

# **Nova Southeastern University**

## **Unified Greek Council**

(National Pan-Hellenic Council, Inc. and National Association of Latino Fraternal Organizations, Inc.)

### **Preamble**

We, the undergraduate members of the Unified Greek Council, which consists of the National Pan Hellenic Council, Inc and the National Association of Latino Fraternal Organizations, Inc at Nova Southeastern University, recognizing a need to unify a diverse set of Greek organizations with similar goals and purposes while appreciating their uniqueness and value to the campus community, do resolve to increase awareness and promote a positive image of these organizations through the encouragement of community service and philanthropy, support for high economic standards, and the development of campus and community leaders, thus committing ourselves as individuals and organizations to honor and abide by the tenets of the following constitution and by-laws. The purpose of combining the two councils to form the Unified Greek Council is ensure that the young growing councils at Nova Southeastern University has a temporary council to help them grow.

### **ARTICLE I: NAME**

The name of the organization shall be the Unified Greek Council (UGC), which consist of the National Pan Hellenic Council , Inc (NPHC) and the National Association of Latino Fraternal Organizations, Inc (NALFO).

#### **Article One: Organization**

Section A      The formal name of the organization shall be the Unified Greek Council and may be referred to informally as the UGC (with subtitles of NPHC and NALFO).

Section B      The Founding members of the UGC under their national councils are as follows:

National Pan-Hellenic Council, Inc  
    Alpha Kappa Alpha Sorority, Inc. Sigma Chi Chapter  
    Zeta Phi Beta Sorority, Inc. Beta Tau Chapter  
    Phi Beta Sigma Fraternity, Inc. Gamma Alpha Delta Chapter  
National Association of Latino Fraternal Organizations, Inc.  
    Lambda Theta Alpha Sorority, Inc. Gamma Delta Chapter  
    Lambda Theta Phi Fraternity, Inc. Beta Gamma Chapter

Section C      The full members of the UGC are as follows:

    Alpha Kappa Alpha Sorority, Inc. Sigma Chi Chapter  
    Lambda Theta Alpha Sorority, Inc. Gamma Delta Chapter

Zeta Phi Beta Sorority, Inc. Beta Tau Chapter  
Lambda Theta Phi Fraternity, Inc. Beta Gamma Chapter  
Phi Beta Sigma Fraternity, Inc. Gamma Alpha Delta Chapter  
Kappa Alpha Psi Fraternity, Inc., Nova Southeastern University's Colony

## **ARTICLE II: GOALS AND PURPOSES**

**Section A.** The primary purpose of the Unified Greek Council is to unite its member organizations in order to share ideas and resources, promote mutual respect and equality, provide a support network for involved students, and collectively accomplish the following goals:

1. To serve as the governing body of the organizations approved for membership in the Unified Greek Council at Nova Southeastern University
2. To organize and implement activities and events that will build and support member organizations and relations between them and the campus and local community.
3. To serve as a forum for discussion and debate on issues and concerns important to the general campus and the multicultural Greek community in particular.
4. To promote scholarly excellence in the member organizations and provide academic support to substantially improve the retention and graduation rate of individual members.
5. To coordinate programs and services, which promote and foster the development of strong individual leadership, communication, and interpersonal skills.
6. To serve as a liaison between the Unified Greek Council member organizations, other Greek organizations at Nova Southeastern University, all student organizations, the student body, the university administration and faculty, and the local community.
7. To promote higher education opportunities by supporting university efforts to recruit and admit a diverse applicant pool.
8. To take an active role in community service opportunities.

**Section B.** The Unified Greek Council is a not-for-profit organization.

**Section C.** The Unified Greek Council shall not discriminate against any person based upon race, creed, color, sex, age, national origin, religion or disability.

## **ARTICLE III: MEMBERSHIP**

### **Section I**

#### **Membership Classifications**

**A.** There shall be two classes of membership:

1. **Full Membership:** organizations that have achieved Full Member status as outlined in Section III of Article III and received a three-fourths (3/4) vote by the UGC Council to attain status.
2. **Provisional Membership:** organizations that are not quite yet Full Members in a probation period outline in Section V of Article III and received a three-fourth (3/4) vote by the UGC Council to attain status.

