

Greek Senate Constitution and Bylaws

Founding Members of the Greek Senate

ΑΣΤ ΑΧΡ ΔΦΕ ΖΤΑ ΘΦΑ ΘΞ ΛΘΑ ΛΘΦ ΛΣΥ ΣΠ ΤΚΕ ΡΣΚ ΦΣΣ

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Article I. Identification

- I. The name of this organization shall be the Monmouth University Greek Senate, henceforth referred to as the Senate.
- II. The Monmouth University Greek Senate Seal, henceforth referred to as the seal, shall be recognized as the official mark of the Senate.

Article II. Mission and Purpose

- I. The mission of the Senate is to govern the organizations of the Greek Community. The Senate is primarily dedicated to ensuring and enhancing the quality of Fraternity and Sorority life by providing support in the areas of Scholarship, Service, Leadership and Fellowship. The Greek Senate shall maintain communication between the Greek Community, the Office of Fraternity and Sorority Life, and the Monmouth University community at large. 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 foster mutually beneficial partnerships with other member chapters and the campus community.
- II. The purpose and objective of the Greek Senate shall be, but not limited to:
 - A. Provide a means for discussion of matters of concern to all Greek Organizations.
 - B. Promote cooperation between all Greek organizations through the coordination of joint activities and projects.
 - C. Serve as a liaison with the on-campus and off-campus activities.
 - D. Protect and promote the interest of all Greek member organizations and interest groups.
 - E. Develop standards, policies and procedures relating to the Greek community at large.
 - F. Serve as an arbitrator or as judiciary in matters of violations, conflicts or grievances pertaining to offenses committed against the bylaws written by the Greek Senate
 - G. Ensure that no policy, rule or activity adopted by this council is in conflict with the accepted philosophy or principles of any group member.

Article III. Values

Integrity, Justice and Unity

Article IV. Nondiscrimination

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 V. 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 Monmouth University Student Code of Conduct.

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. Complete the Monmouth University expansion process as per respective Member Council policy.
- ii. Have one elected member attend all Greek Senate meetings as a Senator.
- iii. Colony representatives are not eligible to motion or vote, but may debate. Colony members have the power to nominate a member to the Greek Senate Executive Board during election procedures, provided that colony is scheduled to become an “Active” member chapter the following semester.

III. Loss of Recognition

- i. A chapter who loses recognition forfeits 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 who loses 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 the charter.

Section 3. Representation

I. General Criteria

- i. Each member chapter is responsible for providing the Senate with one Senator.
- ii. The Senator is responsible for communication and attendance of all regular and special meetings.
 - A. Must be the President of a member chapter or another member of the chapter Executive Board if the President is unable to attend, 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.
- iii. All senators must be in good standing with the University and be active in status in accordance with their respective chapter’s constitution.
- iv. If any Senator is elected to the Executive Board, they are no longer eligible to serve as a Senator.
- v. Whenever a Senator is ineligible to serve, the Senator’s member chapter must elect or appoint a new Senator within one week.

Article VI. Member Councils and Recognized Organizations

The Senate recognizes three sub-bodies:

- I. Interfraternity Council (IFC)
 - A. Recognized Member Organizations
 - 1. Phi Kappa Psi
 - 2. Sigma Tau Gamma
 - 3. Sigma Pi
 - 4. Tau Delta Phi
- II. Multicultural Greek Council (MGC) (*recognized but currently not active at Monmouth University)
 - A. Recognized Member Organizations
 - 1. Lambda Theta Phi Latin Fraternity, Inc.
 - 2. Lambda Theta Alpha Latin Sorority, Inc.
 - 3. *Omega Psi Phi Fraternity, Inc.
 - 4. *Alpha Kappa Alpha Sorority, Inc.
 - 5. *Chi Upsilon Sigma National Latin Sorority, Inc.
- III. Panhellenic Council (PHC)
 - A. Recognized Member Organizations
 - 1. Alpha Omicron Pi
 - 2. Alpha Sigma Tau

3. Alpha Xi Delta
4. Delta Phi Epsilon
5. Phi Sigma Sigma

Article VII. Expectations

Section 1. Event Attendance

- I. There is a thirty percent attendance requirement for chapters to hit at all required events, including chapter and SGA events.
 - A. There is an exception for chapters with less than fifteen members, they must only have thirty percent at one chapter event per year.
 - B. Chapters are limited to having one mandatory event per academic year, during those events, there is no required donation amount allowed.
 1. There is no ticket price allowed.
 2. Chapters are allowed to suggest donations.

