

**Interfraternity Council Bylaws  
Ball State University**

**REVISED: November 1st, 2019**

## **Article I: Charges of Executive Council Members**

- Section I. Qualifications and Expectations of Executive Council members shall be as follows:
- A. Shall have a cumulative GPA ratio no less than 2.80 and must maintain this throughout his term.
  - B. That he shall not be the president of this own fraternity during his term of office.
  - C. That he shall be available for a full term of office.
  - D. That he shall have been an associate member of his respective fraternity for at least (1) semester and have completed (2) semesters in college.
    - 1. An associate member is defined as a member who has received a bid from his respective fraternity and has accepted it.
  - E. That he shall be able to attend IFC delegation meetings on Thursdays and IFC Executive Council meetings on the time and day agreed upon by the IFC Executive Council and the Office of Greek Life.
  - F. That he shall maintain a notebook containing continuously updated materials regarding all business and proceedings of the IFC and its committees.
  - G. That he shall serve on the Social Evaluation Team on a rotating basis according to the schedule created by the Vice-President of Risk Reduction.
  - H. That he shall be educated on all issues pertaining to the Greek Community, which are meant for public knowledge.
  - I. That he shall serve as a role model for members of the Greek Community on and off campus.
  - J. That he shall make himself available for one-on-one or group appointments with individual members of the IFC community as requested.

### Section II. Duties and Responsibilities of the Executive Council Members

- A. The President shall:
  - 1. Act as President of the Executive Council of IFC.
  - 2. Act as an ex-officio non-voting member of all committees.
  - 3. Appoint committee heads and members not elsewhere delegated.
  - 4. Provide a channel or line of communication between the IFC and the administration, the faculty, the Student Government Association, and the community.

5. Act as the liaison between the Interfraternity Council, Panhellenic Association and the National Pan-Hellenic Council.
6. Have a thorough knowledge of the Five Year Greek Strategic Plan.
7. Serve as a liaison to Greek Week.
8. Complete an AFLV award application at the completion of his term.
9. Participate in all relevant trainings and retreats, which include but are not limited to the Greek Leadership Summit, IFC Executive Council training, summer IFC retreat, officer transition workshops, etc.
10. Call and preside at all regular and special meetings of the IFC.
11. Organize and conduct the fraternity president's roundtable at least twice a semester to maintain open lines of communication and discussing matters pertinent to the Greek community and chapter operations.
12. Represent IFC at Cardinal Roundtables and other University committees.
13. Represent and attend Student Government Association meetings each week, or designate which officer will attend in their place.
14. Meet weekly with the Assistant Director of Greek Life.
15. Establish individual and Executive Council goals with the assistance of other executive officers and communicate them to the IFC fraternities and other outside constituents.
16. Meet individually with IFC Executive Council officers regularly to keep communication lines open and assess progress towards completion of goals.
17. Ensure that the Executive Council fulfills its duties.

B. The Vice-President of Internal Affairs shall:

1. Preside over meetings in the IFC President's absence and assume the obligations of the IFC President in such an event.
2. Act as the committee coordinator and to make all standing committee appointments.
3. Assume the role of parliamentarian and be versed in parliamentary procedure.
4. Interpret the IFC Constitution.
5. Aid the IFC President in whatever capacity is applicable.

6. Serve as Chief Justice of the IFC Judicial Board of Review.
7. Responsible for updating and maintaining the IFC Constitution and Bylaws as necessary, with the assistance of the IFC representatives.
8. Accept Judicial Board Justice applications and appoint justices.
9. Hold judicial board training and mock trials for all justices at least twice per academic year.
10. Ensure the IFC constitution and bylaws, policies, Code of Ethics and mission statement are reviewed annually and updated as needed.
11. Complete an AFLV award application at the completion of his term.
12. Participate in all relevant trainings and retreats which include but are not limited to the Greek Leadership Summit, IFC Executive Council training, summer IFC retreat, officer transition workshops, etc.
13. Meet weekly with the appropriate Office of Greek Life contact.
14. Be responsible for the enforcement and completion of sanctions issued by the Judicial Board of Review.
15. Call and preside at all meetings of the IFC Executive Council.

C. The Vice-President Risk Reduction shall:

1. Give advice and work with the Panhellenic Association Vice President of Risk Reduction and Education, the Social Evaluation Team (SET).
2. Conduct risk reduction training and education for presidents, risk managers and social chairs once per semester.
3. Conduct SET training.
4. Plan and execute events for National Hazing Prevention Week with Panhellenic counterpart.
5. Coordinate annual fire inspections for each fraternity house in the fall semester.
6. Assist chapters with holding fire drills each semester.
7. Hold at least two roundtables each semester for risk managers and social chairs.
8. Complete an AFLV award application at the completion of his term.
9. Participate in all relevant trainings and retreats which include but are not

limited to the Greek Leadership Summit, IFC Executive Council training, summer IFC retreat, officer transition workshops, etc.

10. Provide resources, promote attendance at programs and/or educate IFC fraternity men on relevant risk and safety issues included but not limited to: fire safety and prevention, responsible alcohol use, crisis management, legal liability, alcohol poisoning, hazing, personal safety, University Policies and FIPG.
11. Meet weekly with the appropriate Office of Greek Life contact.

D. The Vice-President of Administration shall:

1. Maintain the treasury of the IFC.
2. Prepare, under the direction of the Executive Council, the fiscal budget for presentation to, and approval by, the IFC.
3. Provide a midterm report of the fiscal budget to the IFC delegation.
4. Upkeep all records of the IFC that pertain to accounting.
5. Keep a running file of fraternities that have lost their voting privilege due to financial reasons.
6. Work with the secretary in the Office of Greek Life in relation to IFC finances.
7. Impose fines.
8. Reserve all meeting places for the IFC.
9. Aid the IFC President whenever applicable.
10. Establish an agenda for each regular meeting in cooperation with the IFC President and the Executive Council.
11. Record accurate and specific minutes at all regular IFC meetings and meetings of the Executive Council.
12. Publish all regular IFC minutes in detail and distribute weekly to all the member fraternities via the IFC listserv.
13. Keep digital records of IFC business with the IFC and OS� office.
14. Keep the files of the IFC office, to be kept for at least five (5) years, in proper and functional order.

15. Take roll call at each IFC meeting and notify the IFC President of the disqualification of any member.
16. Responsible for the notification of all representatives of future meetings.
17. Notify a fraternity that has had their voting privileges revoked due to absence.
18. Secure all sponsors for special events of the IFC.
19. Develop a list of all possible sponsors at the beginning of each term.
20. Carry out any sponsorship request made by the Executive Council.
21. Meet weekly with the appropriate Office of Greek Life contact.
22. Complete an AFLV award application at the completion of his term.
23. Participate in all relevant trainings and retreats which include but are not limited to the Greek Leadership Summit, IFC Executive Council training, summer IFC retreat, officer transition workshops, etc.

