

DRAFT 6

Mission Statement: To Promote social, intellectual, and fraternal relationships among the Greek organizations at Franklin and Marshall College and to insure cooperation between the Greek organizations and the student body, administration, and faculty.

FRANKLIN AND MARSHALL COLLEGE

GREEK COUNCIL

CONSTITUTION

ARTICLE I: NAME

- 1.1 The name of the organization shall be the Greek Council of Franklin and Marshall College, hereafter referred to as the GC.

ARTICLE II: PURPOSE

The purpose of the Greek system is to serve as an important component in a well-rounded, educational experience in the college setting by:

- 2.1 Promoting the academic goals of the institution;
- 2.2 Providing a unique and complementary educational experience for the development of skills in leadership, scholarship, self-discipline, and social group interaction;
- 2.3 Providing beneficial programs for social and recreational activities;
- 2.4 To promote honor, scholarship, excellence, integrity, philanthropy and community service among all of its members.
- 2.5 The specific roles of the Greek Council are:
 - 2.5.1 To be the governing body of the Greek system.
 - 2.5.2 To promote unity within the Greek system.
 - 2.5.3 To better utilize college, national organizations, and alumni organizational resources, support, and assistance.
 - 2.5.4 To act as a liaison between the Greek system and the College.
 - 2.5.5 To assist all fraternities and sororities in reaching their fullest potential.
- 2.6 To ensure that no racial, social, or religious discrimination exists with regards to selection for membership into the Greek system.

ARTICLE III: SCOPE OF POWER

- 3.1 By virtue of authority vested in it by this constitution the Greek Council shall have power to:
 - 3.1.1 Represent Greek interests in all matters involving the general welfare of Franklin and Marshall College;
 - 3.1.2 Regulate all matters with respect to Greek interests and relations between the GC and its constituent members;
 - 3.1.3 Act for the Greek system in matters, which involve Greek interests and other agencies of the College or its constituency.

ARTICLE IV: MEMBERSHIP

- 4.1 Any social fraternity or sorority recognized by the College (local or national) maintaining a chapter at Franklin and Marshall College shall be members of the GC.

ARTICLE V: COMPOSITION

- 5.1 The officers of the GC shall be a **President; Vice President, Secretary, Treasurer, Judicial Board Chair, Recruitment Chair and Social Chair** These positions shall comprise the Executive Board of the GC.
- 5.2 Each chapter will be represented in the GC by its President, and one (1) representative of each organization. The same representative selected to represent the chapter at GC meetings must attend all meetings.

ARTICLE VI: VOTING

- 6.1 Three-fourths (3/4) of the membership shall constitute a quorum for the transaction of business but, meetings and discussions can continue with out a quorum.
- 6.2 Each member organization shall be entitled to one (1) vote. The voting member must be the President or elected chapter representative.
- 6.3 In case of a tie the GC President will cast the deciding vote.
- 6.4 A simple majority of members eligible to vote shall be necessary to pass a main motion unless otherwise specified in the Constitution.
- 6.5 Any action may be deferred to the next regular meeting by a simple majority vote of those present. Any further deferment shall require a two-thirds (2/3) vote of those present.
- 6.6 All other voting procedures shall follow Robert's Rules of Order's parliamentary procedures

ARTICLE VII: ATTENDANCE POLICY

- 7.1 Representation of member organization shall be fulfilled only by the specified elected GC delegate and the Chapter President.
- 7.2 It is mandatory that each GC affiliated organization is represented at GC meetings by the organization's president as well as by its elected GC representative.
- 7.3 Attendance records will be maintained on the basis of an individual president's attendance regardless of the presence of a representative. In the event that the president is unable to attend, the Vice President another executive officer for that specific organization **must** attend.
 - 7.3.1 Failure of a member organization to attend two (2) meetings, during the course of a Spring – Fall term of office, shall result in a \$25 fine
 - 7.3.2 Failure to attend three (3) meetings, during the course of a Spring – Fall term of office, shall result in a fine of \$50 and that member organization losing all voting privileges for that semester.
 - 7.3.3 Failure to attend four (4) or more meetings, during the course of a Spring – Fall term of office, shall result in a fine of \$75 and the loss of voting right of the member organization for the remainder of the spring-fall term
- 7.4 The chapter President is required to notify the GC Secretary acknowledging the voting authority of his/her replacement when the President is not attending either through oral or written communication. Without this notification, the President's replacement will be unable to vote.
- 7.5 The members of the Executive Board are expected to attend all GC, Executive Board and other special meetings of this governing body.
 - 7.5.1 In the event that a member of the GC Executive Board cannot attend a meeting, that member must notify the GC President and the GC Secretary prior to said meeting.
 - 7.5.2 Failure to attend one meeting, during the term of office, without proper notification shall result in a written reprimand from the GC President.
 - 7.5.3 Failure to attend two (2) meetings, during the term of office, without proper notification shall result in termination of office.