Section 2. Philanthropy

- I. All of our chapters are service organizations.
- II. All chapters are required to have at least one Philanthropy or fundraising event per semester.
 - A. Can be as small as a bingo board post or as large as wanted.

Article VII. Executive Board Officers

Section 1. Senate Executive Board Officers

- I. President
- II. Vice-President
- III. Chief Justice
- IV. Administrative Assistant
- V. Treasurer

Section 2. Duties of the Senate Executive Board Officers

Each position is held for a full academic year (fall and into spring).

- I. President
 - A. Preside over Senate Executive Board meetings and Senate meetings.
 - B. Hold a semester-opening meeting with the Director of Fraternity and Sorority Life to discuss Fraternity and sorority goals and objectives for the semester.
 - C. The President must meet regularly with the Director of Fraternity and Sorority Life.
 - D. When asked, report to the administration on issues and concerns pertaining to the Greek Community.
 - E. Act as the de facto spokesperson for the Greek Community unless the Executive Board delegates an official spokesperson other than the President.
 - F. The President shall not vote in Senate meetings, except in the case of a tie.
 - G. 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.
 - H. The President shall not vote in Executive Board meetings, except in the case of a tie.
- II. Vice President
 - A. Oversees the cabinet positions to ensure the members are fulfilling their positions to their best capability.
 - B. Assist the President in matters pertaining to the Senate.
 - C. Appoint nominees for cabinet positions.
 - D. Fulfill Presidential duties in the absence of the President.
 - E. Host the Executive Board Elections, including sending out and reviewing applications.
 - F. Create Ad Hoc committees for specific events and projects.
 - G. Shall serve as a voting member at all Executive Board meetings.
- III. Chief Justice
 - A. Will act as Parliamentarian during all meetings and oversee the voting process of the Judicial Board.
 - B. Preside over Greek Judicial Procedures as outlined in the Greek Judicial Procedure Packet.
 - C. Report to the Executive Board and General membership regarding matters related to the Greek Judicial Process and

sub bodies thereof.

- D. Is responsible for educating those on the Judicial Board.
- E. Shall pick which members of the Judicial Board will be present during Judicial hearings.
- F. Shall serve as a 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. Keep a calendar with all council and chapter event dates.
- F. 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 iii.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 Office of Fraternity and Sorority Life.
- 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.
- H. Shall serve as voting member at all Executive Board meetings.

Section 3. Qualifications

All candidates for executive board positions must meet the following requirements:

- I. Have completed at least twelve (12) credits at Monmouth University.
- II. Be a matriculated undergraduate student.
- III. Maintain at least a 2.75 cumulative GPA.
- IV. Completed at least one (1) full semester as a member of a recognized Greek organization.
- V. Be free of any conduct violations issued by the Greek Senate or the university during the term of office.
- VI. Those who wish to run for their own executive board can also run for the Greek Senate Executive Board. However, any president of their individual organization of their individual organizations are not permitted to run for the executive board of the Greek Senate.
- VII. Those wishing to run for Greek Senate President must have already been on the Greek Senate Executive Board, served on their chapter's executive board or must have served on a council, IFC, MGC or PHC, they also may be serving as a current officer but cannot be a current council president.

Section 4. Election Procedures

- I. Officers shall be elected by a closed-ballot, majority vote.
- II. The Greek Senate Vice President is responsible for sending out applications, reviewing applications, and running elections.

Section 5. Limitations

- I. No more than one member from a recognized Greek organization shall hold an executive board office each school year.
- II. No chapter president may serve on the Greek Senate during their term as chapter president.

Section 6. Succession and Vacancies

I. Succession Chain

- A. If the office of President becomes vacant the Vice President will assume the responsibilities until a new President is elected.
- B. 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:
 - 1. Vice President
 - 2. Chief Justice
 - 3. Administrative Assistant
 - 4. Treasurer
- C. If no Executive Board Member is approved for office the Senate will follow the standard vacancy procedures. The first nomination is made by the Executive Board.
- D. Anyone who fills a vacancy must meet the requirements for an Executive Board position.
- E. Should the President ever be temporarily unavailable the Senate shall follow the same succession as the chain of

command.

