

Greek Council Constitution

The University of Central Florida

Revised April 17, 2019

Article I – Name

The name of this organization shall be the Greek Council at the University of Central Florida.

Article II – Mission and Goals

Section 1: Mission

The mission of Greek Council at the University of Central Florida is to improve and protect the Greek Community at the university through coordinating cross-council events, creating a culture of accountability, fostering effective communication, ensuring sufficient financial resources, bolstering campus awareness, advocating for Greek Life, and providing a governing body for the councils and organization that comprise our community. The Greek Council shall also strive to facilitate communication between the Greeks and the University of Central Florida's administration and students.

Section 2: Goals

1. Establish and administer rules and regulations in order to protect and strengthen the Greek Community.
2. Encourage cooperation and co-sponsorship of activities between the respective member organizations.
3. Promote harmony between the Greek and non-Greek students of the University of Central Florida.
4. Effectively manage and promote all cross-council events to unify the Greek community.
5. Develop and implement a cross-council conduct board.
6. Put all chapter events on the Office of Fraternity and Sorority Life calendar.
7. Make sure each council gets a fair share of the financial resources.
8. Develop the Greek life Booklet each Spring with support from all councils.
9. Assist with the Greek Park 2 Housing project.
10. Provide services and additional support to its member chapters as needed.

Section 3: Governing Authority

All activities and functions of the organization must be legal under University, 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.

Article III—Membership

Section 1: Membership Statement

Membership is limited to any student who is currently paying Activity and Service Fees and is enrolled with the University of Central Florida. Affiliate membership is limited to UCF faculty, staff, alumni, and Central Florida Research Park employees. No discrimination shall be made on the basis of gender, race, age, creed, religion, disability, sexual preference, national origin, marital status, parental status or veteran's status. No hazing or discrimination will be used as a condition of membership in this organization.

Section 2: Recruitment

Recruitment shall take place throughout the year and membership is open at all times.

Section 4: At-Large Member

The purpose of the At-Large member shall be to provide the opportunity for an unaffiliated student to have representation and share an objective perspective as it relates to Greek Council matters. The member shall be appointed, after application and interview, by the Director of Fraternity and Sorority Life.

Section 5: Revocation of Membership

Membership may be revoked without mutual agreement for non-participation, misconduct, or violations of any provisions of the Constitution. The member will be notified in writing of the possible revocation at least 72 hours prior to the vote and will be allowed to address the organization in order to relate to members any relevant defense prior to the voting for removal. Membership can only be revoked upon a 5/6 affirmative vote of active student members.

Article IV—Officers

Section 1: Eligibility

All officers of the Greek Council shall possess at least the minimum requirements to serve in a leadership position as stated in the most recent The Golden Rule. These requirements include the following:

1. During fall and spring semesters, be currently enrolled as a student activity fee-paying half-time student (currently defined as at least six (6) credit hours as an

undergraduate degree-seeking student or a post-baccalaureate student, or at least five (5) credit hours in a graduate degree-seeking program). During summer session, be currently enrolled for at least three (3) credit hours in a least one of the terms.

2. Have a minimum overall grade point average of 2.75 for all hours earned while enrolled at UCF.
3. Maintain satisfactory academic progress as defined in the current Undergraduate Catalog and the current Graduate Catalog of UCF, as appropriate.
4. Be in good academic and disciplinary standing, defined as not being on academic or disciplinary probation.
5. Be free of any holds on university records.

Section 2: Titles and Duties

The offices of this organization shall include a President, Vice President of Administration, Vice President of Community Programming, Vice President of Community Partner Programming, Vice President of Community Relations, Vice President of Public Relations, Vice President of Risk Management, Vice President of Judicial, and Student At-Large Member. No officer will be permitted to hold more than one officer position. Any officer may be re-elected, however, not for more than two consecutive terms. Officers cannot reappoint themselves for a second term; they must be re-elected as described in Article IV.

