

# **CONSTITUTION OF THE GREEK COUNCIL** **SUNY Delhi**

**Revised Spring 2009**

## **ARTICLE I: NAME**

The name of this organization shall be known as the Greek Council of SUNY Delhi.

## **ARTICLE II: PURPOSE**

The Greek Council, in conjunction with the Director of Greek Life, shall administer the rules and regulations set forth in this document and within ancillary documents such as by-laws governing the Greek Council and its member organizations. To this end, all standards and practices regarding membership, recruitment, and pledging are the priority and scope of the Greek Council's oversight. These activities must comply with college regulations, local, state, and federal laws, yet allow flexibility and individualism within our proud Greek community

### Section 1: Objective

The objective of the Greek Council shall be to develop and maintain Greek Life standards at a high level of achievement and in doing so, we aim to:

- A. Promote and encourage academic success, which meets or exceeds campus standards,
- B. Encourage a culture of service, in conjunction with the O'Connor Center for Community Service, which better the campus and the community,
- C. Assist member organizations in the administration and execution of events, projects, and regular business,
- D. Act in accordance with all Delhi College rules and regulations, as stated in the Student Code of Conduct, the Constitution of the Student Senate, and any other rules or regulations set forth by the administration of SUNY Delhi,
- E. Foster brotherhood and sisterhood both within each member organization, as well as inter-organizationally, and
- F. Act as the voice of Greek Life in the Student Senate, across campus, and throughout the surrounding community.

## **ARTICLE III: MEMBERSHIP**

Membership of the Greek Council shall be comprised of each active member of every recognized Greek organization on campus through representative democracy on the Greek Council.

### Section 1: Established Membership

Each recognized organization shall fall into one of two types of membership:

A: Full Membership

Full membership will be extended to all organizations that fulfill the following conditions:

- i. Maintain a roster of at least ten (10) active members in good academic standing
- ii. Maintain a membership cumulative grade point average of 2.25
- iii. Complete a minimum amount of community service annually. Amount will be determined by the following formula:

$(F*10)+(S*10) = \text{Total service required, where}$

F= # of members on roster at the beginning of the fall semester

S= # of members on roster at the beginning of the spring semester

Total hours for fall and spring semester need to be completed no later than the week prior to finals in the spring semester

- iv. Sponsor or Co-Sponsor at least two (2) campus-wide events per academic year. This could include working with another recognized Greek organization, as well as partnering with a club or organization outside Greek life, or with an academic department, etc.

If requirements for full membership are not met after four semesters, the fully recognized group will become an associate member of Greek Council.

B: Associate Membership

Associate membership will be extended to all organizations that fulfill the following conditions:

- i. Maintain a roster of at least seven (7) active members in good academic standing
- ii. Maintain a membership cumulative grade point average of 2.0
- iii. Complete a minimum amount of community service annually. Amount will be determined by the following formula:

$(F*10)+(S*10) = \text{Total service required, where}$

F= # of members on roster at the beginning of the fall semester

S= # of members on roster at the beginning of the spring semester

Total hours for fall and spring semester need to be completed no later than the week prior to finals in the spring semester

- iv. Sponsor or Co-Sponsor at least one (1) campus-wide event per academic year. This could include working with another recognized Greek organization, as well as partnering with a club or organization outside Greek life, or with an academic department, etc.

If requirements for associate membership are not met after four semesters, the organization in question will be subject to derecognizing by Greek Council as outlined in Article III, Section 4 of this document.

Section 2: New Membership

In an effort to encourage responsible behavior within the campus community, any new organization may officially declare that they are seeking recognition by the Greek Council. In order to attain recognition, the following will take place:+

A. A meeting with the Director of Greek Life and the President, Vice President, and Sgt. Of Arms of Greek Council will be scheduled to discuss the merits of Greek Life and answer any initial questions.

B. They will be presented with the rules of admission as outlined in *Rules and Regulations for Recognition of the Greek Council*.

C. Once the organization has satisfied all conditions set forth for recognition, they will be asked to meet with the Greek Council and discuss their intentions and answer any questions.

D. Once the above are satisfied, a vote will be taken whether to grant associate membership status to the petitioning organization. A simple majority approval from those present and voting will result in admission to the Greek Council. Final approval to admit the organization as to an associate member must be made by the Vice President of Student Life.

### Section 3: Re-Recognition

In the same spirit of recognition outlined in Article III, Section 2, any previously recognized organization may officially declare that they are seeking re-recognition by the Greek Council. In order to attain recognition, the following will take place:

A. A meeting with the Director of Greek Life and the President, Vice President, and Sgt. Of Arms of Greek Council will be scheduled to discuss the events that led to de-recognition of the organization in question.

B. They will be presented with the rules of admission as outlined in *Rules and Regulations for Recognition of the Greek Council*.

C. Once the organization has satisfied all conditions set forth for recognition, they will be asked to meet with the Greek Council and discuss their intentions and answer any questions.

D. Once the above are satisfied, a vote will be taken whether to grant associate membership status to the petitioning organization. A simple majority approval from those present and voting will result in admission to the Greek Council. Final approval to admit the organization as to an associate member must be made by the Vice President of Student Life.

### Section 4: De-Recognition

It may be necessary to go through the process of de-recognition of an organization. This can happen in one of two ways:

#### A. Self-imposed De-Recognition

An organization may ask for de-recognition if

- i. it feels that it is no longer a productive member of the Greek community
- ii. it will not be able to meet the requirements of associate membership

Organizations that ask for de-recognition may apply for re-recognition as outlined in Article III, Section 3 at any point after they become de-recognized.

#### B. Administrative De-Recognition

An organization will be brought up for de-recognition if they:

- i. Fail to meet the requirements of associate membership for two (2) consecutive years
- ii. Are duly sanctioned by the Greek Judicial Board
- iii. Are duly sanctioned by the Office of Judicial Affairs, The Office of Student Life, or Student Activities
- iv. Are found to be unproductive members of the Greek community

Organizations that are administratively de-recognized must wait two (2) academic years before applying for re-recognition as outlined in Article III, Section 3 after they become de-recognized. Additionally, all sanctions must be fulfilled to the satisfaction of the Director of Greek Life before beginning the re-recognition process.

### Section 5: Unrecognized Organizations

If a group of individuals are de-recognized, not granted associate recognition status through the processes outlined in Article III, Sections 2-3, or never seek recognition, they shall be known as an unrecognized organization. They shall have no affiliation with the Greek Council, nor shall they have any of the rights, privileges, or benefits offered to recognized Greek organizations. Additionally, recognized Greeks are encouraged to limit their contact with members of these organizations to a strictly academic level, as the activities of these organizations is not monitored by Student Activities, and could be potentially harmful to the standards we as recognized Greeks strive to uphold.

## **ARTICLE V: SELECTION OF OFFICERS**

The selection of officers allows each organization to proudly put forth candidates for leadership positions within Greek Council. The following guidelines shall govern the nomination and election of officers:

### Section 1: Eligibility

- A. All nominees shall maintain a cumulative grade point average of 2.25 or better.
- B. All candidates shall be in good standing with a fully recognized organization.
- C. Any recognized organization can nominate a candidate from a fully recognized organization.
- D. Each organization may only nominate one candidate per office. This may or may not result in multiple candidates from a single organization.
- E. An individual may only run for one office per election.
- F. Each candidate nominated for a position must be seconded, and the candidate must accept his or her nomination in person, or by proxy through their Greek Council representative through written notice.
- G. Each candidate must present a platform for the Greek community during the Greek Council meeting prior to elections.

### Section 2: Selection

- A. All candidates will be selected through secret ballot.
  - i. Votes will be tabulated by the president, sergeant at arms, and Director of Greek Life.
  - ii. If the position in question is being sought out by the current president or sergeant at arms, the vice president will assist in tabulation. If this creates further conflict, tabulation will be conducted in the order of succession as described in Article VI, Section 1, which is unaffected.
- B. In the case of a tie, a special election will take place immediately after tabulation between all candidates affected.
- C. In the case of a second tie, the current President shall cast the deciding vote.
  - i. If the position in question is being sought out by the current president, the deciding vote will be made by the vice president. If this creates further conflict, the deciding vote will be cast by the next officer in the order of succession as described in Article VI, Section 1, which is unaffected.

### Section 3: Term of Office

The term of office shall be from the last regular meeting of Greek Council during the spring in which the candidate is elected through the last regular meeting during the spring following election.