ARTICLE VIII: MEETINGS

- 8.1 The GC shall meet on a weekly basis. The schedule of meeting times and places shall be established by the Greek Council Executive Board at the first meeting of every semester.
- 8.2 At least one regular meeting of the GC shall take place each academic week of the school year at such time and place as may be designated by the president.

8.3 Special meetings of the GC will be called by the president:

8.3.1 If an emergency exists.

8.3.2 At the written request of one-third (1/3), a sizable constituency, of the member fraternities.

ARTICLE IX: ADVISER

9.1 The Dean of Students or designee will serve as adviser to the GC.

ARTICLE X: EXECUTIVE BOARD

10.1 The Executive Board of the GC shall consist of the officers of the GC.

10.2 The President of the GC shall be the chair of the Executive Board.

10.3 This committee shall have the power to appoint committees or task forces and to administer decisions.

10.4 The GC Executive Board meetings will be called by the president whenever necessary.

10.4.1 At least one regular meeting of the GC Executive Board shall be conducted each academic week of the school year prior to the regular GC meeting.

10.5 The GC Executive Board shall be the only body with the authority to waive GC regulations when deemed necessary. Request for such a waiver must be made to the GC President forty-eight (48) hours in advance of its exercise. A two-thirds (2/3) vote of the GC Executive Board will be required to waive any regulation.

ARTICLE XI: NEW MEMBER PROGRAMS – All new member recruitment and educational programs must conform to standards and guidelines established by the National Pan Hellenic and Inter Fraternity Council and the Chapter’s National.

11.1 A new member’s activities in preparation for her/his initiation shall take place when they do not interfere with his active participation in the curricular or extra curricular program supported by the College.

11.2 Hazing shall not be permitted by the GC. The GC defines hazing as any action taken or situation created, intentionally, whether on or off organizational premises, to produce mental or physical discomfort. Such activities and situations include creation of excessive fatigue; physical and psychological shock; kidnapping which creates a potentially dangerous situation; morally degrading or humiliating games and activities; work sessions which interfere with scholastic activities; and any other activities which are not consistent with fraternal law, ritual or policy or the regulations and policies under the State of Pennsylvania.

- 11.3 Judgment of an infraction shall be the responsibility of the Greek Council Judicial Board, and the College.
- 11.4 Member organizations should determine their own procedures in regards to selectivity of new members and/or initiates. These procedures should comply with College and GC regulations regarding minority group discrimination.

ARTICLE XII: FINANCIAL RESPONSIBILITIES/ DUES

- 12.1 The semester dues of the GC shall be decided by the Greek Council Executive Board and approved by a 3/4 vote of the chapter Presidents. The GC Executive board shall determine dues by establishing a budget and assessing this amount per active members and new members where applicable. For each member organization, the paid dues shall be payable by October 1 of the Fall semester, and February 1 of the Spring semester.

FINES

- 12.3 Fines are payable within ten (10) business days of the date of the letter advising the chapter of the fine.
 - 12.3.1 If the fine is not paid by the date specified, the organization will incur an additional penalty of \$10.00 per business day until the fine is paid.