1. The President shall:
 - Report to the Director of Fraternity and Sorority Life (OFSL) or designee.
 - Meet weekly with Director to discuss matters pertaining to Greek Council governance.
 - Attend weekly OFSL staff meetings as student leader liaison to the Greek Community.
 - Supervise and control the activities of Greek Council.
 - Preside over all meetings of the Greek Council, President's Council, and All Presidents and Advisors Council.
 - Be one of the three signers on financial documents.
 - Ensure all officers are performing their duties as defined in this document.
 - Assign special projects to officers.
 - Conduct all business meetings using Robert's Rules of Order.
 - Facilitate Assessment process of all Greek Council sponsored programs.
 - Coordinate the consolidation of FSL community and chapter specific programs.
 - Work on plans to expand the Greek Community.
 - Lead research in benchmarking efforts for expansion.

2. The Executive Vice President Shall:
 - Assume the President's duties in his/her absence
 - Notify members of meetings via email and/or telephone at least 48 hours in advance.
 - Keep accurate records of all meetings.
 - Maintain an accurate list of officers and their contact information
 - Perform a roll call of all members and maintain the attendance record.
 - Keep a copy of the Rules and Regulations and have available for members.
 - Assist in special projects as assigned by the President.
 - Coordinate the development of a comprehensive Greek Community calendar, inclusive of weekly updates.

3. The Vice President of Administration shall:
 - Assume the Executive Vice President's duties in his/her absence
 - Keep an accurate and detailed account of all Greek Programming Fee funds received and expended.
 - Be responsible for creating budget reports at the beginning of each Fall and Spring semester and as requested by the President or Director of Fraternity and Sorority Life.
 - Facilitate the Way Forward 2.0 Student Development Program
 - Oversee all Greek Council Chair Positions
 - Oversee the Current Greek Life Standings List in collaboration with the Greek Council President, Executive Vice President, and Office of Fraternity and Sorority Life

4. The Vice President of Community Programs shall:
 - Assist in special projects as assigned by the President.
 - Serve as the executive director and oversee the committee of Greek Week.
 - Serve as the executive director and oversee the committee of Trick or Treat on Greek Street (TOTOGS).
 - Serve as the executive director and oversee the committee of the Greek Street Fair/Welcome Back Fair.

5. The Vice President of Community Partner Programming shall:
 - Assist in special projects as assigned by the President.
 - Serve on the committee for National Hazing Prevention Week.
 - Assist Campus Partners in initiating and implementing effective programming that involves the Greek Community.

- Assist the President and Office of Fraternity and Sorority Life in the planning and hosting of the annual Greek Gala.
 - Work closely with Green Dot and Specialty Care Services.
 - Remain informed on issues regarding Alcohol and other Drugs.
 - Work to alleviate Greek Student health issues and concerns.
6. The Vice President of Community Relations shall:
- Act as a Greek Council Liaison in Council General Body Meetings.
 - Submit Updates to the other councils about Greek Council affairs that they need to know.
 - Oversee the Chapter Visits operations when needed for Greek Council.
 - Develop and organize a cross-council delegation group chat in order to communicate frequently about Greek Life programs and affairs.
 - Oversee the cross-council delegation communications.
7. The Vice President of Public Relations shall:
- Oversee the operation of the Greek Community's marketing efforts including but not limited to social media and UCF advertisements.
 - Develop advertisements for the Greek Community.
 - Direct the development of the UCF Greek Book each Spring semester.
 - Upkeep and maintain the Greek Council Website or FSL Website with accurate information.
 - Develop and maintain the Greek Council Newsletter.
8. The Vice President of Risk Management shall:
- Oversee all risk management trainings, initiatives, and protocols.
 - Explaining the management of risk to the Office of Fraternity & Sorority Life and UCF Administration to the Greek Community.
 - Remain informed on issues regarding Alcohol and other Drugs, safety, and their impact on the Greek Community.
 - Assist the Vice President of Community Partner Programming in the development of programs that promote risk prevention
 - Assist in special projects as assigned by the President.
9. The Vice President of Judicial shall:
- Build and develop the Greek Council Judicial Board.
 - Work with the office of Student Conduct to train justices from each chapter.
 - Develop and present to the President's Council a complete Judicial Board Constitution that meets the needs of the community for approval.

