



Established: 20 February 2007

UNITED SORORITY & FRATERNITY COUNCIL

The University of Arizona

CONSTITUTION AND BYLAWS

Ratified: 31 January 2017

Ratified: 2 May 2017

Ratified: 28 November 2017

Ratified: 29 January 2019

THE UNITED SORORITY & FRATERNITY COUNCIL

CONSTITUTION AND BYLAWS

PREAMBLE:

In order to provide a more effective means of collaboration and unification between sorority and fraternal orders, while seeking equality and the empowerment of chapters, we the United Sorority & Fraternity Council of The University of Arizona do hereby establish the following as our constitution and bylaws.

ARTICLE I: NAME

The name of the organization shall be the United Sorority & Fraternity Council (USFC).

ARTICLE II: MISSION STATEMENT

The mission of the United Sorority & Fraternity Council shall be to assist sororities and fraternities in the achievement of their noble purposes:

- 1) to promote inclusion among our chapters and the college community,
- 2) to support endeavors for excellence and success
- 3) to encourage service for the college and local communities
- 4) to enrich chapter life and campus involvement both within and outside of the UA fraternity/sorority community
- 5) to provide a forum for the government and regulation of chapter affairs including the role of liaison between member chapters and the University administration

ARTICLE III: SCOPE OF AUTHORITY

Section 1: The scope of authority for USFC shall be legislative, administrative, and advisory. By virtue of authority vested in it by this Constitution and Bylaws, the Council shall have power to regulate all matters of member interest, except those that are of institutional policy, to which USFC is free to make recommendations to the University.

Section 2: All policies and activities of the Council and its members shall be in compliance with University policies, including but not limited to the USFC Constitution and Bylaws and any applicable local, State, and Federal laws.

ARTICLE IV: MEMBERSHIP

Section 1: Chapters rather than individuals shall be considered members of USFC.

Section 2: The regular membership of USFC shall consist of such sorority and fraternity chapters that are in good standing with Fraternity & Sorority Programs and the University of Arizona. At this time of this Constitution's adoption, the said chapter may be admitted to membership by the Council.

Section 3: Membership in the USFC is at all times a privilege which may be withdrawn by the USFC in accordance with this Constitution, Operating Codes and Policies of the University of Arizona and the Office of Fraternity & Sorority Programs.

Section 4: Expansion Policy

- A. Organizations wanting to expand to the University of Arizona campus and establish a chapter must follow the University of Arizona Expansion Policies & Procedures.

Section 5: Membership Status and Requirements

A. Active Chapter

- a. An active chapter is defined as a fully recognized voting member of USFC that meets the minimum number of members as set forth by the Associated Students of the University of Arizona (ASUA) Club Handbook.
- b. Active chapters must adhere to and abide by this Constitution and its Bylaws as well as all other governing rules and policies set forth by Fraternity & Sorority Programs and the University of Arizona.
- c. Active chapters must meet the minimum GPA requirement set forth by the minimum academic requirement found in Article V, Section 2.
- d. Active chapters must pay all dues passed by the Council, as well as all outstanding balances according to the set due date in Article XI, Section 2.
- e. Chapter representatives must attend all meetings set by the Council, unless appropriately excused by the USFC President and Advisor.
- f. Chapters must attend one (1) event each semester set by the Council.
 - i. Chapters must meet quorum at these events and can only be excused with approval of the Council Advisor and Executive Board provided an excuse is requested a week before the event.
 - ii. If semester requirements are not met, a fine will be issued; please refer to Article XI, Section 4.
- g. Each organization must have a one million dollar insurance policy on file if it sponsors or co-sponsors an event with alcohol. The certificate of insurance must verify liability and social host insurance coverage and must name the University of Arizona and the Arizona Board of Regents as also insured. This must be filed annually with the Associated Students of the University of Arizona as well as the Office of Risk Management and Safety.
 - i. Council and chapter funds may not be used to purchase alcoholic beverages, except where reimbursement for legitimate business in a University approved event with alcohol is involved in abidance with the University of Arizona Alcohol Policy and Regulations. Any chapter or member found in violation of this policy shall be held accountable by judicial policy (see Article XI, Section 1).

