Greek Council

The Constitution of the Greek Council 2012
University of Pittsburgh at Bradford
# The Constitution of the Greek Council

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The Constitution of the Greek Council

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

**Article I**

**Administrative Functions**

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

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

**Article II**

**General Structure**

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

**Section II**
Each Greek organization shall be represented in the Greek Council by three delegates. These delegates will consist of one Executive Board member and two members of the General Assembly.

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

A. Each Greek organization reserves the power to recall its General Assembly delegates and replace them as they see fit. Executive Board members, however, may not be recalled by their Greek organization, as they are elected by the entire Greek Council.

B. General Assembly delegates may have a substitute within their organization take their place for any meeting for which they cannot attend.
C. If an Executive Board member is not able to be in attendance, his/her respective organization will be allotted one more vote in the General Assembly, but will not execute the duties of the vacant office.

D. If a member of the Executive Board resigns or is removed from office by a majority of the Executive Board, his/her respective organization shall elect a member to perform his/her duties for the remainder of the elected period.

E. An officer of the Executive Board may be removed from his/her position for any serious violation of the Constitution of the Greek Council, University Code of Conduct, SGA Code of Conduct or the misuse and/or abuse of duties. The removal procedure shall include:

i. A written request with the signatures of five Greek Council delegates must be submitted to the Greek Council President, advisor(s), and the General Assembly.

ii. The officer in question must receive a written notice of the complaints or charges against him/her and will be asked to present his/her case to the Executive Board at the Greek Council meeting following the submission of the charges/complaints.

iii. The case must be documented in writing and made available to the entire Greek Community of the University of Pittsburgh at Bradford.

iv. Removal of the officer will follow a two-thirds majority vote in favor of the motion by the entire Greek Council.

v. The President of the Greek Council may not vote in the removal of officers.

vi. The accused officer may not vote in their removal.

F. If a member of the Executive Board wishes to leave the Executive board, a new member from the individual’s organization will take their place. If this happens in the middle of a semester, the new member to the Executive Board will not have a vote within the Executive Board, also the member’s organization will only have one vote within the General Assembly not the original two votes.

Article III

The Executive Board

Section I

The qualifications for the Executive Board positions of President, Vice President, Secretary, Treasurer, Vice President of Activities, Vice President of Community Service, Vice President of Public Relations, and Sergeant at Arm are:
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A. Current enrollment as a student at the University of Pittsburgh at Bradford.

B. Current active membership in the Greek Community of the University of Pittsburgh at Bradford.

C. Must maintain a minimum grade point average (GPA) of 2.0, with the exception of the President, who must maintain a minimum 2.5 GPA.

D. Must be in continuous good standing (Academic & Disciplinary) within the University of Pittsburgh at Bradford community.

Section II

The Executive Board shall be composed of the following:

A. The President
   i. Oversees the powers and duties of the entire Executive Board.
   ii. Acts as a representative and liaison for Greek Council to the administration of the University, the Student Government, and the Bradford Community.
   iii. Calls order to and adjourn all meetings.
   iv. Prepares agendas for all meetings.
   v. Counts ballots in conjunction with the Sergeant at Arms, as well as a Greek Council Advisor.
   vi. The president shall only vote in the case of a tie, or in votes for the amendments to the Greek Council Constitution as stated in Article IV: Section I, or in matters pertaining to judiciary discipline as stated in APPENDIX II.
   vii. Attends all meetings involving the Greek Community including, but not limited to: applying for new Greek organizations and violations of the Greek Constitution of any kind.

B. The Vice President
   i. Assumes the duties of the President in his/her absence.
   ii. Assists the President with Greek business.
   iii. Assists in the oversight of all Greek Council activities, planning sessions, and duties appointed to other members of the Greek Council.
   iv. Responsible for overseeing the Scholarship area of the Greek community including academic incentives, study tips, scholarship incentives, working with individual chapter scholarship chairs, etc.

C. The Secretary
   i. Keeps an accurate account of all proceedings.
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ii. Keeps and maintains attendance records and coordinates fines with the Treasurer.
iii. Keeps University technology up to date i.e. PittPaws
iv. Holds in custody all records of the Greek Council not held by another officer.
v. Makes available the proceedings of past meetings upon request by proper authority.
vi. Makes public the minutes of weekly Greek Council Executive Board meetings to the General Assembly and Greek Community.