E. The Vice-President of Recruitment shall:

1. Establish and supervise all functions and facilities pertaining to recruitment activities.
2. Work on increasing the number of men going through recruitment by use of publications and presentations while working with the Vice President of Public Relations.
3. Assist the VP of Public Relations with creating a year-long marketing plan for the Greek community.
4. Revise recruitment rules as needed
5. Oversee compliance with recruitment rules.
6. Collect, evaluate, and approve individual fraternity recruitment schedules, and programs.
7. Collect and review individual fraternity recruitment t-shirt designs and provide feedback to chapters about designs.
8. Keep accurate statistics of the number of men participating in recruitment and provide a report of the results.
9. Provide recruitment education and resources to fraternities who are in need of assistance.

10. Serve on the Recruitment and Expansion Committees.
11. Hold at least two (2) roundtables per semester with recruitment chairs.
12. Work with the Panhellenic Vice-President of Recruitment for consistency and the creation of congruent, year-long recruitment plans.
13. Complete an AFLV award application at the completion of his term.
14. Participate in all relevant trainings and retreats which include but are not limited to the Greek Leadership Summit, IFC Executive Council training, summer IFC retreat, officer transition workshops, etc.
15. Meet weekly with the appropriate Office of Greek Life contact.
16. Work with the Office of Greek Life to provide recruitment education and training programs to IFC fraternities.
17. Host and plan informational recruitment sessions each semester.

F. Vice President of Membership Development shall:

1. Coordinate educational programs sponsored by the IFC.
2. Address critical issues facing the Greek community through educational efforts.
3. Coordinate and distribute materials helpful in the preparation of membership development programs for member fraternities.
4. Host one (1) roundtable each semester for new member educators.
5. Educate parents of new members on relevant topics including cost, grade expectations, housing requirements, hazing and parent involvement.
6. Provide resources, promote attendance at programs and/or educate IFC fraternity men on relevant member development topics included but not limited to: leadership development, campus resources, academic cheating, facilitating change, values congruence, confrontation skills and academic support programs.
7. Sponsor and host at least four events each year that are open to non-fraternity and sorority members. Work with the Vice President of Public Relations to promote these events.

8. Meet regularly with chapter New Member Educators.
  9. Meet regularly with chapter programmers.
  10. Be aware of contacts and resources on campus.
  11. Work with the Vice President of Risk Reduction to educate members on issues of health and wellness.
  12. Assist Office of Greek Life in the implementation of new member Greek Academy.
  13. Meet weekly with the appropriate Office of Greek Life contact.
  14. Complete an AFLV award application at the completion of his term.
  15. Participate in all relevant trainings and retreats which include but are not limited to the Greek Leadership Summit, IFC Executive Council training, summer IFC retreat, officer transition workshops, etc.
  16. Oversee operation of the Greek Peer Mentors Program.
- G. The Vice-President of Scholarship & Academics shall:
1. Create a climate in which there is a constant presence and appreciation of academic excellence.
  2. Plan and coordinate a scholarship recognition program each semester for individuals who excel academically
  3. Recognize outstanding scholastic achievements and improvements by chapters at IFC meetings.
  4. Aid in the development of programs designed to raise money for the IFC scholarship fund.
  5. Monitor and work with IFC chapters to ensure that the all-IFC GPA average is well above the campus all-men's GPA average.
  6. Develop programs to recognize outstanding scholarship programs and chapter achievement of academic goals.
  7. Implement at least two education programs or workshops pertaining to academic achievement each calendar year.
  8. Host two (2) roundtables each semester for scholarship chairs.
  9. Oversee the selection and distribution of the Interfraternal Council



Scholarship.

10. Oversee and enforce the IFC Academic Policy.
11. Serve as a liaison to Greek honorary societies.
12. Build strong faculty relationships by implementing faculty appreciation programs.
13. Meet weekly with the appropriate Office of Greek Life contact.
14. Complete an AFLV award application at the completion of his term.
15. Participate in all relevant trainings and retreats which include but are not limited to the Greek Leadership Summit, IFC Executive Council training, summer IFC retreat, officer transition workshops, etc.

H. The Vice-President of Public Relations shall:

1. Hold two roundtables each semester with public relations chairs.
2. Regularly check chapter websites and social media to ensure appropriateness, up-to-date information and links properly working.
3. Work with the Office of Greek life to educate fraternity members on effective public relations and image techniques.
4. Work other Executive Council officers to invite important campus and community members to appropriate fraternity events.
5. Assist with the development and annual review of the Greek life external and internal marketing campaigns.
6. Educate and distribute external constituents on Greek community accomplishments.
7. Work with Daily News to publish the Greek Life Facts Sheet at the beginning of each semester.
8. Work with the Daily News, Ball State television stations, and other media outlets.
9. Work in collaboration with the Greek Week Steering Committee Public Relations chair in the development of marketing and public relations materials for the Week of Events.
10. Work with the Vice President of Recruitment in the development of recruitment publications and IFC presentations.

11. Provide publicity for the IFC by preparing advertisements and media releases on important IFC issues.
12. Work with the OGL to update and maintain the IFC website. The following should be included on the website: chapter information and accomplishments, IFC meeting minutes and pertinent IFC documents.
13. Work with the OGL, PHA, and NPHC to maintain a comprehensive marketing plan for the Greek Community.
14. Meet weekly with the appropriate Office of Greek Life contact.
15. Complete an AFLV award application at the completion of his term.
16. Participate in all relevant trainings and retreats which include but are not limited to the Greek Leadership Summit, IFC Executive Council training, summer IFC retreat, officer transition workshops, etc.

I. The Vice-President of Community Outreach shall:

1. Plan philanthropy and community service events for the IFC member fraternities.
2. Coordinate all IFC sponsored philanthropy and community service projects.
3. Coordinate an IFC presence at all IFC fraternity philanthropic events.
4. Hold at least one (1) roundtable per semester with service and philanthropy chairs.
5. Promote university and community service and philanthropy projects, Civic engagement initiatives and “going green”.
6. Work with the Panhellenic Association to coordinate and distribute an annual philanthropy and service project calendar.
7. Develop programs to recognize philanthropy and community service participation among IFC member fraternities.
8. Organize and develop an all-fraternity philanthropy and community service project each semester.
9. Meet biweekly with the appropriate Office of Greek Life contact.
10. Complete an AFLV award application at the completion of his term.
11. Participate in all relevant trainings and retreats which include but are not limited to the Greek Leadership Summit, IFC Executive Council training,

summer IFC retreat, officer transition workshops, etc.

## **Article II: Charges of the IFC Delegation**

- Section I. Duties of the Delegation and ex-officio non-voting members shall be:
- A. Attend the meetings of the IFC.
  - B. Attend one parliamentary procedure training conducted by the Vice President of Internal Affairs every (1) academic year.
  - D. To offer constructive criticism concerning the IFC, its government, and its activities.
  - E. To represent the fraternity from which the member was elected.
  - F. To provide a means of communication between the members' fraternity and IFC including the reporting of Accreditation deadlines and updates.
  - G. To assist with the annual review of the IFC Constitution and Bylaws
- Section II. Delegates of the IFC must meet the following qualifications:
- A. The delegate must not be on any form of probation imposed by the University, the IFC, and/or his respective chapter.
- Section III. Voting membership in the IFC is automatically and immediately lost for the semester if the delegate or ex-officio non-voting member does not meet the following standards.
- A. If he fails to attend two (2) consecutive meetings or three (3) meetings throughout the semester.