B. Associate Chapter

- a. An associate chapter is defined as an organization that is applying to become a full voting member of USFC that meets all the requirements prescribed for active chapters.

- b. An associate chapter wishing to become an active chapter must:
 - i. Complete the University of Arizona Expansion Policies & Procedures.
 - ii. Fulfill at least one (1) semester as an associate chapter, applicable to chapters newly established on campus or reapplying to the Council
 - iii. Obtain a vote of approval by two-thirds (2/3) of voting members.

C. Inactive Status

- a. An inactive chapter is defined as an organization that does not meet minimum academic requirements set forth by the United Sorority & Fraternity Council found in Article V, Section 1.
- b. An inactive chapter shall have a voice but no vote.
- c. An inactive chapter is required to pay dues and may not attend USFC events unless approved by two-thirds (2/3) of the USFC Executive Board.
- d. An inactive chapter may be granted active status upon meeting or exceeding the academic requirement.
- e. A member chapter may be placed on Inactive Status for a maximum of two (2) semesters during any two year period, after which time the Council shall review and determine the continuing membership status of the chapter.
- f. If at the end of a consecutive two-semester period, said chapter is unable to maintain the minimum academic requirement as set forth by USFC, it may appeal to the Council for a continuation of Inactive Status. The Council, by two-thirds (2/3) vote of the entire voting membership, may grant no more than one semester of Inactive Status within a two-year period. The time period for this continuation shall not exceed the academic semester in which the continuation is granted.
- g. If said chapter is unable to maintain the Active Membership requirements or the minimum academic requirements at the end of the granted continuation, is not granted a continuation of Inactive Status, or falls below the minimum academic requirement as set forth by USFC again within a two-year period, the chapter shall be dismissed from the Council.
- h. Once dismissed, a chapter must be absent from USFC for one (1) year, after which time said chapter may petition to reapply according to the provisions stated in Section 8.

D. Dual Membership

- a. Dual membership is permitted and will be defined as an organization that is a member of more than one governing council at the University of Arizona. A dual member organization is expected to meet the requirements for both governing bodies.

Section 6: Transfer of membership is permitted so long as the applying chapter meets the following conditions:

- A. Is in good standing with current Council for at least one academic year.
- B. Meets all the requirements to be an active chapter in USFC.

Section 7: The process for transfer of membership must follow:

- A. A written letter stating why the organization would like to transfer membership and what added value the organization will bring to the USFC community.
- B. During a council meeting, the Council will be presented with the following information: the written letter from the transferring organization, a copy of the chapter's previous two semester's grade report, the chapter's Standards of Excellence scores from the previous two years, and a letter from Fraternity & Sorority Programs stating the organization is in good standing with the office and the University of Arizona.
- C. The following council meeting, the transferring organization shall present their organization and provide a brief presentation regarding the transfer.
- D. Following the presentation, the delegates will ask questions to the transferring organization and later excuse the organization and go into deliberation.
- E. The Council, by two-thirds (2/3) vote of the entire voting membership, may grant transfer of membership.

Section 8: Chapters reapplying for membership to USFC

- A. Reapplying chapters must have been absent from Council for at least one (1) year.
- B. Reapplying chapters must meet all the requirements for active chapters.
- C. Reapplying chapters must follow the same process for transfer of membership.
- D. Reapplying chapters will be associate chapters for at least one (1) semester.

ARTICLE V: ACADEMICS

Section 1: The following has been adopted by USFC at the University of Arizona regarding academic performance by the USFC member organizations.