**B** An organization cannot proceed with the application process to attain membership in the UGC without being approved by the UGC Executive Board through a simple majority vote. In the result of a tie, the President has the deciding vote.

1. In order for an organization to obtain Full or Provisional Membership into the UGC, the UGC executive board will verify to see that all requirements have been met and all obligations fulfilled as per the Constitution.
2. After confirming that the organization has satisfied all requirements as specified by the UGC Constitution, the UGC Executive Board will inform the organization in writing that they are approved to continue the application process.

### **Section II.**

#### **Active Membership**

**A.** Your organization will be classified as an active member by adhering to the following requirements:

1. On a national level, your organization must have an incorporated status and have at least three chapters, including your Founding (Alpha) Chapter.
2. Your organization must have an active national executive board.
3. Your local chapter must have at least three active members.
4. Your local chapter must have a grade point average of 2.5 or higher and 2.5 for any member that wishes to run for an executive board position.
5. Organization representation is mandatory for all community service events, social functions and council meetings sponsored by the council. Each organization must have 25% +1 of their chapter present at events.

6. To be considered an active member you must pay for dues. Dues are to be paid in full. \$5 per active member of each organization part of the UGC.

#### B. The Rights of Active Members

1. The right to be involved in all Unified Greek Council activities.
2. The right to vote.
1. The right to initiate amendments to the Unified Greek Council constitution and its bylaws.
4. The right to hold office on the UGC Executive Board.

### **Section III**

#### **Full Members**

A. To maintain good standing status as a Full Member, an organization must meet the following requirements:

1. Maintain at least a 2.5 cumulative GPA among its active members.
2. Be in good standing with Nova Southeastern University.
3. Be registered as a student organization through the Office of Greek Life.
4. Be current with all document requests from Nova Southeastern University and the UGC.
5. Be no more than ten (10) business days delinquent on all financial obligations to the UGC.
6. Adhere to the UGC Constitution and Bylaws.
7. Follow all local, state, and federal laws, and policies of Nova Southeastern University.
8. Attend UGC-sponsored Special Events.
9. Complete and turn in a monthly report to the UGC Internal Vice-President of the organization's events throughout the month. A report of Volunteer activities will be submitted to the External Vice President. Monthly reports are due two (2) days prior to the first meeting of the month.
10. Be in good standing with the Office of Greek Life and Nova Southeastern University.

B. Organizations not meeting the requirements in Article IV, Section A, will be informed in writing of their failure in writing to perform at an acceptable level and will result in the loss of their good standing. A meeting with representatives from the chapter, the UGC Advisor, and the UGC President, will take place no later than ten business days from the date of written notification of failure to perform at an acceptable level, in order to determine an appropriate course of action for the organization.

#### **Section V.**

**Expansion: PLEASE REFER TO NOVA SOUTHEASTERN UNIVERSITY'S EXPANSION POLICY.**

A. At the beginning of each Fall semester the Office of Greek Life in conjunction with

the UGC executive board will decide if the council will be open for Expansion based on the following criteria:

1. Ability of Office of Greek Life to support additional chapter
2. Current chapter size of existing member chapter
3. Sorority / fraternity ratio
4. Presentation from Office of Greek Life regarding level of interest
5. All current organizations should be considered full members at the beginning of the current semester.
6. The decision will then go to the Unified Greek Council general body for a (2/3) vote to proceed with expansion.

#### B. Applicants for Provisional Membership

1. Non-affiliated fraternal Interest group seeking membership in UGC must have a minimum of 5 interest members.
2. Interest group members that are seeking membership into the Unified Greek Council must complete the Expansion Application Packet. The packet includes the following:
  - A) National organization's name
  - B) National Web sites
  - C) National member's contact information
  - D) Mission / goal statement of the organization
  - E) Target membership
  - F) Organizational statement on hazing
  - G) Provide a hardcopy of National Constitution, Bylaws, policies, and procedures
  - H) National scholarship and service programs
  - I) Expansion plans
    - a) Recruitment efforts
    - b) Officer structure
    - c) Alumni / alumnae / graduate support
    - d) Timeline for expansion
3. Written Proposals
  - A) Written Proposals must be submitted to the UGC Executive Board by October 1 in the Fall and February 15 in the Spring for an organization to be considered for provisional membership in the respective term.
  - B) Upon Submitting the Application for expansion, the UGC Executive Board will present the application to the General Body. A determination will then be made to grant the applicant a scheduled presentation time.
4. General Body Presentation
  - C) The presentation is to be presented by a delegate from the organization along with a representative from the National Executive Board of the

fraternal organization of interest.

- D) Presentation will last no more than 30 minutes (15 minutes presentation and 15 for questions and answers).
- E) The presentation will include responses to the following questions:
  - 1. Provide a brief history of the organization
  - 2. Why are you interested in joining UGC and starting a chapter at NSU?
  - 3. How can your chapter add value to UGC?
- F) If additional time for the question/answer session is requested by a council delegate, a majority vote is required.
- G) At the conclusion of the 30 minutes, the organization will be dismissed and a motion will be entertained to open the floor for discussion.

#### 5. Voting

- H) Delegates will cast a closed ballot vote for each applicant.
- I) A 2/3 vote is required to grant the applicant provisional membership in the council.
- J) In the case of a tie, the UGC Executive Board members will each cast a closed ballot vote. The majority vote of the Executive Board will be the tie breaking vote.

#### 6. Post-Voting Procedures

- K) The applicant will receive notification of the decision of the council by writing within 24 hours of the decision.
  - 1. If a chapter is not granted provisional status, the notification must include specific detail/rationale for the decision.
- L) When applicant has been granted provisional membership, the organization must attend a UGC Orientation Meeting with the VP of Internal Affairs and the UGC Advisor. This meeting will cover:
  - 1. Agreement to Expectations
  - 2. Review of UGC Constitution/By-Laws and Policies
  - 3. Review of Greek Life Policies/Procedures
  - 4. Schedule or events/calendar for the semester

## 5. Other topics needed/questions

### C. Expectations of Provisional Members

1. Minimum of one year at provisional status
2. Held at least one social or gathering with the entire council.
3. Participate in a minimum of three volunteer events (each semester) that do not conflict with other calendar dates including the UGC volunteer event
  - A) Of the three volunteer events, the UGC mandated volunteer event is excluded
4. Held at least one fundraiser (each semester)
  - A) Fundraisers are not to be held during the same day as another organization's fundraiser
  - B) Fundraisers are allowed to be held on and off campus
  - C) Fundraisers are not to be held during another organization's event
  - D) If your organization would like to hold a fundraiser on a date already held by another organization, it must be deemed acceptable by the organization in writing and received by the executive board before the event can take place
5. Have an active roster with a minimum of three members
6. Have a cumulative chapter GPA of 2.5
7. Recruitment
  - A) Your organization is responsible for informing all prospective members and those attending your informational(s) that you are not a full member of the Unified Greek Council until they become chartered on campus.
  - B) Organizations that are found to not have met the semester requirements will not be allowed to continue recruitment the following semester, all requirements are, the Unified Greek Council will vote on whether or not to reinstate the recruitment privileges.

### 8. Events

- A) The organization is allotted 2 calendar dates which are intended for public events
- B) The organization is allowed to co-host or partner an event(s)
- C) All organizations of UGC will set up their organizations showcase week at the beginning of the year.

#### 9. Understanding of UGC Constitution/By-Laws and Policies and Greek Life Policies/Procedures

##### D. Full Membership

1. Provisional membership lasts till chartering of organization and a maximum of 1 ½ academic years to attain full membership.
2. At the end of the second semester of provisional membership, the Internal VP will present a summary of the progress of the provisional member to the executive board.
  - A) Executive Board will review that provisional members have met all constitutional requirements. If not provisional member/s have not completed the requirements the organization will not be eligible for an active membership vote.
  - B) A 3/4 closed ballot vote by the council is required to grant full membership.
  - C) If full membership is not granted, provisional status will stand for a maximum of one additional semester (not including summer). At the end of this semester, the same process for review and voting will commence.
  - D) If full membership is not granted and the provisional membership has expired, the chapter will be not be recognized by the UGC, Office of Greek Life or Nova Southeastern University.

#### **Article IV: Voting**

##### A. Voting

- 1 The President shall preside over all voting proceedings. In the event



that the president is running for a position, an advisor shall direct those proceedings.

- 2 All voting shall be conducted in the manner deemed necessary by the Council for that particular issue. Only the assigned UGC Delegate of each respective organization is allowed to vote.
  - a) Voting methods include but are not limited to: secret ballot, roll call, and voting by acclamation.
- 3 Delegates are responsible for voting for their organization. Each Organization shall have one vote consisting of their delegates vote.
- 4 All voting results shall be announced by the UGC president or by an advisor.

## **Article V: Elections**

### **Section I.**

#### Qualifications

- A. General requirements for the officers of President, Internal Vice President, External Vice President, Treasurer, Secretary, and Parliamentarian, New Member Educator shall be as follows:
  1. The candidate must be an initiated member of a fraternity or sorority holding active membership status in the Unified Greek Council at Nova Southeastern University.
  2. The candidate must be a full-time student and have a 2.5 cumulative GPA. He or she must not be on any type of university scholastic or disciplinary probation. Grades and conduct status must be verified by the Office of Greek Life.
  3. The candidate must be in good standing with his or her organization.
  4. Each organization must be represented on the executive board

### **Section II.**

#### Specific Requirements

1. Individuals interested in the office of President must be active members of their chapter for a minimum of one year to be considered for nomination. To be considered active, an individual must be listed on his or her chapter's membership rolls submitted to the Office of Greek Life during the previous semester (excluding summer).
2. Individuals interested in the offices of Internal Vice President,

External Vice President, Treasurer, Secretary, Parliamentarian, and New Member Educator must be active members of their chapter for a minimum of one semester to be considered for nomination. To be considered active, an individual must be listed on his or her chapter's membership rolls submitted to the Office of Greek Life during the current semester (excluding summer).

### **Section III.** Nominations

1. Nominations shall be open for two consecutive meetings, unless in special circumstances where the voting must be done immediately.
2. Only voting representatives of each member organization may nominate a candidate or second a nomination (this excludes member organizations on associate status).
3. The procedure for nominations shall be as follows:
  - a) Individual nominated by an organization.
  - b) Nomination must be seconded. No organization may second their own nomination.
  - c) Candidate must accept nomination in person unless arrangements have been discussed with the executive board no less than 48 hours prior to nominations.
  - d) Following acceptance of a nomination, a candidate must submit a letter of intent to the Internal Vice President within five business days. The letter of intent should include:
    - 1) The reason for running for the position.
    - 2) What qualities they can bring to the position.
    - 3) What qualifications do they have that make them an ideal candidate for the position.
4. All nomination procedures must be done in order of succession with the presentation for each office:
  - a) President
  - b) Internal Vice President/ Judicial
  - c) External Vice President
  - d) Treasurer

- e) Secretary
- f) Parliamentarian
- g) New Member Educator

- 5. Any nominee who does not meet the qualifications and criteria for a particular office will have his or her name removed from consideration of that office. See Article V, Sections A and B

#### **Section IV.** Presentations

- 1. The duties and responsibilities of each office are to be read to the candidates by the presiding officer at the time of elections.
- 2. Each candidate shall be allowed to make a three to five-minute presentation of his or her goals and platform.
- 3. Following his/her speech, the candidate will entertain questions relevant to the office and his/her ability to discharge the duties and responsibilities of the office. The question must be the same for all candidates running for that office. The question and answer session shall last no more than five minutes and shall be mediated by the presiding officer.