## **Article III: Charges of Member Fraternities**

- Section I. GPA Minimum Standards
- A. Each Member Fraternity will be expected to have a minimum GPA average of 2.6 each semester.
  - B. Those Fraternities receiving below a 2.6 for one (1) semester will be subject to the following probationary program:
    - 1. Two (2) semester probationary period:

- a. The first semester will be focused on implementing the following programs administered by the VP of Scholarship and Academics.
  - i. Scholarship Plan Review:
    - 1. The Vice President of Scholarship and Academics will advise the chapter's Scholarship Chairman in reviewing and altering the chapter's Scholarship Plan.
    - 2. Review of chapter's academic probation policies with Chapter Advisor and the Office of Greek Life.
- b. If after the first probationary semester the chapter achieves a GPA above the minimum standard, their academic probationary period will end.
- c. If the chapter fails to reach the GPA minimum standard after the first semester of probation, the following probationary measures will be implemented in addition to those from the first semester:
  - i. No social events
  - ii. Loss of voting rights at IFC delegation
  - iii. Recruitment of new members will be restricted to the following guidelines:
    - 1. Their new members will be required to have:
      - i. At least 15 undergraduate credit hours,
      - ii. A GPA equal to the IFC GPA average for the previous semester
- d. If the chapter meets the GPA minimum standard in the second semester of academic probation, their probationary period will end.
- e. Failure to reach the GPA minimum standard in Section I.A in two semesters will result in immediate review of chapter membership on Ball State University's campus by the Office of Greek Life.

Section II. Ban on Registered Events with Alcohol during Finals Week and Week Prior

- A. No Member Fraternity shall host a registered event involving alcohol during Finals Week and Week Prior.

1. Finals Week shall be defined as the period of time when the University holds final examinations.
2. Week Prior shall be defined as the seven day period prior to the first day of Finals Week, as defined by the University.
3. Failure to abide by this ban may result in the placement of sanctions on the offending member fraternities.

Section III. Community Service Requirements

- A. Each IFC affiliated organization is expected to complete 5 community service hours per brother, each semester, through Ball State's Office of Greek life official volunteer tracking system.
- B. Each IFC affiliated organization that completes 5 community service hours per brother, each semester, receives 20% of their overall semester IFC point's in total.

**Article IV: Committees**

Section I. The Recruitment and Expansion Committee shall:

- A. Consider all appropriate and IFC related matters concerning functions and facilities pertaining to recruitment and expansion.
- B. Work with the IFC Vice President of Recruitment and help in whatever capacity available in the planning of recruitment.
- C. Provide educational opportunities for IFC member chapters regarding effective recruitment strategies.
- D. The Interfraternity Executive Council will appoint a standing committee with a chairman chosen by the IFC Vice President of Recruitment and elected by the IFC executive board. The committee shall be comprised of:
  1. Each member fraternity will be allowed to have one (1) representative on the committee. Representatives must be current members in good standing or an alumni chapter advisor in good standing.
  2. IFC delegates serving on this committee count towards the chapter's one (1) representative.
  3. At least two (2) representatives from the Office of Greek Life at Ball State University shall be on the committee.

Section II. Any committee may be formed at the discretion of the IFC Executive Council.

**Article V: Finances**

Section I. Dues:

- A. Dues will be assessed on all individual members of each member fraternity during

each semester: Initiated members and new members will be assessed a fee of \$14.50 per member in the Fall Semester and \$18.00 per member in the Spring Semester.

- B. Dues will be assessed on all individual members of an IFC recognized colony beginning with their second semester of colonization. All colony members will be assessed a fee based on the budget approved by the IFC delegation every spring semester.

Section II. Budget and Fine Schedule:

- A. The official budget and fine schedule will be approved by the IFC delegation before the last regular meeting of the spring semester. Dues must be paid according to the following schedule:
  - 1. All rosters must be updated by the end of the fifth (5) week of the semester. This includes the turning in of all New Member Reporting Forms for all new members.
    - a. New Member Reporting Forms which are turned in after the required deadline of 72 hours will result in a \$25 fine per day late.
  - 2. Fraternities will then be billed within fourteen (14) days and will have thirty (30) days to pay their dues.
    - a. Failure to pay dues by this time will result in a onetime fine at 10% of the dues owed and loss of voting privileges from that day on until such time as the amount is paid in full.
    - b. Any additions to rosters after the bills have been sent out will be required to pay their respective new member dues at the time of submission of their respective New Member Reporting Forms.
- B. Fines paid to the Greek Community Risk Management Policy account will be returned to chapters in the form of mini-grants for alcohol-free events and/or registration fees to leadership development programs offered through the North-American Interfraternity Conference or a chapter's (inter)national headquarters.
- C. The maximum amount awarded to an individual chapter in the form of mini-grants through the BSU Greek Community Risk Management Policy account is \$150.00 per academic year.
- D. Mini-grants for leadership development opportunities for individuals will be awarded for up to one-half (1/2) of the cost of the registration fee.
  - 1. Applications for the allocation of funds for individuals will be determined by the executive council.

2. The committee will determine the method of application.
  3. Applicants must be returning students to Ball State University for at least one (1) year after attendance at the program.
- E. Funding may only be approved if there are sufficient monies in the BSU Greek Community Risk Management Policy account, and a minimum of \$50.00 is to be kept in the account.
  - F. A \$50.00 fine will be assessed to any chapter not represented at a roundtable or standing committee meeting called by an Executive Council member or appointed chairman of a standing committee of IFC.
    1. In order for a fine to be assessed, notice of the roundtable must be given at least two (2) weeks before the scheduled roundtable.
  - G. A \$50.00 fine will be assessed to any IFC Executive Council member who calls a roundtable or standing committee meeting and fails to attend.
  - H. An amount of \$1,000 will be set aside each semester from the budget to offer mini-grants for leadership programming to member chapters.
    1. The \$1,000 will be split up into two (2) \$500 mini-grants, that members of the IFC community can apply for.
    2. The mini-grants must be used to pay for programming put on by the NIC, or the member chapter NHQ.

Section III. IFC Funds:

- A. No IFC funds may be used to purchase alcohol or sponsor an event where alcohol is present.
- B. IFC funds may not be used towards social events for the Executive Council.

Section IV. Financial Standing

- A. A chapter shall be considered in good financial standing if it has paid its dues and fines in full by the due date.

Section V. Budget Request Form

- A. Each member organization is required to submit the required forms outlined by the Office of Greek Life and IFC at least two (2) weeks prior to delegation. It is then the charge of the IFC to determine the validity of the budget request and approve and/ or determine an alternate course of action for the request.

**Article VI: Recruitment and New Membership**

- Section I. Recruitment regulations shall be established by the Recruitment and Expansion Committee upon approval of a majority vote of the eligible voting membership of the

IFC delegation.