- II. Vacancy procedures
 - A. When a vacancy occurs for the Executive Board, other than President, there shall be a one week period beginning at the meeting of the announced vacancy for eligible applicants to submit an application provided by the Greek Senate Executive Board.
 - B. The Executive Board shall nominate a replacement based on the applied candidates.
 - C. The Executive Board nominee must then be approved under quorum by a majority vote of the Senators.
 - D. 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 Senators.

Section 7. Provisions for Removal and Replacement of Executive Board Members

- I. The following items are grounds for the removal of an Executive Board member:
 - A. Abuse of power.
 - B. Insufficient time for his/her position.
 - C. Violation of policies.
 - D. If their chapter loses recognition with the university.
 - E. Other reasons may be determined on a case to case basis.
- II. Procedure of removal:
 - A. Any member of the Senate or member organization president has the power to initiate removal proceedings.
 - B. Charges must be submitted in written form to the Senate Chief Justice, if the Senate Chief Justice is the member of the Executive Board under scrutiny the charges will be submitted to the Senate President.
 - C. The Executive Board member under scrutiny must be notified of the charges prior to the presentation of charges.
 - D. The Senate Chief Justice, or Senate President, will present the charges to the Greek Senate at the first regular meeting following the submission of charges.
 - E. The Greek Senate and the member organization presidents will review the charges, hear from the scrutinized Executive Board member and host a vote of confidence.
 - F. If the Executive Board member is removed, the position will be filled by Vacancy Procedures.

Article IX. Cabinet

Section 1. Cabinet Board Members

- I. Diversity, Equity and Inclusion Chair
- II. Marketing and Media Chair
- III. Risk Prevention and Harm Reduction Chair
- IV. Academic Achievement Chair

Section 2. Duties of Cabinet Board Members

Each position is held for a full academic year (fall and into spring) and will report to the Greek Senate Vice President.

- I. Diversity, Equity and Inclusion Chair
 - A. Provide meaningful education and reflection opportunities for members to increase their knowledge of different backgrounds, experiences, and world views.
 - 1. Including but not limited to religion, sexuality and ethnicity.
 - B. Shall create a **minimum** of one event per semester.
- II. Marketing and Media Chair
 - A. Responsible for running the FSL instagram and any other social media accounts.

- B. Responsible for getting event flyers from chapters to repost.
 - C. Responsible for ordering any Greek Senate posters, merchandise, etc.
 - D. Responsible for making any flyers needed for the Greek Senate.
 - 1. For example, Meet the Greeks and FSL 101 sessions.
- III. Risk Prevention and Harm Reduction Chair
- A. Shall work on educating the community on hazing prevention.
 - B. Shall work on educating the community on sexual assault awareness.
 - C. Shall work on educating the community on the dangers of substance use.
 - D. Shall work on educating the community on best practices in safety and well-being.
 - E. Shall create a **minimum** of two events per semester.
- IV. Academic Achievement Chair
- A. Shall create a **minimum** of one event per semester, which will involve the participation of all member chapters.
 - 1. I.E Created events based around grades, attending classes, and succeeding academically. For example, hosting a study session.
 - B. Shall present the Greek Senate with ideas and events, which will better the scholastic efforts of the FSL community.

Section 3. Qualifications

- I. Have completed at least twelve credits at Monmouth University.
- II. Be a matriculated undergraduate student.
- III. Maintain at least a 2.75 cumulative GPA.
- IV. Completed at least one full semester as a member of a recognized Greek organization.
- V. Be free of any conduct violations issued by the Greek Senate or the university during the term of office.
- VI. Those who wish to run for their own executive board can also run for the Greek Senate Executive Board. However, any president of their individual organization or recruitment chair of their individual organizations are not permitted to run for the executive board of the Greek Senate.

Section 4. Limitations

There may not be more than two members of an organization holding a position on Greek Senate, if there is one member on the Executive Board, then there may only be one on the cabinet.

Section 5. Election Procedures

The Senate Vice President will interview the candidates and decide who they feel is best fit for the position.

Section 6. Provisions for Removal and Replacement of the Cabinet

The Vice President is responsible for deciding if a cabinet member is no longer fit for their position and may open elections up for the position that is vacant.

Article X. Judicial Board

Section 1. Judicial Board Members

The Judicial Board is made up of one member per member organization that will be the deciding factor for sanctions in Judicial Board hearings.

Section 2. Duties of Judicial Board Members

Each position is held for a full academic year (fall and into spring) and will be rotated in and out depending on the case.

Section 3. Qualifications

- I. Have completed at least twelve (12) credits at Monmouth University.
- II. Be a matriculated undergraduate student.
- III. Maintain at least a 2.75 cumulative GPA.
- IV. Completed at least one full semester as a member of a recognized Greek organization.
- V. Be free of any conduct violations issued by the Greek Senate or the university during the term of office.
- VI. Those who wish to run for Judicial Board may not be on their chapter's executive board.

Section 4. Limitations

There may not be more than one member from each member organization, they may not be on their chapter's executive board.

Section 5. Election Procedures

The Senate Chief Justice will interview the candidates and decide who they feel is best fit for the position.

Section 6. Provisions for Removal and Replacement of the Cabinet

The Chief Justice is responsible for deciding if a member is no longer fit for their position and may open elections up for the position that is vacant.

Article XI. Judicial Process

All Monmouth University fraternities and sororities have the right to a fair and impartial hearing.

Section 1. Judicial Board Purpose

- A. Self governance - affirms that Judicial Board members are responsible enough to identify and deal with violations of Greek Senate ideals and policies
- B. Accountability - identifies the need to quickly and appropriately confront behavior that violates Greek Senate ideals and policies
- C. Education - assures that training, hearing procedures and sanctions are educational for the individuals and chapters involved as well as the Greek community

Section 2. The Judicial Board is responsible for dealing with violations of

- A. Bylaws of Monmouth University Greek Senate

Section 3. Duties of the Judicial Board

- A. Handling alleged violations of the Greek Senate Bylaws.
- B. Educating each chapter about the Greek Senate judicial procedures
- C. Participating in training to educate Judicial Board members about the purpose of the Judicial Board, the rules and regulations the Judicial Board will monitor, the procedures to be followed, proper questioning techniques, the right of the charged organization, evaluating evidence and deliberations and sanctioning
- D. Conducting fair hearings with impartial Judicial Board members who follow adopted procedures
- E. Maintaining confidentiality before, during and after Judicial hearings

Section 4. Goals and responsibilities

- A. Developing and upholding standards
- B. Education
- C. Judicial
- D. Stopping inappropriate behavior
- E. Support the greek community

Section 5. Selection and Composition of the Judicial Board

Requirements

- A. Must have a minimum GPA of 2.75
- B. Must be an initiated member of a chapter for a minimum of two semesters
- C. May not be their chapter's president
- D. Will serve a full year term and must reapply if interested in serving a second term

Judicial Board Members

- A. Greek Senate Chief Justice
- B. Eleven members - one from each chapter
 - a. During a hearing
 - i. Five selected members of the Judicial Board must be present, including the Chief Justice.
 - ii. Those selected to hear a case will be picked based on who is less likely to be biased.
- C. Fraternity and Sorority Life Advisor serves as an ex-officio member
- D. Greek Senate vice president as Chief Justice if the Chief Justice cannot make the meeting due to excusable circumstances.

Section 6. Responsibilities of Chief Justice

- A. Coordinating the training of the Judicial Board members
- B. Making arrangements for the hearing as indicated by the Panhellenic president
 - a. Location, setup, notification of the hearing to the board members and to the involved chapters
- C. Determining if any Judicial Board members need to be excused from serving due to conflict of interest
- D. Providing, in writing, involved chapters' presidents and advisors with the hearing arrangements and the agenda of the Judicial Board Hearing Procedures

- E. Presiding over the judicial hearings
- F. Informing, in writing, cited chapters' presidents and their advisors of the verdict. Sanctions and the appeals process, if applicable

Section 7. Greek Senate Judicial Procedures

- A. Infraction form is filled out and filed within a week of the alleged incident
- B. Violations must be based on fact
- C. There must be a witness or witnesses
- D. The Chief Justice receives a copy and must verify that all guidelines are met
- E. All parties are then notified of the trial place, time and date
- F. After the hearing, a decision letter along with appeal information is sent to the chapter's president
- G. An appeal must be submitted within forty eight business hours of the board's decision

