

Northwestern University

Multicultural Greek Council (MGC)

Constitution and Bylaws

PREAMBLE

We the undersigned Greek letter organizations do hereby formally recognize the formation of the Multicultural Greek Council (MGC) at Northwestern University. By establishing such an organization, we agree to abide by the provisions of the following constitution and bylaws.

ARTICLE I – PURPOSE

The purpose of the Multicultural Greek Council (MGC) at Northwestern University is to address the unique needs of the undersigned Greek letter organizations. The MGC will provide these organizations with formal recognition by the university, with representation of these organizations to the administration and student body, and with a forum for increased communication among council members.

ARTICLE II – POWERS AND SCOPE OF AUTHORITY

Section 1. Powers

- A. To regulate all MGC related matters.
- B. To administer and enforce the constitution and its bylaws.
- C. To enact and amend bylaws.

Section 2. The scope of the authority of the Multicultural Greek Council shall be to program, legislate, administrate, and advise. By virtue of the authority vested in it by this constitution, the council shall have the power to regulate all matters of organizational interest, except those that are of institutional policy; wherein, the MGC at Northwestern University is free to make recommendations to the university. Authority for the MGC at Northwestern University is derived through recognition by the Office of Fraternity and Sorority Life, and Division of Student Affairs.

ARTICLE III – STRUCTURE AND OFFICERS

Section 1. There shall be an Executive Board comprised of five elected officers selected from the organizations of the Council members: President, Internal Vice-President, External Vice-President, Treasurer, Secretary (See Bylaws for duties Articles III.1 and III.2).

Section 2. The voting body will have authority on all issues put to vote and will be comprised of a single representative from each member organization of the MGC.

Section 3. There shall be a Minor Board comprised of four elected officers selected from the organizations of the Council members: one liaison from the MGC to the Northwestern IFC, one liaison from the MGC to the Northwestern Panhellenic Council, one Public Relations Chair, and one Historian.

ARTICLE IV – MEMBERSHIP, EXPANSION, AND FUNDS¹

Section 1. The MGC consists of Kappa Phi Lambda Sorority Inc., Lambda Theta Alpha Latin Sorority Inc., Lambda Phi Epsilon Fraternity Inc., Omega Delta Phi Fraternity Inc., and Sigma Lambda Gamma National Sorority Inc.

Section 2. Each affiliate organization shall be entitled 1 representatives; each organization will have one vote.

- A. Voting Representatives will be:
 - 1. Established at the beginning of the year meeting's roll call.

2. The voice for its chapter and vote on all proposals.
 3. Expected to attend all meetings.
 4. Prepared to vote without prior chapter consultation.
- B. In case of hardship, membership from committees may be waived as deemed appropriate by the Judicial Board.

Section 3. To maintain a good standing status as an Associate member, an organization must be a general Fraternity or Sorority that is culturally based and be in good standing with Northwestern University.

- A. The organization must adhere to the MGC Constitution and Bylaws as well as all local, state, federal policies and the policies of the Northwestern University Student Handbook.
- B. The colony/chapter must submit all documents requested by Northwestern University and the MGC at Northwestern University by the deadline stated.
- C. Maintain at least a 2.000 cumulative G.P.A. among its active members and be in good standing financially with the University and with the MGC at Northwestern University.
- D. Each voting member of the affiliate organizations must be in good standing with the University, and be active within his or her affiliate organization, and their chapter must be in good standing with the council.

Section 4. To maintain a good standing status as an Active/Associate member, an organization must meet the requirements stated in Section 3 as well as the following requirements.

- A. In addition, each chapter must have a voting member present at all MGC meetings. At least x% of the colony/chapter must attend all MGC sponsored events. X will be predetermined by a council vote prior to the event.

Section 5. New chapters are required to obtain recognition from the MGC at Northwestern University and the Office of Fraternity and Sorority Life. See bylaws Article IV.1 for eligibility for membership.

Section 6. There shall be two classes of membership, Associate and Active membership.

- A. Associate membership implies an organization that has met the guidelines as stated in bylaw IV.1 for eligibility of associate membership, and has obtained recognition by the MGC at Northwestern University. Associate membership includes recognition by the MGC at Northwestern University as well as the voting powers stated in Article III; however, members of the associate chapter may not hold exec board positions.
- B. Active membership implies an organization that includes the founding organizations of the MGC at Northwestern University as well as organizations that have been recognized according to bylaw IV.1 for eligibility of active membership. Active membership includes recognition by the MGC at Northwestern University as well as the voting powers stated in Article III. Members of active chapters may hold exec board positions.

