

The Constitution of the
DIVERSIFIED GREEK COUNCIL

Article I. Name

The name of this organization shall be the Diversified Greek Council. The organization may also refer to itself as DGC.

Article II. Mission & Purpose

Section 1: Mission

The Diversified Greek Council is an inclusive council whose mission is to promote scholastic excellence, cultural awareness, community engagement, communication, and partnership amongst its member organizations as well as the Greek community.

Section 2: Goals

- A. To encourage scholastic achievement, leadership, and community service among its members;
- B. To facilitate cultural learning and social awareness through campus-wide programming;
- C. To mediate disputes between member and associate member organizations;
- D. To at all times promote the best interest of the University of Central Florida.

Section 3: Governing Authority

All activities and functions of the organization must be legal under organization rules, University rules, local, state, and federal laws. The most recent version of the Golden Rule will supersede all requirements set forth during the creation and revision of this constitution. In addition, the most recent version of Robert's Rule of Order shall be the authority over those questions which have not been specified by university regulations or this constitution. Within this constitution, a majority shall be defined as "fifty percent plus one." The DGC is under the jurisdiction of the Office of Fraternity and Sorority Life and therefore adheres to all rules and general regulations for all fraternities and sororities at the University of Central Florida.

Article III. Membership

Section 1: Membership Statement

Membership in this organization is limited to any student who is paying Activity and Service Fees and is currently and/or continuously enrolled at the University of Central Florida. No discrimination shall be made on the basis of sex, race, age, religion, disability, national origin, sexual orientation, marital or parental status, or veteran status. Hazing will not be allowed as a condition of membership in this organization. All groups, except those exempt by law, must have opportunities for male and female memberships.

Section 2: Additional Membership Requirements

- A. All undergraduate nationally chartered general fraternities and sororities as recognized by the University of Central Florida may be eligible for membership in the DGC;
- B. The term “national and international fraternities and sororities as recognized by the University...” shall mean:
 - 1. Each fraternity and sorority must have a national office location and alumni or alumnae officers (defined as not collegiate or undergraduate officers);
 - 2. The national organization must be established for at least 10 years;
 - 3. The national organization must have at least 12 chapters.
- C. DGC may not have affiliate members such as faculty, staff, UCF alumni or alumnae, student spouses, etc.
- D. Member organizations must pay dues as per Article IX, Section 1.
- E. Together with Article III, Section 1, these additional requirements define what it means to be an “active student member.”

Section 3: Status

There shall be two levels of membership recognized: associate and full membership.

- A. **Associate Membership:**
 - 1. Associate members shall be those organizations invited to colonize a chapter by DGC and the University; the University shall be represented by the Office of Fraternity and Sorority Life. These associate members shall be registered with the Office of Student Involvement and in the process of fulfilling their requirements to gain membership status;
 - 2. The council approval of all prospective associate organizations must pass by a two-thirds vote;
 - 3. Associate member organizations shall have all rights and privileges of full membership;
 - 4. An associate member organization may gain full status in the Council provided they meet all of the following requirements:
 - a. Abide by all responsibilities set forth in Article III, Sections 1 and 2;
 - b. Obtain a total active membership of at least 12 undergraduate members for a period of two consecutive semesters;
 - c. Attain an overall semester grade point average of 2.5 or higher by the organization for the duration stated above,
 - d. Fully operational under an authorized UCF Faculty member that will serve as an advisor for the duration stated above;

- e. Approval by the Council for the Application for Regular Membership.

5. Termination

- a. An associate member organization must achieve their regular status in no more than five semesters after gaining associate member rights and responsibilities; encompassing fall and spring
- b. If Associate member status is not met within the given time, the organization has one to three semesters of probation, which they will remain Associate members. Within this period they must meet with the Expansion Chair and shall be reviewed by Executive Board for any further penalties. It is up to the current Diversified Greek Council Executive Board to decide on any further penalties;
- c. If at the end of this probation period the organization fails to meet these requirements they shall lose their status and recognition as a chapter or colony on the Diversified Greek Council;
- d. Levels of Probation
 - i. Under the surveillance of the Executive Board;
 - ii. Social probation by the discretion of the Executive board.

B. Full Membership and Good Standing:

- 1. Those organizations who have fulfilled all membership requirements set forth in Article III, Section 1 and have gained regular status after completing requirements from associate status (See Article III, Section 3.A);
- 2. Entitled to all privileges and rights under this constitution, except as limited by the-University;
- 3. Entitled to have their organization's eligible members hold elected and appointed offices in the DGC;
- 4. Maintain a 2.50 grade point average on a 4.0 scale, if the member fails to do so they will be subject to academic probation by the University;
- 5. Appoint one delegate per chapter to vote at meetings of the Council when the chapter is in good standing (not on probation or as determined by the general body of the DGC);
- 6. Must not have any outstanding financial balance owed to the Council.