Section II. A man who has been initiated into any North American Interfraternity Conference (NIC) recognized fraternity is prohibited from joining any other fraternity recognized by the IFC.

Section III. In accordance with every fraternity's national and FIPG policies, there are to be no social functions associated with alcohol on the date of any new member ceremonies.

Section IV. An official grace period will begin two (2) weeks prior to finals week. No scheduled new member or associate events may take place during this time.

A. Brotherhood or other regular chapter activities may still take place during this time.

Section V. For general recruitment rules and policy, see Appendix C "Recruitment Rules and Regulations"

### **Article VII: Risk Reduction and Management**

Section I. For general risk reduction and management policy, see "Ball State University Greek Community Risk Management Policy.

Section II. The fraternity social management policies and procedures:

A. If members of the Social Evaluation Team do not fulfill their responsibilities as stated in the Ball State University Greek Community Risk Management Policy; this will result in the individual being called to a hearing with the Interfraternity Council Judicial Board of Review.

Section III. If an event is surmised by the IFC VP of Risk Reduction and/or the IFC President to be an unregistered event, the suspected function can be deemed as an unregistered event by fulfilling (3) or more of the following circumstances:

1. Party lights visibly present
2. Loud music that can be heard from outside of the building/venue in accordance with the Muncie city ordinance
3. Crowd flowing in and/or out of the building/venue
4. A common theme or attire
5. Material report submitted to the IFC VP of Risk Reduction and/or IFC President

Section IV. Hard Alcohol Ban

A. Any alcohol above 15 percent ABV will be banned from all chapter house premises and as well as all events hosted by IFC fraternities without a licensed third party vendor.



- B. If a fraternity is found to have had any alcohol above 15 percent ABV at their chapter house premises and/or at their event without a licensed third party vendor, that organization may be subject to an IFC Judicial Board hearing where the Judicial Board will decide on a necessary punishment pending on the situation of the violation.

**Appendix A: Academic Policy**  
(Revised March 2008)

Section I. Purpose

- A. The purpose of this program is to set new members on the right path towards academic success. Through this program we hope to improve the academic well-being of new members, by instilling healthy study habits and providing them with the knowledge of academic programs offered by the University.

Section II. New Members:

- A. Each new member is required to participate in three (3) programs provided by the Learning Center in the North Quad
- B. There are five (5) options from which three (3) programs need to be completed before the last week of the semester the new member initiates. These options are as follows.
  1. Attend any of the workshops that are offered at the Learning Center in the North Quad.
    - a. This option can count towards all three (3) programs needed as long as they are different workshops.
  2. Attend tutoring sessions through the Learning Center for a class.
    - a. This option can count towards all three (3) programs needed.
  3. Attend a Supplemental Instruction (SI) session already offered by the Learning Center.
    - a. This option can count towards all three (3) programs needed as long as the Supplemental Instruction (SI) are for three (3) different classes.
  4. Meet with your academic advisor.
    - a. This option may only be used one (1) time.
  5. Chapters may set up a meeting at the career center.
    - a. This option may only be used one (1) time.
- C. Recording attendance at programs:
  1. When attending Learning Center workshops you must sign in and sign out on the Interfraternity Council (IFC) sign in sheet.
  2. For tutoring sessions, meeting with academic advisors, and career advisors, members must fill out one (1) of the “Additional Workshop” forms that are found in the Office of Greek Life (OGL), or on the Greek Life website.
    - a. These must be turned into the IFC Vice President of Programming before the finals week of that semester.

- b. The Interfraternity Council (IFC) New Member Scholarship Program additional workshop form can also be found on the Greek Life website.

D. Incentives and Consequences:

1. Incentives:

- a. If a chapter has 90 percent attendance or higher, then that chapter is exempt from the consequences below.
- b. If a chapter has 90 percent attendance, a letter of achievement will be sent to the Vice President of Student Affairs, chapter advisors, and the fraternity headquarters.

2. Consequences:

- a. For each new member that does not complete the requirement there will be a \$10 fine.
- b. The chapters that do not submit a scholarship plan by the deadline will have their IFC voting privileges revoked until they have submitted a satisfactory scholarship plan.

E. IFC Scholarship:

1. All fines from the New Member Scholarship Program will go towards a scholarship for non-Greek male freshmen.
2. The IFC Scholarship application and selection for the scholarship winner will be decided by a committee made up of five (5) IFC chapter members.
  - a. The members of the IFC Scholarship committee will be chosen by the IFC Executive Council.
  - b. IFC Vice President of Programming will appoint the chair of the IFC scholarship committee.

F. Exceptions:

1. New members that are of upperclassman status (sophomore and higher) with a 3.0 cumulative GPA of higher do not have to participate in this program.
2. All exemptions must be granted by the IFC Executive Council.

- G. The IFC Vice President of Programming and the Director of the Learning Center reserves the right to receive attendance information relating to this program and to report these back to the respective chapter's scholarship chairman.

## **Appendix B: Judicial Board of Review Policy**

### Purpose:

- A. There shall be a judicial community IFC body known as the Judicial Board of Review (hereafter, “JBR”) whose primary purpose shall be educational and to ensure adherence to all fraternity related policies. The JBR will serve to establish quasi-judicial precedents, hear cases brought before it, and forestall, prevent, and avoid unacceptable conduct; while implementing IFC policies and university rules and regulations and to maintain appropriate standards of conduct.

### Requirements:

- A. All IFC fraternities in good standing must have at least (1) member on the Judicial Board of Review in order to equally contribute to the enforcement of all fraternity related policies.

### Jurisdiction:

- A. The JBR has jurisdiction over all Interfraternity Council member organizations, including local and national fraternities and any group petitioning for membership into the Interfraternity Council.
- B. The JBR has jurisdiction over all organizations recognized by IFC. Violations by members may result in disciplinary action against individuals and/or organizations.
- C. The JBR may hold hearings concerning, but not limited to, the following:
  - 1. Alcohol violations;
  - 2. Vandalism;
  - 3. Fight or other council policy violation;
  - 4. Hazing;
  - 5. Actions which create the appearance of impropriety to the Greek Community and/or Ball State University, or which may create liability for an Interfraternity Council member organization, the Interfraternity Council, or Ball State University;
  - 6. Violations of state and local law;
  - 7. Recruitment infractions; and
  - 8. Violations of the Ball State University Greek Community Risk Management Policy.
- D. The JBR may hear any case which the Chief Justice and the Assistant Director of Greek Life deem appropriate if jurisdiction applies and/or if charges are filed.

- E. In certain instances, it may be necessary for the university to take immediate disciplinary action. This may be necessary when, in the opinion of the university, the operations of the organization(s) involved may constitute a threat or disruption of the normal academic process of the university. Upon investigation of charges by the university, the case may then be referred back to the JBR.
- F. The jurisdiction of the JBR is not necessarily limited to the original complaint; it may include other offenses revealed during a hearing. If a new offense is revealed, the individual(s), or the chapter involved may waive the right to seven (7) days advance notification of a hearing and have the decision rendered at the hearing.