Section 2: USFC Academic Standards

- A. Overall Chapter GPA: minimum 2.70 semester average
- B. New Member GPA: minimum 2.70 semester average
- C. Both GPA minimums must be met to comply with this policy

Section 3: Goal Setting Program

- A. Every semester, the USFC Vice President of Academic Achievement will lead the Goal Setting Program, a program through which the following will occur:
 - a. The chapter's Academic Chair will meet with the Vice President of Academic Achievement at the beginning of the semester for a one-on-one goal meeting. At this time, the Academic Chair will set 3-5 goals for the chapter to work towards during the semester to improve and/or maintain their academic standing.
 - b. The Academic Chair and Vice President of Academic Achievement will meet throughout the semester to discuss progress towards these goals. Meetings will occur at their discretion, but no less than twice a semester.
 - c. Chapters that accomplish their goals within the semester will be eligible for incentives, per section 4 of Article V.

Section 4: Incentives & Awards

- A. The following are offered as incentives for chapters to maintain and/or improve their academic performance:
 - a. The chapter with the highest semester overall chapter grade point average will receive a ten percent discount on USFC dues for the following semester.
 - b. The 2 chapters with the highest semester overall grades from each semester of the calendar year will select the performance order for that year's Triple S Show.
 - c. Chapters that accomplish their goals within the semester will be eligible for incentives, per Section 4 of Article V.
- B. The following are presented as awards to chapters and individual students to recognize their academic performance:
 - a. Chapter of Scholarship, awarded to chapters with a semester grade point average of 3.0 or higher
 - b. Chapter of Academic Achievement, given to chapters that successfully complete the semester's Goal Setting Program.
 - c. New Greek Scholar Award, given to a New Member in USFC demonstrating a commitment to scholarship and academic performance. The New Member must be nominated by their president and then be selected by the Vice President of Academic Achievement and the USFC Advisor.

Section 5: Sanctions

- A. Chapters failing to meet the established standards set forth by USFC are subject to the following restrictions:
 - a. Upon failing to meet academic standards for one semester, chapters will be required:
 - i. Scholarship Program Review by the USFC Vice President of Academic Achievement and the USFC Advisor.
 - ii. 80% of the chapter members must attend a Time Management and/or Scholarship program and submit documentation of attendance to the Vice President of Academic Achievement.
 - b. Upon failing to meet academic standards for two consecutive semesters, chapters will be required:
 - i. Repeat the same sanctions that were imposed for the first violation (see a under Article V, Section 5).
 - ii. Chapter members who fall below a 2.70 semester GPA are to attend Greek Academy IF they have not already attended.
 - c. Upon failing to meet academic standards for three consecutive semesters, chapters will be required:
 - i. Repeat the same sanctions that were imposed for the first and second violation (see a & b under Article V, Section 5)
 - ii. All chapter members who fall below a 2.75 semester GPA are to attend additional, at minimum two (2), Think Tank workshops throughout the semester.

- iii. A letter will be sent to the organization’s national headquarters and chapter advisor by USFC and Fraternity and Sorority Programs, in regards to the chapter’s failure to comply with the USFC academic standards.
- iv. The chapter will be considered in Bad Standing with USFC until they comply with the standards set in this document. This means that the organization will not be able to vote in USFC related business or attend Council social events.
- d. Upon failing to meet the academic standards for a fourth consecutive semester, USFC will send a letter suggesting Loss of Recognition of that chapter to the Dean of Students. In the interim, the chapter may be placed on Interim Loss of Recognition by Fraternity and Sorority Programs and will be considered in Bad Standing with USFC, Fraternity & Sorority Programs, and the University of Arizona as a whole.
- e. Chapters failing to meet the outlined sanctions will be referred to the Greek Standards Board and have a letter sent to the organization’s national headquarters and graduate chapter by USFC and Fraternity and Sorority Programs, in regards to the chapter’s failure to comply with the USFC academic standards.
- f. If a chapter on sanctions from the prior semester again falls below the USFC academic standard but was able to increase their GPA by 0.30 or higher, the chapter will be kept in the same sanction as the semester prior, meaning they will still be held liable to repeat the current sanction but will not continue on with the following sanction.