C. Alumni or Alumnae Membership:

- 1. Alumni or Alumnae members are not to be regarded as full members of the council

2. Are granted attendance to meetings with permission of President or Executive Vice President with at least 1 week advance notice
3. Do not have any voting power
4. Cannot hold any position within the council

Section 4: Responsibilities

- A. It is the member's responsibility to abide by the governing authority set forth in this constitution;
- B. Abide by this constitution and the rules, procedures, and regulations adopted by the Council:
 1. Fully cooperate with rules and regulations of the Greek Council alcohol policy and the individual organization's national risk management procedures;
 2. Maintain and provide an updated list of all its current members, officers, and advisors to the Office of Fraternity and Sorority Life and the Office of Student Involvement;
 3. Cooperate with all administrative actions of the DGC Executive Board;
 4. Each chapter must have at least 50% plus one attendance to one risk management event each semester hosted by DGC;
 5. Pay all dues and fines owed to the DGC as specified by Article IX or by the Executive Board.

Section 5: Revocation of Membership

- A. Membership may be revoked without mutual agreement for non-participation, or violations of any provisions of the Constitution through a removal hearing;
- B. The member organization will be notified in writing of the possible revocation at least 72 hours prior to the vote. The member organization will be allowed to address the Council in order to plead their case prior to the voting for removal;
- C. Membership can only be revoked upon a two-thirds affirmative vote of full members;
- D. If an associate member organization becomes subject to revocation they will not be eligible for reinstatement unless they re-apply to join DGC after one semester.

Section 6: Reinstatement

After the specified time of revocation, the chapter will be reinstated under probation or associate status for one full semester. After probation has passed there must be a two-thirds affirmative vote of full members to grant reinstatement of original membership status.

Section 7: Discipline Sanctions

Failure to follow all policies, procedures, and requirements of the Council may lead to the involvement of the Executive Board. Proper sanctions which may include but are not limited to: additional community service, fines, etc. will be decided upon by the Executive Board.

Section 8: Financial Probation

If a member does not take the necessary actions to pay the set dues, the following actions will take place:

- A. The member shall have a total of one month from original due date to pay the dues and all other fees in full from initial formal notification
- B. Each month that the dues are late, there will be a \$10 late fee added to the original amount
- C. The member will be considered on probation until the dues are paid in full.

Terms of probation include:

1. Cannot attend council socials
2. Cannot vote
3. Must attend all council meetings
4. The member will be taken to collections
5. If the preceding actions have not been met in full by the end of the semester, the matter will be referred to the Executive Board for further review to determine the appropriate disciplinary sanctions which may include but is not limited to dismissal from the council.

Section 9: Recruitment

Membership in this council shall be open to qualified interest organizations that meet expansion requirements as per Article XII.

Section 10: Voting Rights

Only full members in good standing are eligible to vote.

Article IV. Officers

Section 1: Eligibility

Potential officers must meet the minimum eligibility requirements of active student membership stated in Article III, Sections 1 and 2. All officers of the council shall possess, at the time of election and during their term, at least the minimum requirements regarding enrollment hours, grade point average, academic and disciplinary standing, and financial and disciplinary holds to serve in a leadership position, as stated in the most recent version of the Golden Rule of the University of Central Florida. Officers who do not meet these requirements during their term must resign or shall be removed.

Section 2: Additional Eligibility Criteria

- A. Only student members whose organizations have full membership status and are in good standing with their chapter, national office, the Office of Fraternity and Sorority Life, and the University of Central Florida are eligible to be selected for an officer position.
- B. Student members of associate chapters will be able to hold any position on the executive board after they have been on campus for a minimum of two years. They may, however, hold chair positions.
- C. Executive Board officers must be active during summer, fall, and spring semesters unless deemed otherwise by the President.
- D. To become President and Vice President you must have served on the Executive board of your respective organization, council, or any other registered student organization.

Section 3: Officer Requirements

- A. The Executive Board is responsible for setting up the agenda for the general body meetings.
- B. Officers of the DGC Executive Board shall not have more than two unexcused absences from Executive Board meetings or general body meetings per semester unless an emergency occurs, causing the officer to miss more than two meetings and has been excused by the discretion of the Executive Board. It is the responsibility of each absent Executive Board Member to let the President know of their absence at least 24 hours in advance. If there are a total three absences, including both excused and unexcused absences, it will be up to the discretion of the remaining Executive Board to suspend or remove the Board Member in question, as per Article VI. In the event that the President calls an emergency meeting, any absences will be excused at the discretion of the Executive Board.
- C. All Executive Board officers shall retain voting rights; however, the President shall only vote to break a tie.
- D. Any officer may be re-elected; there are no limitations as to how many consecutive terms an officer may serve.
- E. No more than two representatives from an organization can run for Executive Board position.

Section 4: Titles and Duties

All members presiding on the Executive Board shall not be biased towards or against any organization on the DGC. The officers of this organization shall include, in order of succession, a President, Vice President, Secretary, Treasurer, Officer of Risk Management,

Officer of Expansion and Public Relations. No officer will be permitted to hold more than one officer position at a time, unless appointed to an interim position. The executive board shall function as a planning and coordinating body and shall exercise general supervision over the council. It shall meet as least once a week to initiate, evaluate, organize and condense council business. Additional officers and/or assistants may be elected or appointed as needed to implement the operation of the council.

