day before spring break begins.

4. The election of the Executive Council shall take place before spring break, allowing for a period of transition. Gaining a majority of the Council of Presidents on a secret ballot, with the outgoing IFC president voting in the event of a tie, elects officers.

5. The Executive Council is accountable to the Council of Presidents for all its actions and shall keep the Council of Presidents informed of all policy changes or activities involving member fraternities.
6. No more that two members from any fraternity may be represented on the Executive Council. The Appointed Vice Presidents of Recruitment must be members of different fraternities than that of the Elected Vice President of Recruitment. Exceptions to these rules can only be made with the agreement of the current IFC President and President Elect, along with majority agreement by the Fraternity Presidents.

7. The IFC President, Vice President of Recruitment and Vice President of New Member Educations cannot be a chapter president during his term on the Executive Council, allowing for a period of transition.

8. The IFC Executive Council members are obligated to attend all IFC executive meetings, IFC Presidents meetings and to fulfill the following duties:

   **President (1 elected)**

   a. Provide guidance and focus the efforts of other IFC officers and committees

   b. Preside over all meetings of the council and executive board

   c. Build rapport with member chapters regularly to determine what chapter needs are not being met as well as which IFC efforts are particularly strong

   d. Meet monthly with Panhel, NPHC, and IGC officers to build rapport between organizations

   e. Meet regularly with Office of Greek Life officials and other campus administrators to discuss upcoming events and concerns of the Greek community

   f. Serve as official spokesperson for the campus Greek System unless otherwise delegated to another officer

   **Executive Vice President (1 elected)**

   a. Sponsor programs once each semester to educate chapter presidents, social chairs, and risk management chairs on current risk management and potential liability issues

   b. Help organize the fall Greek presidents retreat

   c. Develop and implement one original leadership initiative designed at strengthening the Duke Greek Community

   d. Serve as chair of expansion committee and assist new chapter transitions to Duke

   **Vice President of Recruitment (1 elected and 2 appointed)**

   a. Structure recruitment for the upcoming year
b. Publish the IFC/Panhel recruitment brochure

c. Publish informational handouts at the beginning of school and before Christmas break to be sent to the homes of the freshmen to raise interest in Greek life

d. Offer several fall programming efforts designed at raising freshman interest and awareness of the Greek recruitment process

e. Oversee recruitment period in beginning of spring semester

_Vice President of Chapter Services (1 elected)_

a. Administer IFC review process

b. Enforce IFC Constitution and Amendments

c. Research new ideas and suggestions to be distributed to chapters to enhance chapter scholarship programs including possible scholarship and grant opportunities

d. Coordinate and organize Greek Week

e. Distribute the Constitution and Amendments to all newly elected chapter Presidents and members of the Executive Council

_Vice President of Community Interaction (1 elected)_

a. Coordinate Greek-wide service/philanthropy events with Panhel/IGC/NPHC representatives

b. Meet as necessary with neighbors or neighborhood associations where fraternity off-campus houses are located to discuss issues of concern

c. Establish relationships with local service organizations and act as a source of information for chapters on potential campus and community service projects

_Treasurer (1 appointed)_

a. Supervise annual budget process

b. Bill and collect IFC member dues

c. Receive and maintain accurate records of IFC expenditures and income throughout the year.

_Secretary (1 appointed)_

a. Distribute agendas and maintain minutes at IFC meetings
b. Email minutes of meetings out to Presidents’ Council and IFC Executive Council within 48 hours of meeting

c. Maintain meeting attendance records

**Vice President of New Member Education (1 appointed)**

a. Organize and monitor chapter new member activities

b. Meet with the chapter New Member Educators to discuss hazing, hazing prevention, and the new member education process

**Vice President of Alumni Relations (1 appointed)**

a. Coordinate alumni outreach activities with the Duke University Alumni Affairs Office

b. Facilitate Homecoming & Reunion Weekend activities for the Interfraternity Council.

c. Assist chapters in improving/increasing alumni relations

**Vice President of Public Relations (1 appointed)**

a. Meet at least twice each semester with the Chronicle to discuss campus coverage of Greek issues and to alert them to upcoming possibilities for Greek media exposure

b. Disseminate positive news regarding the member chapters through campus publications and social media

c. Create and maintain IFC social media (i.e. Twitter, Facebook, etc.)

**Member-at-Large (3 appointed)**

a. Attend all Presidents’ Council and Executive Council meetings

b. Assist in all IFC initiatives

**V. Legislative (General) Body**

1. The legislative body of this organization shall be called the Council of Presidents.

2. The Council of Presidents is herein vested with all legislative powers.

3. The membership of the Council of Presidents shall include the presidents of all member fraternities. Each fraternity shall have one vote on matters of concern. Each president may inform the Executive Council of a fellow fraternity member who may act as the representative of a fraternity in legislative matters.

4. All official IFC resolutions, recommendations, and endorsements shall require a
majority of quorum of the Council of Presidents.

5. The President of the IFC shall serve as President of the Council of Presidents. He shall vote only in the case of a tie.

6. A quorum shall consist of one-half or more of the Council of Presidents.

7. All legislation and other IFC regulations must adhere to all rules and regulations administered by Duke University.

VI. Legislation

1. Upon passage by a 2/3 majority of the Council of Presidents, all legislation shall become binding upon member fraternities.

VII. Finances

1. The Treasurer handles financial responsibilities of the IFC. He shall inform the Council of Presidents on the financial status of the IFC at the request of the President.

2. A new member fee of seventy-five dollars shall be collected upon registration for formal recruitment.

3. The Treasurer shall collect member dues of fifteen dollars per active member per semester, from member fraternities during each semester.

4. Unless exigent circumstances exist and are approved by the Treasurer, all dues must be paid by the date specified by the Treasurer. Should they not be paid by that date, the chapter owes a 10% late penalty, in addition to the dues owed, and the chapter has seven additional days to pay. If, after the additional seven days, the Treasurer has still not received payment, the chapter’s voting privileges shall be suspended until payment in full is received.

VIII. Meetings

1. The President shall inform each fraternity president of the time and place of meetings. The Council of Presidents shall meet at least twice per month that classes are in session.

2. All Interfraternity Council procedures and votes are private and confidential.

IX. Amendments

1. Amendments to this Constitution shall be presented in writing to all members of the Council of Presidents at a regular meeting and shall be discussed and voted on at the next regular meeting. A two-thirds majority of the total membership of the Council of
Presidents shall be required for adoption.

X. Ratification


Addendums: