

Greek Council

# **The Constitution of the Greek Council 2017**

University of Pittsburgh at Bradford



# The Constitution of the Greek Council

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## **Purpose**

The Greek Council is the governing body that oversees the affairs and concerns of the fraternities and sororities at the University of Pittsburgh at Bradford. Headed by an Executive Board, the Greek Council makes recommendations on standards and dates for Greek recruitment, New Member Orientation, the formation of new Greek organizations, and periodically serves as a judicial body for Greek organizations or individuals that have violated Greek Council and/or University policies. They provide an open forum for all Greek members to discuss issues and help plan campus activities while promoting unity among all Greek members and organizations.

## **Article I**

### **Administrative Functions**

#### Section I

The Greek Council shall require that all individuals in every Greek organization act in accordance with the University's Code of Conduct as stated in the Student Handbook as well as the SGA Code of Conduct.

#### Section II

If a violation of this code occurs, which involves any function of Greek life, the Greek Council will serve as a recommendation committee to the Dean of Student Affairs for disciplinary action to be taken.

## **Article II**

### **General Structure**

#### Section I

One member of each Greek Organization shall be appointed to the Executive Board of the Greek Council annually by their organization, and shall serve a term of one full academic year.

#### Section II

Each Greek Council delegate is responsible for attendance at all meetings and mandatory Greek events of any kind, as well as maintaining good standing within their Greek organization and the University of Pittsburgh at Bradford.

- A. If a member of the Executive Board resigns or is removed from office by a majority of the Executive Board, their respective organization shall elect a member to perform their duties for the remainder of the elected period.
- B. An officer of the Executive Board may be removed from their position for any serious violation of the Constitution of the Greek Council, University Code of Conduct, SGA Code of Conduct or the misuse and/or abuse of duties. The removal procedure shall include:
  - i. A written request with the signatures of five Greek Council officers must be submitted to the Greek Council President, advisor.

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- ii. The officer in question must receive a written notice of the complaints or charges against them and will be asked to present a case to the Executive Board at the Greek Council meeting following the submission of the charges/complaints.
  - iii. The case must be documented in writing and made available to the entire Greek Community of the University of Pittsburgh at Bradford.
  - iv. Removal of the officer will follow a two-thirds majority vote in favor of the motion by the Greek Council Executive Board.
  - v. The President of the Greek Council may not vote in the removal of officers.
  - vi. The accused officer may not vote in their removal.
- C. If a member of the Executive Board wishes to leave the Executive Board, a new member from the individual's organization will take their place. If this happens in the middle of a semester, the new member to the Executive Board will not have a vote within the Executive Board.

## **Article III**

### Executive Board

#### Section I

The qualifications for the Executive Board are:

- A. Currently enrolled student at the University of Pittsburgh at Bradford.
- B. Active membership in their chapter at the University of Pittsburgh at Bradford.
- C. Must maintain a minimum cumulative GPA of 2.00, with the exception of the President, who must maintain a 2.50 GPA.
- D. Must be in good Academic & Disciplinary standing with the University of Pittsburgh at Bradford.
- E. All of the Greek Council meetings follow the guidelines set in *Robert's Rules of Order*

#### Section II

The Executive Board shall be composed of the following:

- A. The President
  - i. Oversees the Executive Board.
  - ii. Represents the Greek Council to the administration.
  - iii. Calls order to and adjourns all meetings.
  - iv. Prepares agendas for all meetings.
  - v. Counts ballots with the Greek Council Advisor.

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- B. The Vice President of Scholarship
  - i. Assumes the duties of the President in his/her absence.
  - ii. Responsible for overseeing the Scholarship area including academic incentives, study tips, scholarship incentives
  - iii. Works with individual chapter scholarship chairs
  
- C. The Vice President of Activities
  - i. Coordinates Greek functions including, but not limited to, Greek Week, Formal, etc.
  - ii. Heads the Greek Week Committee.
  