A. President (*term: 1 year*) shall:

1. Serve as the chairperson of the Executive Board;
2. Supervise and coordinate all activities of the organization, unless otherwise delegated;
3. Preside over all meetings and enforce the constitution of the DGC in accordance with Robert's Rule of Order;
4. Maintain communication with the Office of Student Involvement and the Office of Fraternity and Sorority Life to ensure all paperwork is current;
5. Be one of the two signers on financial documents;
6. Ensure that all officers are performing their duties as defined in this Constitution;
7. Offer considerations of all motions consistent with Robert's Rule of Order and declare results of Council voting;
8. Call special or emergency meetings at least 24 hours in advance when necessary;
9. Be well versed in the entirety of the Constitution of the DGC;
10. Be familiar with the Golden Rule regulations as they relate to student organizations and communicate them to the organization as needed;
11. Represent the DGC at civic and social functions, or when the Council is called upon by the member organizations for representation;
12. Be responsible for approving a budget at the beginning of each fall and spring semester, in conjunction with the Treasurer;
13. Keep advisor informed of activities and functions of the organization;
14. Assign special projects to officers;
15. Provide all documents and records pertaining to his or her responsibilities to the newly-elected President at the end of the term.

B. Vice President (*term: 1 year*) shall:

1. Assist the President in the performance of his or her duties and act in place of the President when necessary;
2. Oversee all committee activities and meetings set forth by the Diversified Greek Council;
3. Assumes the President's responsibilities in his or her absence;
4. Be well versed in Robert's Rule of Order;
5. Be well versed in the entirety of the Constitution of the DGC;
6. In case of a violation of Constitution, hold a Judicial meeting to review all charges and conduct a hearing within a reasonable time frame after all parties have been gathered;

7. Shall not vote when decisions are being made by the Judicial Board of the DGC, unless there is a tie vote;
8. Appoint all committee chairpersons not otherwise provided for in the constitution of the DGC with the approval of Executive Board;
9. Coordinate all conferences as well as plan and be responsible for all retreats and training of the organization;
10. Keep accurate records of all meetings in the Secretary's absence;
11. Perform an audit of all financial transactions of the organization once per semester;
12. Serve as one of two co-chairs of the end of semester awards banquet;
13. Assist in special projects as assigned by the President;
14. Provide all documents and records pertaining to his or her responsibilities to the newly-elected Vice President.

C. Secretary (*term: 1 year*) shall:

1. Notify members of meetings via e-mail and/or telephone at least 48 hours in advance unless it is an emergency meeting called by the President;
2. Maintain accurate minutes and records of all meetings according to Robert's Rule of Order;
3. Present the minutes of the previous meeting to the general body for approval prior to the start of the current meeting;
4. Have on hand all records and information committed to his or her care;
5. Upload meeting minutes within 72 hours of the meeting;
6. Maintain a roster of all member organizations including their chapter advisors, chapter presidents, voting representatives and alternatives;
7. Maintain a roster of the DGC executive officers; each roster should contain phone numbers and e-mail addresses;
8. Preside over general body meetings in the absence of the President and Vice President;
9. Reserve all meeting rooms;
10. Perform a verbal roll call of all members and maintain an attendance record;
11. Prepare ballots for elections;
12. Check eligibility for potential officers, prior to annual elections;
13. Keep a copy of the DGC constitution and have available for members;
14. Assist in special projects as assigned by the President;
15. Provide all documents and records pertaining to his/her responsibilities to the newly-elected Secretary.

D. Treasurer (*term: 1 year*) shall:

1. Keep an accurate account of all funds received and expended;
2. Present a budget report of deposits and expenditures to the membership at least once per month, and as requested by the President or Vice President, advisor
3. Be one of two signers on financial documents;

4. Be responsible for collecting dues and notifying members who are delinquent in their payments;
5. Provide receipts for all money transactions on behalf of the DGC;
6. Deposit all funds received into the Council's bank account within 48 business hours of monies received;
7. Present a financial report to the general body at each regular general body meeting;
8. Be responsible for creating a budget at the beginning of each fall and spring semester, in conjunction with the President;
9. Provide financial records sufficient to allow the Vice President to perform audits;
10. Make available at least four or more fundraisers per semester;
11. Assist in special projects as assigned by the President;
12. Provide all documents and records pertaining to his or her responsibilities to the newly-elected Treasurer.

E. Officer of Risk Management (*term: 1 year*) shall:

1. Provide related information and attend appropriate training;
2. Enforce the rules of the Greek alcohol policy;
3. Be well versed in all policies and regulations set forth by the Golden Rule and the University of Central Florida;
4. Provide workshops related to this and provide accurate attendance;
5. Maintain a relationship with the GAMMA representative from Greek Council and the Risk Management Chairs of PAN, IFC, and NPHC Councils;
6. Assist DGC members in submitting their risk management forms.

F. Officer of Expansion (*term: 1 year*) shall:

1. Preside over any and all UCF Summer Orientation practices (i.e. Ice Cream Socials, orientation Day 1 lunches and SOAR Programming);
 - i. To assist in summer recruitment, a recruitment team shall be set up in which each organization's delegate in DGC is involved.
 - ii. Delegates are required to attend the Training Session given by the Officer of Expansion
 - iii. In the event that the Delegate is not able to participate in summer recruitment they must find a replacement from their organization to fill the position. It is the delegate's responsibility to ensure that their replacement is in attendance.

- iv. Each delegate is responsible for attending at least two recruitment events in the summer.
 - v. The Officer of Expansion will determine recruitment events and needs, and he/she may request mandatory attendance at additional events for recruitment purposes.
 - vi. At the time of a recruitment event, the delegates serving in this capacity must disaffiliate from their own organization and recruit only for the Diversified Greek Council for the entirety of the event.
 - vii. Delegates who do not meet these minimum requirements (i.e. do not sign up for enough events, miss their events, recruit as a member of their organization during the event, or were unexcused to a training session) will be fined \$25 per infraction.
2. Be actively involved in recruitment for DGC as a whole;
 3. Organize orientation/recruitment events such as “Meet the Greeks;”
 4. Preside over DGC expansion meetings. (i.e. intake of new organizations into DGC);
 5. Coordinate the promotion of the DGC expansion process;
 6. Enforce all rules and regulations regarding the expansion process;
 7. Assist any Associate Members to ensure they meet the requirements for Regular Membership status;
 8. Maintain active communication with all Recruitment/Expansion chairs for each individual chapter and/or colony, as well as with IFC, PAN, and NPHC;
 9. Chair the DGC Expansion Committee and only vote in the case of a tie.
- G. Public Relations/Historian (*term: 1 year*) shall:
1. Be responsible for all of the Council website pages, archives;
 2. Keep a scrapbook of clippings and records of current events important in the history of the Council and the university;
 3. Maintain a memorabilia collection;
 4. Serve as one of two co-chairs of the end of semester awards banquet
- H. Community Outreach Chair (*term: 1 semester*) shall:
1. Create a detailed listing and description of each member’s philanthropy events and ways other chapters can contribute to their cause.
 2. Maintain an accurate record of member’s service hours and participation at mandatory DGC philanthropic events each semester.
 3. Establish and organize the involvement of members in at least one mandatory community service project each fall and spring semesters.
 4. Act as a representative for the Trick or Treat on Greek Street event on behalf of DGC.
 5. Identifies and coordinates service activities for the Council on campus and in the Community that will fulfill requirements for Standards of Excellence.
 6. Assist each organization within the Council with the Standards of Excellence community service requirements.
 7. Encourage member involvement and support of NPHC, PAN, IFC service events

8. Coordinate at least one major philanthropic event in support of the DGC philanthropy.
- I. Council Delegate (NPHC/PAN/IFC) Each council liaison shall consist of a member in good standing that is elected by the general body. Attend both weekly DGC general meetings and NPHC or IFC or PAN general meetings. Keep the DGC council informed of all NPHC/ IFC/ PAN activities as well as keeping the NPHC/ IFC/ PAN councils informed of all DGC activities. Ensure that the communication and relationship between councils are well kept.

Section 5: Voting Rights

All officers shall retain voting rights; however, the President shall only vote in the case of a tie, with the exception of officer elections.

Section 6: Term of Office

The length of term of office shall be no longer than one year.

Article V. Selection of Officers

Section 1: Announcement of Elections

The President shall, at least one meeting prior, announce the date of the upcoming nominations and elections. He or she shall also state the eligibility criteria (as defined in Article IV, Sections 1 and 2) and that all active student members interested in running for an office should bring written proof of eligibility to the nominations/elections meeting.

Section 2: Nomination Process

- A. The nomination of officers shall occur once each academic year at the second to last general membership meeting of April. The highest-ranking officer not running for office shall facilitate the nomination and election process at this meeting. If this is not possible, the facilitator will be selected by a majority vote of full members.
- B. Any active student member present may nominate someone or him/herself for office by verbally nominating the individual during this procedure. However, the nominee must be considered eligible for an officer position (as defined in Article IV, Sections 1 and 2 as verified by the Secretary and the Office of Fraternity and Sorority Life).
- C. Absentee/proxy ballots are not permitted in the nomination process.
- D. A week before election, each candidate's packets will be emailed to the Vice President. Candidates must turn in their election packet by the set due date given by the DGC Executive Board.

Section 3: Candidate Presentations

- A. At the time of election, nominees will be given an opportunity to address the Council.
- B. The candidate will entertain questions relevant to the office and his or her ability to carry out the responsibilities of the office immediately following the presentation mediated by the presiding Vice President or elections officer.