Section 8. Judicial Review Board Procedures

- A. In the case of two or more chapters bringing the same violation against one chapter, all accusing chapters will be present at the hearings. The order in which accusing chapters speak will follow the order in which the violation forms were received
- B. The hearing is closed to observers
- C. Witnesses shall only be present while being questioned
- D. Five Judicial Board members must be present
- E. Chapters have the right to consult with an advisor
 - a. The advisor can be present during the meeting but cannot have a voice
- F. When questioning witnesses, the representative of the chapter for whom the witness has been called will first ask questions. Then the witness will be cross examined by a representative of the opposing chapter. After cross examination, the witness shall be questioned by the justices, if necessary.
- G. During deliberations, all will leave the room except the Judicial Board members.
- H. Deliberations are confidential and the comments are not to be reported outside of the hearing room.
- I. The Judicial Board Hearing Minutes Form must be completed in writing

Section 9. Order of Events in a Judicial Board Hearing

- A. Call to order by Chief Justice
- B. Introductions
- C. Five minute opening statement by accuser (s)
- D. Five minute opening statement by the accused
- E. Questioning of the accuser (s) by the Judicial Board members
- F. Questioning of the accused by the Judicial Board members
- G. Call of any witnesses by the accuser (s) and cross examination
- H. Call of any witnesses by the accused and cross examination
- I. Questioning of the accuser (s) by the Judicial Board members
- J. Questioning of the accused by the Judicial Board members
- K. Closing statement by the accuser
- L. Closing statement by the accused
- M. All in attendance except the Chief Justice and Board members excused from the meeting
- N. Charges stated by the Chief Justice
- O. Chief Justice requests motion from Judicial Board member
- P. Discussion of motion
- Q. Verdict rendered
- R. Appropriate sanction determined if found in violation or if not found in violation, charges are dismissed.
- S. After the accuser and accused return to the hearing room, the verdict is read.
- T. Verdict and appeal information (if found in violation) put in writing and mailed promptly to groups involved.

Section 10. Making Decisions

- A. Should unanticipated circumstances arise, the Judicial Board may clarify, modify or change the procedures. In all such instances, however, every effort will be made to maintain fairness to all parties and to facilitate clear and reasonable expression of the positions reported.

- B. In a closed session, the Judicial Board shall decide if there is sufficient evidence to support any alleged violations. The decision reached should be based upon the evidence presented at the hearing, which is most convincing, most credible and of greatest weight or probability.
- C. If the Judicial Board finds that there is not sufficient evidence to support the allegations, the case will be dismissed. If the Judicial Board finds the group did violate the regulations, the Board will determine the sanctions.
- D. If and only if the group is found responsible, four factors should be taken into consideration
 - a. The gravity of the violation
 - b. Level of cooperation from the cited organization
 - c. The impact that violations have on the Greek, university and the surrounding communities.
 - d. The educational impact of the sanctions on the organization.
- E. A good Judicial Board will balance these considerations and make appropriate sanctioning decisions.

Section 11. Critical Thinking and Questioning

- A. Gather as much information as possible. Do not allow the chapter representative to sidetrack you with unrelated issues.
- B. Ask direct questions. This is not a courtroom and it is inappropriate to “lead” a witness or “trap” and accused chapter representative.
- C. Question only about the incident at hand. Events of the past or questions about the process are irrelevant to the current allegation.
- D. Allow the chapter spokespersons time to tell their story, but recognize that you may have to ask questions in order to get the information you need.
- E. Ask open-ended questions; those that cannot be answered with a simple “yes” or “no”, but will require the chapter spokesmen to elaborate. Seek to get them to talk more and you to talk less.
- F. Truth is relative. You will be forced to make difficult decisions from time to time and your decision should be based on the preponderance of the information.
- G. Be assertive, clear, and concise with your questioning. You are gathering information that may be uncomfortable for the chapter spokesmen to divulge. Empathize with all those involved, but remember, you will need this information to arrive at a fair decision.

Section 12. Confidentiality

- A. Respect the confidentiality of the hearing process. Under no circumstance should you expose any information to anyone about a hearing or the students/chapters involved. This includes roommates, spouses, parents, siblings, friends, colleagues, etc. To do so is a violation of federal law.
- B. To hold confidential information in trust and confidence and agrees that it shall be used only for the intended purposes of the Judicial Board of Review.
- C. In the event the media contact you regarding a hearing, please refer those individuals to the Office of Student Life and inform them that you are not permitted to comment.
- D. All notes taken by board members during the hearing will be collected and destroyed by the Chief Justice.