Composition:

- A. The Interfraternity Council JBR Hearing Board shall consist of members selected by VP of Internal Affairs by means of an application and interview process. Applicants must have a cumulative G.P.A. of a 2.7 or higher and be an initiated member of an IFC organization for at least one whole year.
- B. Each hearing board member shall serve tenure until graduation. Prior to graduation, a board member must notify the VP of Internal Affairs to allow for replacement.
- C. An IFC executive officer may not serve as a hearing board member for the JBR unless he is fulfilling the role of Chief Justice.
- D. The Vice-President of Internal Affairs shall serve as Chief Justice of the JBR.
- E. If the Chief Justice's fraternity is involved in a case brought before the (JBR), then a new chief justice will be appointed based on rank stated in Article VI, Section I of the Constitution.
- F. When a hearing is called, in addition to the Chief Justice, the JBR will consist of three (3) to five (5) hearing board members, who will be in good standing with the IFC. Thereafter, each hearing board member appointed must go through one IFC training program each year.
- G. A hearing board member serving on the JBR may not be a member of the fraternity involved in the case being heard by the JBR.
- H. A member of the Hearing Board engaging in disorderly conduct can be removed from the hearing itself, by the Chief Justice.
- I. The Judicial Hearing Board may find the accused responsible or not responsible by a two-thirds (2/3) vote of all justices.
- J. A Judicial Board Member may be removed from the Judicial Board of Review by a two-thirds (2/3) vote of IFC exec.
- K. An Advisor from the Office of Greek Life shall serve as an ex-officio non-voting member of the JBR and shall serve in an advisory capacity concerning IFC and university guidelines.
- L. A Judicial Board Justice, not in good standing with IFC, shall not serve on the board.

#### IV. Pre-Hearing Procedures:

- A. The IFC President, an Advisor from the Office of Greek Life, any fraternity or sorority member, any Ball State University student or faculty member, or any member of the Muncie community or public-at-large may bring charges against a fraternity or fraternity member(s).
- B. In order to bring charges before the JBR, an Incident Report Form must be submitted to an Advisor from the Office of Greek Life or the Chief Justice no more than thirty (30) school days after the alleged incident.
- C. Upon receipt of an Incident Report Form, an Advisor from the Office of Greek Life shall conduct an investigation as per the Ball State University Student Affairs Disciplinary Jurisdiction Memorandum of Understanding.
- D. Upon completion of the formal investigation and receipt of the Investigation Summary Report, the IFC President, Chief Justice, Vice President of Risk Reduction, and an Advisor from the Office of Greek Life shall decide whether charges shall or shall not be brought before the JBR.
- E. If a case is brought before the JBR, the Chief Justice shall, by way of letter, notify the chapter(s) president and/or executive member(s) of the accusations no more than seven (7) school days after receiving the completed Investigation Summary Report.
- F. The letter shall be delivered to the member or chapter (e.g., delivered to a chapter representative on the executive council of their respected fraternity) by hand and by e-mail.
- G. The letter shall specify a hearing date at least seven (7) school days after the date the letter is received (unless the accused fraternity should request an earlier hearing date) and shall direct the organization (throughout its appointed representatives) to appear at the hearing.
- H. The letter shall also:
  1. Describe the alleged violation; and
  2. Advise the organization of its rights to:
    - a. A private hearing;
    - b. Appear at the hearing with an advisor;
    - c. Present testimony of witnesses, documentation and other information, and to argue on its own behalf; and
    - d. Appeal.

#### V. Hearing Procedures:

- A. The Chief Justice shall serve as the spokesman and moderator for the JBR. The Chief Justice shall also be responsible, when requested, for informing any member of the JBR or the organization(s) involved in the case about the judicial process.
- B. The Chief Justice of the JBR shall serve as Recording Secretary for all JBR hearings. Records from all hearings will be kept on file in the Office of Greek Life. Records will be kept on audiotape, and will be made available only to official representatives of those parties involved.
- C. The president of the fraternity charged with misconduct, or another member designated as spokesman for the chapter, has the right to be present to hear and question all witnesses through the Chief Justice and to examine all information. Only the spokesperson(s) can question witnesses and/or examine information.
- D. There must be between three (3) and five (5) hearing board members present during a hearing. The Chief Justice will vote only in the event of a tie among the hearing board members.
- E. Each chapter is entitled to have two (2) spokespersons, which must be undergraduate active members of the chapter. If the spokesman is not the chapter president, the president may still attend hearings as an observer.
- F. The fraternity/individual charged with misconduct has the right to have an advisor, who is not an undergraduate student affiliated with the chapter, present during the hearings for only the discussion of the incident report and the questioning. Not during the discussion of the judicial board in private to decide sanctions, if any, for the chapter. An advisor, even if he/she is an attorney, may not present information, question witness(s), or address the JBR; his/her role is to simply advise the fraternity/individual.
- G. The accused party shall have the same rights as the fraternity/individual charged with misconduct (e.g., the right to have the fraternity/sorority president present during the hearings, the right to call witness(s), and the right to have an advisor present).
- H. Witnesses are permitted to be present during the hearing only while presenting information.
- I. The JBR has the right to call before it all witness(s) and/or documentary information it considers to be essential to rendering a decision.
- J. If a chapter's or an individual's representative fails to appear at the hearing, the JBR, by way of a majority vote, will select one (1) of the following courses of action:
  - 1. Reschedule the hearing based on the excuse of an absence; or
  - 2. Render a decision based on the available information.
- K. The Judicial Board typical format for a typical hearing includes:
  - 1. Pre-hearing discussion in executive session by the JBR.
  - 2. The hearing is called to order by the Chief Justice.

3. Introductions of hearing participants.
  4. Clarification of the judicial process, and charges.
  5. Presentation of information and testimony of witness(s) against a chapter/individual (witness(s) placed under oath).
  6. Cross-examination of witness(s) by the board members.
  7. Re-cross-examination of witness(s) by the accused.
  8. Presentation of information and testimony of witness(s) on behalf of a chapter/individual (witness(s) placed under oath).
  9. Cross-examination of witness(s) by the board members.
  10. Re-cross-examination of witness(s) by the accused.
  11. Concluding statements by the spokesman(s) for the parties involved, accused chapter or individual speaking last.
  12. Deliberations by the JBR in executive session.
- L. The prehearing discussion and post hearing deliberation will be private; only the JBR members may be present
- M. A chapter/individual will be found responsible of a violation when, in the determination of the hearing board members, there is clear and convincing information substantiating a decision of responsibility.
- N. The chapter/individual(s) involved, and the chapter adviser shall be sent written notification of the results of the JBR hearings within seven (7) school days of the hearing by the JBR. The decision letter shall also contain information about sanctions and the process of appeal.

#### VI. Disciplinary Sanctions:

- A. After hearing the case, the JBR shall render one (1) of two (2) decisions. First, the JBR may determine that the chapter is not responsible of its alleged violations. Second, the JBR may determine that the chapter is responsible of a finding violation. If chapter is found responsible, a disciplinary sanction will be imposed. A finding of “responsible” may be used in future cases brought before the JBR for purposes of information for determining a sanction.
- B. The JBR shall have the authority to issue sanctions to a chapter found in violation of policies and regulations (probation does not necessarily involve any loss of privileges). Sanctions should be education based and promote adherence to all policies and regulations.