- D. The Vice President of Community Service
  - i. Organizes, plans, and executes community service events for the Greek Community.
  - ii. Keeps track of each organization's community service hours and reports them to the Office of Community Engagement.
  
- E. The Vice President of Public Relations
  - i. Submits weekly updates to the Pitt Purri.
  - ii. Produces banners and flyers for Greek Council activities.
  
- F. **Vice President of Recruitment**
  - i. Responsible for one large recruitment event each semester.
  - ii. Coordinates Club Night for Greeks.
  - iii. Educates Greeks on recruitment
  
- G. The Secretary
  - i. Keeps an accurate account of all proceedings and posts them to the Greek Council Facebook.
  - ii. Updates PittPaws.
  
- H. The Treasurer
  - i. Oversees Greek Council finances through Student Activities with the Greek Council advisor.
  - ii. Composes and updates the budget for Greek Council and presents it for a vote of the Greek Council.
  - iii. Submits the SGA Allocations request each semester.
  - iv. Files fundraising requests with the Director of Student Activities.
  
- I. The Historian
  - i. Produces a slideshow for Greek Awards chronicling Greek Council for the year
  - ii. Produces slideshows for New Member Welcome each semester

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- Section III Executive Board members are to be nominated and elected at the second to last open meeting of the spring academic year.
- Section IV Only one office shall be held by each organization unless there are too few organizations. In which case, offices may be combined and executed by one member of the Executive Board.
- Section V The addition of a new position onto the Executive Board requires approval by a two-thirds vote by the Greek Council.

## **Article IV** Voting

- Section I All Executive Board members may cast one vote with the exception of the President, who only votes in the case of a tie.
- Section II A majority of the Greek Council Executive Board must be present to hold a vote.
- Section III A majority of the present Executive Board members is necessary for a vote to be passed.
- Section IV In the event that an organization cannot have a member in attendance at the time of a vote, an absentee ballot may be used. The ballot must be turned in by 2:00 PM two days before the time of the vote to the Sergeant at Arms. Reasons for using the ballot must be cleared with the President and advisor(s).

## **Article V** Constitutional Amendments

- Section I Any amendments to the Greek Council Constitution must be presented to the Council through an Executive Board member.
- Section II All amendments to the Greek Council Constitution must be presented at least one week prior to voting.
- Section III All amendments to the Greek Council Constitution must be passed by a two-thirds of the Greek Council.

## **Article VI** New Greek Organization Procedures

- Section I The Greek Council reserves the right to accept or deny any new Greek Organization, in concurrence with the Dean of Student Affairs. SEE APPENDIX I: Section IV.

## **Article VII** New Member Orientation

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- Section I                    The administration of the University will provide the guidelines and procedures concerning New Member Orientation.
- Section II                   All New Member Orientation activities must follow the University of Pittsburgh at Bradford's Code of Conduct as well as Pennsylvania State Law. The Greek Council or Judicial Affairs will investigate any suspected violations of these rules and, if warranted, corrective action will be taken. SEE APPENDIX III.
- Section III                   If a hazing violation is determined to have occurred, the violation will be considered as the responsibility of the entire offending Greek organization.
- Section IV                   If a New Member should elect to remove themselves from the New Member Orientation process, the individual must immediately meet with the Greek Council advisor. This must take place within one week after the event has occurred.
- Section V                   If a member that has decided to leave the New Member Orientation Process of one Greek organization, but wishes to join another Greek organization on this campus, the person in question must wait a period of one year before joining, and the new Greek organization must ask permission from the old organization to allow the person to join their organization.

## **Article VIII**                    Individual Greek Membership

- Section I                    Membership into any Greek organization is confined to individuals who meet the University's academic/disciplinary requirements, and who adhere to policies regarding New Member Orientation. Each Greek organization reserves the right to deny membership to any student who does not adhere to such guidelines including, but not limited to the following:
- A. Current enrollment as a student at the University of Pittsburgh at Bradford.
  - B. Current active membership in the Greek Community of the University of Pittsburgh at Bradford.
  - C. Must achieve a 2.50 cumulative GPA in order to join a Greek group.
  - D. Must be in continuous good standing (Academic & Disciplinary) within the University of Pittsburgh at Bradford community.