ARTICLE XIII: ELECTIONS

- 13.1 The Greek Council Executive Board shall be elected at the last meeting before Thanksgiving Break and will assume office the at the first meeting after Thanksgiving Break* Campaigning is not allowed for Executive Board positions. Executive Officers will be expected to attend all regular meeting as well as special meetings focused on training, strategic planning etc.
 - 13.1.1 The Vice President is in charge of elections.
 - 13.1.2 The President of the GC is in charge of officer transition.
- 13.2 All candidates for positions of the Executive Board must not be on academic or social Probation and shall be of at least sophomore standing with the College, and shall be an active member of a recognized local or national social organization as specified in Article 4.1. Candidates for the positions of President, Vice President, Secretary, and Treasurer, shall be of at least junior standing in the College, and shall be active members of a recognized organization.
- 13.4 No member of the GC will hold more than one office on the Executive Board at any one time.
- 13.5 No more than two (2) members of one organization may be elected to positions on the Executive Board.
- 13.6 The elections of all officers shall be by secret ballot from nominations.

- 13.7 Nominations for all officers shall be made in writing within one week preceding the election. The nominations will be placed on a ballot prepared by the Vice President for Activities. A candidate may not run for office if she/he has not applied one week in advance of the election, nor may he/she run for a position for which she/he has not submitted an application. There are to be no drop downs. Only one person from each organization can be nominated for a position.
- 13.8 Speeches by candidates for each office will occur before the election of each officer on the night of elections.
- 13.8.1 Presidential speeches may be five minutes in length.
- 13.8.2 All other speeches may be two minutes in length.
- 13.9 If more than four people apply for a position, the GC Executive Board will slate four people for final consideration. **This still needs further discussion and a final decision made by the Greek Council**

ARTICLE XIV: DUTIES OF OFFICERS, THE ADVISOR AND REPRESENTATIVES

- 14.10 **The duties of the Adviser** shall be to act in an advisory and consultative capacity to the Executive Board and the GC as a whole. The advisor also interprets the GC Constitution to provide for consistency.
- 14.11 **The duties of a organization president of the GC shall be:**
- 14.11.1 To cast the house vote at all GC meetings which he/she attends.
- 14.12 **The GC representative** shall be defined as a duly initiated member or new member of the chapter who is elected or appointed. The duties of an GC representative shall be:
- 14.12.1 To attend meetings, take part in debate, and serve as a chair or a member on standing and special committees when appointed.
- 14.13 **The President of the Greek Council shall:**
- 14.13.1. Have overall responsibility for the operation of the Greek Council.
- 14.13.2 Preside at all regular meetings of the Greek Council and call and preside at its special meetings.
- 14.13.3 Call and preside at all meetings of the Greek Council Executive Board.
- 14.13.4 Review and approve all Greek Council checks involving the GC.
- 14.13.5 Serve as member ex-officio of all Greek Council Committees with voice but not vote.

- 14.13.6 Serve as a member for the Recruitment Council during formal Recruitment.
- 14.13.7 Maintain a complete and up-to-date President's file which will include a copy of the current Greek Council Constitution, Bylaws and Standing Rules, and the current GC budget.
- 14.13.8 Appoint Special Committees as needed.
- 14.13.9 Perform all other duties usually pertaining to this office.
- 14.13.10 Represent the Greek Council on other campus committees as necessary.

14.14 **The Vice President shall:**

- 14.14.1 Perform all the duties of the President in his absence, inability to serve, or at her call.
- 14.14.2 Serve as one of the four appointed members of the New Member Education Review Board.
- 14.14.3 Serve as Chair of the By-Laws Revision Committee.
- 14.14.4 Serve as member of the Recruitment Council during formal Recruitment.
- 14.14.5 Maintain a complete and up-to-date Vice President's file which will include a copy of the current GC Constitution, GC Review Board Bylaws, and all correspondence and adjudication materials pertaining to these committees.
- 14.14.6 Represent the GC on other campus committees as necessary.
- 14.14.7 Serve as a liaison between the Greek Council and the college and community.
- 14.14.8 Be responsible for publicity of all GC sponsored programs and events.
- 14.14.9 Be responsible for all Greek publications including a Greek newsletter, faculty newsletter, student newspaper columns, and any other publications pertaining to the GC.
- 14.14.10 Represent the GC on other campus committees as necessary.

14.15 **The Secretary shall:**

- 14.15.1 To keep minutes of all meetings of the Greek Council and the Executive Board and to publish those minutes, via email, by 12:00 noon the day after the scheduled meeting.
- 14.15.2 Keep an up-to-date roll of the member of Greek Council and call it at all Council meetings.