Section 4: Election Process

- A. Active voting membership will be limited to eligible chapter delegates in addition to a collective Executive Board vote, announced by the highest-ranking Board officer present. (With the acceptance of a running member in the case of a tie, President's vote shall serve as tie breaker).
- B. The election of officers shall occur at the first membership meeting held in the month of April. The order of elections shall begin with the President and proceed in order of succession with the presentation for each office:
 - 1. President
 - 2. Executive Vice President
 - 3. Secretary
 - 4. Treasurer
 - 5. Officer of Risk Management
 - 6. Officer of Expansion
 - 7. Public Relations/Historian
 - 8. Community Engagement
 - 9. Council Delegate
- C. Elections shall be conducted by secret ballot. Absentee ballots and proxy ballots are not permitted in election processes.
- D. Each chapter delegate casts one vote on behalf of his or her chapter; the Executive board has one vote cast.
- E. A candidate must win by a simple majority.
- F. The advisor will tabulate all votes immediately. The advisor shall announce the officer with a simple majority (more than 50%) of all votes cast by full members. If no candidate receives a majority of votes, the top two candidates will immediately enter into a run-off election. In the event of a tie, President shall cast a vote to break the tie vote unless running for office and affiliated with the same organization as the candidate, in which case the next highest ranking outgoing officer will break the tie until that conflict is resolved. Each current election will be resolved before the next one.

G. Candidates who are eliminated may be included to run for the next office in succession.

H. Election results will be given to the council advisor to announce the new officer and ask if any active student member contests the count. If no full member contests the count, the new officer shall take office as per Article V, Section 5. If a full member contests the count, the advisor and president will immediately recount all votes.

Section 5: Installation of Officers

The period from election to the second to last meeting in spring will serve as a training period during which time the elected officers will become familiar with the duties of the office. Newly elected officers shall officially take office immediately following officer installation and preside over the last general membership meeting in April before the close of the semester. Current officers shall assist in the transition and training of the officers-elect, from elections until installation. A change in officer information should be reported to the Office of Student Involvement, via Update Form, within 10 school days of installation. There will be a transitional meeting between outgoing and incoming officer positions in which new officers will receive an officer's notebook that will be transferred to new officers each year.

Section 6: Re-election

Any officer may be re-elected for consecutive terms. However, officers cannot reappoint themselves for a subsequent term, they must be re-elected as described in Article V.

Article VI. Officer Vacancies

Section 1: Removal of Officers

Leadership may be revoked without mutual agreement for non-participation, misconduct, failure to fulfill job duties, or violations of any provisions of the Constitution. The officer will be notified in writing of the possible removal from office at least 72 hours prior to the vote and will be allowed to address the council in order plead his or her case prior to the voting for removal. Any officer may be removed from office upon a two-thirds affirmative vote of active student members. The removed officer shall provide all documents relating to the organization and brief his or her replacement of current projects in his or her care.

Section 2: Officer Removal Procedures

A. Any active member organization may bring a DGC officer up for removal from office with due cause. Alleged violations must be presented in writing from the sponsoring organization to the President, or highest-ranking DGC officer not involved in the impeachment proceedings. The officer will be notified in writing of the possible removal from office at least 72 hours prior to the vote and will be allowed to address the organization in order plead his or her case prior to the voting for removal.

- B. The motion for removal from office shall be presented to the council through the Secretary of the DGC, citing the basis for the motion. It shall be read on the floor one regular meeting prior to the meeting at which the “consideration of the motion” is to be given.
- C. The officer against whom the motion is made shall be provided with a written copy of the motion and its basis the same day that the motion is read.
- D. Voting for removal from office shall be conducted during a general DGC meeting as a non-judicial hearing with the “maker” of the motion having one person that would represent him or her, and the “subject of the motion” having the option of one “person” advising him or her. It is recommended that this person is a chapter member and not a chapter advisor or member of the DGC Executive Board.
- E. The President of the DGC will preside over the hearing. Should the President be the “subject of the motion,” the next officer in seniority shall preside over the hearing.

Section 3: Resignation

Officers no longer wishing to serve on the board must submit their resignation to the highest-ranking officer and advisor at least two weeks in advance. Prior to the officer’s final day he or she shall provide all documents relating to the organization and brief his or her replacement of current projects in his or her care.

Section 4: Filling Vacant Officer Positions

In the event an officer, other than the President, is removed or resigns the remaining officers, by majority vote, will decide if the position is to be filled. The election process will take place as stated in Article V, Section 4 at the next membership meeting following nomination. If there is an immediate need the Executive Board can appoint someone on an interim basis into the vacant position if they have met all of the requirements.

If the President is removed or resigns, the Vice President will assume the role of President upon a majority confirmation of the remaining officers. If not confirmed, the position of the President will be filled as per the paragraph above.

The newly elected officer’s term shall end at the annual installation of officers in April. A change in officer information should be reported to the Office of Student Involvement within 10 school days of the election.

Article VII. Meetings

Section 1: Membership Meetings

- A. The membership shall meet weekly during the fall and spring semesters. Meetings are open to those defined in Article III, Sections 1 and 2. Officers, except the

President, and full members are allowed one vote per motion. The quorum required to conduct business is two-thirds of the officers and delegates of full member chapters. Unless otherwise stated in this constitution, a motion is considered passed with a majority vote.