Section 7. Membership dues will be \$30 per organization as deemed necessary by majority vote of the council.

- A. All monies collected on campus belonging to this organization shall be deposited and disbursed through an account established for this organization at the Student Organization Finance Office and/or the Fiscal Office. All funds must be deposited within twenty-four (24) hours after collection.
- B. All expenditures must be approved by the unanimous vote of the members of the MGC at Northwestern University.

ARTICLE V – JUDICIARY REVIEW BOARD

The Judicial Board will be responsible for matters involving council regulations and organization disputes. In addition, violations by members may result in disciplinary action against an individual in accordance with university regulations.



- A. The Judicial Board shall consist of one (1) member from each organization. The Standards officer shall preside as Chair of the Judicial Board (See Bylaws Articles V.1 – V.4).
- B. Any organizations accused of a violation shall be notified of such and given a maximum of five (5) business days to present its case before the Judicial Board.
- C. The organization must abide by all levied sanctions.
- D. An organization can be penalized for an action or non-action if such action would violate University policy, Council policy or violate the policy of its respective organization.
- E. Any sanction levied against an organization can be appealed to the Director of Student Life.

ARTICLE VI – RISK MANAGEMENT

Section 1. This policy is the result of the changing environment of the Greek community at Northwestern University. The purpose of this policy is to create one, unified policy for the Multicultural Greek Council to operate under. This policy must be followed at all times.

Section 2. Alcohol and Drugs

- A. The possession, use and/or consumption of alcoholic beverages, while on chapter premises, during an official chapter event, or in any situation sponsored or endorsed by the chapter, must be in compliance with any and all applicable laws of the state of Illinois, country, Evanston, and Northwestern University.
- B. No alcoholic beverages may be purchased through any chapter treasury nor may the purchase of same for members or guests be undertaken or coordinated by any members in the name of or on behalf of the chapter.
- C. No chapter members, collectively or individually, shall purchase for, serve to, or sell alcoholic beverages to any minor (i.e., those under legal "Drinking age").
- D. The possession, sale and/or use of any illegal drugs or controlled substances at any chapter house, sponsored event or at any event that an observer would associate with the chapter, is strictly prohibited.
- E. No chapter may co-sponsor an event with an alcohol distributor, charitable organization or tavern (tavern defined as an establishment generating more than half of annual gross sales from alcohol) where alcohol is given away, or provided by the distributor.
- F. No chapter may co-sponsor or co-finance a function where alcohol is purchased by any of the host chapters, groups or organizations.
- G. All rush activities associated with any chapter will be DRY rush functions.
- H. Open parties where alcohol is present, meaning those with unrestricted access by non-members of the chapter, without specific invitation, shall be prohibited.
- I. No member shall permit, tolerate, encourage, or participate in "Drinking Games".
- J. No alcohol shall be present at any pledge/associate member/novice program.

Section 3. Hazing

- A. No chapter shall conduct hazing activities. Hazing activities are defined as: "Any action taken or situation created, intentionally, whether on or off chapter premises, to produce mental or physical discomfort, embarrassment, harassment, or ridicule. Such activities may include but are not limited to the following: use of alcohol; paddling in any form; creation of excessive fatigue; physical and psychological shocks; quests, treasure hunts, scavenger hunts, road trips or any other such activities carried on outside or inside the confines of the chapter house; wearing of public apparel which is conspicuous and not normally in good taste; engaging in public stunts and buffoonery; morally degrading or humiliation games and activities;) and any other activities which are not consistent with fraternal law, ritual or policy or the regulations and policies of Northwestern University."

Section 4. Fire, Health, and Safety

- A. All chapter houses, prior to, during, and following occupancy, will meet all local fire and health codes and standards.
- B. All chapters must have posted by common phones emergency numbers for fire, police and ambulance and must have posted evacuation routes on the back of the door of each sleeping room.
- C. All chapters shall comply with engineering recommendations as reported by their insurance companies.
- D. The possession and/or use of firearms or explosive devices of any kind within the confines and premises of the chapter house is expressly forbidden

Section 5. Education

- A. Each student member, associate member and pledge shall be instructed annually on the Risk Management Policy of the Northwestern University Inter-fraternity Council and Panhellenic Association by the chapter.

