

# Greek Senate Constitution

Founding Members of the Greek Senate

ΑΣΤ ΑXP ΔΦΕ ΖΤΑ ΘΦΑ ΘΞ ΛΘΑ ΛΘΦ ΛΣΥ ΣΠ ΤΚΕ PSK ΦΣΣ

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**HISTORY:** Established Fall of 2003 (John Albanese); ReDraft Spring 2006 (Kevin Ennis);  
Updated Spring 2008 (Peggy Jones); Spring 2010 (Rebecca Lynn Turner)



**AUTHORS:**

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Greek Senate Seal by Rob Nicholson (AXP)

**Article I**  
**IDENTIFICATION**

- I. The name of this organization shall be the Monmouth University Greek Senate (hereafter referred to as the Senate).
- II. The Monmouth University Greek Senate Seal (hereafter referred to as the seal) shall be recognized as the official mark of the Senate (pictured on cover).
- III. The seal shall adorn all official communications and documents pertaining to business of the Senate Executive Board and all legislatures governing the Monmouth University Fraternity/Sorority Community (hereafter referred to as the Greek Community) which are recognized by the Office of Student Activities and Student Center Operations of Monmouth University (hereafter referred to as the OSASCO).

**Article II**  
**MISSION STATEMENT**

- I. The mission of the Senate is to unite the members of the Greek Community in a spirit of mutual interest, to structure and govern all activities of the Greek Community, and to maintain communication between the Greek Community, the OSASCO, and the Monmouth University community at large. The Senate is primarily dedicated to ensuring and enhancing the quality of Fraternity and sorority life by providing strong leadership, educational tools, and service opportunities. The Senate strives to assist member chapters in meeting or exceeding their own nationally prescribed guidelines. To this end, the Senate provides member Chapters with the opportunity to develop mutually beneficial partnerships with other member chapters and the campus community.

**Article III**  
**LEGISLATIVE POWERS**

- I. The Senate is the authority which initiates and approves relevant policies for the governance of the Greek Community in conjunction with the OSASCO.
- II. The Senate and its appointed sub-bodies are to serve as the voice of the Greek Community involving issues concerning the greater Monmouth University Community.

**Article IV**  
**MEMBERSHIP**

*Section 1. Criteria*

- I. All member chapters must maintain recognition from the OSASCO and their National Headquarters to be a member of the Greek Senate.
- II. Member chapters are obligated to abide by the Greek Senate Constitution and the policies and by-laws thereof.
- III. All member chapters must maintain a full-time Monmouth University faculty/staff advisor.
- IV. A member chapter can have its recognition changed or recommended to be revoked by the Greek Judicial Board or the OSASCO when the chapter in question is found to be in violation of the Greek Senate Constitution, the Greek Senate By-Laws, and/or the chapter's National Governing Council, and the Student Code of Conduct.
- V. The OSASCO does not have authority over any legislature of the Greek Senate or its sub-bodies.

*Section 2. Recognition*

- I. Active Status
  - i. Official recognition by Monmouth University through the Greek Senate, the Student Government Association, and the OSASCO.
  - ii. Officially recognized by member chapter's National Headquarters.
  - iii. Entitled to all rights and privileges of a member chapter of the Senate.

## II. Interest Groups and Colonies

- i. Meeting the requirements set-forth by the Sub-Council for which each is attempting to join. (See: Sub-Councils – Article VII)
- ii. Complete the Monmouth University expansion process as per Sub-Council policy.
- iii. Participate in a review period until the chapter chartering process is completed, lasting a minimum of two (2) full semesters, throughout which progress will be monitored by the Senate and the OSASCO.
- iv. Have one elected member attend all Greek Senate meetings as a pseudo-Voting Senator (See: Representation, Section 3).
- v. Colony representatives are not eligible to motion or vote, but may debate.

## III. Probationary Status

- i. A disciplinary condition designed for placing restrictions on a chapter so the restrictions directly relate to a specific incident or occurrence where an appropriate authority deems the chapter in question is in violation of the Greek Senate Legislature, Monmouth University policies, and Inter/National policies.
- ii. Minimum standards will be asked of the chapter to achieve and upon successful completion of these standards there shall be a meeting of the relevant authority to consider lifting the probationary status.
- iii. Restrictions may include, but are not limited to, specific sanctions such as:
  - A. Limits on social functions.
  - B. Loss of the ability to participate in recruitment.
  - C. Restrictions on new member education programs.
  - D. The inability to participate in Greek Week and/or Homecoming.
- iv. Chapters guilty of violating the provisions of their probation shall be considered for inactive status by the Greek Judicial Board.
- v. Chapters placed on probationary status more than once in two consecutive academic years shall be considered for inactive status by the Greek Judicial Board.
- vi. Chapters shall be placed on inactive status if their probationary status has not been lifted after two consecutive semesters for reasons pertaining to academics.

## IV. Inactive Status

- i. A disciplinary condition designed for placing restrictions on a chapter where a relevant authority deems the chapter in question is in violation of two or more Greek Senate Legislature and/or Monmouth University policies.
- ii. Minimum standards will be asked of the chapter to achieve and upon successful completion of these standards there shall be a meeting of the relevant authority to consider lifting the inactive status.
- iii. Inactive chapters shall lose the privilege to:
  - A. Vote at Senate meetings.
  - B. Participate in mixers (not including formals).
  - C. Participate in recruitment.
  - D. Initiate a new member education program.
  - E. Participate in Greek Week and/or Homecoming.
- iv. Chapters guilty of violating the provisions of inactive status shall be considered for loss of recognition by the Greek Judicial Board.
- v. Member chapters Presidents of the Senate are to be informed via student organization mailbox when another member chapter is deemed inactive. Details need not be disclosed.
- vi. Any person holding a position within the Senate shall be temporarily removed from their position until their chapter's inactive status has been lifted by the relevant authority.
- vii. Any chapter placed on inactive status is excused from Senate, Sub-Council, and Justice meetings.

## V. Loss of Recognition

- i. A chapter that has officially lost recognition loses all rights and privileges of a student organization and is no longer recognized as a student organization by the Senate, The OSASCO, or The Monmouth University Student Government Association.
- ii. A chapter which has lost recognition must meet with the Assistant Director of Student Activities for Fraternity and Sorority Life if they wish to discuss provisions for a possible reinstatement of charter.
- iii. Any chapter which has lost recognition upon the recommendation from the Greek Judicial Board must receive permission from the Greek Judicial Board by an 80% hearing panel of those who heard the case before the chapter is given permission to re-charter.

## Section 3. Representation

### I. General Criteria

- i. Each member chapter is responsible for providing the Senate with one Voting Senator and at least one General Senator.
- ii. Member chapters numbering ten (10) members or less are not required to provide a General Senator, but may if they so choose. In such cases chapters are required to notify the Greek Senate Administrative Assistant in writing that they have less than ten (10) members.
- iii. All senators must be in good standing with the University and be active in status in accordance with their chapter's constitution.
- iv. Senators must attend all regular and special meetings of the Senate.
- v. If any Senator is elected to the Executive Board, they are no longer eligible to serve as a Senator.
- vi. Whenever a Senator is ineligible to serve the Senator's member chapter must select a new Senator within one week.

### II. Classification Criteria

- i. Voting Senators
  - A. Must be an Executive Board member of a member chapter who meets the General Criteria requirements listed above.
  - B. May motion and debate in all Senate meetings.
  - C. Responsible for voting in all Senate voting matters.
  - D. Responsible for communicating Senate meeting details to their chapter's Executive Board.
  - E. Responsible for procuring any information and/or services requested of their chapters by the Senate.
- ii. General Senators
  - A. Any active member of a member chapter meeting the General Criteria requirements listed above.
  - B. May motion and debate in Senate meetings.
  - C. Responsible for procuring information and/or services requested of the Senate.
  - D. Must serve a term of one full academic year, beginning at the last meeting of the spring semester and ending at the second-to-last meeting the following spring semester.

**Article V**  
**MEMBERS OF THE EXECUTIVE BOARD**

*Section 1. Senate Executive Board Positions*

- I. President
- II. Sub Council Officers
- III. Vice-President
- IV. Chief Justice
- V. Administrative Assistant
- VI. Treasurer

*Section 2. Criteria for Executive Board Positions*

- I. All nominees must be members of a member chapter of the Greek Senate for a minimum of two semesters, including the semester during which they were initiated, before becoming eligible to run for a position on the Executive Board.
- II. All Executive Board Members must have and maintain a minimum cumulative grade point average of 2.50 and must be in good academic standing and judicial standing as per the Monmouth University student code of conduct.
- III. All Executive Board Members must be enrolled in a minimum of 12 credits at Monmouth University.
- IV. Each organization may only have one representative to the Executive Board with the exception of the sub councils with only one (1) chapter in the respective council.
  - i. In the event a sub council contains only one chapter, members from the respective chapter will be eligible to hold two (2) Executive Board offices with one of those offices being Chief MGC Officer. The officer will be eligible to serve on the Executive Board in two positions for any additional eligible office except Greek Senate President.
- V. Presidents of member chapters are not eligible to hold the office of Senate President.
- VI. All potential Executive Board members must have at least one (1) semester of involvement with the Senate.
- VII. All Senate Executive Board Members shall hold office for one full academic year.
- VIII. An individual is allowed to serve in the same executive position more than one full term.

*Section 3. Election Procedure*

- I. Each member chapter may only nominate up to a total of three members for the Senate Executive Board. Should one of those members be elected, the other nominated member will be required to secede.
- II. The order for voting shall be as listed in Section 1 of this Article.
  - i. In the event a sub council consists of only one chapter, the order of voting shall be as follows:
    - a. President
    - b. Chief Panhellenic Officer
    - c. Chief IFC Officer
    - d. Vice President
    - e. Chief Justice
    - f. Administrative Assistant
    - g. Treasurer
    - h. Chief MGC Officer
- III. The Executive Board transition shall begin with three (3) Senate meetings left in the academic year and shall proceed as follows:
  - i. All nominations due
  - ii. Speeches, meeting period, and elections begin. Executive Board nominees are required to meet individually with the respective Executive Board members for the position(s) they are running for prior to the start of the election. In the event the meeting does not occur, the nominee will be ineligible for the position(s).
  - iii. New Executive Board installed and functioning

- IV. Nominees shall only run for one position per election.
- V. Elections will be by majority (50% + 1), and will require quorum (2/3) of all active Voting Senators to hold the election (See Meetings: By-Laws).
  - i. Chapter members of each council may only vote for their own respective councils (ie- IFC chapters for IFC, etc.)
- VI. In the case of a tie the following procedures shall be enacted:
  - i. A new election will be held at the same meeting between the tied candidates.
  - ii. If the two candidates are still tied then each member of the outgoing Executive Board casts a vote except for the outgoing President. That President may only vote in the event of a tie.

#### *Section 4. Vacancies and Successions*

- I. Vacancy Procedures
  - i. When a mid-term vacancy occurs for any Executive Board position other than President there shall be a one week period, beginning at the meeting of the announced vacancy, for eligible applicants to submit a letter of intention for the open position.
  - ii. The Executive Board shall nominate a replacement based on the letters of intent.
  - iii. The Executive Board nominee must then be approved under quorum by a majority vote of the Voting Senators.
  - iv. Should the nominee not be approved the Senate shall, at the same meeting, nominate a new candidate and obtain an approval under quorum by a majority vote of the Voting Senators.
- II. Succession Chain
  - i. If the office of President becomes vacant the Vice President will assume the responsibilities, until a new President is elected.
  - ii. The office of President will be offered to each Executive Board Member in the following succession until it has been accepted by a candidate and approved by a majority vote of the Senate:
    - A. Vice President
    - B. Chief Justice
    - C. Administrative Assistant
    - D. Treasurer
  - iii. If no Executive Board Member is elected into office the Senate will follow the standard mid-term vacancy procedure. The first nomination is still made by the Executive Board.
  - iv. Anyone who fills a vacancy must meet the requirements for an Executive Board position.
  - v. Should the President ever be temporarily unavailable the Senate shall follow the same succession as the chain of command.