- B. The general body meetings will consist of the general body, the Executive Board officers, and the advisor, and will be governed by Robert's Rule of Order.
- C. All voting shall be carried by a simple majority, unless otherwise noted. Voting will be cast by the eligible chapter's delegate and Executive Board (except the President) as stated in Article 3, Section 9, and then counted and verbally announced by the President.
- D. A delegate of full and associate member organizations is required to attend all general body meetings.

Section 2: Officer Meetings

The Executive Board shall meet at least once per week during the fall and spring semesters. Meetings are open to those defined in Article III, Sections 1 and 2. Officers, except the President, are allowed one vote per motion. The quorum required to conduct business is an attendance of two-thirds of the elected officers. Unless otherwise stated in this constitution, a motion is considered passed with a majority vote.

Section 3: Calling Meetings

The President will be in charge of calling meetings and the Secretary will be responsible for notifying all members and/or officers at least 48 hours in advance, by e-mail and/or telephone. Emergency meetings may be called at the discretion of the President or at the request of two-thirds of the total council membership. Written or verbal notification of such a meeting must be given to each council member at least 24 to 48 hours prior to the emergency meeting. This notification must state time, place and purpose of the meeting.

Section 4: Meeting Procedure

The President shall use his or her discretion as to the manner and process in which he or she presides over meetings. The President shall follow Robert's Rule of Order in a given meeting if two-thirds of the active student members so request.

Article VIII. Advisor

Section 1: Selection

The advisor will be appointed by the Office of Fraternity and Sorority Life. To be eligible to serve as the advisor, the person must be a contracted UCF employee (faculty or A&P), as defined by Human Resources.

Section 2: Role and Authority

The advisor shall serve as a mentor to the organization, providing guidance to the officers and members in the development and implementation of programs and activities, as well as UCF policy and procedure. Additionally, the advisor will monitor expenditures of the council. The advisor has no voting rights. The advisor must be willing to obtain an appropriate level of experience, resource information, and knowledge related to the mission, purpose, and activities of the council.

Section 3: Length of Term

The advisor position has no term limit as long as he or she remains the Director of Fraternity and Sorority Life or designee.

Section 4: Removal and Replacement of Advisor

The advisor may be removed at the discretion of the Director or Assistant Director of Fraternity and Sorority Life. In the event that an advisor is removed or resigns, a new advisor will be selected within 15 school days. The new advisor will be appointed by the Director or Assistant Director of Fraternity and Sorority Life.

Article IX. Finances

Section 1: Membership Dues

Monies necessary for the operation of the DGC shall come from the funds projected in the budget for the fiscal year by the following dues:

- A. Membership dues shall be paid by full and associate members each semester, not including summer. Dues shall be defined as \$50.00 per chapter plus \$5.00 per individual chapter member for full members. Associate members shall be responsible to pay \$25.00 per organization plus \$5.00 per individual chapter member. Membership dues will be collected at the discretion of the Treasurer during the fall and spring semesters. No membership dues will be collected during summer terms. All members, including officers, are required to pay membership dues. Only the advisor shall be exempt from paying membership dues. Full or partial refunds can only be granted upon a two-thirds affirmative vote of the officers.
- B. All paperwork must be submitted by the due dates set forth by the Office of Fraternity and Sorority Life.

Section 2: Budget Approval

The Treasurer, in conjunction with the President, shall create a budget for the fall and spring semesters. The President and Treasurer shall then submit a final budget to the Council for a two-thirds approval by the general membership. Votes will be cast by the chapter delegates and counted by the President.

Section 3: Financial Authority

For the protection of the organization and its officers, it is required that two authorized persons approve all monetary transactions. Only the President and Treasurer can be signers with the organization's financial institution. Organizational funds may be spent on items such as office supplies, events and activities, publicity, travel expenses, and conference fees. Funds shall not be used for anything illegal under University, local, state, and federal laws. All funds must be deposited within 24 business hours after collection.

Section 4: Officer Transition

It shall be the responsibility of all account signers to change contact information, as well as assist in the update of new account signatures with the organization's financial institution after each election. In addition, it is the outgoing Treasurer's responsibility to compile and present all banking documents and information about the previous and current budget to the new Treasurer.

Section 5: Dissolution of Organization

In the event that the organization ceases to exist, any funds remaining in the organization's account shall be donated to a charity agreed upon by the officers and delegates by a majority vote.

Article X. Standing Committees

Standing Committees shall function under the Vice President as a planning and coordinating body and shall exercise general supervision over chapter-sponsored events. Committees shall meet to plan and organize detailed information pertaining to individual and specific events. Additional members can be appointed as needed to assist Committee Chairs. Committees may be formed by volunteers. At the time of formation, the process for committee member selection, chair selection and committee and chair responsibilities must also be approved. Committees may be dissolved by a vote of officers or active student members.