- Assist in special projects as assigned by the President.

10. The At Large Member shall:

- Promote responsible decision making.
- Assist in special projects as assigned by the President.
- Represent the unaffiliated portion of the UCF Student Body.

Article V – Selection of Officers

Section 1: The Self-Nomination Process

The nomination of officers shall occur each March. Any student member who turns in an application for him/herself will be considered a possible candidate. However, the nominee must be considered eligible for an officer position (as defined in Article IV, Sections 1, and 2).

Section 2: Interview Process

The process for selecting the Greek Council Executive Board will vary by position:

1. For the position of Greek Council President:
 - a. Of the applicants, the pool will be narrowed down to four individuals based on their applications.
 - b. A panel of the current Greek Council President, Council Presidents, and the Director of Fraternity and Sorority Life (or appointee) will review the remaining applications and hold interviews for the nominees.
 - c. Each attending member (or appointee) will have one vote. Votes may be cast in favor of one candidate.
 - d. The candidate that receives fifty percent plus one of the available votes will be selected as the new Greek Council President. If no applicant received fifty percent plus one of the available votes, a run-off election will occur between the two top performing candidates. If there is a tie in the run-off election, the current Greek Council President will be supplied with an additional vote to break the tie (this additional vote cannot be used to abstain or vote in no confidence).
 - e. The new Greek Council President should be elected at least two weeks prior to the last day of classes.
2. For the positions on the Greek Council Executive Board:
 - a. All applicants will have the opportunity to be interviewed.
 - b. A panel of the current Greek Council President, Council Advisor, and Greek Council President Elect will review the applications and hold interviews for the nominees.

- c. The Greek Council President Elect shall appoint the next Greek Council Executive Board.
- d. The new Greek Council Executive Board should be appointed prior to the last day of classes.

Section 3: Instillation of the Greek Council President

Following the election of the Greek Council President, at the next duly called All President's Meeting, should undergo the Gavel Passing Ritual. The ritual serves as Greek Council's first ritual and a representation of the passing of leadership.

Section 4: Installation of Officers and Term of Office

Newly elected officers shall take office immediately following the announcement of their election and their term will end immediately following the announcement of their successor's election. Current officers should assist in the transition and training of the new officers.

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 organization in order to relate to members any relevant defense prior to the voting for removal. Any officer may be removed from office upon a 5/6 affirmative vote of active student members.

Section 2: Resignation

Officers no longer wishing to serve on the board must submit their resignation to the highest ranking officer and the Director of Fraternity and Sorority Life at least two (2) weeks in advance. Prior to the officer's final day he/she shall provide all documents relating to the organization and brief his/her replacement of current projects in his/her care.

Section 3: Filling Vacant Officer Positions

In the event an officer is removed or resigns, the remaining officers, by majority vote, will decide if the position is to be filled. If it is to be filled, the election process will take place as stated in Article V. The newly elected officer's term shall end at the annual installation of officers. A change in officer information should be reported to the Office of Student Involvement and Fraternity and Sorority Life.

If the President is removed or resigns, the Vice President of Administration will assume the role of President upon a majority confirmation of the voting members of the President's Council. If not confirmed, the position of the President will be filled as per the paragraph above.

Article VII – Meetings

Section 1: President's Council Meetings

The full membership of the President's Council should meet once bi-weekly during the fall and spring semesters, and as needed over the summer. These meetings are for all voting members as defined in Article VII section 1 subsection 1 and may also consist of the Greek Council Executive Board and any council leadership requested by the voting members. The quorum required to conduct business is 5/6 of the organization's voting delegates.