ARTICLE VII – IMPEACHMENT

Section 1. Vacancies and Impeachment: In the event of a vacancy in office, all vacant offices shall be appointed by the Multicultural Greek Council President with approval of the Executive Officers. An announcement will be made at a general meeting of the vacancy. Qualified applicants will have one week to turn in a letter of interest.

- A. Removal from Office: All elected officers may be subject to impeachment consistent with violation of any Article of the MGC’s Constitution and Bylaws.
- B. Procedure: Any active member organization(s) or executive officer may bring an officer of the MGC at up for impeachment with due cause. The alleged violations must be presented in writing and appear with the sponsoring organization(s) or executive officer on the established agenda.
 - 1. Any officer with three (3) total absences in any given semester may be subject to removal from office.
 - 2. Notification of absence must be submitted in writing to the Standards Chair twenty-four (24) hours prior to the meeting or event. In case of absence of Standards Chair, President will serve as point of contact.
- C. Notification: All Judicial Board members will be notified in writing of the alleged charges, the MGC officer accused and the date and time of the complaint.
- D. Hearing: The MGC Judicial Board will convene and formally hear the accusations of the sponsoring organization(s) or executive officer and the rebuttal from the accused MGC officer.
- E. Sanctions:
 - 1. Removal from office (2/3 vote of the Judicial Board required)
 - 2. Probation and review
 - 3. Fine (amount to be determined by the Judicial Board)
 - 4. Educational sanction
 - 5. Community service
 - 6. Combination of the above.
- F. Decision: The decision of the Judicial Board is final.

ARTICLE VIII – AMENDMENTS

Proposal of Amendments: Amendments to this Constitution shall only be proposed by affiliate chapters through their representatives.

The Constitution may be amended as follows: Proposed amendments to the Constitution shall be submitted to the Executive Board ten (10) business days before the meeting at which they shall be presented. The Executive Board, through the Secretary, shall circulate the proposed amendment to all voting representatives before the meeting eight (8) business days in advance.

- A. The proposed amendment will be voted upon at the following general meeting.
- B. The Executive Board will only make recommendations (no alterations) to the proposed amendment.

Proposed amendments to the Constitution shall be considered adopted by unanimous vote.

BYLAWS

ARTICLE III.1 – Eligibility and terms for officers

- A. The President, Internal Vice President and External Vice President shall have the following qualifications:
 - 1. In good standing with their respective affiliate organization.
 - 2. At least one year membership in affiliate organization (*except under extenuating circumstances*).
 - 3. Have a minimum 2.5 cumulative GPA and at least a 2.0 grade point ratio in the quarter immediately prior to the election or appointment.
- B. All other officers shall have the following qualifications:
 - 1. In good standing with their respective affiliate organization
 - 2. At least one quarter as member in affiliate organization, except under extenuating circumstances.
 - 3. Have at least a 2.25 cumulative grade point ratio and at least a 2.0 grade point ratio in the semester immediately prior to the election or appointment.
- C. No person serving as president of their organization may serve as an executive officer on the Multicultural Greek Council.
- D. Officers shall serve from June of one year to June of the following year with a transition period from May to June for the training of incoming officers.

ARTICLE III.2 – Officers and their duties:

- A. President- shall:
 - 1. Preside over all executive and general council meetings
 - 2. Be the official representative of the MGC to Northwestern University.
 - 3. Reserve the right to call a special/emergency meetings.
 - 4. Issue all necessary correspondence on behalf of the MGC.
 - 5. Report on all MGC correspondence at general meetings.
 - 6. Declare results of Council voting.
 - 7. Co-sign for all withdrawals and any other transactions regarding MGC's bank account.

B. Internal Vice President- shall:

1. Assist the President in the performance of his/her duties and to act in place of the President when necessary.
2. Preside over general body meetings in the absence of the President.
3. Oversee all committees.
4. Serve as internal event organizer/coordinator and be responsible for all planning of internal events.
5. Distribute all internal administrative material.
6. Serve as Standards Officer.