A. Officer-elects are expected to shadow their position with the incumbent officer from their time of election until the official start of their term

B. Officers may be expected to complete some duties during time periods when classes are not in session, such as holidays and breaks.

## **ARTICLE VI: OFFICERS**

Student leadership is at the core of the success of the Greek Council and its member organizations. With this in mind, the following will act as a guide for the officers of the Greek Council:

Section 1: The elected officer positions of the Greek Council shall consist of (in order of succession) President, Vice President, Secretary, Treasurer, Sergeant at Arms, Community Service Director, Senator and Alternate Senator.

Section 2: All officers must maintain a cumulative grade point average of at least 2.25 and retain membership in good standing with a fully recognized organization.

### Section 3: Officer Duties

#### A. President

- i. Shall take responsibility for the wellbeing of Greek Life at SUNY Delhi.
- ii. Shall act as the primary liaison between the Greek community and SUNY Delhi administration and faculty regarding Greek Life.
- iii. Shall preside over all Greek Council Meetings.
- iv. Shall preside over all Greek Council Executive Board Meetings.
- v. Shall take inventory of Greek Council activities, policies, and procedures in a bi-annual report to the Greek Community.
- vi. Shall cast the deciding vote in questions of simple majority the event of a tie.
- vii. Shall form ad hoc committees when necessary.
- viii. Shall act as an ex-officio member of any committee formed by the Greek Council.
- ix. Shall participate in at least two office hours in the Greek Council office per week.
- x. Shall perform any other duties related to the office or designated by the Greek Council or the Director of Greek Life.

#### B. Vice President

- i. Shall assume the presidency in the absence of the president.
- ii. Shall assume the presidency until a duly elected replacement is installed in the event of a presidential vacancy.
- iii. Shall act as parliamentarian for all Greek Council meetings.
- iv. Shall be the custodian of the Greek Council constitution.
- v. Shall be the chair of the Recognition and Retention Committee.
- vi. Shall be the liaison to all potential Greek organizations seeking initial recognition or established unrecognized organizations seeking re-recognition from the Greek Council.
- vii. Shall, in conjunction with the Events Committee, coordinate and facilitate a Greek Unity Night at least once a semester.
- viii. Shall participate in at least one office hour in the Greek Council office per week.
- ix. Shall perform any other duties related to the office or designated by the Greek Council or the Director of Greek Life.

#### C. Secretary

- i. Shall record and distribute accurate minutes of every Greek Council meeting.
- ii. Shall maintain a record of attendance for every meeting and event sponsored by the Greek Council.
- iii. Shall maintain an accurate and current roster of the Greek Council and its member organizations, including pledge members during the recognized pledge period.
- iv. Shall be the custodian of the greekcouncil@delhi.edu email address
- v. Shall be the chair of the Events Committee.
- vi. Shall act as historian of the Greek Council, including the collection and retention of photographs, scrapbooks, and other physical or digital implements.
- vii. Shall participate in at least one office hour in the Greek Council office per week.
- viii. Shall perform any other duties related to the office or designated by the Greek Council or the Director of Greek Life.

#### D. Treasurer

- i. Shall be the custodian of all funds allocated to the Greek Council and its member organizations.
- ii. Shall maintain an accurate record of all deposits and expenditures made in the 90-5000 account by the Greek Council and its member organizations.
- iii. Shall, in conjunction with the Sgt. at Arms, collect and enforce all fines levied on individuals and member organizations of the Greek Council.
- iv. Shall be the chair of the Finance Committee.
- v. Shall reconcile the Greek Council account monthly with the Student Activities office.
- vi. Shall contact the Student Activities office every Tuesday before 11 am to inquire about any outstanding purchase orders that need signed.
- vii. Shall participate in at least one office hour in the Greek Council office per week.
- viii. Shall perform any other duties related to the office or designated by the Greek Council or the Director of Greek Life.

#### E. Sergeant at Arms

- i. Shall maintain order at all Greek Council meetings.
- ii. Shall levy fines to individuals and member organizations of the Greek Council in accordance with the fines list.
- iii. Shall be the chair of the Greek Judicial Board.
- iv. Shall be the chair of the Standards and Traditions Committee.
- v. Shall, in conjunction with the Director of Greek Life, exercise oversight in procedural matters of the Greek Council and the Greek Council Executive Board.
- vii. Shall participate in at least one office hour in the Greek Council office per week.
- viii. Shall perform any other duties related to the office or designated by the Greek Council or the Director of Greek Life.