Subsection 1: The Voting Delegates

The voting delegates of the President's Council shall be as follows:

1. The Greek Council President
2. The Diversified Greek Council President
3. The Interfraternity Council President
4. The National Pan-Hellenic Council President
5. The Panhellenic Council President
6. The Student-At-Large

Subsection 2: Delegate Absences and Designated Representatives

Voting Delegates of the President's Council should be present at every duly called meeting of the council. However, should a delegate not be able to attend, they may provide a designee capable of sitting in as a delegate member. Should a delegate designee be present they may be counted toward quorum. However, any vote cast by a designee will automatically be cast as "Abstain".

Subsection 3: Remote Delegate Presence and Voting Rights

Should a voting delegate be unable to attend a meeting with given notice or due to unforeseen circumstances (such as illness or family tragedy), may be allowed to remotely communicate with the delegation during a meeting should they request it. Voting rights however, may not be granted to a remote delegate without the approval of the present voting delegates. If quorum is not met, but would be with the participation of a remote delegate, the present members may retain the right to vote on the allowance of remote voting. To grant remote voting rights, a simple majority vote is all that is required.

Section 2: Greek Council Executive Board Meetings

The Executive Board of the Greek Council shall meet once per week during the fall and spring semesters, and as needed over the summer. The quorum required to conduct business is fifty-one percent of the Executive Board.

Section 3: All Presidents Council Meetings

The Greek Council officers shall meet with the chapter Presidents once every other month during the fall and spring semesters. If a chapter's President is absent or more than fifteen minutes late without prior notification of such, they should send a member of their Executive Board in their place. If a chapter fails to appear, they shall be fined up to \$100, as determined by the Greek Council President and the Greek Council Advisor, to be paid within fourteen days from the date of the missed meeting. If a chapter fails to arrive within the beginning twenty minutes of a meeting they may be fined up to the number of minutes they were late translated into dollars (i.e. 30 minutes late = \$30 fine)

Section 4: Calling Meetings

The President will be in charge of calling meetings of each group mentioned above, and the Vice President of Administration will be responsible for notifying all members and/or officers at least 48 hours in advance, by e-mail and/or telephone.

Section 5: Meeting Procedure

The President shall use his/her discretion as to the manner and process in which he/she presides over the meetings. However, the President shall follow Robert's Rules of Order in a given meeting if 4/6 of the active student members so request.

Article VIII—Advisor

Section 1: Role

The advisor shall be the Director of Fraternity and Sorority Life, or the Director's designee. The advisor shall serve as a mentor to the organization providing guidance to the officers and members. The advisor has no voting rights. The advisor position has no term limit.

Article IX—Finances

Section 1: Transactions

The Vice President of Administration and designated Financial Officer in the Office of Fraternity and Sorority Life shall record the revenues and the expenses of the Greek Council. Also, they shall enforce the dues requirement by informing the Council of all delinquencies and shall be in charge of all expenses and disbursements within the Council's accounts.

Section 2: GAMMA Dues

In the Spring semester; an assessment of \$15.00 per each member who has joined at any point during the current school year, will be assigned to each chapter (i.e. Susie Sorority was initiated into her chapter during the previous fall semester; her assessed fee is \$15.00). The amount will be based upon the chapters' final roster update in the Spring Semester. Dues are to be paid by the first of July.

Section 3: Penalties

A chapter that is delinquent in its accounts to the Greek Council by more than a week will be placed in bad standing and social probation until all fees are paid. Additionally, said chapter shall receive a \$50 penalty each week that the payments are late.

Section 4: Budgets

Each Executive Board member shall, by the second week of each semester, submit a budget request for approval by the Vice President of Administration for the semester. The Vice President of Administration shall then submit a final budget to the Council for a 5/6 approval vote by the second Greek Council Executive meeting.

Section 5: Expenses

The Vice President of Administration shall prepare a Revenue and Expense statement to be submitted at the end of each semester.