C. External Vice President- shall:

1. Serve as event organizer/coordinator and be responsible for all planning of events.
2. Publicize all major events sponsored by the MGC.
3. Keep in contact with other Multicultural Greek Councils.
4. Oversee any new expansion issues.
5. Preside over general body meetings in the absence of the President, and Internal Vice-President.

D. Treasurer- shall:

1. Keep an accurate account of all monies received and imposed by the MGC.
2. Provide receipts for all money transactions on behalf of the MGC.
3. Deposit all funds received into the council's bank account.
4. Prepare a budget for the academic year by the second general body meeting of the MGC of such academic year.
5. Present a financial report to the general body at each regular general body meeting.
6. Preside over general body meetings in the absence of the President, Internal Vice-President, and External-Vice President.

E. Secretary- shall:

1. Maintain accurate minutes of all proceedings at general body meetings, emergency meetings, and executive board meetings.
2. Keep minutes.
3. Have on hand all records and information committed to his/her care.
4. Maintain a roster of all member organizations including their chapter advisors, chapter presidents, voting representatives and alternatives, and the peer judicial review board representatives.
5. Maintain a roster of the MGC executive officers.
6. Each roster should contain current campus addresses phone numbers, and e-mail addresses.

F. Historian- shall:

1. Keep accurate records of MGC accomplishments.
2. Always have an up-to-date constitution.
3. Take pictures of MGC and related events.
4. Not be considered an Executive position.

- G. Public Relations- shall:
 1. Help publicize for MGC events.
 2. Update the websites.
 3. Collaborate on cross-council recruitment initiatives.
 4. Contact The Daily and other media regarding MGC matters.
- H. IFC Liaison- shall:
 1. Attend IFC meetings and share upcoming MGC events.
 2. Promote co-sponsorships.
 3. Bring back IFC information to MGC meetings.
- I. Panhellenic Liaison- shall:
 1. Attend Panhellenic meetings and share upcoming MGC events.
 2. Promote co-sponsorships.
 3. Bring back Panhellenic information to MGC meetings.

ARTICLE IV.1– Eligibility for Membership

Section 1. The colony/chapter must obtain a majority vote by the current members of the MGC at Northwestern University to present their case to the Council.

- A. Applications will be accepted throughout the entire academic year. Applications received after May 1 of a given year will be reviewed for the following school year. If approved, the colony/chapter will receive an outline, date and time in which they will present their organization to the Council.

Section 2. The colony/chapter must meet the following requirements before presenting their organization to the MGC for associate member status.

- A. The colony/chapter should submit a letter of intent to the Vice President, External, of the MGC at Northwestern University. The letter of intent must include the organization’s common goals and objectives with that of the MGC at Northwestern University.
- B. The colony/chapter must submit a copy of the fraternity or sorority’s National Constitution. In the case of a colony/chapter founding a new organization, the colony/chapter must submit a copy of its colony/chapter constitution.
- C. The colony/chapter must then be reviewed and approved by the Office of Fraternity and Sorority Life.
- D. The colony/chapter must submit a letter of endorsement from the organization’s National Board as well as a letter of endorsement from a Northwestern University faculty or staff member who will serve as an advisor to the organization two weeks after their letter of intent is approved by the MGC at Northwestern University.

Section 4. The colony/chapter must meet the following requirements before petitioning the MGC for active member status.

- A. The colony/chapter must have organized, instituted or helped with the organization or institution of a social event approved by the MGC at Northwestern University based on the organization’s membership number.
- B. The colony/chapter must have organized, instituted or helped with the organization or institution of a service event of approved by the MGC at Northwestern University based on the organization’s membership number.

- C. The colony/chapter must have been associate members for no less than 10 academics weeks, and must, during that period, have x% of the chapter attend at least 3 of MGC-affiliated member events. X will be predetermined by a council vote prior to the event.

Section 5. To maintain a good standing status as an Associate member, an organization must be a social Fraternity or Sorority that is culturally based and be in good standing with Northwestern University

- A. The organization must adhere to the MGC Constitution and Bylaws as well as all local, state, federal policies and the policies of the Northwestern University Student Handbook.
- B. The colony/chapter must submit all documents requested by Northwestern University and the MGC at Northwestern University by the deadline stated.

Section 6. The colony/chapter must obtain a majority vote by the current members of the MGC at Northwestern University to obtain associate or active membership into the Multicultural Greek Council.