#### F. Community Service Director

- i. Shall act as the primary liaison between the Greek Council and the O'Connor Center for Community Service.
- ii. Shall be the chair of the Community Service Committee.
- iii. Shall maintain accurate records of community service performed by the Greek Council and its member organizations.
- iv. Shall report bi-weekly to the Greek Council with a current statement of service performed by the member organizations.
- v. Shall participate in at least one office hour in the Greek Council office per week.
- vii. Shall perform any other duties related to the office or designated by the Greek Council or the Director of Greek Life.

G. Senator

- i. Shall act as the primary liaison between the Greek Council and the Student Senate.
- ii. Shall attend every Student Senate meeting and function as the official representative of the Greek Council.
- iii. Shall report events and achievements of the Greek Community to the Student Senate.
- iv. Shall record accurate notes from Senate meetings to share with the Greek Council.
- v. Shall seek opportunities for Greek Council and its member organizations to co-sponsor events and activities with other recognized student organizations.
- vi. Shall act as a public relations officer between the Greek Council and the community at large, including the creation and distribution of a monthly news letter.
- vii. Shall participate in at least one office hour in the Greek Council office per week.
- viii. Shall perform any other duties related to the office or designated by the Greek Council or the Director of Greek Life.

H. Alternate Senator

- i. Shall assume the role of senator in the absence of the senator.
- ii. Shall have right of first refusal for the office of Senator in the event of a senatorial vacancy.
- iii. Shall assist the senator in the duties of the office.
- iv. Shall have a permanent appointment to the Greek Judicial Board.
- v. Shall actively participate in at least two other standing committees.
- vi. Shall participate in at least one office hour in the Greek Council office per week.
- vii. Shall perform any other duties related to the office or designated by the Greek Council or the Director of Greek Life.

**ARTICLE VII: STANDING COMMITTEES**

In hopes of creating a strong infrastructure to our Greek system, along with offering many emerging leadership positions, the following standing committees shall be established and will meet on a regular basis:

Section 1: Executive Board

The Executive Board shall be comprised of the President (chair), Vice President, Secretary, Treasurer, Sergeant at Arms, Community Service Director, Senator, Alternate Senator, and Director of Greek Life. Furthermore, they:

- A. Shall convene weekly before the Greek Council meeting to advise one another with issues pertinent to each member's office.
- B. Shall act as an advisory board for Greek Life innovations for the Greek Council.
- C. Shall be the custodian of the Fines List.
- D. Shall carry out any other related duties as designated by the Greek Council.

Section 2: Recognition and Retention

The Recognition and Retention (R&R) Committee shall be comprised of the Vice President (chair) and four at-large Greeks, with at least three organizations represented. Furthermore, they:

- A. Shall maintain and enforce a set of standards (see Article III, Section 1) to which Greek Council member organizations must adhere in order to retain recognition.
- B. Shall maintain and enforce a set of standards (see Article III, Sections 2 and 3) to which petitioning organizations must adhere in order to gain (re-)recognition.

C. Shall advise the Greek Council of all potential and member organization's progress during the recognition process.

D. Shall recommend policies and procedures to reinforce membership requirements within Greek Council, as well as suggest innovations for streamlining the recognition process.

E. Shall annually review the constitutions of the member organizations. Should a member organization amend their constitution between review periods, the amended portion of that document will be reviewed upon submission to the R&R Committee.

F. Shall complete a status report of the Greek Council and each of its member organizations at the end of each semester.

G. Shall annually review the Greek Council constitution.

H. Shall carry out any other related duties as designated by the Greek Council.

### Section 3: Events

The Events Committee shall be comprised of the Secretary (chair) and four at-large Greeks, with at least three organizations represented. Furthermore, they:

A. Shall oversee the weekly schedule for Greek Week.

B. Shall coordinate and facilitate the Greek Council Banquet during the spring semester.

C. Shall coordinate and facilitate a recognition ceremony during the fall semester.

D. Shall, in conjunction with the Standards and Traditions Committee, coordinate and facilitate a full week of events during the fall and spring rush weeks.