Section 1: Qualification for Committee Chair Head

Qualifications for committee chair head require that in the term of and after elections, a member shall:

- A. Be enrolled as a full or part-time degree-seeking undergraduate student as defined by University of Central Florida;
- B. Be in Good Standing with their respective Chapter;
- C. Be in good academic and disciplinary standing, defined as not being on academic or disciplinary probation;
- D. Be free of any holds on University records.

Section 2: Installation of Standing Committee Chairs

A. All committee chairs shall be installed at a formal meeting of the foregoing semester following a satisfactory period of chair transition to be assumed immediately after the elections.

B. All chairs will officially resume their position at the start of the new academic semester.

Section 3: Terms of Standing Committee Chairs

All committee chairs shall hold office until their successors are elected and qualified for installment, for no longer than one semester unless reappointed

Section 4: Removal from Committee Chair

- A. Any chair failing to meet the good standing rule is placed on probation by the Executive Board and shall become ineligible to remain in that position
- B. The Executive Board may recommend to the council the removal of any chair failing to adequately perform the duties of his or her office.
- C. The committee chair will be notified in writing of the possible removal at least 72 hours prior to the vote and will be allowed to address the council in order to relate to the membership any relevant defense prior to the voting for removal.
- D. Any removed committee chair shall provide all documents relating to the organization and brief his or her replacement of current projects in his or her care.

Section 5: Resignation

Chairs no longer wishing to serve as committee head must submit their letter of resignation to the Executive Vice President, at least two weeks in advance. Prior to the chair's final day he or she shall provide all documents relating to the organization and the position and brief his or her replacement of current projects in his or her care.

Section 6: Vacancies

Vacancies caused by disqualification, resignation, removal, or otherwise shall be filled by appointment within two regular Council meetings,

Section 7: Duties of Standing Committee Chairs

The duties of all Chairs and committee members shall be such as provided by Constitution and By-laws of the Council. The Committee chair is the coordinator that assures tasks are completed in a timely fashion as well as acts as the main point of contact for specific events. The Committee Chair is also responsible for daily updates and reports to the Executive Vice President.

- A. Community Outreach Chair (*term: 1 semester*) shall:
9. Create a detailed listing and description of each member's philanthropy events and ways other chapters can contribute to their cause.
 10. Maintain an accurate record of member's service hours and participation at mandatory DGC philanthropic events each semester.
 11. Establish and organize the involvement of members in at least one mandatory community service project each fall and spring semesters.
 12. Act as a representative for the Trick or Treat on Greek Street event on behalf of DGC.
 13. Identifies and coordinates service activities for the Council on campus and in the Community that will fulfill requirements for Standards of Excellence.
 14. Assist each organization within the Council with the Standards of Excellence community service requirements.
 15. Encourage member involvement and support of NPHC, PAN, IFC service events
 16. Coordinate at least one major philanthropic event in support of the DGC philanthropy.
- B. Council Delegate (NPHC/PAN/IFC) (*term: 1 semester*)
 Each council liaison shall consist of a member in good standing that is appointed by the Executive Board. Attend both weekly DGC general meetings and NPHC or IFC or PAN general meetings. Keep the DGC council informed of all NPHC/ IFC/ PAN activities as well as keeping the NPHC/ IFC/ PAN councils informed of all DGC activities. Ensure that the communication and relationship between councils are well kept.

Note* If Chairs are voted as e-board positions, they are required to go to all DGC general body meetings and Officer meetings

Article XI. Expansion

Section 1: Purpose

- A. To provide specific guidance and support for new fraternities and sororities.
- B. To provide an associate membership period before granting full privileges of the DGC to an organization.
- C. To provide for the establishment of a DGC Expansion Committee.
- D. To provide special guidance support to organizations that has lost membership in the DGC for less than one year.

Section 2: Committee

- A. The Diversified Greek Council Expansion Committee shall be comprised according to University policy and regulation.

- B. Expansion shall be limited to the discretion of the Expansion Committee and the Fraternity and Sorority Life Office staff for the best interest of the existing fraternal community and the university.
- C. The duties of this committee shall be to study the applications or requests of groups seeking DGC membership status at the University of Central Florida.
- D. The Committee will assess the growth of the Council as well as the existing University need for the individual organization seeking membership.

Section 3: Application Requirement

- A. The applying organization must have met all requirements and requests made by the DGC Expansion Committee.
- B. The applying organization must present the following materials to the DGC Expansion Committee:
 1. A letter to the University and the DGC from the fraternity or sorority's national organization expressing interest and level of support in colonizing a chapter at the University of Central Florida.
 2. Informational pamphlets/brochures on the national organization.
 3. Colonization criteria and chartering strategy, which includes a two year timeline illustrating how chapter status will be achieved.
 4. Alcohol, risk management, and insurance policies.
 5. A list of all campus chapters nationwide, stating the number of active in each chapter.
 6. Number of active alumni in the Orlando area (if available).
 7. Written plan on how the organization plans to obtain the support of a chapter advisor and alumni, etc.
 8. A list of enrolled students of the University of Central Florida interested in the organization with a minimum of 12.
- C. Membership application packages may be turned in at any time to the DGC Expansion Committee.