ARTICLE VI: ORGANIZATION

Section 1: Each chapter member of USFC shall have two seats on the Council. One for the voting member and one seat shall be the permanent alternate for the semester.

Section 2: The chapter representative of the member chapter shall be the voting member in USFC. In the voting member’s absence, only the chapter’s alternate may vote.

Section 3: The chapter representative shall be granted only two excused absences from the USFC council meeting per semester.

Section 4: The Executive Board

- A. The elected executive officers of the Council shall consist of:
 - a. President
 - b. Vice President of Academic Achievement
 - c. Vice President of Finance & Administration
 - d. Vice President of Community Service & Philanthropy
 - e. Vice President of Leadership & Risk Reduction Management
 - f. Vice President of Membership Intake & Public Relations

- B. No USFC executive officer may serve as a chapter's delegate or representative. Executive officers do not have a vote in council meetings, except that the President is empowered to break (but not create) ties.
- C. All executive officers must be active members of a fraternity or sorority with Active USFC status, and all executive officers must be in good academic standing with the University while maintaining at least a 2.75 cumulative grade point average. Failure to maintain this minimum GPA is grounds for immediate termination, and a new officer may be elected by the Council.
- D. The executive board shall meet biweekly during the semester and at such other times deemed necessary by the USFC President. The executive board is empowered to take action on behalf of the Council if action must, by necessity, be taken during a school recess or when it is not possible to consult the Council.
- E. The duties and responsibilities of the executive officers shall be as follows:
 - a. President
 - i. Set an annual goal at the beginning of each term
 - ii. Preside at all executive and council meetings, regular and special
 - iii. Act as a representative from the USFC at conferences, meetings, and all other functions
 - iv. Oversee all executive council positions
 - v. Sponsor round-table discussions for chapter presidents at least twice per academic year
 - vi. Provide a workshop and/or retreat that includes USFC presidents/delegates that focus on team/community building, identification of issues and development of an action plan for solutions/goals
 - vii. Implement a goal-setting or planning retreat for USFC executive members at least once per academic year
 - viii. Strategically plan and implement community-building activities at least three (3) times a year independently or collaboratively with another organization or office (ex. Orientation, community service programs, career readiness, etc.)
 - ix. Encourage chapter members and officers to attend and fully participate in meetings, workshops, and events sponsored by the Council
 - x. Responsible for coordinating the submission of the AFLV Awards and Assessment packet
 - b. Vice President of Academic Achievement
 - i. Set an annual goal at the beginning of each term
 - ii. To perform the duties of the President if the President is absent or unable to perform their duties
 - iii. Plan and coordinate a program that recognizes and thanks faculty/staff
 - iv. Implement/promote programs pertaining to career planning, graduate school preparation and/or placement