#### *Section 5. Officer Responsibilities and Obligations*

- I. Responsibilities of all Executive Board Members
  - i. Attend all Senate Executive Board meetings and Senate meetings.
  - ii. Have a schedule conducive to one-on-one meetings with the Assistant Director of Student Activities for Fraternity and Sorority Life.
  - iii. Keep and maintain a minimum of 2 office hours per week.
  - iv. In the event committee chair positions are not filled by General Senators, it will be the responsibility of the Executive Board to carry out the responsibilities of any respective vacancy.

## II. Position Specific Obligations

## i. President

- A. Preside over Senate Executive Board meetings and Senate meetings.
- B. Appoint, along with the Vice President, nominees for chair positions of standing and ad hoc committees.
- C. Hold a semester-opening meeting with the Assistant Director of Student Activities for Fraternity and Sorority Life to discuss Fraternity and sorority goals and objectives for the semester.
- D. The President must meet regularly with the Assistant Director of Student Activities for Fraternity and Sorority Life.
- E. When asked, report to the administration on issues and concerns pertaining to the Greek Community.
- F. Act as the de facto spokesperson for the Greek Community unless the Executive Board delegates an official spokesperson other than the President.
- G. The President shall have the right to veto any motion passed by the Senate if he/she feels the motion is detrimental to the Greek Community or Monmouth University Community. This veto can be overturned with a two thirds (2/3) vote of the Voting Senators.
- H. President shall not vote in Senate meetings, except in the case of a tie.
- I. In the event the Treasurer is unavailable, the President shall give approval for financial purchases which adhere to the Senate budget unless such purchases are fiscally unwise or unnecessary to the business of the Senate or the sub-bodies thereof.
- J. The President shall not vote in Executive Board meetings, except in the case of a tie.

## ii. Vice President

- A. Assist the President in matters pertaining to the Senate.
- B. Oversee and assist with the operations of all committees and chairs.
- C. Appoint, along with the President, nominees for chair positions.
- D. Fulfill Presidential duties in the absence of the President.
- E. Create Ad Hoc committees for specific events and projects.
- F. Shall serve as voting member at all Executive Board meetings.

## iii. Chief Justice

- A. Will act as Parliamentarian during all meetings and oversee the voting process.
- B. Preside over the Greek Judicial Board as outlined in the Greek Judicial Board Bylaws.
- C. Report to the Executive Board and General membership regarding matters related to the Greek Judicial Board and sub bodies thereof.
- D. Shall serve as voting member at all Executive Board meetings.

## iv. Administrative Assistant

- A. Create the agenda for each meeting in conjunction with the Executive Board.
- B. Keep accurate meeting minutes.
- C. Keep record of all meeting minutes.
- D. Keep records of attendance and accept excuses for absence for any and all business pertaining to the Senate.
- E. Compile all Greek Senate fraternity and sorority related publicity (newsletter, Outlook articles, etc.) for use of Public Relations Chair.
- F. E-mail all Greek Community members weekly with Senate meeting details.
- G. Maintain, update, and moderate all Greek Senate social networking sites.. In the event Greek Senate finds a new medium with the intended purpose to reach out to the fraternity/sorority community, it is the responsibility of the Administrative Assistant to monitor such mediums.
- H. Shall serve as voting member at all Executive Board meetings.

- v. Treasurer
  - A. Shall document all financial transactions, maintain all financial records, and prepare all financial reports of the Senate.
  - B. Shall give approval for financial purchases which adhere to the Senate budget unless such purchases are fiscally unwise or unnecessary to the business of the Senate or the sub-bodies thereof.
  - C. Shall be responsible for collecting all money owed to the Senate.
  - D. Chair or serve on any financial or fundraising committees.
  - E. Submit a semester-end report to the OSASCO.
  - F. Present a budget to the Senate for approval by the last meeting of the fall semester.
  - G. Present approved budget to the Monmouth University Student Government Association to obtain financial assets for the next academic year (See Finance: Article X).
  - H. Shall serve as voting member at all Executive Board meetings.
- vi. Sub-Council Officers
  - A. Preside over their respective Councils as outlined in this constitution and their Sub-Councils' By-Laws.
  - B. Report to the Executive Board and the Senate regarding matters related to their Sub-Councils and sub bodies thereof.
  - C. Shall serve as voting members at all Senate Executive Board meetings.

**Article VI**  
**SUB-COUNCILS**

- I. There shall be a Sub-Council to represent each National Governing Council which has at least one recognized, subsequent member chapter at Monmouth University.
- II. Should a Sub-Council represent more than one National Governing Council, in all instances of discrepancy between the National Governing Conferences, the more stringent requirements shall be enforced on all member chapters of the Sub-Council.
- III. Each Sub-Council shall have by-laws which delineate a legislative process and the rules and regulations of their respective National Governing Councils.
- IV. Each member chapter shall be equally represented in the legislative process of their respective Sub-Council.
- V. The Sub-Councils shall adhere to all rules and regulations set-forth by the Greek Senate Constitution.
- VI. The Sub-Councils shall use the Greek Judicial Board to charge organizations with infractions of their by-laws except when their national legislature declares otherwise, in which case the national process takes precedence.
- VII. The Sub-Councils, and the sub-bodies thereof, shall not possess the power to overturn any Senate or Greek Judicial Board decision.
- VIII. The intent of the Sub-Councils shall be to make certain all fraternities, sororities, and interest groups adhere to their respective National Governing Council's:
  - i. Standards of integrity
  - ii. Academic standards
  - iii. Rules and regulations of recruitment
  - iv. Process for new chapter expansion

**Article VII  
JUDICIAL**

*Section 1. Process*

- I. All judicial business of the Greek Senate shall be processed and administered by the Greek Judicial Board as detailed in the Greek Judicial Board By-Laws.

*Section 2. Senate Conduct*

- I. Any Executive Board member or Senator formally charged with violating a policy of the Greek Senate Constitution or the Greek Senate By-Laws which directly relates to the obligations of their position shall be given a hearing by the Greek Judicial Board.

**Article VIII  
COMMITTEE CHAIRS**

*Section 1. General Specifications*

- I. The President and Vice President may create ad hoc and programming committees as needed.
- II. All Committee chairs must report to the Vice President weekly.
- III. Committee chairs are responsible for procuring persons to fill the positions of their committees.
- IV. If a committee chair misses more than 2 meetings they will be sent to the Greek Judicial Board.
- V. Committee heads are in position for a full academic year.
- VI. In the event the Greek Senate has a vacant chair position, the Greek Senate will delegate responsibilities of that chair position amongst members of the Executive Board.

*Section 2. Standing Committees*

- I. Community Service/Philanthropy Committee Heads
  - i. Shall create a minimum of one event per semester which will involve the participation of all member chapters.
  - ii. Shall inform member chapters of local community service/philanthropic events and opportunities.
- II. Scholarship Committee Heads
  - a. Shall assist the Vice-President in overseeing the Greek Challenge.
  - b. Shall present the Executive Board with ideas and events which will better the scholastic efforts of the Greek Community.
  - c. Shall represent the Senate on the Academic Task Force.
- III. Up Till Dawn Committee Heads
  - i. Shall coordinate and execute all relevant activities for Up Till Dawn, including but not limited to the all team meetings and the finale.
- IV. Public Relations Committee Heads
  - i. Shall work in conjunction with the Senate Vice President and the Administrative Assistant.
  - ii. Shall publicize all Greek events to the local and campus community.
  - iii. Shall submit and screen Greek articles for publication in the student newspaper.
  - iv. Shall update and maintain the Fraternity and sorority bulletin board.
  - v. Shall work in conjunction with the Greek Senate Vice President in the production and editing of the fraternity and sorority life newsletter.

- V. Greek Alumni Affairs Committee Heads
  - i. Shall maintain communication with the Greek Relations Chair of the Monmouth University Alumni Association.
  - ii. Shall work in conjunction with the Activities Committee to establish Alumni participation in Greek events.
  - iii. Shall act as Historian for Monmouth University Fraternity and sorority life.
  - iv. Shall create and be in charge of the slide show for the Greek Awards.
  - v. Shall be in contact with each chapter's alumni chair.
- VI. Activities Committee Heads
  - i. Shall create entertainment events which will build stronger bonds amongst all members of the Greek Community.
  - ii. Shall be responsible for organizing events regarding the participation of all member chapters.
  - iii. Shall work in conjunction with all other standing committees.

### **Article IX ADVISORS**

#### *Section 1. Advisor to the Greek Senate*

- I. Assistant Director of Student Activities for Fraternity and Sorority Life or a designee from the Office of Student Services shall serve as the primary advisor to the Greek Senate and the sub-bodies thereof.

#### *Section 2. Individual Organizations*

- I. Advisors must be full time faculty or staff members of Monmouth University, excluding the employees of the OSASCO.
- II. Each fraternity and sorority shall choose its own advisor(s).
- III. In the event a member chapter's sole advisor resigns with four or more weeks remaining in a semester, the chapter shall be permitted four weeks to find another.
- IV. In the event a member chapter's sole advisor resigns with less than four weeks left in the semester, they must have a new advisor by the start of the following semester.
- V. When a member chapter has no advisor a member of the OSASCO will serve as an interim advisor and assist the group with finding a new advisor and their daily operations.
- VI. In the event a chapter fails to find a new advisor in the allotted time, the chapter will be deemed inactive until a new advisor is in place.

### **Article X FINANCE**

#### *Section 1. Budget*

- I. The Senate Treasurer shall prepare a budget for each semester to be approved by a majority vote before the last meeting of the semester prior.
- II. The "Fines" account of the budget must be spent on documented expenditures benefiting the Greek Community (i.e. Guest speakers, NGLA, UIFI).
- III. The Senate Treasurer shall submit the Senate approved budget to the Student Government Association to obtain financial assets for the next academic year as per the budget request process.
- IV. Dues will be collected once per semester if the Senate's budget is not allocated by the Monmouth University Student Government Association and will be ten dollars (\$10) per member for every member chapter.
- V. The Senate Treasurer will revise the Senate budget accordingly should the budget be funded by dues of the member chapters.
- VI. The amount of dues collected per member may be amended by a two-thirds vote of all active member chapters and should be presented by the Senate Treasurer with a revised budget which documents the need for an adjustment. (See Amendments: Article XII).
- VII. No money pertaining to the Senate can be allocated for alcohol.

*Section 2. Payments to the Senate*

- I. All payments due to the Senate and its sub-bodies are to be paid in full to the Senate within a two (2) week period.
- II. After the two week period ends a 25% interest charge will be added to the unpaid balance every week at the weekly Senate meeting.
- III. Any chapter that establishes a payment plan with the Senate Treasurer within the two week period will be exempt from paying interest charges.
- IV. If payments are not made as described in a payment plan, interest will be added to the unpaid balance on the date of the missed payment.
- V. Any chapter with outstanding debt after two (2) weeks that does not keep to a prescribed payment plan will be put on Probation status until the fine is paid in full.
- VI. All fines collected by the Senate will be expensed into the “Fines” account of the Senate Budget.
- VII. All fines are at the discretion of the Senate Treasurer.

**Article XI  
NONDISCRIMINATION**

- I. The Greek Senate and all its sub-bodies will not discriminate on the basis of race, color, religion, marital status, national/ethnic origin, age, sex, sexual orientation, or disability in its programs or activities.