Section 13. Consensus and Sanctioning

- A. Decisions of the board are assumed to be of the board as a whole. All members of the board are expected to support the final decisions including those with dissenting opinions.
- B. Work to build consensus among the board members so that each individual can be satisfied with the outcome. Be flexible and learn to compromise. All decisions of the board should be based on a preponderance of the information and will be decided by majority vote.
- C. Assign sanctions that are intended to educate rather than punish.
- D. Utilize the resources we have on campus for sanctioning and remember the goal is to help the chapters learn.
- E. Ensure that the sanction is fitting with the severity of the violation.
- F. The decision of the board may be appealed to the Office of Student Life.

Section 14. Sanctions

The purpose of the Greek Senate is to encourage a cooperative spirit rather than punish people who do not adhere to the agreement. Ethical behavior is expected of all members at all times. Sanctions must correspond to the nature and degree of seriousness of the offense for both Minor and Major infractions.

- I. Minor infractions

- A. Budget Violations
- II. Minor infraction sanctions
 - A. Official Reprimand (Reports to be sent within one week of imposing sanction.)
 - 1. Officially recorded in Panhellenic minutes
 - 2. Report sent to National President of offending group
 - 3. Constructive Sanctions of Positive Nature:
 - a) Present academic enrichment seminars.
 - b) Set number of community service hours required of each member
 - c) Plan a workshop for chapters dealing with the violation.
- III. Major infractions
 - A. Incurring public relations violations, i.e. illegal advertising/removal of advertising
 - B. Violating council specific recruitment processes through acts such as, but not limited to:
 - 1. Extending invitation, directly or indirectly, through a third party before time set by governing council (for IFC/PHC)
 - C. Interfering with any chapter's recruitment process through acts such as but limited to:
 - 1. Suggesting prospective members refuse an invitation from one group to wait for an invitation from another group
 - 2. Making disparaging remarks about chapters
 - D. Serving or providing alcoholic beverages or any substances at recruitment functions / events
- IV. Major infraction sanctions
 - A. Constructive Sanctions of Positive Nature
 - 1. Plan and execute a major fundraiser for:
 - a) Chapter scholarship program
 - b) Alcohol Education Awareness
 - 2. Plan and sponsor a "mini retreat" for chairs to talk about ways to improve relations between chapters.
 - 3. Plan a positive public relations program for the community.
 - 4. Suspension of Social Activities
 - a) The deprivation of social privileges involves the suspension of social or intramural participation in varying degrees for specified periods of time. The suspension must be appropriate to the nature and the degree of the infraction. Social probation shall not forbid formal or informal entertainment incident to recruitment or the observance of a national fraternity celebration, i.e. Founder's Day.
 - B. Inappropriate sanctions

These are only examples, and inappropriate sanctions are not limited to these examples. For more inappropriate sanctions

 - 1. Fines – it is strongly recommended that appropriate sanctions, other than monetary, be accessed. If fines are utilized for certain violations that are measurable, the fine should not exceed a previously determined amount.
 - 2. "Delaying pledging" and "delaying initiation" infringe on the sovereignty of individual fraternities or sororities and may not be used as a recruitment penalty.
 - C. Duration and completion of sanctions
 - 1. The duration of any sanction imposed shall not exceed one year from the time the final decision is rendered. The Fraternity and Sorority Life Advisor and Chief Justice of the Judicial Board imposing the sanction are responsible for the oversight during the life of the sanction.

Section 15. Appeal to Monmouth University

If a chapter is not satisfied that a fair and just sanction has been rendered by the Judicial Board, making a Judicial Board ineffective, the chapter may appeal the decision to the Fraternity and Sorority Life Advisor or the Director of Student Engagement. The Greek Senate Appeal Form provided to issue notice of intent to appeal shall be submitted to the Greek Senate Chief Justice within 48 business hours of the chapter receipt of the Judicial Board decision.

Section 16. Voice and Voting

All chapters have the one vote in any decision, any decision must be made in a two-thirds vote of confidence.

Article XII. Committees

Any Executive Board member of the Greek Senate is entitled to make their own committee if felt necessary. The committee cannot be thrown onto anyone else and committees must not be over used.

Article XIII. Advisors

The Director of Fraternity and Sorority life is a full-time professional staff member of the Office of Student Engagement, delegated to lead and oversee Fraternity and Sorority Life and affairs of Monmouth University. The Fraternity and Sorority Life staff have no voting privileges in Greek Senate motions, however, he/she/they have the power to override motions or votes that conflict with Office of Student Engagement and university policies.