Section 7. Procedures for Withdrawal

- A. An organization wishing to join another Greek Council must notify the Multicultural Greek Council in writing of intentions to withdraw membership and why before the academic Quarter drop date for the physical quarter. If the drop deadline is not met, the organization is held responsible for all financial and participation responsibilities for that quarter.
- B. All outstanding dues and other debts must be paid to the Council in order for the organization to be in good standing with the University.

ARTICLE V.1 - Judicial Board

Section 1. Judicial Board Chairperson

- A. The Standards officer shall preside as Chair of the Judicial Board. The Chair will:
 - 1. Receive written complaints no later than ten (10) business days, following the alleged incident
 - 2. Decide, in consultation with the Executive Board, the date, time and location of the proceeding
 - 3. Inform the involved organization in writing the date, time and location of the proceedings, within five (5) business days
 - 4. Receive all information that will be presented at the hearing at least one day before the hearing.
 - 5. Preside over the hearing.
- B. In the event the Chair's organization is among the involved parties, the Vice-President will preside at the hearing.
- C. In the event that the Vice-President is unable to preside, the President will preside.

Section 2. The Judicial Board

- A. The Judicial Board consists of one (1) of the two (2) trained members from each organization.
 - 1. Each organization shall have one (1) vote.
 - 2. The Council advisor and the Coordinator of Greek Life shall serve as Ex-Officio members of the Judicial Board.
- B. A quorum shall be composed of two-thirds (2/3) voting members of the Judicial Board excluding the Chair.
- C. The hearing will be open only to representatives of the presenting and defending organizations and any of their witnesses.

Section 3. Judicial Procedure

A. Pre-Hearing Procedure

1. The organization/office/individual bringing allegations against another organization files charges with the Judicial Board Chair.
2. The Judicial Board Chair informs the accused organization of the charges.
3. The hearing date, location, and time are set by the Judicial Chair.
4. The Judicial Board Chair informs the organization presidents in writing of the hearing date, location and time.
5. Presidents of involved organizations will have five (5) business days to appeal, in writing, the time, and date of the hearing.

B. Hearing Procedure

1. The Judicial Board arrives half (½) hour early. All parties involved will wait outside the established location until the hearing is convened.
2. Introductions of the Judicial Board and the parties involved are made.
3. The Chair outlines the hearing and asks all witnesses to leave the room. Only the board and the representatives of the organizations may remain.
4. The board and the organizations review all information if they have not already done so.
5. The Judicial Board Chair reads the charges. The accused organization then has the opportunity to accept or deny responsibility.
6. If they accept responsibility, the Judicial Board will deliberate and render a sanction.
7. If they do not accept responsibility, the organization(s)/office/individual bringing forth allegations present its case including evidence and witnesses. Witnesses are brought in one at a time.
8. The Judicial Board questions presenting organization and witnesses only.
9. The accused organization has the opportunity to present a defense including evidence and witnesses. Witnesses are brought in one at a time.
10. The Judicial Board questions those presenting information in defense.
11. The Judicial Board Chair will then mandate that all non-Board members vacate the hearing room.
12. The Judicial Board deliberates and makes a decision on the charged organization's guilt or innocence and renders sanctions if applicable. Decisions must be made by two-thirds (2/3) majority vote.
13. Only members of the presenting and defending organizations will be asked to reenter the hearing room. The Judicial Board Chair reads the decisions, rationale and sanctions, if applicable.
14. The hearing is immediately adjourned.

C. Post-Hearing Procedures

1. The decisions will be put in writing, within twenty-four (24) hours, by the Judicial Board Chair and delivered to presenting and defending organizations.
2. Any appeal must be made in writing within seventy-two (72) hours following adjournment of the hearing.
3. A copy of the appeal should be submitted to the Judicial Board Chair, the Director of Student Life, and the Council Advisor.

Section 4. Sanctions of an Organization

For violation of any Article of the Constitution, the following penalties are applicable according to the severity of the violation.

- A. Voting rights revoked for a specified period of time.
- B. Suspension for a specified period of time.
- C. Suspension for an indefinite period of time, pending readmission by the body.
- D. A fine appropriate to the violation.
- E. Educational sanctions.
- F. Community service.
- G. Any combination of the above.