1. A written reprimand indicating that the chapter or individual's actions were inappropriate and subsequent infractions should not occur, to be signed by the chapter president and one other executive council member.
2. Probation, defined as a period of time not to exceed one (1) year.
3. Suspension of certain privileges including but not limited to:
  - a. Host or participate in any social activity;
  - b. Voting privileges at IFC; etc.
4. Participation, limit, or restricted participation in certain events such as:
  - a. Homecoming
  - b. Greek Week
  - c. Philanthropic events
5. Attend/Host educational seminars
  - a. Educational
6. Other penalties imposed alone or in addition to any other sanctions, which the JBR deems appropriate.

#### VII. Method of Appeals:

- A. A chapter or individual found responsible by the JBR may appeal the decision to the Office of Greek Life.
- B. A chapter or individual desiring to appeal must submit a properly completed Signed Document form to an Advisor from the Office of Greek Life or the Chief Justice within five (5) school days after receiving the written decision.
- C. A signed document must state one (1) or more of the following grounds and the specific rationale for appealing on those grounds:
  1. The sanction was arbitrary, capricious, and in abuse of discretion.
  2. There is significant new information affecting the probable outcome of a case.
  3. The findings were not supported by substantial information.
  4. The decision of the JBR was in excess of its jurisdiction.
  5. The JBR erred in its interpretation of any university or IFC policy or regulation.

## **APPENDIX C: Recruitment Rules and Regulations**

### Section I. Diversity

- A. Any person despite race, ethnicity, color, creed, national origin, disability or sexual orientation shall be able to join a fraternity and in no circumstance be denied affiliation on those bases.

### Section II. Chapters

- A. All Chapters and colonies of the Interfraternity Council (IFC) at Ball State University must uphold the Rules and Regulations presented.
- B. IFC Chapters and their members shall speak only of other IFC, Panhellenic Association (PHA), or National Pan-Hellenic Council (NPHC) chapters in a positive manner and not speak in negative connotations about another chapter or its members.
- C. Chapters must practice honest and ethical recruitment practices. No "dirty recruitment."

### Section III. Definitions

- A. Recruitment Event – any activity, formal or informal, held in a chapter house, but not limited to the house, in which potential new members are present and encouraged and/or influenced to affiliate with the chapter's respective fraternity.
  - 1. This includes, but is not limited to one-on-one recruitment, summer recruitment, chapter philanthropies and/or other chapter functions
- B. Bid – a written or verbal invitation to join a fraternity
- C. Dirty Recruitment – Any activity that includes, but not limited to using alcohol, illegal substances, or women to recruit potential new members.

### Section IV. Alcohol and Illegal Substances

- A. All fraternities may hold recruitment events both in their houses or other establishments as long as there are no alcoholic beverages and/or illegal substances present or distributed.
  - 1. No alcohol and/or illegal substances shall be present at any new member program, activity, or ritual of the chapter.
  - 2. Members may attend as long as they are not under the influence of alcohol and/or illegal substances.

3. No members, collectively or individually, shall purchase for, serve to, or sell alcoholic beverages to any potential new member
4. No recruitment activities associated with any chapter may be held at or in conjunction with any establishment whose primary function is the distribution and/or sale of alcohol.

Section V. Bidding

- A. Bids may be handed out at any time after the specified date in accordance with the semesterly recruitment resolution.
  1. Academic eligibility has been confirmed. In order to be academically eligible, the recruit must meet the following requirements:
    - a. Having earned less than 12 credit hours, a 2.6 high school GPA.
    - b. Having earned at least 12 credit hours, a 2.6 college accumulative GPA.
    - c. Appeals may be made to the IFC Executive Council.
  2. Any male student should be free to join a fraternity when he determines it is in his best interest and all fraternities should be free to determine when they wish to extend an invitation to join to a male student.
- B. New Member Reporting forms must be submitted to Office of Greek Life within 72 hours of bid acceptance.
  1. Failure to present all New Member Reporting forms will result in a \$25 fine per day late (fines will not be assessed on a per form basis.)

Section VI. General Rules and Policies

- A. Any fraternity may hold any recruitment events as long as:
  2. Women, other than chapter house mothers and sweethearts, are not present;
  3. Cash prizes do not exceed \$15; and
  4. Negative Greek related movies, literature, and/or other materials and publications are not presented or distributed.
  5. Women should not be recruiting, participating, or publicizing any fraternity in their recruitment.

- B. Fraternities may publicize events as long as the publications (including t-shirts and summer publications) are submitted and approved by the IFC Recruitment Chair
  - 1. Schedule should include all pertinent event information and the fraternity recruitment chair's contact information.
- C. IFC Executive Council members may, at the request of the IFC President or IFC VP of Recruitment, enter or observe any recruitment event. Non-compliance or obstructions of this policy is a violation.

Section VII. Event Registration

- A. All recruitment events as defined in Section III.A must be registered utilizing forms provided by the Interfraternity Council whether paper or online five (5) days in advance of the event;
  - 1. Paper forms must be submitted by 5:00PM to the Office of Greek Life (Paper forms will not be accepted after 4/29/2016).
  - 2. Online forms must be submitted by 11:59PM
  - 3. Exceptions include one-on-one recruitment, summer recruitment, or events that fall outside of the academic calendar
    - a. Events taking place within 7 days prior to the start of an academic term must be registered
- B. All recruitment events must be registered with the Office of Greek Life by 5:00 PM at least one business day prior to the event
- C. A falsified or incomplete event registration form will be treated as an unregistered event.

Section VIII. Consequences of Breaking Recruitment Rule

- A. Any infraction of the Recruitment Rules can result in fines, loss of promotional privileges, loss of voting rights, or an Interfraternity Council Judicial Board review.
- B. Infraction of Section VII.A will result in a fine of \$100 fine for the first violation, a \$200 fine for the second violation, and a \$300 fine and/or a Judicial Board of Review for the third violation
  - 1. Final discretion is up to the Vice President of Recruitment
- C. Infractions of Section VII.B will result in a fine of \$50 per event
- D. The IFC Executive Council reserves the right to remove any individual or chapter

acting inappropriately from any IFC sponsored recruitment event. Final discretion is up to the VP of Recruitment.

Section IX. House Tours (if applicable)

- A. IFC VP of Recruitment will monitor chapter facilities and has the right to bypass your house based on appearance, content or lack of presentation.
- B. All rules that apply to recruitment events apply to house tours

**APPENDIX D: Community Service and Philanthropy Rules and Regulations**  
(April 2010)

Section I. Community Service Definition

- A. Direct service back to the community or an agency that directly benefits the community

Section II. Examples of Community Service

- A. Volunteering at agencies such as Muncie Mission, ARF (Animal Rescue Fund, Boys and Girls Club, A Better Way
- B. Tutoring at an elementary students (i.e. MOMS Motivate Our Minds)
- C. Picking up trash around the community
- D. Coaching for a school (unpaid)

Section III. Restrictions on Community Service

- A. Helping with Ball State ran events such as Late Night or Residence Hall Move In
- B. Donating blood
- C. Walking/running in a 5k fundraiser
- D. Anything that doesn't involve an agency (i.e. volunteering your time at a hair salon, babysitting, helping your parents, redecorate your house, helping someone decorate their classroom before school)

Section IV. Clarification

- A. If there are any issues with what are community service hours and what isn't, please refer to the Philanthropy and Community Service Guidelines on the Greek life website
- B. Talk to the V.P of Community Outreach
- C. Talk to the Office of Greek life

Section V. Philanthropy Definition

- A. The act of donating money, goods, services, time and/or efforts to support a charity, cause or foundation.