D. The Treasurer
   i. Oversees all the finances of the Greek Council through a University account in conjunction with an advisor of the Greek Council.
   ii. Heads a fundraising committee.
   iii. Composes and updates the budget for Greek Council based on the current academic term in conjunction with the Greek Council President and advisor(s).
   iv. Files fundraising requests with the Director of Student Activities.
   v. Will provide a physical copy of the accounts of the Greek Council on a regular basis, which will be decided by the Executive Board at the start of a new year.

E. The Vice President of Activities
   i. Coordinates Greek functions including, but not limited to, Greek Week, Formal, and a Greek Council Fundraiser.
   ii. Meets with the Director of Student Activities and Student Activities Council President along with the Greek Council President to coordinate Greek events and avoid interfering with other campus activities.
   iii. Heads the Greek Week Committee.

F. The Vice President of Community Service
   i. Organizes, plans, and executes community service events for the Greek Community in a minimum frequency of twice per academic year with an approved community outlet.
   ii. Keeps track of each organization’s community service hours and reports them to the Office of Community Engagement.

G. The Vice President of Public Relations
   i. Works in conjunction with the University of Pittsburgh at Bradford Office of Communications and Marketing.
   ii. Distributes press releases to the various University of Pittsburgh at Bradford publications weekly.
iii. Composes a minimum of one full article about Greek Life to be submitted to *The Source* every semester.

iv. Monitors and distributes all media concerning the Greek Community at the University of Pittsburgh at Bradford, including banners that should be released at a minimum of one per month.

v. Coordinates Club Night on behalf of the Greek Council, including table reserves.

vi. Composes a minimum of one press release to *The Bradford Era* in coordination with the administration of the University.

H. The Sergeant at Arms

   i. Keeps order and controls the flow of meetings.

   ii. Count ballots in conjunction with the Greek Council President, and an advisor to the Greek Council.

   iii. Conducts a yearly constitutional review. The review will be held the week before Greek Week, and the specific time and day will be agreed upon by the Executive Board.

Section III Executive Board members are to be nominated and elected at the second to last open meeting of the Spring academic year.

Section IV Only one office shall be held by each organization unless there are too few organizations. In which case, offices may be combined and executed by one member of the Executive Board.

Section V The addition of a new position onto the Executive Board requires approval by a two-thirds vote by the Greek Council General Assembly.

**Article IV** Voting

Section I All delegates may cast one vote with the exception of the President, who only votes in the case of a tie.

Section II A two-thirds of the Greek Council must be present to hold a vote.

Section III A vote of two-thirds of the present delegates is necessary for a vote to be passed.

Section IV In the event that an organization cannot have three members in attendance at the time of a vote, an absentee ballot may be used. The ballot must be turned in by 2:00 PM two days before the time of the vote to the Sergeant at Arms. Reasons for using the ballot must be cleared with the President and advisor(s).

**Article V** Constitutional Amendments
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Section I  Any amendments to the Greek Council Constitution must be presented to the Council through an Executive Board member.

Section II  All amendments to the Greek Council Constitution must be presented at least one week prior to voting.

Section III  All amendments to the Greek Council Constitution must be passed by a two-thirds of the Greek Council.

Article VI  New Greek Organization Procedures

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

Article VII  New Member Orientation

Section I  The administration of the University will provide the guidelines and procedures concerning New Member Orientation.

Section II  All New Member Orientation activities must follow the University of Pittsburgh at Bradford’s Code of Conduct as well as Pennsylvania State Law. The Greek Council or Judicial Affairs will investigate any suspected violations of these rules and, if warranted, corrective action will be taken. SEE APPENDIX III.

Section III  If a hazing violation is determined to have occurred, the violation will be considered as the responsibility of the entire offending Greek organization.

Section IV  If a New Member should elect to remove themselves from the New Member Orientation process, the individual must immediately meet with the Greek Council advisor. This must take place within one week after the event has occurred.

Section V  If a member that has decided to leave the New Member Orientation Process of one Greek organization, but wishes to join another Greek organization on this campus, the person in question must wait a period of one year before joining, and the new Greek organization must ask permission from the old organization to allow the person to join their organization.

Article VIII  Individual Greek Membership

Section I  Membership into any Greek organization is confined to individuals who meet the University’s academic/disciplinary requirements, and who adhere
to policies regarding New Member Orientation. Each Greek organization reserves the right to deny membership to any student who does not adhere to such guidelines including, but not limited to the following:

A. Current enrollment as a student at the University of Pittsburgh at Bradford.

B. Current active membership in the Greek Community of the University of Pittsburgh at Bradford.

C. Must maintain a minimum grade point average (GPA) of 2.0.

D. Must be in continuous good standing (Academic & Disciplinary) within the University of Pittsburgh at Bradford community.