Article XIV. Assemblies and Meetings of the Greek Senate

Section 1. Assemblies

- I. The purpose of the Assemblies of the Greek Senate shall be to interconnect its Member Councils in an effort to deliver the mission of the Greek Senate.
- II. The Assemblies shall review and re-evaluate their goals following each election cycle of officers.

Section 2. Established Assemblies

I. President's Assembly.

- i. Membership of the President's Assembly shall be comprised of the Greek Senate President, the Greek Senate Chief Justice, the Interfraternity Council President, the Multicultural & Professional Greek Council President, and the Panhellenic Council President.

II. Vice President's Assembly.

- i. Membership of the Vice President's Assembly shall be comprised of the Greek Senate Vice President, the Greek Senate Treasurer, the Greek Senate Activities Chair, the Greek Senate Public Relations Chair, one of the Interfraternity Council Executive Board, one of the Multicultural & Professional Greek Council Executive Board, and one of the Panhellenic Council Executive Board.

III. Outreach Assembly.

- i. Membership of the Outreach Assembly shall be comprised of the Greek Senate Administrative Assistant, one of the Interfraternity Council Executive Board, one of the Multicultural & Professional Greek Council Executive Board, and one of the Panhellenic Council Executive Board.

Section 3. Meetings

I. Executive Board Meetings

- A. The Executive Board shall meet weekly at a time to be chosen prior to the first meeting.
- B. Quorum of Executive Board members shall constitute presence for official business.
- C. 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.
- D. Those not serving on the Senate may present a report if approved by the Executive Board prior to the meeting.

II. Regular Meetings

- A. The Senate shall meet weekly at a time to be chosen prior to the first meeting.
- B. Standard quorum of Senators shall constitute Senate presence for official business.
- C. Advisors, Administrators, members outside of Monmouth University's 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.
- D. Those not serving on the Senate may present a report if approved by the Executive Board prior to the meeting.

III. Election Meetings

- A. Elections will occur at a regularly scheduled meeting three weeks prior to the transition of Executive Board Members.
- B. Standard quorum of Senators shall constitute Senate presence for elections.
- C. Advisors, Administrators, members outside of Monmouth University undergraduate fraternity and sorority community, and 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.
- D. Elections and Announcements will be the only business conducted at these meetings unless otherwise requested by any Senator prior to the meeting.

IV. Special Meetings

- A. A special meeting of the Senate may be called by the Senate President when requested by any Senator or Executive Board Member.
- B. The Greek Community must be given a minimum of twenty four hours notice for a Special Meeting. iii. Standard quorum of Senators shall constitute Senate presence for official business.
- C. Advisors, Administrators, members outside of Monmouth University's 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.
- D. Those not serving on the Senate may present a report if approved by the Executive Board prior to the meeting.

Section 4. Representatives

Chapters must be represented by their chapter president, if the chapter president cannot make it, they must send a delegate from their chapter executive board in their place.

Section 5. Meeting Absences

- I. All Executive Board Members, Member Council Presidents, Activities Chair, Public Relations Chair, and one Senator from each member organization must attend each regularly scheduled Greek Senate Meeting
- II. All attending members are permitted one absence, excused or unexcused, per semester for regularly scheduled Senate meetings.
- III. At the time of the second absence, a \$15 fine will be credited to the absent member or member chapter.
- IV. At the time of the third absence, a \$30 fine will be credited to the absent member or member chapter and the case will be given to the Greek Senate Judicial Board for review.

Section 6. Meeting Agenda

- I. The Executive Board agenda should consist of the following:
 - A. Roll Call
 - B. Approval of Minutes
 - C. Open forum for guest speakers
 - D. Executive Reports
 - 1. President
 - 2. Vice President
 - 3. Chief Justice
 - 4. Administrative Assistant
 - 5. Treasurer
 - 6. Advisor
 - E. Old Business
 - F. New Business
 - G. Announcements
 - H. Adjournment
- II. The Senate agenda should consist of the following:
 - A. Roll Call
 - B. Reading of the Creed (At Ritualistic Meetings)
 - C. Open forum for guest speakers
 - D. Executive Reports
 - 1. President
 - 2. Vice President
 - 3. Chief Justice
 - 4. Treasurer
 - E. Member Council Reports
 - 1. IFC President
 - 2. MGC President
 - 3. PHC President
 - F. Cabinet Reports
 - 1. Diversity, Equity and Inclusion Chair
 - 2. Marketing and Media Chair
 - 3. Risk Prevention and Harm Reduction Chair
 - 4. Academic Achievement Chair
 - G. Advisor Report
 - H. Open Discussion Period
 - I. Old Business