E. Shall, in conjunction with the Vice President, coordinate and facilitate at least one Greek Unity Night per semester

F. Shall carry out any other related duties as designated by the Greek Council.

### Section 4: Finance

The Finance Committee shall be comprised of the Treasurer (chair) and four at-large Greeks, with at least three organizations represented. Furthermore, they:

A. Shall act as an advisory board to the Greek Council in determining additional fund allocation from the Greek Council unrestricted fund to member organizations.

B. Shall, in the event of fiscal irresponsibility, immobilize the assets of a member organization through independent investigation, through the recommendation of the Executive Board, or through mandates from the Student Activities office.

C. Shall, in conjunction with the Director of Greek Life, create a budget every spring to submit to the Student Senate for approval.

D. Shall suggest innovations to the Greek Council and its member organizations regarding additional funding sources and cooperative spending.

E. Shall carry out any other related duties as designated by the Greek Council.



#### Section 5: Greek Judicial Board

The Greek Judicial Board shall consist of the Sergeant at Arms (chair), Alternate Senator, and one at-large member of each fully recognized organization. Furthermore, they

- A. Shall enforce all organizational Greek Life policies and procedures.
- B. Shall adjudicate any cases of organizational misconduct and when necessary, assess reasonable sanctions.
- C. Shall maintain a separate manual explaining jurisdiction, due process within Greek Life, and an appeal process.
- D. Shall make recommendations of recognition status based on any applicable conduct hearings to the Recognition and Retention Committee.
- E. Shall carry out any other related duties as designated by the Greek Council.

#### Section 6: Standards and Traditions

The Standards and Traditions Committee shall consist of the Sergeant at Arms (chair), and four at-large Greeks, with at least three organizations represented. Furthermore, they:

- A. Shall, in conjunction with the Director of Greek Life, coordinate and facilitate the pledge success conference each semester.
- B. Shall, in conjunction with the Events Committee, coordinate and facilitate a full week of events during the fall and spring rush weeks.
- C. Shall provide oversight during the pledge process, including the discreet management of hazing allegations.
- D. Shall complete a review of the pledge period, including recommendations for future pledge periods.
- E. Shall inform the Director of Greek Life and Greek Judicial Board of any organizational misconduct.
- F. Shall be a mediating body in any intra- or inter-Greek disputes.
- G. Shall carry out any other related duties as designated by the Greek Council.

#### Section 7: Community Service

The Community Service Committee shall consist of the Community Service Director (chair) and four at-large Greeks, with at least three organizations represented. Furthermore, they:

- A. Shall coordinate service opportunities within the Greek Community.
- B. Shall, in conjunction with the O'Connor Center for Community Service, act as a clearinghouse for service projects to help member organizations create diverse service opportunities that are separated chronologically.
- C. Shall, in conjunction with the O'Connor Center for Community Service, coordinate and facilitate at least one Greek Service Day per semester.
- D. Shall act as an advisory board for service needs and innovations for the Greek Council.
- E. Shall carry out any other related duties as designated by the Greek Council.

## **ARTICLE VIII: ADVISOR**

The Director of Greek Life is the primary liaison between Student Activities and the administration of SUNY Delhi regarding Greek Life. It is the privilege of the advisor to adhere to the following terms:

### Section 1: Selection

The Vice President of Student Life shall choose the Greek Council Advisor.

### Section 2: Responsibility to the member organizations

The advisor of the Greek Council will meet with individual organization advisors at least once a semester or as needed.

### Section 3: Mediator

The advisor shall mediate, at the request of the Executive Board, issues in which no majority vote has been cast.

### Section 4: Committee Member

The advisor is welcome as a non-voting member to any standing committee.

### Section 5: Administrator

The advisor shall accumulate a list of community service hours performed, member grade point averages, and other pertinent information from each organization on a per semester basis.

## **ARTICLE IX: MEETINGS**

The Greek Council will follow the following standards to conduct normal business:

### Section 1: Frequency

The Greek Council at SUNY Delhi shall hold at least one regular meeting per week.

### Section 2: Conduct

Meetings shall be conducted according to the Robert's Rules of Order, unless temporarily suspended by the President with agreement of the membership.

### Section 3: Special meetings

Special meetings may be called by the President of Greek Council, the President of Student Senate, the Director of Student Activities, the Director of Greek Life, or when deemed necessary, shall be called by a majority of the membership.