Section VI. Examples of Philanthropies

- A. Donating clothes, food, hygiene products, furniture and/or goods to an organization such Muncie Mission or Goodwill
- B. Donating money directly to a charity or non-profit agency
- C. Donating canned foods to a food pantry, such as donations for Can-struction and Stuff the Bus

Section VII. Restrictions of Philanthropies

- A. Donating blood
- B. If you are paying money to participate in another chapter's philanthropic activity, you cannot count the money you donated/paid as philanthropy for your chapter.

The chapter hosting the event will be able to count the total proceeds raised as philanthropy for their chapter. Otherwise the money will be reported twice.

Section VIII. Limitations

- A. No philanthropic event may include
  - 1. Association, use, or involve the sale of alcohol
  - 2. Association, use, or involve the sale of tobacco
  - 3. Association, use, or involve the use of any illegal drug
  - 4. Involve inappropriate sexual conduct
- B. Funds raised in an event must be given to non-profit organization

Section IX. Consequences

- A. Any infraction of the Philanthropy Rules and Regulations shall result in the chapter or chapters sent to Judicial Board.
- B. If community service hours do not follow the Rules and Regulation shall result that chapter will not be accredited for those hours.
- C. The Office of Greek Life as final say on what is community service and what isn't

**APPENDIX E: Expansion Policy**  
(Revised March 2009)

Section I. Formulation of Expansion Committee

- A. The expansion committee and the IFC shall work to the best of their ability to meet the standards set by the North American Interfraternity Conference while maintaining the integrity of the organization.
- B. The Interfraternity Executive Council will appoint a standing committee with a chairman chosen by the IFC Vice President of Recruitment and elected by the IFC executive board. The committee shall be comprised of:
  - 1. Each member fraternity will be allowed to have one (1) representative on the committee. Representatives must be current members in good standing or an alumni chapter advisor in good standing.
  - 2. At least two (2) representatives from the Office of Greek Life at Ball State University shall be on the committee.
  - 3. The chair will report to the IFC Vice President of Recruitment.

Section II. Responsibilities of the Expansion Committee

- A. The responsibilities of the Expansion Committee shall include:
  - 1. Research and solicit (inter)national fraternities to invite to Ball State University as outlined by Section III of this Article.
  - 2. Work together to recommend a(n) (inter)national fraternity for expansion at Ball State University. Recommendations will be made to the Office of Greek Life for administrative approval.
  - 3. To act as liaison between proposed fraternities' (inter)national representatives and IFC.
  - 4. To make reports to IFC roundtable concerning the development of proposed fraternities.
  - 5. Inform potential fraternities of requirements and steps they must take to achieve full recognition, as laid out in this policy.

Section III. Solicitation and Selection Process

A. Solicitation Process

- 1. The Expansion Committee shall select a group of (inter)national fraternities to solicit expansion petitions.
  - a. No less than two (2) (inter)nationally affiliated fraternities shall be selected for solicitation.



- b. (Inter)Nationally affiliated fraternities who have expressed interest in Ball State University shall be given priority during the selection process.
- 2. Letters to the selected groups shall be sent or appropriate correspondence shall be made immediately after the groups have been selected.
  - a. The letter shall outline the process and timeline for expansion at Ball State University. A request for all necessary expansion materials, including constitution and bylaws, a letter stating why the fraternity would like to expand at Ball State, proof of alumni committed to involvement in the colony, and an expansion plan shall be made to each selected fraternity.
- 3. Once all interested (inter)national fraternities have supplied the Expansion Committee with the requested materials, the committee shall choose an organization(s) for an on campus presentation.
- 4. Once all selected groups have made a presentation or been given the opportunity to present, the Expansion Committee shall determine whether or not to select one (1) or more of the (inter)national fraternities to expand and form a colony at Ball State University as an associate member of the IFC.
  - a. The Expansion Committee, selected fraternity(s), and the Ball State administration will work together to determine an appropriate timeline for the formation of the new colony.

Section IV. Requests for expansion made to the IFC

- A. When a request for expansion is made to the IFC, the Expansion Committee shall review the request with the Office of Greek Life to determine the appropriate action.
  - 1. A request for all expansion must include all necessary expansion materials, including constitution and bylaws, proof of alumni committed to involvement in the colony and a proposed plan for expansion.
- B. Upon reviewing all the materials presented to the Expansion Committee, the committee will determine whether or not to invite the organization to make an on campus presentation.
  - 1. The committee will send a letter or appropriate correspondence to the organization within one (1) week of their decision.
- C. Once the selected group has made a presentation or been given the opportunity to present, the Expansion Committee shall determine whether or not to select the (inter)national fraternity to expand and form a colony at Ball State University as an associate member of the IFC.
  - 1. The Expansion Committee, selected fraternity(s), and the Ball State administration will work together to determine an appropriate timeline for the formation of the new colony and associate membership in the IFC.

- D. If a group of students is interested in forming a colony of a new (inter)national fraternity, they must petition (inter)national officers to follow expansion rules outlined in Article IV. Only after (inter)national fraternity is accepted as an associate member are the students then allowed to associate with the (inter)national fraternity.

Section V. Requirements Before Expansion

- A. These requirements must be met by a(n) (inter)national fraternity before any action by the IFC will take place:
  - 1. The appropriate paperwork, including the intent to organize form, must be completed and approved.
  - 2. The group must have a chapter advisor and furnish his or her contact information to the Office of Greek Life.
  - 3. Groups that are not recognized by the Office of Greek Life are not permitted to recruit and associate students from Ball State University.
    - a. Non-recognized groups that conduct underground recruitment and pledging of any Ball State University student(s) will not be permitted to petition IFC for recognition for a minimum of four (4) years.

## **Appendix F: Social Media Policy**

### Section I: Purpose

- A. The purpose of this policy is to dictate which Greek council officers have access to the Ball State Greek social media accounts to ensure a professional and appropriate use of each account.

### Section II: Delegation of account access

- A. The Interfraternity Council (IFC), Panhellenic Association (PHA), and National Panhellenic Council (NPHC) Presidents shall have access to all Ball State Greek social media accounts; including, but not limited to Twitter, Facebook, and Tumblr.
  - 1. Each council President shall have the authority to grant limited account access to any Executive Officer when s/he deems it necessary.
  - 2. Each council President shall have the authority to grant limited account access to any third party organization, whose actions are to be congruent with this policy.
- B. The IFC and PHA VP of Public Relations shall have access to all the social media accounts.
- C. The IFC and PHA VP of Recruitment shall have access to the Facebook and Twitter accounts.