Section 6: Approval for Funding

Expenditures greater than \$100.00 that are not budgeted must be approved by the Greek Council Executive Board. Organizational funds may be spent on items including, but not limited to: office supplies, events/activities, publicity, travel expenses, and conference fees, but shall not be used for anything illegal under University, local, state and/or federal laws.

Section 7: Authorization

Only the Greek Council President and the Director of Fraternity and Sorority Life shall be authorized to expend funds from the Greek Council account.

Section 8: Personal Use/Compensation

No official University of Central Florida staff members (Graduate Assistants or Advisors) shall be paid from revenue generated by the Greek Council's budget.

Section 9: Officer Transition

It shall be the responsibility of all account signers to change contact information as well as assisting in the update of new account signatures after each election with the organization's financial institution. In addition, the Vice President of Administration will be responsible to pass along all information from previous year's budget and current budget.

Section 10: Signers

The following people shall be recognized as the signers for the Greek Council Account:

1. Greek Council President
2. Director of Fraternity and Sorority Life
3. Office Administrator for the Office of Fraternity and Sorority Life

Article X – External Affiliations

Section 1: North-American Interfraternity Conference

The policies and guidelines of the North-American Interfraternity Conference shall be adopted and followed when determined to be in the best interest of the Greek Council and consistent with the rules and regulations of this constitution and the University of Central Florida.

Section 2: National Panhellenic Conference

The policies and guidelines of the National Panhellenic Conference shall be adopted and followed when determined to be in the best interest of the Greek Council and consistent with the rules and regulations of this constitution and the University of Central Florida.

Section 3: National Pan-Hellenic Council

The policies and guidelines of the National Pan-Hellenic Council shall be adopted and followed when determined to be in the best interest of the Greek Council and consistent with the rules and regulations of this constitution and the University of Central Florida.

Section 4: National Association of Latino Fraternal Organizations

The policies and guidelines of the National Association of Latino Fraternal Organizations shall be adopted and followed when determined to be in the best interest of the Greek Council and consistent with the rules and regulations of this constitution and the University of Central Florida.

Section 5: National APIA Panhellenic Association

The policies and guidelines of the National APIA Panhellenic Association shall be adopted and followed when determined to be in the best interest of the Greek Council

and consistent with the rules and regulations of this constitution and the University of Central Florida.

Section 6: National Multicultural Greek Council

The policies and guidelines of the National Multicultural Greek Council shall be adopted and followed when determined to be in the best interest of the Greek Council and consistent with the rules and regulations of this constitution and the University of Central Florida.

Article XI – Activities Review Forms

All large scale events involving more than one chapter (for example: philanthropies, community service, fundraisers, etc.), excluding socials, that will occur during the Fall and Spring terms must be approved through the completion and submission of the Activities Review Form (ARF) by the last Friday of the second month of classes at 5 p.m. each semester. The purpose of this form is to ensure that large events do not occur during the same time period and to maintain an overall calendar of Greek events. Priority will be given to those forms submitted at the earliest time!

Article XII – Publications and Promotional Items

All publications of the organization must comply with the Golden Rule “Advertising and Signs” section, Student Organization Guidelines “Advertising” section, and the University Identity and Standards Manual. All publications must be approved by the Secretary and President prior to duplication and distribution.

All promotional items, including t-shirts, posters, or banners which contain Greek letters reflect on our entire Greek community; therefore, promotional items that contain a message that is in poor taste should not be tolerated by that individual organization or that organizations perspective council.

Article XIII – Amendments

Amendments to the constitution must be proposed in writing to the President. The amendment must then be presented to the organization during a scheduled meeting and should include a full explanation and/or rationale for the amendment. The amendment must be voted on at the next scheduled meeting. The amendment shall not take effect until approved by a 2/3 majority vote of the eligible executive board members.

Article XIV – Ratification and Empowerment

Section 1: Ratification

This constitution will become ratified by a 5/6 approval of the voting delegates of this organization.

Section 2: Empowerment

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

History of Constitution

Created: 30th day of September in the year 1985

Revised: 9st day of July in the year 2002

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