**Article XII  
AMENDMENTS**

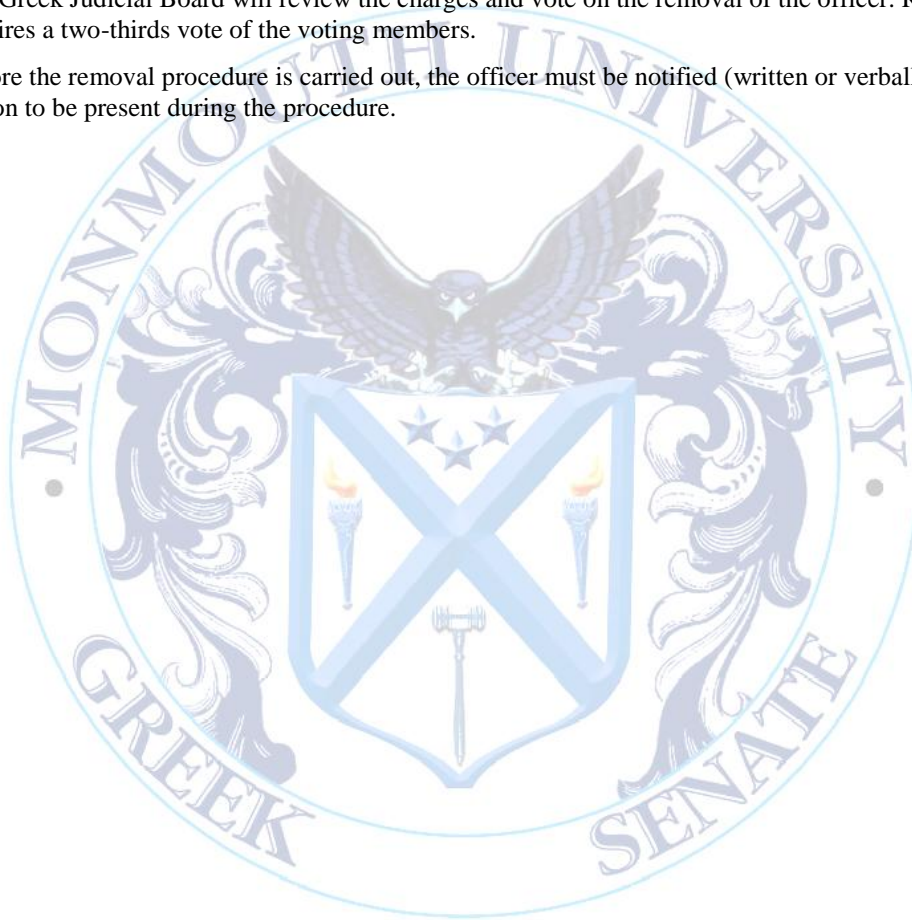
- I. This constitution and its by-laws must be updated or ratified at least once every two years.
- II. The history of the updates and ratifications should be recorded on the title page, documenting the semester and the name of the presiding Senate President.
- III. This constitution may be amended or ratified by a two-thirds vote of all active Voting Senators.
- IV. Written notice of any proposed amendment must be filed by either an Executive Board member or a Senator.
- V. Written notice of any proposed amendment must be filed with the Senate Executive Board at a Senate meeting two (2) weeks prior to any vote.
- VI. The proposed change must be discussed at the first scheduled Senate meeting after the proposal was first presented.
- VII. If the proposal is redrafted it must be discussed again at the next Senate meeting.
- VIII. Should the proposal remain unchanged it is to be voted on the following meeting under quorum.
- IX. If the Senate passes the amendment it must be ratified by the Student Government Association to become official.

**Article XIII  
ON CAMPUS CHAPTER EVENT POLICY**

- I. Any chapter wishing to hold an event must contact the Greek Senate Executive Board in a minimum of two weeks prior to the event.
- II. The Greek Senate Executive Board will assign two members to supervise the event, including but not limited to set up and clean up.
- III. If a chapter is found setting up without having members of the Greek Senate in attendance they will have to forfeit their security deposit in addition to any damage cost if applicable.
- IV. If any damages occur the chapter may be subjected to charges with the Greek Judicial Board.
- V. All groups must follow regulations for student events and/or Pollak Theatre guidelines.

**Article XIV**  
**PROVISIONS FOR REMOVAL AND REPLACEMENT OF OFFICERS**

- I. The grounds for the removal of an officer shall be:
  - i. Abuse of power
  - ii. Insufficient time for his/her position
  - iii. Violation of absentee policy
- II. Procedure of removal:
  - i. Any member of the organization has the power to initiate impeachment proceedings.
  - ii. Charges must be presented in a written form to the entire Greek Senate Executive Board for review. If the Executive Board determines there are enough grounds, the charges will be brought before the Greek Judicial Board.
  - iii. The Greek Judicial Board will review the charges and vote on the removal of the officer. Removal from office requires a two-thirds vote of the voting members.
  - iv. Before the removal procedure is carried out, the officer must be notified (written or verbally) and must be given the option to be present during the procedure.



# Greek Senate By-Laws

## MEETINGS

### Section 1. Senate Presence

- I. Two-thirds (2/3) of all active Voting Senators of the Senate shall constitute as standard quorum.
- II. Fifty percent plus one (50% + 1) of all active Voting Senators of the Senate shall constitute as standard majority.

### Section 2. Presiding Officer

- I. The President shall be the presiding officer at all Senate meetings. In his or her absence, the order of succession to chair meetings shall be:
  - i. Vice-President
  - ii. Chief Justice
  - iii. Administrative Assistant
  - iv. Treasurer
- II. If all of the aforementioned are absent no Senate meeting shall be held.

### Section 3. Agenda

- I. The Executive Board agenda should consist of the following:
  - i. Roll Call
  - ii. Approval of Minutes
  - iii. Open forum for guest speakers
  - iv. Executive Reports
    - A. President
    - B. Vice President
      - a. Vice President report
      - b. Committee report(s)
    - C. Chief Justice
    - D. Administrative Assistant
    - E. Treasurer
    - F. Advisor
  - v. Sub-Council Officers (By order of appearance in the By-Laws)
  - vi. Old Business
  - vii. New Business
  - viii. Announcements
  - ix. Adjournment
- II. The Senate agenda should consist of the following:
  - i. Roll Call
  - ii. Approval of Minutes
  - iii. Open forum for guest speakers

- iv. Executive Reports
  - A. President
  - B. Vice President
  - C. Chief Justice
  - D. Administrative Assistant
  - E. Treasurer
  - F. Advisor
- v. Sub-Councils (By order of appearance in the By-Laws)
  - A. Sub-Council Officer's report
  - B. Co-responding member chapter reports (Greek alphabetical order)
- vi. Committee Reports (By order of appearance in the Senate Constitution)
- vii. Old Business
- viii. New Business
- ix. Announcements
- x. Adjournment

#### Section 4. Motion and Debate

- I. Voting Senators have full rights to debate, vote, and make motions in accordance with parliamentary procedures as outlined by Roberts Rules of Order: Newly revised.
- II. General Senators have the right to make motions and debate in accordance with parliamentary procedures as outlined by Roberts Rules of Order: Newly revised.
- III. Advisors of the Senate have the right to debate in accordance with parliamentary procedures as outlined by Roberts Rules of Order: Newly revised.

#### Section 5. Form of Actions and Voting

- I. All motions of the Senate shall pass by a majority affirmative vote of the Voting Senators, unless specified otherwise by the Greek Senate Constitution, its By-Laws, and/or Roberts Rules of Order, Newly Revised.
- II. Each vote of the Senate shall carry equal weight, with each Voting Senator representing the opinions of their member chapter.
- III. The Senate President shall vote only to break a tie, unless specified otherwise by the Greek Senate Constitution, its By-Laws, and/or Roberts Rules of Order, Newly Revised. A tie is defined when legislation, after all votes have been tallied, is deadlocked with the same amount of votes on the affirmative and negative, in the case of a simple majority vote.
- IV. Every Voting Senator is given the privilege of proxy voting provided the Senator is awarded an excused absence for the meeting of the vote.
- V. A proxy must be dated, signed, and delivered to the Senate President or the Senate Administrative Assistant in advance of the meeting being called to order.
- VI. A proxy must detail a Voting Senator's decision on a vote and the reasoning behind their decision.
- VII. In the case of a debate, a proxy may be read aloud to add insight to a discussion and may be requested by anyone with the privilege to debate.

#### Section 6. Minutes

- I. Minutes shall be kept at all meetings.
- II. Should the Administrative Assistant be unable to perform their duties at a meeting the Treasurer shall perform the minute-taking responsibilities of the Administrative Assistant.

## Section 7. Meetings

## I. EXECUTIVE BOARD MEETINGS

- i. The Executive Board shall meet weekly at a time to be chosen prior to the first meeting.
- ii. Quorum of Executive Board members shall constitute presence for official business.
- iii. Advisors, Administrators and the media may attend meetings, though may be asked to leave at any time for official business, excluding the Assistant Director of Student Activities for Fraternity and Sorority Life.
- iv. Those not serving on the Senate may present a report if approved by the Executive Board prior to the meeting.

## II. REGULAR SENATE MEETINGS

- i. The Senate shall meet weekly at a time to be chosen prior to the first meeting.
- ii. Standard quorum of Voting Senators shall constitute Senate presence for official business.
- iii. Advisors, Administrators, members outside of Monmouth Universities undergraduate fraternity and sorority community, and the media may attend meetings, though may be asked to leave at any time for official business, excluding the Assistant Director of Student Activities for Fraternity and Sorority Life.
- iv. Those not serving on the Senate may present a report if approved by the Executive Board prior to the meeting.

## III. SPECIAL MEETINGS

- i. A special meeting of the Senate may be called by the Senate President when requested by any Senator or Executive Board Member.
- ii. The Greek Community must be given a minimum of twenty four (24) hours notice for a Special Meeting.
- iii. Standard quorum of Voting Senators shall constitute Senate presence for official business.
- iv. Advisors, Administrators, members outside of Monmouth Universities undergraduate fraternity and sorority community, and the media may attend meetings, though may be asked to leave at any time for official business, excluding the Assistant Director of Student Activities for Fraternity and Sorority Life.
- v. Those not serving on the Senate may present a report if approved by the Executive Board prior to the meeting.

## Section 8. Executive Sessions

- I. An executive session of the Senate may be called by the Senate President during any meeting when requested by any Senator or Executive Board Member.
- II. Only Executive Board members and Senators may be in attendance of an executive session. All other persons present must leave.
- III. Any Senator or Executive Board member may motion to invite an outsider into the Executive Session. The motion must be approved by a two thirds (2/3) vote of the Voting Senators.
- IV. No minutes shall be kept during an executive session.
- V. No voting or motioning shall take place during an executive session.
- VI. All discussion of the executive session shall remain confidential among those privileged to attend. A breach of confidentiality is grounds for dismissal from the Senate by the Greek Judicial Board.

## Section 9. Meeting Attendance

- I. An excused absence shall be granted for any modest reason when presented in writing to the Senate President or Senate Administrative Assistant in advance of a meeting being called to order.
- II. Attendance and excused absences letters shall be left to the discretion of the Senate Administrative Assistant.
- III. All Senators and Executive Board members are permitted two (2) excused absences per semester for Regular Senate Meetings. Further absence will constitute grounds for a hearing by the Greek Judicial Board for dismissal from the Senate.
- IV. Executive Board members are permitted two (2) excused absences per semester for Executive Board meetings. Further absence will constitute grounds for a hearing by the Greek Judicial Board for dismissal from the Senate.

**MANDATORY EVENTS**

## Section 1. CRITERIA

## I. Senate

- i. Mandatory events are events/activities/sessions which require chapter representation based on its relevance to the Greek Community and the following guidelines:
  - A. Warrants the participation of all member chapters.
  - B. Provides knowledge pertaining to the Greek Community.
  - C. Provides a service to the greater Monmouth University community.
- ii. No event which charges money will be deemed mandatory.
- iii. Events can be made mandatory by a two-thirds (2/3) vote of the Senate or by a majority vote (50% + 1) of the Senate Executive Board.
- iv. Any Senator can motion to make an event mandatory and must do so with a suggested percentage of participation per chapter.
- v. A Mandatory Event must be announced at a general Senate meeting at least two (2) weeks in advance of the event, not counting the days between the last Senate meeting before the event and the event.
- vi. All actions taken on behalf of the Senate involving a chapter's negligence in attendance of a mandatory event shall be counted starting from the first Senate meeting after the event.
- vii. Mandatory obligations can be altered by a two-thirds vote of active Voting Senators up to one (1) week prior to the event; however obligations can only be made less stringent.