Section 4: Presentation Process

- A. There will be a halt on expansion for a new chapter to colonize once DGC has two associate membership chapters waiting to become regular members. If deemed necessary the general board and executive board may by a two-thirds affirmative vote, reconsider this number of chapters at associate member status.
- B. If the above has not occurred the Committee will review all materials requested in the above Section 3.
- C. Based on the above information, the Committee will vote to ask the applying organization to make a formal presentation to the Council and its member chapters with an opportunity for attending members to ask questions. Votes will be cast by

Executive Board and the eligible chapter delegates, counted and verbally announced by the Committee Chair.

- D. Only regular member chapters that attended 75% of the expansion-committee meetings will be allowed to vote in the final DGC vote.
- E. The applying fraternity or sorority must receive approval of the majority of the qualified voting membership of the DGC in order to be invited to present.

Section 5: Presentation Regulations

A. Interested organizations will have the opportunity to present only within the expansion period given by Fraternity and Sorority Life.

B. Individual organizations can only present once a semester.

Section 6: Denial of Application for Expansion

- A. If the applying organization does not receive the necessary three-fourths vote of the Council, they will receive a letter within three weeks after the presentation date.
- B. The Expansion Committee has sole discretion in accepting or denying expansion to any fraternity or sorority who apply for membership in the DGC even if requirements (above Section 3) for expansion are met and the Committee deems it is in the best interest of the existing Greek Community and the University to deny membership.
- C. In the event of three denials, the interested organization must wait two full academic semesters before attempting another presentation.

Article XII. Organizational Intake

Section 1: Hazing Definition

Hazing is defined according to the Golden Rule (student handbook), which contains the university's rules and regulations. No form of physical activity or morally degrading or humiliating activities may be carried out during intake and initiation procedures or at any other time.

Section 2: Intake Guidelines

- A. All new member education programs, intake or pledging processes must be in accordance with University and Fraternity and Sorority Life policies.
- B. All chapters must sign the university's non-hazing compliance form. All signed forms are to be completed and submitted to the Office for Fraternity and Sorority Life by the time stated on the form.
- C. All intake or new member activities must be in accordance with the national organization and must adhere to university policies and procedures.

- D. No organization is allowed to recruit, promote, or hold events on UCF campus unless they are officially recognized by the Office of Fraternity and Sorority Life.

Section 3: Violations of Intake Guidelines

Violations of intake guidelines by a member organization will result in a judicial hearing and possible probation or suspension of the intake procedures for the organization in question.

Article XIII. Publications and Advertising

Section 1: Compliance

All graphics and publicity of the council must comply with the Golden Rule “Advertising” and “Misuse or Infringement of University’s Names or Marks” sections, Event Policies, Student Union and other building guidelines, and the UCF University Marketing Graphic Standards.

Section 2: Approval

The Secretary and President must unanimously approve all graphics and publicity (e.g., shirts, flyers, and other forms of advertising/marketing) prior to duplication and distribution.

Article XIV. Ratification and Empowerment

Section 1: Ratification

This constitution will become ratified by a two-thirds approval of the officers of the council.

Section 2: Empowerment

This constitution will take effect only after it is approved by the Student Government Association and Office of Student Involvement.

Article XV. Risk Management

- A. The Diversified Greek Council shall follow the Greek Alcohol Policy of the University of Central Florida and all university related policies in regards to alcohol use and events with alcohol. In addition, the member organizations of the DGC are responsible for developing and implementing additional risk management procedures.
- B. If three or more members of the same organization are present together at any given time, it is considered a chapter event. In the event that a mishap occurs, the organization will be dealt with accordingly.

Article XVI. Amendments

Amendments to the constitution must be proposed in writing to the President. The amendment must then be presented to the organization during a membership meeting and should include a full explanation and/or rationale for the amendment. The amendment must

be voted on at the following membership meeting and approved by a two-thirds affirmative vote of active student members. All amended constitutions must be submitted to the Office of Student involvement within two school weeks. The amendment shall not take effect until approved by the Office of Student Involvement.

History of Constitution

- Created by DGC: 15th day of September in the year 2000
- Revised by DGC: 31st day of October in the year 2001
- Revised by DGC: 18th day of November in the year 2002
- Revised by DGC: 1st day of August in the year 2005
- Revised per OSI: 22nd day of August in the year 2007
- Revised by DGC: 4th day of November in the year 2009
- Revised by DGC: 30th day of June in the year 2010
- Revised by DGC: 13TH day of August in the year 2013
- Revised by DGC: 18th day of March in the year 2015
- Revised by DGC: 20th day of April in the year 2017

As Chapter President of my respective organization, I have read and fully understand the DGC Constitution and take responsibility on behalf of my organization for violating any portion of this constitution.

Chapter President Name	Signature	Date
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Chapter Vice President Name	Signature	Date
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Chapter Delegate Name	Signature	Date
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