Section II
All new members will be considered affiliated with each organization at the start of the New Member Orientation through the signing of their bid, and the completion of the New Member Orientation process.

Section III
“Active” and “Inactive” membership guidelines will be determined by each organization.

Section IV
Any organization that is suspected of willfully taking new members who do not meet the University’s eligibility requirements, or without reporting new members, will be subject to investigation by the Greek Council and referred through Greek Council Judicial procedures.

Section V
Any individual that is “Inactive” in a Greek Organization that does not pay dues, cannot participate in any Greek Council events.

BYLAWS AND PENALTIES OF THE GREEK COUNCIL

Section I
Attendance of all meetings is mandatory. The Executive Board shall meet weekly at a regular and previously determined time, with the General Assembly meeting monthly. The General Assembly may be convened at any time, with adequate notice of forty eight (48) hours prior to the events occurrence, for the purpose of voting or if an emergency arises. **Any organization whose members miss a meeting without prior notice or excusal, both Executive Board and General Assembly, will be fined $10 per person missing.** Fines will be added to Greek Council’s Fundraising Account. If an organization refuses payment of a fine, the General Assembly shall debate the issue and vote on additional punitive action to
be taken including, but not limited to, the nullification of their participation in Greek Council.

Section II

Should a Greek organization not participate in and/or attend mandatory events established by the Council, the offending organization is subject to fines and further action.

A. Adequate participation for events is considered to be, at minimum, 50% of active members available to come to the said event. The members that are unable to attend, must inform the Greek Council President, for the absence to be excused.

B. A fine of $10 will be assessed for either the organization or a specific member, depending on the event. Fines are to be added to Greek Council’s Fundraising Account.

C. Mandatory events include, but are not limited to; Club Night, Greek Forums, University New Member Meetings, Fundraisers, and certain events during Greek Week, which are established yearly by the Greek Council. The Greek Council Executive Board may vote to make any events mandatory.

D. If an organization refuses payment of a fine, the General Assembly shall debate the issue and vote on additional disciplinary action to be taken.

Section III

Each organization must pay a mandatory fee of $10 per active person in each fraternity or sorority after the New Member Orientation period each semester. Refusal to pay will result in a vote for additional disciplinary action.

Section IV

All chapters must maintain a minimum GPA of 2.5 or better every semester to remain in good standing (Academic & Disciplinary) with the University of Pittsburgh at Bradford.

A. A Greek organization that falls below this average will have one semester to meet with the Greek Council President and advisor(s) to assess the various ways in which they can raise their grade point average each semester.

B. If a chapter feels that they would rather be assessed as individuals, they may do so to prevent disciplinary action against the organization as a whole.

C. After one semester, if the chapter’s average is still below a 2.5 for the semester, the chapter may choose to pay a fine of $5 per current active
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member, or $15 per individual whose GPA falls below the 2.0 requirement.

Section V  All fees and/or fines must be paid in full by the Friday following the conclusion of the New Member Orientation process each semester. All fees and fines go toward the activities organized by the Greek Council. Fines and Greek Council Dues are due at the same time, this date will be determined at the discretion of the Executive Board. Any fines that are accrued after this date must be paid by the last day of the semester.

Section VI  A freezing process will be initiated following the SGA freezing processes stated in the SGA Constitution’s Bylaws: Article IX, Section II if any of the following violations occur;

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

Section VII  All of the Greek Council meetings follow the guidelines set in Robert’s Rules of Order, in accordance with the current Greek Council President.

APPENDIX I: The Judiciary Board

Section I  All Greek Executive Board members will have one vote per organization if and when a problem amongst Greeks occurs including, but not limited to:

A. A violation of the constitution.
B. Violation of the New Member Orientation policy set forth by the Dean of Student Affairs.
C. Conflicts among Greek organizations.
D. Inquiries of Greek actions by the Dean of Student Affairs.
E. Violation of University Code of Conduct and/or Pennsylvania State Law.
Section II  A hearing will be held in front of the Executive Board. Both sides of the disagreement will be able to state their grievances to the Executive Board members. Greek Council, having heard arguments from both sides in an open meeting, will vote (majority rules) on a verdict and sanction. The President of Greek Council will then take the suggested verdict and sanction to the Dean of Student Affairs for approval.