## II. Sub-Councils

- i. The process, guidelines, and limitations for Sub-Council mandatory events shall be the same as described for the Senate.
- ii. Sub-Council Officers may invoke mandatory events for their relative member chapters upon receiving majority vote approval from the Senate Executive Board or a two-thirds vote from their Council's active member chapters.
- iii. All mandatory event business prior to a Sub-Council's mandatory event is to be handled in the Sub-Council's general meeting.
- iv. The Sub-Council Officer is responsible for submitting an event report to the Senate Executive Board at the first Senate Executive Board meeting after the mandatory event.
- v. All business after the mandatory event relating to chapter attendance shall be handled by the Senate, beginning at the first Senate meeting after the mandatory event.

## Section 2. ATTENDANCE

- I. The amount of members required to attend the mandatory event will be based on the nature of the event and will be determined prior to voting.
- II. Representation requirements will be derived by a percentage of active members of each chapter, not including new members; except when an event outlines its own representation requirements.
- III. Any chapter with a valid excuse to miss a mandatory event must give the Senate Administrative Assistant written notice at least forty eight (48) hours prior to the event. If the event is hosted by a Sub-Council notice shall be given to the Sub-Council Officer.
- IV. If a chapter is excused from a mandatory event no fine will be imposed.
- V. Any Chapter numbering ten (10) active members or less will only be asked for half the representation of all other chapters for mandatory events assessed by active member percentage.
- VI. The involvement of New Members regarding member chapter attendance for mandatory events shall be left to the discretion of the Senate Executive Board, but must be made clear when the event is first made mandatory. If the New Member attendance issue is not addressed, new members will not count towards filling their chapter quota for the mandatory event.

## Section 3. UNEXCUSED ABSENCE

- I. If a chapter does meet its representation requirements at the mandatory event or fails to give notice within the allotted time period, a fine of five dollars will be imposed for every member that should have been present but was not.
- II. If the chapter does not wish to pay a fine they may choose to perform an absence alternative.
- III. Absence alternative proposals should be submitted in writing to the Senate Chief Justice within a two week period after the occurrence of the event.
- IV. If more time is required to finalize details for a proposal, chapters must submit a written appeal for an extension of time.
- V. If neither proposal nor time extension appeal has been submitted within the two week period, chapters must pay the fine.
- VI. The proposal should be a detailed explanation of an event or project that fulfills the criteria which made the mandatory event important to the Greek Community.

**SENATE SEAL***Section 1. GENERAL*

- I. The Monmouth University Greek Senate Seal should only be displayed at events or applied to items which uphold the ideals of the Greek Community.
- II. The Seal is available for use by the Greek Senate, its sub-bodies, and its member chapters.
- III. Anyone wishing to use the seal should make a written request to the Senate Executive Board through their relative Sub-Council Officer.
- IV. Any requests to apply the Seal to items or articles of clothing must include a sample of the item or article.
- V. Use of the Seal must be approved by a two-thirds (2/3) vote of the Senate Executive Board.
- VI. Should use of the Seal be denied approval the Senate Executive Board must provide reason for its decision.

*Section 2. MISUSE PROCEEDINGS*

- I. Misuse of the seal or a replication of its likeness is a misrepresentation of the Greek Community and is grounds for judicial action.
- II. Anyone may report the misuse of the seal to the Senate Chief Justice.
- III. The Chief Justice shall bring it to the attention of the Senate Executive Board, who will decide by majority vote whether it warrants a trial by the Greek Judicial Board.
- IV. Should the seal be misused by persons outside of the Greek Community the Chief Justice shall bring the case to the attention of the OSASCO.
- V. The Chief Justice will outline the proceedings of the case in a report to the Senate, keeping all individual names anonymous.

**PANHELLENIC COUNCIL CONSTITUTION**

Article I

Name

- I. The name of this Greek Senate Sub-Council shall be the Monmouth University Panhellenic Council (hereafter referred to as Panhellenic Council).

Article II

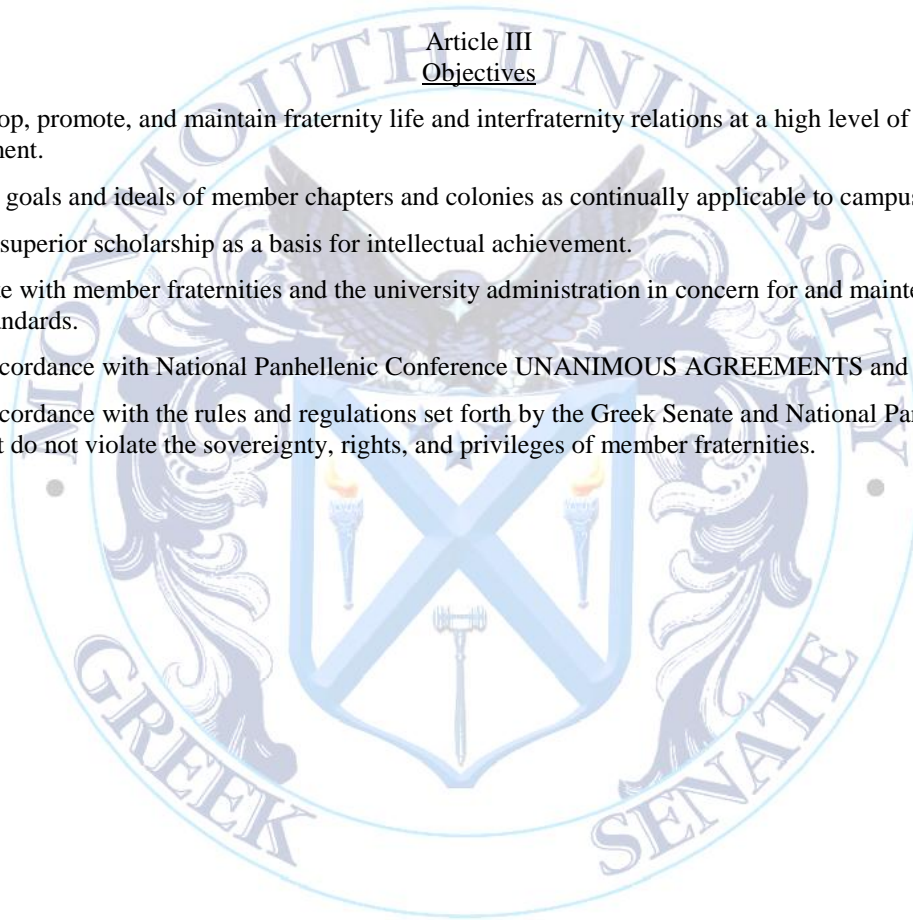
Mission Statement

- I. It shall be the duty and purpose of the Panhellenic Council to administer all business related to the overall objectives and duties of the Panhellenic Council, including recruitment and the new member process, which do not violate the sovereignty, rights, and privileges of member fraternities; as well as, to comply with all rules governed by the Greek Senate.

Article III

Objectives

- I. To develop, promote, and maintain fraternity life and interfraternity relations at a high level of accomplishment and commitment.
- II. Consider goals and ideals of member chapters and colonies as continually applicable to campus and personal life.
- III. Promote superior scholarship as a basis for intellectual achievement.
- IV. Cooperate with member fraternities and the university administration in concern for and maintenance of high social and moral standards.
- V. Act in accordance with National Panhellenic Conference UNANIMOUS AGREEMENTS and polices.
- VI. Act in accordance with the rules and regulations set forth by the Greek Senate and National Panhellenic Conference, in ways that do not violate the sovereignty, rights, and privileges of member fraternities.



Article IV  
Membership

- I. Membership must be in compliance with Article IV, Sections 1 & 2 of the Greek Senate Constitution.
- II. Each meeting shall be composed of one delegate and the president from each National Panhellenic Conference fraternity chapter at Monmouth University. In the event the chapter president is unable to attend they must be excused by the Chief PHC Officer and a Vice President must be sent in their place.
- III. From such National Panhellenic Conference fraternity colonies at Monmouth University representation will be acknowledged only through attendance.
- IV. Delegates shall be selected by their respective fraternity chapters, and follow the General Criteria (Article IV, Section 3, I: iv, v, vi, and vii) of the Greek Senate Constitution.
- V. All (delegates/presidents) must be in good standing with the University and be active in status in accordance with their chapter's constitution.
- VI. (Delegates/Presidents) must attend all regular and special meetings of Panhellenic Council.
- VII. If any (delegate) is elected to the Leadership Team, they are no longer eligible to serve as a (delegate).
- VIII. Whenever a (delegate) is ineligible to serve the (delegate's) member chapter must select a new (delegate) within two weeks.
- IX. The voting members of Panhellenic Council shall be the delegate of each fraternity in compliance with 'Status' within the Greek Senate Constitution, and shall only vote as chapter.
- X. If a delegate is absent, the vote of her fraternity shall be cast by its president. If both the delegate and the president are absent, the vote may be cast by a member of the fraternity, providing her credentials have been presented in writing to the Panhellenic Chairwoman prior to the meeting.
- XI. The regular membership of the Monmouth University Panhellenic Council shall be composed of all chapter members in good standing of NPC fraternities at Monmouth University
- XII. The provisional membership of the Monmouth University Panhellenic council shall be composed of all chapter members in good standing of NPC colonies and active chapters at Monmouth University

Article V  
Officers of the Panhellenic Council Leadership Team

*Section 1: Leadership Team Positions*

- I. The officers of the Panhellenic Council Leadership Team shall be the Chief Panhellenic Officer, Recruitment Coordinator, and Standards Coordinator.
- II. Leadership Team officers shall serve a term of one academic year (September-May). The term of office to begin no later than the beginning of the Fall semester.

*Section 2: Eligibility for Leadership Team Positions*

- I. All officers of the Panhellenic Leadership Team must have and maintain a cumulative 2.5 Grade Point Average, and be in good standing with Monmouth University and the Greek Senate.
- II. Officers shall be delegates from fraternities holding a voting recognition status within the Greek Senate.
- III. At no time shall a fraternity president of a Monmouth University Panhellenic Council member chapter be a member of the Leadership Team.
- IV. Officers must be a member of their respective chapter for two (2) semesters including the new member period.
- V. Officers must have served at least one (1) semester with the Greek Senate.

*Section 3: Election Procedure*

- I. Chief Panhellenic Officer shall be elected through the Greek Senate.
- II. The selection process of the Recruitment Coordinator and Standards Coordinator shall be conducted in the following manner:
  - i. Once the position is open to be filled, those women interested in taking the position must submit a Letter of Intent to the Chief Panhellenic Officer.
  - ii. They will be reviewed and the Chief Panhellenic Officer shall select a nominee.
  - iii. The nominee shall then be announced by the Panhellenic Chairwoman at the following regular Panhellenic Council meeting supporting her nomination.
  - iv. The Panhellenic Council and those in attendance shall then have a discussion and a vote will then take place. The nomination must pass by a 2/3 vote.
  - v. If the nomination is not approved, the Chief Panhellenic Officer will revisit the previously submitted Letters of Intent and again choose another nominee from the pool.
  - vi. The process will repeat until a nominee is passed by the Panhellenic Council.
  - vii. All newly elected officers must meet as a group or individually with the outgoing officers.
- III. If all Letters of Intent are exhausted, the floor will be open to nominations.

*Section 4: Vacancies & Successions*

- I. In the case of prolonged absences, resignation, or removal of office by the Greek Senate, of the Chief Panhellenic Officer, Article V, Section 4; shall be followed. During the vacancy, the Recruitment Coordinator shall serve as the interim chairwoman until the position is filled by the Greek Senate.
- II. In the case of prolonged absences or resignation of the Recruitment Coordinator and/or Standards Coordinator, the remaining Leadership Team officers shall elect another, with the majority approval of the member chapters, to temporarily fill the position until the next election.