- v. Reviews new member GPA and new member retention rates and provides resources and programming to chapters to encourage and support the improvement in these areas
- vi. Addresses member chapters whose GPA falls below the minimum standards established by the Council
- vii. Implement at least one (1) education program/workshop pertaining to academic achievement each academic year
- viii. Gives recognition or awards for chapters in the areas of academic achievement and improvement at least once a year
- ix. Gives recognition or awards for individual members in the areas of academic achievement and improvement at least once a year
- x. Promote campus academic resources which are available to chapters and their members
- xi. Implement one (1) new program in the area of academic achievement
- c. Vice President of Finance & Administration
 - i. Be the official parliamentarian and be responsible for ensuring that parliamentary procedure is followed
 - ii. Develop a Council budget, which includes anticipated income and expenditures compared to last year's actual expenses
 - iii. Provide a copy of the Council's budget to member chapters at least once a year for approval
 - iv. Provide written financial reports of Council income and expenses, which will be presented to the Council on a monthly basis
 - v. Maintain and keep accurate an official ledger of all financial transactions of the Council
 - vi. Plan a minimum of one (1) fundraising event per semester
 - vii. Keep an impartial record of all proceedings of USFC in a minute book
 - viii. Call roll, distribute the minutes, determine, and carry on all correspondence of USFC
 - ix. Responsible for obtaining written reports of all executive officers and committees
 - x. Make available to all member organizations the most current Constitution and Bylaws within two (2) weeks of all voted and approved amendments
 - xi. Review the Constitution and Bylaws to ensure relevance and compliance in accordance with the Operating Codes and Policies of Fraternity & Sorority Programs and the University of Arizona at least once a year
- d. Vice President of Community Service & Philanthropy
 - i. Set an annual goal at the beginning of each term
 - ii. Program at least one (1) community service project per academic year
 - iii. Program at least one (1) philanthropy project per academic year
 - iv. Coordinate a calendar of University, Council, and Chapter community service events in an effort to avoid scheduling conflicts, duplicate events, or over programming during key academic time periods

- v. Compile, publish, and distribute to campus administrators and regional directors the volunteer hours donated and dollars raised by the member chapters
 - vi. Inform chapters of service opportunities available on campus or in the community
 - vii. Sponsor a philanthropy/service project involving an on-going commitment to the University or community cause
 - viii. Sponsor service projects with other campus organizations (i.e., residential halls, other fraternity/sorority councils, international students, student government, etc.)
 - ix. Sponsor philanthropies with other campus organizations (i.e., residential halls, other fraternity/sorority councils, international students, student government, etc.)
 - x. Give recognition to deserving chapters for outstanding community service achievement
 - xi. Give recognition to deserving individuals for outstanding community service achievement
 - xii. Implement one (1) new program in the area of philanthropy/community service
- e. Vice President of Leadership & Risk Reduction Management
- i. Promotes attendance at programs on the following issues: substance abuse/recreational drug use, sexual assault or harassment/sexually transmitted disease, diversity, and hazing
 - ii. Provide training to improve skill levels of the following leaders: council officers, chairpersons, delegates, and chapter officers
 - iii. Give recognition to an individual who resembles exceptional leadership skills at least once a semester
 - iv. Organize a leadership program targeted specifically for new initiates at least once a year through workshops, conferences, retreats etc.
 - v. Revise and update the written policies for risk reduction management
 - vi. Conduct workshops/roundtables for chapter social and risk management chairs at least twice each term
 - vii. Program with peer councils to educate chapter officers and chapter members about a variety of risk reduction methods and co-sponsor events with peer council that support risk reduction
 - viii. Provide at least one program per year in partnership with one of the following: MADD (Mothers Against Drunk Driving) or similar organization, police drunk driving program, or state liquor control and/or sheriff's department
 - ix. Insure the council participates in the National Hazing Prevention Week
 - x. Provide chapters with written information on trends, legal updates, officer responsibilities, or risk management issues such as substance abuse, hazing, sexual assault/harassment, fire safety, etc.

- f. Vice President of Membership Intake & Public Relations
 - i. Sponsor an informational program about the USFC chapters membership process at least once each semester
 - ii. Sponsor and host four events each year that are open to non-fraternity/sorority members and promote these events to the public in a variety of ways including print ads, posters, campus calendar, social media, etc.
Co-sponsor programs with other campus organizations or departments at least twice each academic year
 - iii. Provide member chapters with written information on issues related to membership intake, such as educational programming, hazing prevention, etc.
 - iv. Provide printed and online new member orientation information to parents of new members in different languages including information about cost, grade expectations, hazing, parent programming, etc.
 - v. Conduct at least one (1) workshop each academic year to educate chapter members on the following issues pertaining to membership intake: anti-hazing, membership intake policies, individual, and chapter responsibility in hazing prevention
 - vi. Introduce and recognize new members once initiated to the USFC community
 - vii. Provide an educational program for new members of the USFC community in collaboration with other peer councils (Panhellenic, IFC, NPHC, etc.) on campus
 - viii. Implement one (1) new program in the area of membership intake