A. If approved the sanction will be implemented.

B. If rejected, the Dean of Student Affairs shall make his/her own suggestions and send the sanction back to the Greek Council to be reviewed.

C. If the sanction or suggestion is sent back to the board twice, the Dean of Student Affairs and the Executive Board members will meet to discuss the case and any appropriate sanctions or suggestions.

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

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

Section IV  The Executive Board has the power to hear any case involving a Greek organization.

Section V  Serious situations may result in an emergency hearing.

APPENDIX II: Pennsylvania’s Law on Hazing (taken directly from the General Assembly of Pennsylvania)

THE GENERAL ASSEMBLY OF PENNSYLVANIA
HOUSE BILL NUMBER 749
SESSION OF 1985

An act prohibiting hazing; and providing penalties.
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The General Assembly of the Commonwealth of Pennsylvania hereby enact as follows:

Section 1. Short Title.

This act shall be known as and may be cited as the Antihazing Law.

Section 2. Definitions.

The following words and phrases when used in the act shall have meanings given to them in the section unless the context clearly indicates otherwise:

“Hazing.” Any action or situation which recklessly or intentionally endangers the mental or physical health or safety of a student or which willfully destroys or removed public or private property for the purpose of initiation or admission into or affiliation with, or as a condition for continued membership in, any organization operating under the sanction of or recognized by an institution of higher education. The term shall include, but not limit to, and brutality of a physical nature, such as whipping, beating, branding, forced calisthenics, exposure to the elements, forced consumption of any food, liquor, drug, or other substance, or any other forced physical activity which could adversely affects the physical health and safety of the individual, and shall include any activity which would subject the individual to extreme mental stress, such as sleep deprivation, forced exclusion from social contact, forced conduct which could result in extreme embarrassment, or any other forced activity which could adversely affect the mental health or dignity of the individual, or any willful destruction or removal of public or private property. For purposes for this definition, any activity as described in this definition upon which the initiation or admission into or affiliation with or continued membership in an organization is directly or indirectly conditioned shall be presumed to be “forced” activity, the willingness of the an individual to participate notwithstanding.

“Institution of higher education” or “institution.” Any public or private institution within the Commonwealth authorized to grant an associate degree or higher academic degree.

Section 3. Hazing Prohibited

Any person who causes or participates in having commits a misdemeanor of the third degree.

Section 4. Enforcement by Institution.

(a) Antihazing policy. – Each institution shall adopt a written Antihazing policy and pursuant to that policy, shall adopt rules prohibiting students and other persons
associated with any organization operating under the sanction of or recognized as an organization by the institution form engaging in any activity which can be described as hazing.

(b) Enforcement and Penalties. -

1. Each institution shall provide a program for the enforcement of such rules and shall adopt appropriate penalties for violation of such rules to be administered by the person of agency at the institution responsible for the sanctioning or recognition of such organization.

2. Such penalties may include the imposition of fines, the withholding of diplomas or transcripts pending compliance with the rules of payment of fines and the imposition of probation, suspension, or dismissal.

3. In the case of the organization which authorizes hazing in blatant disregard of such rules, penalties may also include recession of permission for that organization to operate on campus property or to otherwise operate under the sanction or recognition of the institution.

4. All penalties imposed under the authority of this section shall be in addition to any penalty imposed for violation of Section 3 or any of the criminal laws of the State or for violation of any other institutional rule to which the violator may be subject.

5. Rules adopted pursuant hereto shall apply to acts conducted on or off campus whenever such acts are deemed to constitute hazing.

Section 5. Effective Date.

This act shall take effect in 60 days (from April 30, 1986).

THIS ACT IS ADOPTED AS INSTITUTIONAL POLICY AT UNIVERSITY OF PITTSBURGH AT BRADFORD, EFFECTIVE FALL TERM 1986.

For signatures of the approval of this Constitution please contact Ron Binder, Greek Council Advisor.
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This constitution was incorporated into the governance of the Greek Council at the University of Pittsburgh at Bradford ___________________________. It was approved by the following:

President: __________________________

Vice President: __________________________

Secretary: __________________________

Treasurer: __________________________

Vice President of Activities: __________________________

Vice President of Community Service: __________________________

Vice President of Public Relations: __________________________

Sergeant at Arms: __________________________

Director of Student Activities: __________________________

Associate Dean of Student Affairs: __________________________

Dean of Student Affairs: __________________________