*Section 5: Position Responsibilities and Obligations*

- I. Chief Panhellenic Officer:
  - i. Have overall responsibility for the operation of the Panhellenic Council.
  - ii. Call and preside at all regular and special meetings of the Monmouth University Panhellenic Council.
  - iii. Call and preside at all meetings of the Panhellenic Council Leadership Team.
  - iv. Report as required to the Assistant Director of Student Activities of Fraternity and sorority life.
  - v. Shall have a vote within Panhellenic Council, only in the event of a tie.
  - vi. Shall attend and give reports weekly at Greek Senate Executive Board Meetings, and regular Greek Senate meetings.
  - vii. Obligated to ensure that other members of the Leadership Team are on task and completing their obligations in a time, efficient manner.
- II. Recruitment Coordinator:
  - i. Perform the duties of the Chief Panhellenic Officer in her absence.
  - ii. Oversee Women's Recruitment on campus, including its scheduling, activities, rules, and orientation.
  - iii. Oversee the selection, training, and duties of Recruitment Counselors.

## III. Standards Coordinator:

- i Keep an up-to-date roll of the members of the Panhellenic Council and call it at all regular and special meetings.
  - ii Keep full minutes of all meetings of the Monmouth University Panhellenic Council.
  - iii File all minutes in the Panhellenic binder and send out electronic copies of the minutes.
  - iv Evaluate and enforce the rules and regulations pertaining to recruitment.
  - v Serve as mediator for related Panhellenic issues, especially regarding recruitment rules and regulations.
  - vi Make arrangements for any hearings necessary.
  - vii Preside over judicial hearings.
  - viii Inform, in writing, cited chapters and their advisors of the verdict, sanctions, and the appeals process.
  - ix Be familiar with all National Panhellenic Conference rules and UNANIMOUS AGREEMENTS pertaining to recruitment violations and regulations.
- IV. Any officer failing to perform her duties as outlined shall resign and a successor shall be designated by the Panhellenic Chairwoman and Greek Senate Executive Board after submission of Letter of Intent by aspiring officers.

Article VI  
Meetings

*Section 1: Regular*

- I. The Panhellenic Council shall hold a regular meeting every week while Monmouth University is in session, unless deemed otherwise by the Panhellenic Chairwoman.
- II. All delegates are allotted two (2) unexcused absences. Three (3) or more absences are subject to be turned over to the Greek Senate Judicial Board.

*Section 2: Special*

- I. A special meeting of the Panhellenic Council may be called by the Panhellenic Chairwoman when necessary and shall be called upon by written request of any regular or colony member fraternity at Monmouth University.
- II. Request must be given by a three day period prior to date requested.

*Section 3: Quorum*

- I. 2/3 of all member fraternities shall constitute a quorum for the transaction of business.

Article VII  
Unanimous Agreements & Policies

- I. All members of the Monmouth University Panhellenic Council shall act in accordance with the fundamental Panhellenic polices established by National Panhellenic Conference in the UNANIMOUS AGREEMENTS (The Panhellenic Compact, Standards of Ethical Conduct, College Panhellenic Agreements, Agreement of Questionnaires and Constitutions, and the Jurisdiction of a College Panhellenic Council).
- II. All Monmouth University Panhellenic Council rules and polices shall be in harmony with those currently established by the National Panhellenic Conference, and along with the Greek Senate Constitution.

Article VIII  
Administration of Membership Selection

*Section 1: General Recruitment Policies*

- I. For both Fall and Spring Recruitment, recruitment rules will be distributed and discussed during CRT Orientation session at least one week prior to the recruitment period.
- II. Recruitment rules for both, Fall and Spring Recruitment, will be reviewed at the end of each semester.
- III. By National Panhellenic Conference UNANIMOUS AGREEMENTS, every regularly enrolled new member, initiate or affiliate (early alumni, inactive status with the OSASCO) of a chapter shall be counted in the Chapter Total.
- IV. Continuous Open Bidding (COB) shall be permitted and put into effect only while school is in session (Fall through Spring) for all eligible women and their chapters, except during Formal Recruitment.
- V. If a chapter wishes to Continuous Open Bid outside of recruitment periods and any other time, a formal request must be made to the Panhellenic Council at a regular Panhellenic meeting.
- VI. A list of new, initiated, and affiliated members shall be filed with the Chief Panhellenic Officer, and with the Panhellenic Advisor.
- VII. Any new member drop, termination or other change in membership shall be reported to the Chief Panhellenic Officer, and the Panhellenic Advisor; no later than twenty-four hours after it has occurred.
- VIII. All women interested in becoming a recruitment counselor must maintain a cumulative GPA of 2.3. They must be a member of their organization for 1 calendar year (new member period included).

*Section 2: Informal Fall Recruitment*

- I. Total shall be the basis for Panhellenic member chapters' allowance of new member class.
- II. A Fall Recruitment Orientation must be held mandatory for Panhellenic member chapter's Presidents, Recruitment Chairs, and Recruitment Counselors.
- III. A Fall Recruitment Counselor Training must be held mandatory for all Panhellenic member chapter's Recruitment Counselors.
- IV. The Informal Fall Recruitment period shall be an all involved COB session for a length of time, lasting no longer than two weeks; starting with the Round Robin informational session involving all National Panhellenic Conference member chapters at Monmouth University.
- V. The Round Robin shall be held as the first recruitment event, allowing potential new members to visit each NPC member chapters at Monmouth University; following the Greek Senate event, Meet The Greeks no longer than one week after the event.

*Section 3: Formal Spring Recruitment*

- I. The National Panhellenic Conference Minimally Structured Recruitment with adaptations from a Partially Structured Recruitment system shall be followed.
- II. The Preferential Bidding System shall be used during Formal Recruitment.
- III. Quota/Range shall be the basis for Panhellenic member chapters' allowance of new member class.
- IV. A Spring Recruitment Orientation must be held mandatory for Panhellenic member chapter's Presidents, Recruitment Chairs, and Recruitment Counselors.
- V. A Spring Recruitment Counselor Training must be held mandatory for all Panhellenic member chapter's Recruitment Counselors.
- VI. All membership selection events during Formal Recruitment shall be held on campus in appropriate facilities; and shall begin within one week following the Greek Senate event, Meet The Greeks.
- VII. All voting must take place on campus in areas to be determined by the Panhellenic Leadership Team.

Article IX  
New Membership and Initiation

- I. A woman must have at least 12 earned credits and a cumulative GPA of a 2.50 (NOT rounded) to be eligible for recruitment and new member process.
- II. Any Panhellenic Council member fraternity may not issue an invitation to membership or formally initiate a woman during any school recess.
- III. A new member shall be initiated whenever she has met the requirements of the fraternity to which she is completing the new member process.

Article X  
Hazing

- I. All forms of hazing, pledge day and/or pre-institution which are defined as hazing as hazing shall be banned.
- II. “Hazing is defined as any action taken or situation created, intentionally, whether on or off fraternity premises, to produce mental or physical discomfort, embarrassment, harassment or ridicule. Such activities and situations include creation of excessive fatigue; physical and psychological shocks; wearing, publicly, apparel which is conspicuous and not normally in good taste; engaging in public stunts and jokes; morally degrading or humiliating games and activities; late night session which interfere with scholastic activities; and any other activities which are not consistent with the regulations and policies of (Monmouth University and the Greek Senate).”

Article XI  
Extension

- I. When all National Panhellenic Conference (NPC) chapters at Monmouth University are to or over Total, the Panhellenic Council shall consider raising Total or adding another chapter at the end of the academic year.
- II. Such a chapter shall be organized through colonization by an NPC fraternity that may petition the NPC for approval of extension process. Such a chapter must meet all of the guidelines stated by the Office of Student Activities and Student Center Operations of Monmouth University for starting a new organization.
- III. Consideration should be given to National Panhellenic Conference fraternities that have previously had chapters on the campus and to those NPC fraternities that have filed letters expressing an interest in the campus.
- IV. Only regular members of college Panhellenic Council shall vote on extension matters.

Article XII  
Violations

- I. Violation of any regulations or rules concerning matters, regarding recruitment and its procedures, under the National Panhellenic Conference UNANIMOUS AGREEMENTS (The Panhellenic Compact, Standards of Ethical Conduct, College Panhellenic Agreements, Agreement of Questionnaires and Constitutions, and the Jurisdiction of a College Panhellenic Council) shall be the occasion for penalties established by the Monmouth University Panhellenic Council under the jurisdiction of the Greek Senate, and conformity with those recommended by National Panhellenic Conference.
- II. Any dispute growing out of the violation of Panhellenic Council rules and regulations regarding recruitment and its procedures shall be adjusted through arbitration principles of the National Panhellenic Conference, and the Monmouth University Panhellenic Council.

Article XIII  
Rules of Order

- I. The Monmouth University Panhellenic Association and its council shall be governed by Robert’s Rules of Order (newly revised) except in matters specifically provided for in this constitution, bylaws and standing rules.

Article XIV  
Amendments

- I. These By-Laws may be amended by four-fifths vote of the voting members at Monmouth University Panhellenic Council; and must follow the criteria set forth by the Greek Senate (Article XII).

**MULTICULTURAL GREEK COUNCIL CONSTITUTION**Article I*Section (1) Name:*

- I. The name of this organization shall be the “Multicultural Greek Council of Monmouth University” (hereafter known as “The MGC”).

*Section (2) Purpose:*

- I. The purpose of the MGC shall be to serve as a supervisory and governing board of all minority and multicultural Greek organizations at Monmouth University. Primary functions shall be to advise and assist minority and multicultural Greek letter organizations at Monmouth University in establishing and monitoring changes with the chapter roster, promoting scholastic achievement, organizing both University and community service, maintaining high standards of conduct and facilitating social and recreational activities among its members.
- II. The MGC addresses the importance of creating cultural and ethnic awareness and acknowledges there is a need for people holding similar views to support the advancement and upliftment of the Monmouth University Greek community, the Monmouth University community, and mankind.
- III. The MGC does not replace the importance of the relationship with the Inter-Fraternity Council and the Panhellenic Council nor the association with the Assistant Director of Student Activities for Fraternity and Sorority Life, yet it enhances the opportunity to symbolize and express more effectively the values and opinions related to causes exhibited by minority and multicultural Greek organizations. Yet it enhances the opportunity to symbolize and express more effectively the values and opinions related to causes exhibited by multicultural Greek organizations through mutual respect, leadership, honesty, professionalism, and education.
- IV. Encourage members to seek leadership roles in other campus organizations.

Article II  
Membership*Section (1) Membership:*

- I. All members must maintain a cumulative grade point average of 2.5 or higher to be in good standing with MGC.
- II. In the event a member falls below the requirement he/she will be on probation for a maximum of one semester.
  - i. In the given semester, he/she must attend two (2) academic workshops and have written proof of attendance.
  - ii. Failure to attend the two mandatory workshops and improve academic standing, the member will be considered for further probation status by the MGC Administrative Board.
- III. All new members must have a cumulative grade point average of 2.5 to be considered for membership under any and all chapters recognized under the Multicultural Greek Council. New members must also attend a mandatory information session sponsored by the Administrative Board of MGC prior to beginning any new member program.