Section 5: USFC Advisor

- A. The USFC Advisor shall be appointed by the Director of Fraternity & Sorority Programs.
- B. The Advisor shall serve as an ex-officio, non-voting member of the Council, the Executive Board, the Council Liaison, and other USFC Committees.
- C. The USFC Executive Board shall participate in an annual evaluation, to be conducted in December, of the USFC Advisor.
- D. It shall be the duty of the USFC Advisor to:
 - a. Advise the USFC Executive Board and its member chapters
 - b. Oversee financial processes
 - c. Monitor membership and academic retention and member chapters and the entire community for purposes of improving academic support and recommending intervention strategies
 - d. Organize and facilitate leadership programs, retreats, and workshops
 - e. Connect the members and new members of member chapters to leadership opportunities across campus, in the local community, and within their inter/national organizations

Section 6: Council Liaison

- A. It shall be the duty of the Council Liaison to:
 - a. Attend all council meetings at the time appropriate for each council
 - b. Create and maintain an all-council calendar in accordance with Fraternity & Sorority Programs staff
 - c. Meet once per month with other Council Liaisons
 - d. Turn in end-of-month report to the President of each council detailing:
 - i. Upcoming events for all councils (philanthropy, recruitment, social, etc.)
 - ii. Next meeting of Council Liaisons

ARTICLE VII: MEETINGS

Section 1: Meetings of USFC shall be called at the discretion of the Executive Board. The Council shall hold bi-weekly meetings during the academic semester. The Executive Board shall meet bi-weekly during the academic semester.

Section 2: To adopt Robert's Rules for a majority vote as verified by the member chapters, or the Executive Board, provided only that 48 hours' notice is given to each member chapter.

Section 3: No absentee votes shall be allowed at any meeting of the Council; however, the chapter President may designate an executive member of the chapter to vote in the place of the delegate.

Section 4: A USFC executive officer may not represent or vote for their chapter. If a chapter President is a member of the USFC Executive Board, then they shall appoint a permanent voting member for their respective chapter.

Section 5: Only delegates and executive officers can make motions.

Section 6: All matters not specifically mentioned in these Constitution and Bylaws shall be decided by a majority of a quorum. A quorum shall consist of at least 50% of the member chapters with voting privileges.

Section 7: Regular USFC meetings shall be open to all members of USFC chapters, the USFC Advisor, and guests approved by the President.

Section 8: Meetings shall be conducted according to the parliamentary procedure, which is prescribed in Robert's Rules of Order (latest edition). If Robert's Rules of Order conflict with the constitution and/or bylaws, the constitution and/or bylaws shall govern.

Section 9: USFC council meetings shall be held bi-weekly starting at 5:30 p.m on Tuesdays.

ARTICLE VIII: ELECTIONS

Section 1: All executive officers shall be elected for one-year terms. Elections shall be held at a regular bi-weekly USFC council meeting during the first week of November.

Section 2: Applications will be available four weeks prior to elections and distributed to member organizations at the meeting prior to elections.

Section 3: Candidates for the following positions are required to have one semester of active leadership experience (held office) in their respective organization:

- A. President
- B. VP of Academic Achievement
- C. VP of Finance & Administration
- D. VP of Community Service & Philanthropy
- E. VP of Leadership & Risk Reduction Management
- F. VP of Membership Intake & Public Relations

Section 4: The order of elections shall be: President, VP of Academic Achievement, VP of Finance & Administration, VP of Community Service & Philanthropy, VP of Leadership & Risk Reduction Management, and VP of Membership Intake & Public Relations

Section 5: Officers shall be elected by majority vote. There will be a runoff election between the top two candidates if no candidate receives a majority vote. The President has the power to break a tie.