### Section III: Guidelines

- A. At the beginning of each council's term, the Presidents of IFC, PHA, and NPHC shall establish each social media account password.
- B. Use of any Ball State Greek social media account shall follow the guidelines listed hereafter:
  - 1. Any social media publication should be congruent with the each council's respective Code of Ethics and shall not violate any council's Constitution or Bylaws.
  - 2. Each Executive Officer granted access shall limit their use of the social media accounts to only those publications in furtherance of their duties and responsibilities.
  - 3. No publication shall be posted that could be construed to be:
    - a. Discriminatory to any group of people or organization
    - b. Biased, or unfair to the other Greek councils
    - c. Unprofessional in manner or in substance
  - 4. Any publications that stray from these guidelines may result in a loss of account privileges, as deemed necessary by each council's President.
  - 5. Any publications from a council President that stray from these guidelines may result in a loss of privileges, as deemed necessary by a majority of each council's Executive Committee.

### **APPENDIX G: Encumbrance Policy**

The student (and his parent or guardian if he is a minor) expressly agrees that, at the request of the fraternity chapter or house corporation, Ball State University may place a hold on the records of the student for failure to pay, when due, all room rental, parlor/out-of-house fees, and board charges.

The student (and his parent or guardian if he is a minor) expressly authorizes Ball State University to make the encumbrance with full knowledge that the encumbrance includes, but is not limited to:

- Denial of the student's ability to obtain a copy of his transcript of academic records
- Denial of the student's ability to register for future classes
- Denial of the student's ability to make changes to his schedule (i.e. drops/adds)
- Denial of the student's ability to receive a diploma

The encumbrance does not impair or limit the fraternity/sorority chapter or house corporation from taking legal action with respect to the unpaid obligations for which the encumbrance was made. The encumbrance procedure may not apply to any obligations that may be incurred by the student after he/she ceases to be a student at Ball State University.

## APPENDIX H: NIC Alcohol & Drug Guidelines

By September 1, 2019, NIC member organizations will evaluate their documents to determine if they are consistent with the following guidelines. As autonomous and self-governing entities, member organizations have the latitude to codify these guidelines in a way that is consistent with their organization's nomenclature, operations, programming, etc. Member organizations are responsible for enforcing their own policies; the NIC does not play a role in policy enforcement.

In any activity or event sponsored or endorsed by the chapter/organization, including those that occur on or off organizational/chapter premises:

1. The chapter/organization, members and guests must comply with all federal, state, provincial and local laws. No person under the legal drinking age may possess, consume, provide or be provided alcoholic beverages.
2. The chapter/organization, members and guests must follow the federal law regarding illegal drugs and controlled substances. No person may possess, use, provide, distribute, sell, and/or manufacture illegal drugs or other controlled substances while on chapter/organizational premises or at any activity or event sponsored or endorsed by the chapter/organization.
3. Alcoholic beverages must either be:
  - a. Provided and sold on a per-drink basis by a licensed and insured third-party vendor (e.g., restaurant, bar, caterer, etc.); or
  - b. Brought by individual members and guests through a bring your own beverage ("BYOB") system. The presence of alcohol products above 15% alcohol by volume ("ABV") is prohibited on any chapter/organization premises or at any event, except when served by a licensed and insured third party vendor.
4. Common sources of alcohol, including bulk quantities, which are not being served by a licensed and insured third party vendor, are prohibited (i.e., amounts of alcohol greater than what a reasonable person should consume over the duration of an event).
5. Alcoholic beverages must not be purchased with chapter/organizational funds or funds pooled by members or guests (e.g., admission fees, cover fees, collecting funds through digital apps, etc.).
6. A chapter/organization must not co-host or co-sponsor, or in any way participate in, an activity or event with another group or entity that purchases or provides alcohol.
7. A chapter/organization must not co-host or co-sponsor an event with a bar, event promoter, or alcohol distributor; however, a chapter/organization may rent a bar, restaurant, or other licensed and insured third-party vendor to host a chapter/organization event.
8. Attendance by non-members at any event where alcohol is present must be by invitation only, and the chapter/organization must utilize a guest list system. Attendance at events with alcohol is limited to a 3:1 maximum guest-to-member ratio, and must not exceed local fire or building code capacity of the chapter/organizational premises or host venue.
9. Any event or activity related to the new member joining process (e.g., recruitment, intake, rush, etc.) must be substance free. No alcohol or drugs may be present if the event or activity is related to new

member activities, meetings, or initiation into an organization, including but not limited to “bid night,” “big/little” events or activities, “family” events or activities, and any ritual or ceremony.

10. The chapter/organization, members or guests must not permit, encourage, coerce, glorify or participate in any activities involving the rapid consumption of alcohol, such as drinking games.

## APPENDIX I: INTERFRATERNITY COUNCIL POINT SYSTEM

**Whereas**, IFC chapter members are expected to attend IFC hosted events and operation, and it has been deemed necessary to implement a point system in order to maximize participation.

**Whereas**, consequences for not fulfilling the point requirement is necessary in order to hold chapters accountable;

**Therefore**, be it resolved that, each IFC chapter must earn points equivalent to 1.5 points for each active, initiated member within their respective organization.

**Therefore**, be it further resolved that, the chapters will be able to obtain points by the following:

- Roundtables and Delegation will remain mandatory and be valued at **(1) point per member in attendance**.
- Serving on the SET will be equivalent to **(1) point per event evaluated**.
- Guest at IFC delegation will grant **(0.5) points per member**.
- Surveys will be valued at **(1) point per completion**.
- Hosting University Police Department (UPD) to speak during chapter meeting will serve as **10% of the total required points**.
- Hosting IFC to speak during chapter meeting will serve as **15% of the total required points**.
- Completing a total number of community service equivalent to **(5) hours per member** will serve as **20% of the total required points**.
- Study tables hosted every Wednesday by the VP of Scholarship will be worth **(0.5) points per attendee for the first (24) individuals** that attend the study table.
- Hosting a speaker at your chapter on the topics of Sexual Assault, Alcohol Skills, or Risk Management will provide **10 % of the total required points**.
  
- Other events that may count but have to be pre-approved by the IFC Executive Board include, but are not limited to, Service Events, Sporting Events, and any other event that the IFC deems appropriate. Points will be allocated accordingly by the IFC.

**Therefore**, be it further resolved that, if chapters do not accumulate enough points before the end of the regular school year, they will be fined \$1000.00 and lose voting privileges and the eligibility to apply for the IFC leadership program grant until they have paid the fine, this can be appealed, or reduced depending on point value collected, at the discretion of the IFC Executive Board. Chapters will be charged based on the percentage of points not collected directly proportionate to \$1,000.00.



**Therefore,** be it further resolved that, IFC will donate all of the fines collected through this resolution to the non-profit beneficiary designated by the chapter with the most accumulated points (based on percentage completion).

**Therefore it be further resolved that,** The Ball State Interfraternity Council adopts this point system in place of requiring a certain number of members at each IFC sponsored event.