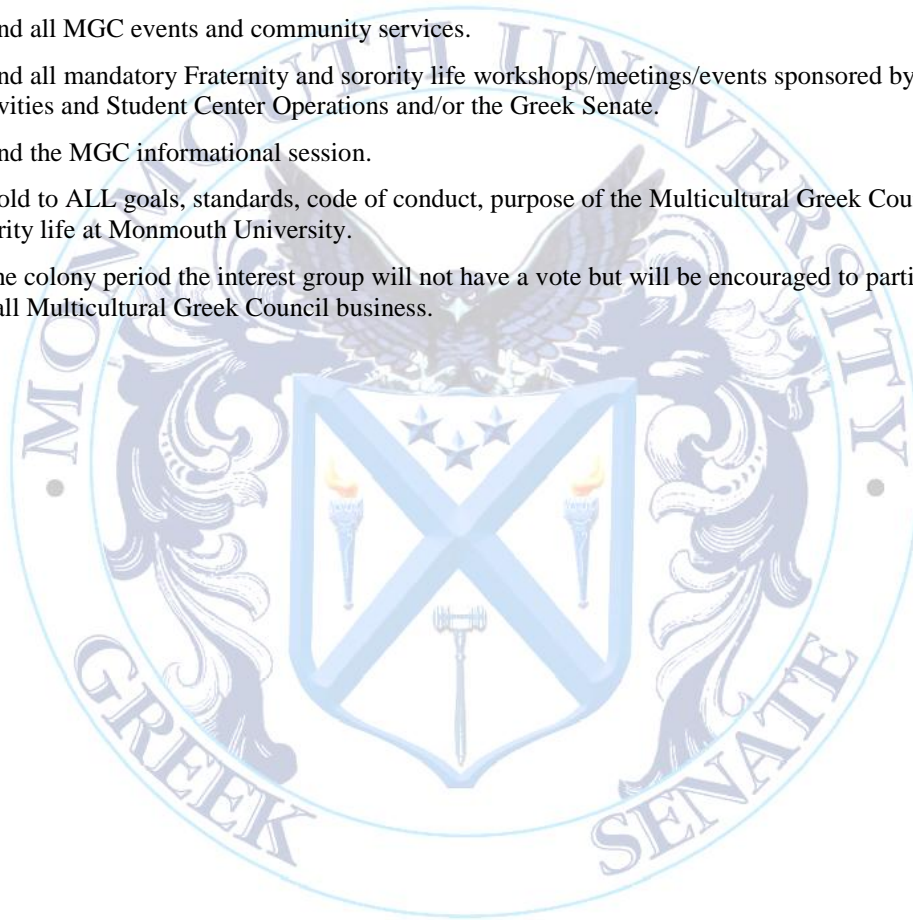
*Section (2) Expansion:*

- I. Any potential new organization must be a nationally recognized Greek letter fraternity or sorority.
- II. Any organization must be approved and accepted by their National Affiliation before petitioning to the MGC.
- III. The number of fraternities and sororities granted colony status shall be determined by the MGC Administrative Board on a semester basis.
- IV. In reviewing whether or not to expand, the MGC Administrative Board shall consider the following:
  - i. Length of time available to the MGC Administrative Board and the interested group petitioning.
  - ii. The ability of the interested group to meet the criteria for member status.
  - iii. The average size of the current chapters in MGC.
  - iv. The success of recent expansion efforts.
  - v. The number of chapters expressing interest in the application process.
  - vi. The aims and goals of the petitioning interest group.
  - vii. Commitment to and compatibility with the goals of MGC.
  - viii. The national sorority/fraternity's cooperation with the administration and MGC.
  - ix. The history of the group if the sorority or fraternity previously had a chapter on campus.

*Section (3) Invitation to Colony Status:*

- I. The organization(s) will be accepted as a colony, once the petition is completed and accepted. The qualified individuals petitioning will be recognized as "an interest group for the organization" on colony status until all requirements are completed.
- II. The MGC shall approve a petition(s) for expansion in the event all proper procedures are followed and met as well as the guidelines stated by the Office of Student Activities and Student Center Operations for starting a new Greek letter organization. Please note that the University must also state their willingness to accept and approve a new Greek organization.
  - i. A petition shall consist of but is not limited to the following:
    - A. A list of no less than five (5) qualified members.
    - B. A completed application.
    - C. An interview with the Assistant Director for Student Activities for Fraternity and Sorority Life, Multicultural Greek Council Administrative Board and members as well as Advisor(s), and all qualified petitioning members.
    - D. Two (2) faculty or administrative signatures of support, one of which must be the potential chapter advisor.
    - E. National Constitution.
    - F. National Risk Management Policies.
    - G. National New Member Education Program.
    - H. National History.
    - I. National Executive Board Member Directory.
    - J. National Standards for Recruitment/Intake Procedures
    - K. National Philanthropy.

- III. After each Administrative Board Member has interviewed the group requesting colony status, The Administrative Board shall indicate by secret ballot the sororities and fraternities that should be invited to join. A majority vote by the MGC Administrative Board is required to be invited to participate in the colony period. The members partaking in the interview process conducted by the MGC Administrative Board shall be informed in writing after the meeting of the Board's decision.
- IV. Once the colony period is completed, the interest group will be required to submit a portfolio/packet to verify that all requirements have been met and the council will then meet to make final approval for organization recognition. If approved, the interest group must then follow and complete MGC New Member requirements. All programs must be approved by the MGC Administrative Board. The portfolio must include:
  - i. Three (3) community service projects/activities (One must be developed and sponsored by their organization).
  - ii. Two (2) educational programs.
  - iii. Attend all MGC meetings.
  - iv. Attend all MGC events and community services.
  - v. Attend all mandatory Fraternity and sorority life workshops/meetings/events sponsored by the Office of Student Activities and Student Center Operations and/or the Greek Senate.
  - vi. Attend the MGC informational session.
  - vii. Uphold to ALL goals, standards, code of conduct, purpose of the Multicultural Greek Council and of Fraternity and sorority life at Monmouth University.
- V. During the colony period the interest group will not have a vote but will be encouraged to participate in discussions in any and all Multicultural Greek Council business.



- VI. Reasons for denying recognition of any organization other than not meeting all the minimum requirements in the given amount of time are:
- i. Not promoting unity among ALL Greek organizations and its individual members.
  - ii. For failing to complete all requirements set forth by the Multicultural Greek Council, Greek Senate, Office of Student Activities and Student Center Operations Operations; MGC will:
    - A. not grant recognition.
    - B. the interest group may re-petition within one semester.
- VII. Once the recruitment/in-take process (new member period) is completed members may start recruiting potential candidates for the following semester new member period. Also, the Multicultural Greek Council Administrative Board and Chapter Advisor will supervise newly recognized organizations' first new member program closely.

*Section (4) Tenure:*

- I. Membership in the MGC is continuous. Organization representatives may vote in MGC proceedings if their member organizations are in good standing with their respective national organizations, the MGC, Greek Senate and the Office of Student Activities and Student Center Operations.
- II. Judicial structure:
  - i. The Vice-Chair shall oversee the judicial committee.
    - A. One (1) member from each MGC organization shall serve as a representative.
    - B. The representative to the judicial committee does not necessarily have to be the MGC representative but is preferred.
    - C. The judicial committee representative of a defending organization shall be removed from the committee during that specific process.
    - D. In the case of a tie the Vice-Chair shall vote.
- III. Special assessments may be levied equally among member organizations.

*Section (5) Scheduling:*

- I. Member organizations not recognized at Monmouth University may not use/reserve facilities as an MGC group.

*Section (6) Requirements:*

- I. The MGC must sponsor a non-profit community development program of its choice.
  - i. This program should:
    - A. Be open to the Monmouth University community.
    - B. Be held at a close proximity to Monmouth University.
- II. Each individual organization must complete a community service of its choice, on or off campus and must submit valid documentation of completion.
- III. All required programs should be completed no later than one (1) week prior to the scheduled date of final examination each semester.
- IV. If a member organization fails to complete these requirements, the organization will not be considered in good standing with MGC. The MGC Administrative Board has the duty to levy appropriate sanctions including but not limited to the following:
  - i. Require one mandatory community service event.
  - ii. Require one mandatory educational program.
  - iii. Limit or prohibit social events.
  - iv. May be subject to further requirements.
- V. All chapter events open to the outside community are subject to approval by The MGC Administrative Board and/or any event that is expected to have an excessive amount of attendance.

Article III  
The MGC

*Section (1) Representation/Elections:*

- I. Each fraternity and sorority shall elect one (1) representative to serve as a regular member of the council and one (1) alternate representative, who may substitute in the absence of the regular representative at meetings. Regular representatives, the alternate and other persons may attend and participate in council discussions. Only one (1) representative may make motions, second motions and/or vote. Regular and alternate representatives must be in good standing with national member organizations and the University.
- II. All members must attend all weekly meetings and mandatory events. Failure to attend or excessive lateness to meetings and/or events will result in cause for a judicial hearing for proper sanctions. Excuses are to be typed written and submitted one week prior to meeting and/or event. Two lateness equal one absence. Lateness entails entering the meeting five minutes after the meeting has been called to order. In an emergency situation a 24 hour notice needs to be given to the MGC Administrative Board.

*Section (2) MGC Administrative Board:*

- I. The officers of this organization shall be as listed in order of rank: Chief MGC Officer, Vice-Chair, Administrative Assistant, and Treasurer.
  - i. No more than two (2) officers shall be elected from the same organization.
  - ii. In the event that MGC membership is 2 or less organizations more than 2 officers may elected from the same organization.
- II. Duties of the Administrative Board:
  - i. Two (2) members of the MGC Administrative Board must attend a leadership workshop as coordinated by the OSASCO.
  - ii. Members must have and maintain a minimum of a 2.5 cumulative GPA to be considered for any position on the Administrative Board. If one or none of the candidates fulfill this requirement it shall be waived.

*Section (3) MGC Administrative Board duties:*

- I. Chief MGC Officer
  - i. To represent the MGC at all functions where representation is deemed necessary.
  - ii. To call meetings when deemed necessary aside from the regularly scheduled member meetings and the authority to call special meetings to fill vacancies on the Administrative Board.
  - iii. To coordinate the Administrative Board and preside over Administrative Board meetings.
  - iv. Must serve as a representative to the Greek Senate.
  - v. May appoint committees as needed.
  - vi. To prepare the Agenda for any and all meetings.
  - vii. Will assume the responsibilities of Treasurer, as described in Article III, Section 3. IV.
- II. Vice-Chair
  - i. To represent the MGC in the absence of the Chair at all functions where representation is deemed necessary.
  - ii. To have the authority in the absence of the Chair to act when necessary and proper to further the purpose of the MGC after consultation with at least two (2) other members of the Administrative Board.
  - iii. To serve as an ex-officio member of any committee to which he/she may be assigned by the Chair.
  - iv. To serve as Chairperson of the General Board and Judicial Committee.
  - v. Prepare and provide weekly reports on committee status.
  - vi. Call committee meetings as needed.

- III. Administrative Assistant
  - i. To attend each meeting of the Administrative board, MGC and any other meetings as deemed necessary. (i.e. Greek Senate).
  - ii. To be responsible for the recording of minutes of meetings.
  - iii. To be responsible for all correspondence between the MGC and outside agencies or persons.
  - iv. Provide minutes and agendas for all organization members, MGC files, and advisor.
  - v. Shall perform other secretarial duties as assigned by the MGC (i.e. Greek Senate Administrative Assistant).
- IV. Treasurer
  - i. Work with The Greek Senate Treasurer to secure funding for programs for the academic year.

*Section (4) Procedures:*

- I. Election Process:
  - i. Nominations for Chief MGC Officer will be completed through The Greek Senate election procedures.
  - ii. Nominations for all other positions will be completed at MGC meetings. Installation shall be at the last regular meeting. Should there be any newly elected officer(s) who fail to return for the following semester, for any reason, their position shall be filled at the next regular MGC meeting.
- II. Voting:
  - i. Each organization is entitled to one (1) vote in all policy and business decisions. In the event a voting member is absent, a proxy vote may be cast in his/her absence by the fellow organizational representative. This can only be done if the absent member has full understanding of the issue being voted upon. Only in the event of a tie shall the President have a vote.
- III. Term:
  - i. The term of office shall be one (1) academic year.
- IV. Vacancies:
  - i. Any officer may be removed by a two third (2/3) vote of the voting members of the MGC for not fulfilling the duties of his/her office, for absence without excuse at two (2) consecutive meetings or for absence without excuse at four (4) regular meetings during the academic year. The vacancy shall be filled no later than the next regular meeting.
  - ii. A vacancy created for any reason shall be filled by the first regular meeting following announcement of the vacancy and shall be filled by appointment of the MGC chair.

*Section (5) Meetings:*

- I. There shall be no less than one (1) meeting held each week of the academic year unless otherwise stated by the MGC Chair. Summer meetings will occur on call.
- II. The Administrative Board of MGC shall establish regular meeting times and places on a semester basis.
- III. The Administrative Board shall meet prior to the regularly scheduled meeting in order to finalize an agenda.
- IV. Special meetings may be called at the discretion of the Administrative Board.
- V. Quorum shall exist when representatives from a majority of organizations are present. A simple majority vote shall be sufficient to take action on a matter before the MGC.
- VI. All members must attend the first and last meetings of the semester.