Section 6: Elections shall be conducted by secret ballot and then further discussed by the slating process.

Section 7: All officers must be in good academic standing with the University while maintaining at least a 2.75 cumulative GPA.

ARTICLE IX: VACANCIES AND REMOVAL FROM OFFICE

Section 1: An election for a vacancy on the Executive Board shall be held at the USFC meeting following the meeting of the official announcement to the Council of a vacancy. Applications will be available at the time of the official announcement.

Section 2: Vacancies may be temporarily filled by presidential appointment until such election is held. In extenuating circumstances, if the President deems the election process inefficient he/she may hold an interview of the potential candidates. These interviews will be held by the President and VP of Academic Achievement (or as hierarchy follows). The requirements for an Executive Board officer will not change and a simplified version of the application will be used.

Section 3: Should the President vacate their office for any reason, the VP of Academic Achievement can assume the duties of the President for the remainder of the semester.

- A. If the VP of Academic Achievement were to deny, the VP of Academic Achievement will only hold the position of the President until the next regular USFC meeting, at which nominations for President will be accepted with an election at the following regular USFC meeting.

Section 4: The Executive Board may, at its discretion, remove any executive officer with two or more unexcused absences from council meetings or Executive Board meetings during the semester. The Executive Board shall decide whether an absence is excused.

Section 5: Any executive officer who fails to maintain the eligibility requirements stated in Article VI, Section 4C, shall be removed from office.

Section 6: The Council may, by a two thirds (2/3) vote of its total membership eligible to vote, recall an executive officer after written charges, signed by one third (1/3) of the voting delegates or representatives are presented before the Council and the individual has heard the charges and been given an opportunity to answer them. The recall motion shall be tabled until the next regularly scheduled meeting at which time it shall be voted upon.

ARTICLE X: REGISTRATION

Section 1: Rosters

- A. Each member chapter shall be required to submit a list of its active initiates, new members or associate members, social affiliate members, and active alumni by the end of the fourth week of each semester. Failure to comply shall result in a fine of \$10 plus \$1 per academic day and a suspension from this Council until such time the lists are submitted.

Section 2: Active Initiates

- A. An active initiate is defined as an initiated member regularly enrolled full time at the University of Arizona as a graduate or undergraduate student, paying active chapter dues and fees. USFC officers and member chapter officers must be active initiates.

Section 3: Associate Members

- A. A new member or associate member shall be defined as an University of Arizona student regularly enrolled full time who has been officially pledged or associated by the chapter but has not yet been initiated.

Section 4: Calendars

- A. Rosters and Calendars for USFC must be turned in the same date that is assigned by Fraternity & Sorority Programs.
- B. Failure to do so, unless properly notified to the USFC President, will result in a fine of \$10 plus \$1 per academic day and a suspension from this Council until such time the calendar is submitted.

Section 5: Registration

- A. New members must complete Greeklife.edu the semester following acceptance into the organization. New members must also complete/participate in programming set forth by Fraternity & Sorority Programs.

ARTICLE XI: JUDICIAL, DUES, ASSESSMENTS, AND FINES

Section 1: Judicial

- A. This council recognizes and abides by the judicial policies set forth for Greek Life by the University of Arizona Dean of Students' Office. Any violation of these policies will be reported to the Dean of Students and Greek Standards board.

Section 2: Dues

- A. Active and Provisional status Chapters shall pay semester dues of fifteen dollars (\$15.00) per active member.
- B. This amount shall be due one week following roster updates for USFC chapters. A fine of twenty dollars (\$20.00) will be assessed to chapters who have not paid their dues two weeks after the due date assigned by the Executive Board.
- C. An organization shall have until the next council meeting to dispute a charge in regards to their fees. If this dispute is not brought up within this time then the fee shall stand.
- D. Invoices for dues shall be distributed at council meetings and via email. In the event of an absence, dues shall be placed in their FSP mailbox within 24 hours. If the dues are not found, it is the President's responsibility to meet with the USFC advisor concerning this matter. Dues shall be double checked by the President and approved by the USFC Advisor.