### Section 4: Accountability

The delegates from each Greek organization shall be responsible for notifying chapter members of all regular and special meetings of the Greek Council at SUNY Delhi

A. If an organization is found to be guilty of missing regular Greek Council meetings more than three times, they shall have their budget frozen for the remainder of that semester.

B. Any additional absences that are accumulated in the same school year will result in the loss of voting rights. The accumulation of this violation will be carried over from the fall semester to the spring semester. The accumulation of this violation will not be carried over one school year to the next

### Section 5: Quorum

No business, except that of adjournment, shall take place without at least a simple majority of all recognized organizations present and voting.

## **Article X: VOTING PROCEDURES**

Upon holding a meeting, the following will outline the procedures for voting:

### Section 1: Definitions

- A. Abstain – A neutral vote that will not figure into the number of organizations present and voting
- B. Greek-Only Vote – A vote that affects only the Greek community.
- C. Nay – A vote in the negative
- D. Present and Voting – The number of organizations casting a vote of “yay” or “nay” This will determine the base number of votes needed for a motion to carry.
- E. Senate Vote – A vote on an issue raised in Student Senate
- F. Simple Majority – The number of votes equal to 51% or higher of those present and voting
- G. Two-Thirds Majority – The number of votes equal to 67% or higher of those present and voting
- H. Yay – A vote in the affirmative

### Section 2: Voters

An organization’s classification will determine which issues they may cast votes upon through the following guidelines:

- A. Fully recognized organizations may vote on all matters put before the Greek Council.
- B. Associate members may make and second motions, put forth nominees, and voice their opinion, however, they may only vote on the following:
  - i. Approval of the minutes
  - ii. Senate Votes
  - iii. Adjournment

### Section 3: Majority

A simple majority of those present and voting will be necessary to pass any motion before the Greek Council. The following exceptions require a two-thirds majority:

- A. Amendments to the constitution
- B. Amendments to the By-Laws
- C. Amendments to any other ancillary document passed by the council
- D. De-recognition of an organization

### Section 4: Abstention

An organization’s vote of abstention will result in the lowering of the overall quorum for a vote.

- A. An associate member’s vote in all votes not outlined in Article X, Section 2.B will always be “abstain.”
- B. The advisor’s vote will always be “abstain.”

## **ARTICLE XI: HAZING**

### Section 1: Definition

Hazing is a serious violation of College policy and New York State law. SUNY Delhi policy specifically prohibits students from engaging collectively or individually in illegal practices in connection with initiation into or affiliation with any recognized or unrecognized organization. This includes, but is not limited to:

- A. Forced or required participation in physical activities such as calisthenics, exercises or games
- B. Any form of tattooing or branding
- C. Forced, coerced or required consumption of alcohol or other drugs
- D. Any form of physical brutality, including paddling, striking with fists, open hands or objects
- E. Participation in illegal activities
- F. Intentional or reckless engagement in conduct which creates a substantial risk of physical injury to another person.
- G. Forced, coerced, or required consumption of any food or other substance
- H. Creation of excessive fatigue or sleep deprivation
- I. Any act that causes psychological harm, embarrassment, ridicule or emotional distress to any individual; or
- J. Forced or required inappropriate dress, or full or partial nudity in any situation for any reason
- K. Any violation of approved Greek Council Hazing regulations

### Section 2: Discipline

SUNY Delhi will take disciplinary action against any individual, group or organization found to be in violation of this policy through the Office of Judicial Affairs, the Greek Judicial Board, and any other applicable avenues.

## **ARTICLE XII: BY-LAWS AND ANCILLARY DOCUMENTS**

The business procedures, rules and regulations, and guidelines set forth in this document are not exhaustive in their scope. The creation and maintenance of by-laws, fines lists, recognition standards, and many other similar documents is necessary to address the minutia of administrating a vibrant Greek Life system. Therefore, let it be known that the above documents (collectively known as the By-Laws of the Greek Council of SUNY Delhi) shall be established and maintained. These by-laws are available for inspection through the vice president and the Director of Greek Life.

## **ARTICLE XIII: AMENDMENTS**

This document may be amended by a two-thirds majority of those present and voting, provided notice of the proposed amendment had been given in writing at the regular meeting prior to which the vote will be taken.

Ratified May 7, 2009 by Greek Council