*Section (6) General Board*

- I. The Vice-Chair of the MGC will serve as Moderator of the General Board.
- II. Parliamentarian:
  - i. Guide and educate the MGC in correct Parliamentarian procedures according to the MGC constitution, The Greek Senate Constitution, and the latest edition of Robert's Rules of Order.
  - ii. Review constitution yearly and make recommendations for amendments to constitution as needed with the assistance of the MGC Administrative Board.
  - iii. Evaluate the operational needs of the MGC.

The permanent standing committees of the MGC shall be:

- i. Community Service:
  - A. Organize any projects for the community in the name of the MGC.
  - B. Organize at least three community service projects per academic year.
  - C. Submit a weekly report to the Vice-Chair.
  - D. Submit a semester- end report, which will be kept on file by the Administrative Assistant.
  - E. Attend weekly member meetings and any special meeting called by the Vice Chair
- ii. Fundraising:
  - A. Organize all fundraisers.
  - B. Coordinate at least two fundraising activities per semester for the purposes of getting a keynote speaker through MGC.
  - C. A campus wide event equals two (2) fundraisers.
  - D. Work closely with the Treasurer and Social Committee.
  - E. Submit a weekly report to the Vice-Chair.
  - F. Submit a semester- end report, which will be kept on file by Administrative Assistant.
  - G. Attend all weekly member meetings and any special meeting called by the Vice-Chair.
- iii. Social
  - A. Plan and attend all MGC functions and work close with the Treasurer, and Fundraising Committee.
  - B. Work with the Inter-fraternity Council and Panhellenic Council social chairs when planning events.
  - C. Submit a weekly report to the Vice-Chair.
  - D. Submit a semester- end report, which will be kept on file by Administrative Assistant.
  - E. Attend all weekly member meetings and any special meeting called by the Vice-Chair.

*Section (7) Advisor:*

- I. The advisor to the MGC shall be the Assistant Director of Student Activities for Fraternity and Sorority Life at Monmouth University or a designee. The individual member organizations, however, still reserve the right to consult with their individual advisors on any matter, when deemed necessary.
- II. The MGC shall seek an appropriately credentialed Graduate chapter and/or Faculty staff advisor(s) to serve as advisors to affiliate chapters and local NALFO's.

Article IV  
Resignation

- I. Any officer anticipating resignation shall present formal documentation of intent to MGC at least two (2) weeks prior to his/her date of departure.

Article V  
Impeachment

- I. Any MGC Administrative Board member may be impeached from their position upon a formal documented complaint brought forth by any MGC member. A two-thirds (2/3) vote for grounds of impeachment is required for an Administrative Board member to be impeached.
- II. Grounds for impeachment are, but not limited to, violating the Constitution of the MGC, acts which reflect negativity the integrity of the MGC, and/or failure to fulfill responsibilities of the respective position.
- III. The officer in question shall resign from their position until a hearing is scheduled. The position shall be filled immediately as stipulated in Article III, Section 4, IV of the MGC Constitution. If found responsible, the officer shall be removed from office immediately.

Article VI  
Hazing

- I. All member organizations shall abide by New Jersey State Hazing Laws and Monmouth University Hazing Policies.

Article VII  
Amendments

- I. Amendment to this constitution or any part therefore, shall be by a two-thirds (2/3) vote of the MGC voting members. Proposed amendments must be placed on the agenda in writing for one (1) regular meeting and discussed during that meeting. The following meeting the amendment must be voted upon by the individual organizations before the Council.

Article VIII  
Ratification

- I. This constitution shall be in effect from the initial approval by the Greek Senate. If any section of this constitution is in violation of University policies, it will not nullify the remaining article or sections of this constitution.

Article IX  
Nondiscrimination

- I. The MGC shall not be discriminatory in terms of race, religion, color, age, sexual orientation, national origin, physical or mental ability, marital status, financial or social status.

Article X  
Additional Policies

- I. Any rule, regulation, procedure, or guideline approved by the voting members of the MGC shall be considered additional policies, and shall remain in effect for the remainder of the academic year, unless otherwise specified. Such additional policies are in effect provided they do not conflict or are in any way inconsistent with this constitution.
- II. All existing members of the MGC will abide by the policies stated in this constitution, as well as all new organizations seeking to be part of the MGC.
- III. All meetings of the MGC shall be governed by the Parliamentary Law set forth by the latest edition of Robert's Rules of Order unless otherwise provided for in the MGC constitution or the additional policies or unless suspended by a two-third (2/3) vote of the meeting body.

**INTERFRATERNITY COUNCIL CONSTITUTION**

## Article I

Name

- I. In order to advance the welfare of the Greek-letter Fraternity System and the aims of Monmouth University in its forward progress as an educational institution and to cultivate those qualities of character, cooperation, and scholastic achievement in all fraternity members, we do avow this as the Constitution of and for the Interfraternity Council of Monmouth University.
- II. This organization shall be known as the Interfraternity Council of Monmouth University and shall hereafter be referred to as the "IFC" in this Constitution.

## Article II

Purpose

- I. It shall be the purpose of the IFC to:
  - i. Promote harmonious relations among the fraternities of Monmouth University.
  - ii. Promote and recognize interfraternity achievements in scholarship.
  - iii. Promote interfraternity participation in intramurals and all Greek events.
  - iv. Standardize, control, and regulate the recruitment activities.
  - v. Conduct and sponsor educational, charitable, and social programming.
    - a. Host at least one social event per semester for the members of the IFC.
    - b. Host at least one service project per semester.
    - c. Host an education program once a semester.
  - vi. Cooperate with the University and campus organizations in matters of common interest.

## Article III

Representation on Council

- I. The IFC shall be composed of two representatives from each active undergraduate member fraternity.
- II. An officer of the IFC shall not be considered a representative.
- III. The advisor of each member fraternity shall be permitted to attend meetings.
- IV. Every member fraternity of the IFC shall have one vote. The officers of the IFC and the advisor to the IFC shall have no voting privileges.
- V. The Chief IFC Officer shall have the power to vote only in the case of a tie ballot.
- VI. No formal business shall be conducted without a quorum. A quorum shall consist of two-thirds of the member fraternities.

- VII. The order of business shall be as follows:
- i. Call to order by presiding officer
  - ii. Roll Call
  - iii. Reading and approval of minutes from previous meeting.
  - iv. Officer Reports:
    - A. Chief IFC Officer
    - B. Vice Chairman
    - C. Advisor
  - v. Chapter Reports
  - vi. Old Business
  - vii. New Business
  - viii. Adjournment

VIII. All meetings shall be governed by Robert's Rules of Order, latest edition.

Article IV  
Financial Obligations

- I. All IFC funds will be allocated through the Greek Senate.

Article V  
Attendance at Council Meetings

- I. Each IFC member must give the Chief IFC Officer pre-meeting notification to be excused as determined by the Chief IFC Officer if they are unable to attend the meeting.
- II. The first absence will result in a written warning from the IFC Chairman.
- III. All subsequent absences will result in a \$10.00 fine.
- IV. A chapter must attend the meeting prior a vote to be eligible to vote on an issue or election.

Article VI  
Officers

- I. No more than one member of each fraternity shall have representation on the Administrative Board.
- II. The officers of the IFC shall be: Chief IFC Officer and Vice Chairman

- III. The duties of the Chief IFC Officer shall be:
- i. Maintain a 2.5 cumulative GPA.
  - ii. Preside over all meetings of the IFC.
  - iii. Preside over all recruitment events and IFC related events.
  - iv. Represent the IFC at other campus activities and meetings.
  - v. Serve as a member of the Greek Senate Executive Board.
  - vi. Act as an official delegate to all regional and national interfraternity conferences.
  - vii. Perform other executive and administrative duties as necessary.
  - viii. Maintain a positive relationship with the Assistant Director of Student Activities for Fraternity and Sorority Life.

- IV. The duties of the Vice Chairman shall be:
- i. Maintain a 2.5 cumulative GPA.
  - ii. Preside over meetings in the absence of the IFC Chairman.
  - iii. Aid in assisting the IFC Chairman in coordinating men's recruitment.
  - iv. Coordinate each semester's service project.
  - v. Meet with the Assistant Director of Student Activities for Fraternity and Sorority life bi-weekly.
  - vi. Take minutes at all council meetings.
  - vii. Perform other executive and administrative duties as necessary.

Article VII  
Elections

- I. The IFC Chairman shall be elected through the Greek Senate election procedures.
- II. The election of the position of Vice Chairman shall be conducted in the following manner.
  - i. Nominations
    - A. Those interested in being elected Vice Chairman must submit a letter of intent to the IFC Chairman.
    - B. After the IFC Chairman reviews the letters of intent he will then present his candidate to the Council for vote.
    - C. Letters of intent are due no later than two weeks after the IFC Chairman is elected.
  - ii. Elections
    - A. Will be held at the first meeting of business.
    - B. The IFC Chairman will announce his candidate to the Council.
    - C. For the candidate to be approved as Vice Chairman they must receive two-thirds (2/3) affirmative vote by the Council.
    - D. In the occurrence the candidate does not receive two-thirds (2/3) affirmative vote, the IFC Chairman will present another candidate from the interested pool.
    - E. Should there not be an elected Vice Chairman after two candidates are presented to the Council then the IFC Chairman will continue to present nominees until the interest pool has been exhausted.
    - F. Should the interest pool become exhausted the Chief IFC Officer will receive nominations from the floor and an election will be held at that meeting.

Article VIII  
Removal of Administrative Board Members

- I. Any and/or all of the following shall be the cause for removal of any member of the Administrative Board:
  - i. Failure to fully execute the duties of the office.
  - ii. More than two unexcused absences from meeting per semester.
  - iii. Purchasing or securing merchandise or services without official Administrative Board approval.
  - iv. General neglect of duties.
  - v. Any unethical act which undermines the mission of the IFC.
- II. The following shall be the process of removal of any member of the Administrative Board:
  - i. Dismissal violations of an Administrative Board member may be brought to an officer in written form.
  - ii. Documentation pertaining to dismissal will be reviewed by the Chief Justice of the Greek Senate.
  - iii. If violations are found valid by Chief Justice, the officer will be notified of his dismissal, and notified of the meeting for appeal where violations will be discussed.
  - iv. The Chief Justice will oversee the appeal meeting.
- III. Motion for removal must be ratified by 2/3 vote of the chapters of the IFC. In case of a tie, the Chief Justice must vote to break the tied vote. A person may only be brought up on dismissal charges once using the same evidence against him/her.

Article IX  
Expansion

- I. The IFC requires that any interest group needs a minimum of fifteen people to launch an interest group.
- II. Any requirements the IFC deems necessary must be presented before an interest group may start.
- III. Once the appropriate number of people is assembled and the requirements of the Interfraternity Council are met then the interest group will follow the Expansion Policy found in the Fraternity and sorority life Policy Manual as distributed by the Office of Student Activities and Student Center Operations.

Article X  
Acceptance

- I. This constitution and its bylaws shall become effective and shall supersede all previous constitutions, agreements, rulings, etc. of the Interfraternity Council of Monmouth University when accepted by a two-thirds (2/3) vote of the existing Interfraternity Council.

Article XI  
Amendments

- I. This constitution may be amended by a two-thirds (2/3) vote of the IFC membership. This vote shall be taken after the second reading of the proposed amendment. These readings shall be made at two consecutive legally called meetings.

## GREEK JUDICIAL BOARD CONSTITUTION

### Article I Preamble

#### *Section 1: Purpose*

- I. The Greek Judicial Board (GJB) has been formulated in order to provide students associated with the Greek community at Monmouth University the opportunity to be involved in the management and oversight of their organizations, including but not limited to adherence to the Greek Senate and University policies.

#### *Section 2: Duties*

- I. Alleged violations relating to the Student Code of Conduct or the Greek Senate Constitution by a Greek organization shall be referred to the GJB by the Vice President for Student Services, his/her a designee, or a Monmouth University campus organization. The Greek Senate may also refer cases involving alleged violations of Greek Senate policies to the GJB. The Greek Judicial Board shall determine violations of the Greek Senate and/or University policies based on formal documentation submitted in writing. If a Greek organization is found in violation, the GJB shall hand down appropriate sanctions.