- 14.15.3 Keep current statistics concerning the number of initiated members, new members, and deactivates of each GC member organization.
 - 14.15.4 Develop a calendar of events for the semester sponsored by the members of the GC.
 - 14.15.5 Maintain a complete and up-to-date file which will include the minutes of the meetings of the Greek Council and the Executive Board from date of its organization; copies of all contracts made by the GC, and current correspondence.
 - 14.15.6 Be responsible for the official correspondence of the GC unless provided for otherwise.
 - 14.15.7 To keep an accurate attendance record of all meetings, and make a report of improper representation to the Treasurer during each meeting, and to advise chapters via the awareness chair, in writing, when fines are due.
 - 14.15.8 To give notice of all unscheduled meetings.
- 14.16 **The Treasurer shall:**
- 14.16.1 Be responsible for the general supervision of the finances of the Greek Council
 - 14.16.2 Be responsible for the preparation of the annual budget and following its approval by the GC, for providing a copy to each GC member organization.
 - 14.16.3 For presenting the annual budget for the upcoming fiscal year to the GC
 - 14.16.4 Receive all payments due to the GC, collect and deposit all dues, and give receipts.
 - 14.16.5 Be responsible for the prompt payment of all bills of the GC.
 - 14.16.6 Maintain up-to-date financial records, give a financial report at each regular meeting of the GC and an annual report at the close of his term of office.
 - 14.16.7 Represent the GC on other campus committees as necessary.
- 14.17 **The Judicial Board Chair shall:**
- 14.17.1 Chair all meetings and hearings of the Greek Council Judicial Board.
 - 14.17.2 Coordinate training of the GC Judicial Board with the Dean of Students Committee designee

- 14.17.3 Carry out all duties and responsibilities of the Chair as outlined in the GC Judicial Board proceedings found in the College Life Manual.

14.18 **The Recruitment Chair shall:**

- 14.18.1 Serve as convener and Chair of the Recruitment Committee.
- 14.18.2 Work the Assistant Dean of Students and the Franklin and Marshall Panhellenic Council to plan, implement and evaluate Greek System wide recruitment events and Information Sessions.
- 14.18.3 Work the Assistant Dean of Students to hold regular information and training sessions for Chapter New Member Education Coordinators and Presidents to ensure compliance with College, GC, Panhellenic and National new member education guidelines..
- 14.18.4 Assist the Assistant Dean of students in determining eligibility of prospective new members and in maintain accurate Chapter membership information.
- 14.18.5 Report and violations of the College, GC and National new member Education Guidelines to the Assistant Dean of Students, the GC President and the GC Judicial Board Chair.

14.19 **The Social Chair shall:**

- 14.19.1 Work with the GC, the individual Chapter and the appropriate College offices to coordinate Greek events during Alumni and Family Weekends.
- 14.19.2 Serve as liaison between the GC and Office of Student Activities to plan and implement social events.
- 14.19.3 Assist the Chair of Greek Week in performing his/her responsibilities.
- 14.19.4 Assist individual Chapters in planning and implementation of Social or Service activities.

14.20 -- The Community Relations Chair Shall:

14.20.1 Needs a job Description too.

ARTICLE XV: COMMITTEES

- 15.1 The **Greek Judicial Board** of the GC shall consist of the five members of the Greek Council appointed by the Council and four chapter Advisers:

- 15.1.1 The function operation and range of powers of the Greek Council Judicial Board is found in the College Life Manual.

ARTICLE XVII: SCHOLASTIC REQUIREMENTS FOR PLEDGING

16.1 The minimum grade point average for pledging a Greek organization at Franklin and Marshall College is 2.00. for who have earned 7 or more academic credits at Franklin and Marshall College and 2.25 for those who have earned 3 or more academic credits at Franklin and Marshall College. Individual Chapters may have minimum standards which exceed these standards.

ARTICLE XVIII: ORDER OF BUSINESS

17.1 Roll Call

17.2 Officer Reports

17.3 Old Business

17.4 New Business

17.5 Announcements/Chapter updates

17.6 Adjournment

ARTICLE IXX: CONSTITUTIONAL REVISIONS

18.1 This constitution may, revised, or supplemented at a regular or special meeting upon a simple majority vote of the member organizations, provided that the proposed change has been presented in writing at the previous meeting. All changes will to be consistent with the Greek Re-recognition Guidelines and the College Life Manual.