Section 3: New Member Assessments

- A. Each member chapter shall pay a new member assessment of fifteen dollars (\$15.00) per new initiate. This amount shall be due at the end of the fourth week of each semester, and the amount shall be determined by the official list of members turned in pursuant to Article X, Section 1.

Section 4: Attendance Fines

- A. In the event of an unexcused late arrival of less than fifteen minutes, a chapter representative will be subject to a fine of \$5.
- B. Unexcused absences at any USFC sponsored meeting is subject to a \$10 fine.
- C. In the event that any representative is more than 15 minutes late, it is considered an absence. An absence is considered unexcused unless the USFC President, Advisor, and chairing officer (if necessary) are notified at least 48 hours prior to the meeting.
- D. Any other meetings not noted require prior notification in order to be subject to attendance fines.

Section 5: Financial Delinquency

- A. If a chapter goes an entire semester without paying:
 - a. USFC dues
 - b. USFC Assessments (i.e. New Member Assessment)
 - c. Attendance Fines incurred by missing USFC meetings and/or sponsored events. Meetings and sponsored events include but are not limited to:

- i. USFC council meetings, academic workshops, Conferences, Orientations, Recruitment, etc.
 a chapter will lose all voting rights until said chapter is in good financial standing with USFC. Good standing requires that a zero (0) balance be shown prior to the next semester. The chapter will regain voting status once the financial delinquency is at paid.
- B. Returned Checks and Late Payments will incur a \$25 fine per month, not to exceed \$100.
- C. A chapter may officially declare financial distress by submitting a written declaration to the USFC advisor.
- D. Total fines and fees associated with financial delinquency shall not exceed 50% of the total amount due at that time.
- E. Delinquent chapters must also set up a payment plan with the USFC Advisor and the VP of Finance & Administration.
- F. Dues shall be paid in full by the next council meeting after they have been distributed by the financial officer. If an organization does not have a zero balance by this time, a fine of \$25 shall occur. Afterwards, each day shall incur \$1 fine per academic day until 10 days have passed. If an organization still does not have a zero balance they will be referred to the Greek Standards Board.

Section 6: New Member Requirements

- A. In the event that any of the New Member Requirements stated in Article X, Section 5, are not completed, a fine of \$40 will be assessed for each incomplete obligation.

ARTICLE XII: EVENTS

Section 1: All USFC sponsored events, such as the Triple S Show, Bowling, BBQ, and USFC Week, are exclusively for USFC organizations and member chapters in good standing.

ARTICLE XIII: COMMUNITY SERVICE

Section 1: Each organization under USFC will be required to perform 8 hours of community service each semester per member.

Section 2: These hours will be recorded through D2L Standards of Excellence and should be completed by the appropriate deadline set forth in the Standards of Excellence.

Section 3: The Vice President of Community Service & Philanthropy will be responsible for contacting the USFC advisor for record of the hours.

Section 4: If any organization fails to meet these requirements they will lose Standards of Excellence points.

ARTICLE XIV: AMENDMENTS AND SUSPENSION OF THE BYLAWS

Section 1: Amendments

- A. Amendments to these Constitution and Bylaws may be proposed in writing at any meeting, during which they shall be read for the first time. Proposed amendments shall be printed and circulated to the member chapters and then voted on at the next regular

meeting. A two thirds (2/3) majority of the entire voting membership shall be required for the adoption of any amendment.

Section 2: Suspension of the Bylaws

- A. Any provision of these Constitution and Bylaws may be temporarily suspended only by the unanimous consent of the member chters present and eligible to vote at a council meeting, provided a quorum is present (see Article VII, Section 6) and provided that such suspension is not contrary to existing University policy.