### Article II Structure

- I. The GJB shall be composed of the following voting member who shall serve as Justices:
  - i. One sorority representative from each organization.
  - ii. One fraternity representative from each organization.
  - iii. One representative from the MGC organizations.
- II. The GJB shall also be composed of the following ex-officio (non-voting, unless there is a tie) member:
  - i. Chief Justice
- III. The Assistant Director of Student Activities for Fraternity and Sorority Life and GJB faculty advisor may attend proceedings in an advisory capacity only.

### Article III Justices

- I. Eligibility
  - i. The requirements for eligibility to apply for membership on the GJB are as follows:
    - A. Two full semesters as a member of an Greek Senate chapter, including the new member period.
    - B. 2.3 cumulative grade point average or higher and is not currently serving a sanction for a violation of the Student Code of Conduct.
    - C. No more than one member of the same sorority/fraternity may serve on the Board at the same time.
      - a. Chief Justice is excluded in this count.
    - D. Greek Senate executive board members may not serve as justices.
    - E. Must be in good standing with the University and its policies.
- II. Selection
  - i. Justice selection shall be a two step process. One week after Greek Senate E-Board elections, Greeks shall apply through forms provided by the Greek Senate to become Justices. Each Greek organization may nominate one eligible member. The Chief Justice will then decide on who he/she would like to have on the GJB. Justices shall be selected on the basis of objectivity, integrity, and maturity.
- III. Term of Office
  - i. The term of office for a Justice shall be the duration of one academic year. A Justice may reapply to be on the GJB as their chapter's Justice for the following academic term if they still meet the eligibility requirements.

## IV. Voting Privileges

- i. For each case, 6 of the justices shall be picked at random to hear the case. Each Justice shall have one vote, with the exception of the Chief Justice who shall only vote in case of a tie. A Justice or Chief Justice who belongs to the alleged violating chapter or victim's chapter may not vote on the issue affecting his/her organization and must recuse him/herself from the proceedings. If the Chief Justice's organization is accused or the accuser he/she must step down. The Greek Senate President will act as the Chief Justice in this case. This temporary chief justice shall not vote unless there is a tie.
- ii. If a justice misses a part of a proceeding from the opening statement to the closing statement they lose their right to vote on that case.

## V. Duties

- i. Justices shall attend all proceedings.
- ii. Justices shall attend mandatory ongoing training at times that are mutually agreed upon in conjunction with the Office of Student Activities.
- iii. Justices shall attend all GJB meetings. Excessive unexcused absences (3 meetings) may result in removal from the GJB (Under paragraph 3 of these by-laws).
- iv. At all times, Justices shall treat alleged violators and victims with courtesy and have the utmost concern for the rights of students and the fairness of the proceedings.
- v. Justices must be prepared to arrive at a fair decision and impose appropriate sanctions.
- vi. Justices must uphold the confidentiality of the case, the proceedings, and the outcomes.

Article III  
Chief Justice

## I. Eligibility

- i. Shall be as set forth by the Greek Senate Constitution.
- ii. The Chief Justice may not serve if he/she is currently serving a sanction for a violation of the Student Code of Conduct.

## II. Selection

- i. Shall be as set forth by the Greek Senate Constitution.

## III. Term of Office

- i. Shall be as set forth by the Greek Senate Constitution.

## IV. Voting Privileges

- i. The Chief Justice shall only vote in the case of a tie.

## V. Duties

- i. The Chief Justice serves as a spokesperson for the GJB, notifies chapters of the charges brought against them, informs them of the Judicial process and the appeal process.
- ii. At judicial sessions, the Chief Justice shall be responsible for the conduct of the hearing.
- iii. The Chief Justice submits the decision in writing to the affected chapter(s) and submits copies to the Greek advisor, GJB faculty advisor, and chapter advisor.
- iv. The Chief Justice notifies both parties as to the decision of the GJB.
- v. The Chief Justice shall attend appropriate training at a mutually agreed time conducted through the Offices of Student Services.

Article V  
Ethical Standards and Removal

I. Ethical Standards

- i. Information regarding the disciplinary status of any student or fraternity/sorority chapter is not to be discussed with anyone outside the GJB. Likewise, any information given in confidence at a judicial session may not be discussed with anyone outside the GJB.
- ii. When talking with a student, GJB members should refrain from making.
- iii. accusations or statements of any kind that cannot be supported. GJB members must remain unbiased, and have no contact with the involved parties regarding the case, outside of the hearing.
- iv. In all cases, the vote of each GJB member is confidential. The vote of the entire GJB, however, is shared with the charged and charging parties when the GJB's decision is announced.
- v. All decisions of the GJB must be upheld by all members of the GJB. Members may write dissenting opinions but the decision of the GJB shall not be undermined by any member of the GJB.
- vi. All members must follow the Monmouth University Student Code of Conduct and the existing Greek codes and guidelines as stipulated by the Greek Senate constitution. Members shall always abide by state and federal law.

II. Removal

- i. A GJB member may be removed by a 2/3 majority vote of the eligible voting Greek Senate member chapters upon the recommendation of the GJB for breach of any of the aforementioned standards or for any action considered to be detrimental or damaging to the integrity of the GJB. (e.g. violation of confidentiality, conduct unbecoming a GJB member, etc.).
- ii. The GJB member may speak on his/her behalf at the Greek Senate meeting before the Greek Senate vote. The Chief Justice or another GJB member may speak to explain why they have recommended the member's removal. To begin this process the GJB must inform the Greek Senate in writing no later than two days prior to the meeting that this removal vote shall take place. The Greek Senate shall alert both parties when, where and the time that this vote shall take place. Each organization's vote shall be taken by secret ballot.
- iii. If a Justice's member chapter loses university recognition, he/she must step down and a replacement shall be put in place.

III. Replacement

- I. If for any reason a Justice must step down another member from their organization shall replace them. The Chief Justice must approve of the replacement before he/she can join the board. The Chief Justice shall be replaced pursuant to the Greek Senate Constitution.

Article VI  
Formal Procedures

I. Initiation of a Case

- i. A written complaint, detailing specific violations of the Student Code of Conduct or the Greek Senate Constitution, may be brought to the Chief Justice from any source (excluding the GJB itself). Anyone completing and submitting a complaint should be prepared to present evidence or testimony supporting the complaint to the GJB upon request.

II. Involved Parties

- i. The Complainant shall be the Vice President of Student Services, his/her designee, or the president of the complaining organization or his/her designee. The designee must be a member of the Monmouth University community and cannot be a lawyer.
- ii. The charged organization shall be the president of the accused organization or his/her designee. The designee must be a member of the Monmouth University community and cannot be a lawyer.
- iii. Each party is allowed to have their advisor or a member of the Monmouth University community present in an advising capacity only. Such individuals may not supply evidence or statements to the GJB. In addition, such individuals shall not be a lawyer.

## III. Evidence

- i. In the formal hearing no anonymous accusations shall be allowed to be presented.
  - A. All witnesses that are called and documents provided must have been reported to the Chief Justice prior to the proceedings. The Chief Justice may waive this requirement if the information to be presented is critical to the case's outcome and in the interest of justice. The other party may request time to prepare a rebuttal to the new information presented.

## IV. Procedures

- i. All cases, from the initial receipt of a written complaint, shall be processed as expediently as possible to protect the rights of all parties. The GJB shall follow the procedures outlined below.
- ii. The time line of a proceeding shall be as follows: Once a complaint is presented to the Chief Justice, he/she shall notify both parties of the charges in an official letter. From this point the trial shall take place in roughly two (2) weeks at a mutually agreed time and place. Within approximately two weeks of the date of the letter the accused must respond to the charges in writing and all witnesses/representatives of both parties must be identified to the Chief Justice. \*\*Under no circumstances shall a party or anyone acting on behalf of the party contact or communicate with the other party's witnesses prior to the hearing.\*\* The Chief Justice shall notify each party of the others witness list. The Chief Justice reserves the right to modify the above time schedule as long as both parties' rights are still protected.
- iii. The hearing should be conducted as follows:
  - A. The proceedings shall be called to order by the Chief Justice. He/She shall then read the charges to the accused, who shall respond to each charge with a plea of Responsible or Not Responsible. An oath shall then be given to all parties involved requiring them to tell the truth. Each side shall be given ample time to state there opening arguments. The Complainant shall go first.
  - B. At the end of the proceedings each side shall be given ample time to state their closing arguments. The Complainant shall go first.
  - C. Witnesses shall wait outside of the room until they are called to testify. When they come to testify they shall be given the same oath given to the representatives. Each side is allowed to call their witnesses, present evidence and cross-examine the other parties' witnesses. The Complainant shall go first. The Chief Justice shall be in charge of the hearing and shall rule on all matters of procedure during the hearing.
  - D. After both parties have presented their case the proceeding shall adjourn. The Justices shall deliberate and a vote shall be taken by secret ballot. The Chief Justice is allowed to discuss the case with the Justices but shall not vote unless there is a tie. The Chief Justice is in charge of taking and counting secret ballots. The format of the deliberations shall be decided and run by the Chief Justice. The vote shall be a Responsible/Not Responsible vote for each individual charge. If the party is found not responsible on any charge(es), it shall be dismissed. If the accused party is found responsible the Justices shall discuss and vote on the appropriate sanctions for each sustained charge (see paragraph VII below). A Responsible vote and the sanction chosen shall be determined by the majority of Justices on the panel.
  - E. As soon as the GJB has rendered a decision the Chief Justice shall have 3 business days to alert both parties and the Office of Student Services, in writing, of its decision.

## V. Appeals

- i. Either party may appeal the decision of the GJB in writing to the Vice President of Student Services within fourteen (14) days of the date of the letter rendering a decision. A group not appealing within that time period shall lose its rights to appeal and the case shall be considered closed.
- ii. Conditions of appeal may include but are not limited to:
  - A. Newly discovered evidence since the issuance of the decision.
  - B. Violation of the process set forth herein.
  - C. Sanction(s) inconsistent with violation.
- iii. Action on the Appeal.
  - A. The Vice President for Student Services may:
    - B. Void the decision and/or imposed sanctions rendered by the GJB.
    - C. Modify or change the GJB decision and/or imposed sanctions.
    - D. Uphold the GJB decision.

Article VII  
Sanctions

- I. Reprimand, indicates that a chapter's actions were inappropriate and subsequent activities or actions of such nature shall not (re)occur. No further sanctions are warranted.
- II. Restitution, payment of any damages incurred including damage to property and physical injury.
- III. Fine, the GJB has the right to fine a chapter to the amount that they feel is deserved. These fines will be payable to the Greek Senate and will be used however they see fit.
- IV. Conduct Probation, the GJB reserves the right to place a chapter on specific probations that are relevant to said chapter's case. These probations include but are not limited to: Educational classes, Ban of Social Events and or Ban from school sanctioned activities (i.e. Greek Week). The GJB may also place standards that must be met by a chapter (i.e. A specified amount of community service) before a sanction may be lifted. This shall not exceed one year.
- V. Community Service, the GJB shall decide whether to mandate specific community service or require a number of hours to be fulfilled at the chapters choice. Also the GJB may require a specific date by which the community service must be performed.
- VI. Educational Programs, the GJB may mandate a specific educational program(s) and/or require a number of hours to be fulfilled.
- VII. Loss of the Greek Senate and/or University Recognition, the loss of a chapter's recognition/membership in the Greek Senate for a specified period of time.
  - i. Removal of University recognition may be recommended to the Vice President for Student Services. Only the Vice President for Student Services may remove a chapter's University recognition.

Article VIII  
Power of Greek Senate Sub-Committees

- I. The Greek Senate sub-committees (IFC, MGC, Panhellenic) shall reserve the right to hand down sanctions on member chapters for violations of the privileges they oversee. These include but are not limited to recruitment and expansion violations.

Article IX  
Amendments

- I. The GJB bylaws may be amended by a 2/3 majority vote by the Greek Senate delegates at the meeting following the introduction of the proposed amendment. A quorum must be present for such a vote. Any Greek Senate delegate, Greek advisor or Greek Senate faculty advisor may propose an amendment.