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- Section II All new members will be considered affiliated with each organization at the start of the New Member Orientation through the signing of their bid, and the completion of the New Member Orientation process.
- Section III “Active” and “Inactive” membership guidelines will be determined by each organization.
- Section IV Any organization that is suspected of willfully taking new members who do not meet the University’s eligibility requirements, or without reporting new members, will be subject to investigation by the Greek Council and referred through Greek Council Judicial procedures.
- Section V Any individual that is “Inactive” in a Greek Organization that does not pay dues, cannot participate in any Greek Council events.

## **Article IX**

### Finances

- Section I Any organization whose members miss a mandatory meeting without prior notice or excusal will be fined \$10/missing member
- A. Mandatory events include, but are not limited to; weekly Greek Council Meetings, Club Night each semester, Greek Forums, New Member Welcome each semester, Fundraisers, and certain events during Greek Week, which are established by the Greek Council.
  - B. The Greek Council Executive Board may vote to make any event mandatory.
- Section II Each organization must pay dues of \$15/active member after the New Member Orientation period each semester. If the Greek Council GPA is above the Campus GPA the previous semester, then dues are reduced to \$13/active member.
- Section III Chapters whose term GPA is below 2.50 may choose to pay a fine of \$5/member or \$15/individual member whose GPA is below 2.00, and must work with the VP for Scholarship to develop an Academic Plan to get the chapter above the 2.50 GPA
- Section V All fees and/or fines must be paid in full by the Friday following the conclusion of the New Member Orientation process each semester. All fees and fines go toward the activities organized by the Greek Council.
- Section VI A freezing process will be initiated following the SGA freezing processes stated in the SGA Constitution’s Bylaws: Article IX, Section II if any of the following violations occur;

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- A. Disobeying the SGA Code of Conduct,
- B. Holding unapproved fundraising events,
- C. Disregarding requirements for documentation, or
- D. Violating any University policies.



## **APPENDIX I: The Judiciary Board**

- Section I                      All Greek Executive Board members will have one vote per organization if and when a problem amongst Greeks occurs including, but not limited to:
- A. A violation of the constitution.
  - B. Violation of the New Member Orientation policy set forth by the Dean of Student Affairs.
  - C. Conflicts among Greek organizations.
  - D. Inquiries of Greek actions by the Dean of Student Affairs.
  - E. Violation of University Code of Conduct and/or Pennsylvania State Law.
- Section II                      A hearing will be held in front of the Executive Board. Both sides of the disagreement will be able to state their grievances to the Executive Board members. Greek Council, having heard arguments from both sides in an open meeting, will vote (majority rules) on a verdict and sanction. The President of Greek Council will then take the suggested verdict and sanction to the Dean of Student Affairs for approval.
- A. If approved the sanction will be implemented.
  - B. If rejected, the Dean of Student Affairs shall make his/her own suggestions and send the sanction back to the Greek Council to be reviewed.
  - C. If the sanction or suggestion is sent back to the board twice, the Dean of Student Affairs and the Executive Board members will meet to discuss the case and any appropriate sanctions or suggestions.



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D. Upon the second return an open meeting will be held. This meeting will include, with the power of one vote per person, two members of each Greek organization (one Executive Board member and one Non-Executive Board member).

Section III            When the President's organization is involved, the Vice President will step up and assume the President's responsibilities. If a situation arises between the President and Vice President's organization, other Executive Board members will assume the power of President and Vice President. Greek Council Executive Board members will give an appropriate sanction, only after a hearing where both sides of the argument have been heard.

Section IV            The Executive Board has the power to hear any case involving a Greek organization but must keep within the Council, Advisor & any other University staff members that need to know.

Section V            Serious situations may result in an emergency hearing.