- J. New Business
- K. Announcements
- L. Gavel Pass (At Ritualistic Meetings)
- M. Adjournment

Article XV. Membership Recruitment

- I. All informal and formal recruitment events must happen on Monmouth University's campus.
 - A. This includes IFC interviews, PHC recruitment weekend
 - B. Any event held off campus will be reported and the accused chapter will be called for a Judicial Board hearing.
- II. All recruitment events must be done on the same schedule in order to make the process fair for potential new members.
- III. Chapters may not pressure potential new members to take their bid before they have had a chance to speak with any other organization on campus.

Article XVI. New Member Education

- I. It is a Monmouth University policy that education periods are at least five weeks long, any chapter with a shorter education process may be reported and will be called for a Judicial Board hearing.
- II. You may not keep new members for education between the hours of 11:59pm to 8:00am, it is considered hazing and any chapter doing so will be held accountable.

Article XVII. Event Policies

- I. Any chapter wishing to hold an event in Pollack Theatre, Anacon Hall, Outdoor Venues, and/or events spanning beyond one (1) day must complete a Special Event Registration Form with the office of student activities no later than April 1st of the previous academic year. (Effective concurrent to the 2019-2020 academic year)
- 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 any damages occur, the chapter hosting the event may be subjected to charges with the Greek Senate Judicial Board
- IV. All groups must follow regulations for Student events according to all University Guidelines and their (Inter)National organizations

Article XVIII. Finance

Section 1. Student Government Association Allocation

- I. The Senate Treasurer shall submit the allocation request to the Student Government Association to obtain financial assets for the next academic year as per the budget request process.
- II. Once the Senate Treasurer receives notification from the Student Government Association of the allocation for the upcoming year the Senate Treasurer shall prepare and present a detailed budget to the Senate at the second to last meeting of that semester.
- III. At the final meeting of that semester the Senate will discuss and vote on the budget proposal, which will require majority approval.
- IV. No money pertaining to the Senate can be allocated for alcohol.

Section 2. Emergency Budget

- I. If the Senate does not receive an allocation from the Student Government Association the Senate will follow emergency budgeting procedures.
- II. The Senate Treasurer shall prepare and present a detailed budget for the upcoming semester to the Senate at the second to last meeting of the current semester.
- III. The budget proposal will include a breakdown of cost per member of the Senate.
- IV. At the final meeting of the current semester the Senate will discuss and vote on the budget proposal, which will require majority approval.
- V. Invoices will be provided to each member chapter at the beginning of the following semester.

Section 3. Payments to the Senate

- I. All payments due to the Senate and its Member Councils are to be paid in full to the Senate within a two (2) week

period.

- II. A chapter may establish a payment plan with the Senate Treasurer within the three (3) week period to avoid interest charges.
- III. After the three week period, any chapter without an established payment plan will receive a 10% interest charge compounded to the unpaid balance each week the chapter is delinquent.
- IV. On the date of the first missed payment, the chapter goes into default on their payment plan.
- V. While a chapter is in default a 10% interest charge will be compounded to the unpaid balance each week.
- VI. Any chapter with outstanding debt after six (6) weeks will be put on Probation status until the fine is paid in full.
- VII. All fines will be decided by majority approval of the Senate or determined by precedent.
- VIII. All fines collected by the Senate will be expensed into the "Fines" account of the Senate Budget.
- IX. The "Fines" account of the budget must be spent on documented expenditures benefiting the Greek Community (i.e. Guest speakers, NGLA, UIFI).

Section 4. In place of fines

If a member is incapable of paying fines, they will have the opportunity to perform some act of community service.

Article XIX. 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 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 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.
- X. These by-laws may be amended or ratified by a majority vote of all active Senators.
- XI. Written notice of any proposed amendment must be filed by either an Executive Board member or a Senator.
- XII. Written notice of any proposed amendment must be filed with the Senate Executive Board at a Senate meeting two weeks prior to any vote.
- XIII. The proposed change must be discussed at the first scheduled Senate meeting after the proposal was first presented.
- XIV. If the proposal is redrafted it must be discussed again at the next Senate meeting.
- XV. Should the proposal remain unchanged it is to be voted on the following meeting under quorum.