#### **Section V.**

##### Elections

- A. The President shall preside over elections, unless running for office. In such a case, an advisor shall preside over the process.
  - 1 Elections will be held by the end of December.
  - 2 Voting shall be done in accordance with Article IV.
  - 3 A candidate must win by a simple majority. (50% + 1)
  - 4 In the event of a three-way tie, a run-off shall be held. In the case of a two-way tie, the presiding Unified Greek Council Executive Board shall decide on a winner. Current members of the Executive Board who are running for a consecutive term in the office for which the tie exists shall not participate in breaking the tie.
  - 5 In the event of a three-way tie, a run-off will be held. In case of a two way tie, the preceding UGC Executive Board shall vote and decide on a winner. In the case of a tie within the Executive Board, the UGC

Advisor breaks the tie.

- 6 Election results are to be tabulated immediately following each vote by the presiding President. Vote results are to be announced before elections can proceed to the next officer position.

## **Section VI.**

### Filling Vacancies

1. Should the office of the President, Internal Vice President, Executive Vice President, Treasurer, Secretary, and Parliamentarian become vacant for any reason, the procedure for filling the office or offices shall be as follows:
  - a) At the first General Body meeting where a vacancy exists, the External Vice President (or the President in the event the vacant position in the External Vice-Presidency) shall:
    1. Announce the vacancy to the Council.
    2. Explain the procedure for filling the vacancy.
    3. Ask for nominations. Nominations must also be held prior to the election at the next Unified Greek Council meeting.
  - b) An election shall occur at the next Unified Greek Council meeting following the announcement of the vacancy, except in the case where the announcement falls on the last Council meeting of the semester and/or year. In this case, the election will be held at the first meeting of the next semester.
  - c) Because of the nature of this election, the official voting delegate is required to attend and the vote of substitutes will not be accepted.
  - d) All other regular election procedures shall be upheld as provided for in Article V, Section V.
2. Should vacancies develop during the summer, the office is appointed temporarily by the UGC Executive Board.

## **Section VII.**

### Impeachment

- A. The violation of this constitution by any member of the Executive Board shall warrant a call for impeachment from the General Body by a majority vote.
  1. Any member of the Unified Greek Council shall be able to initiate

impeachment procedures for any officer of the Unified Greek Council on the following grounds:

- a) Dereliction of duty.
  - b) Mismanagement or misuse of Unified Greek Council funds.
  - c) Failure to maintain 2.5 cumulative GPA during the course of office.
  - d) If your placed on Academic probation or if you are in violation of Academic Dishonesty.
  - d) Inappropriate conduct and/or behavior.
  - f) If you are removed from chapter or suspended from Greek Chapter affiliation.
2. The impeachment procedures shall be as follows:
- a) Calls for impeachment proceedings must be made at an official UGC General Body Meeting. An explanation must be given on the grounds of impeachment and must receive a majority vote by the General Body for impeachment proceedings to continue.
  - b) The alleged violations must be presented in writing to the External Vice President. The allegations shall be presented to the Executive Board for review and investigation.
  - c) The President will schedule a hearing between the Executive Board and the accused officer no later than 1 business week after written allegations have been presented.
  - d) The Executive Board will make its recommendation regarding impeachment to the General Body based on its investigation. A recommendation must be presented no later than the second UGC meeting following the initial allegation.
  - e) The General Body will vote on whether to accept or reject the Executive Boards' recommendation. 2/3 vote required to impeach an officer.

3. Appeals may be made to the Assistant Dean of Greek Life.

## **Article VI: Executive Board**

### **Section I.**

#### Duties

A. The duties of the UGC Executive Board shall be as follows:

1. The President shall:

- a) Have overall responsibility for the operation of the UGC.
- b) Enforce the UGC Constitution, regulations, and policies.
- c) Preside at all full and special meetings of the UGC Council.
- d) Call and preside at all full and special meetings of the UGC Executive Board.
- e) Set good moral, academic and leadership standards for members to follow.
- f) Be the official spokesperson of the organization and maintain good relations with campus officials.
- g) Serve as liaison between the UGC and the Presidents' Council, and attend all Presidents' Council meetings.
- h) Meet weekly with the UGC Advisor.
- i) Organize an officers-elect training retreat to take place after the Executive Board elections and before the new officers first preside over the Voting Council.
- j) Maintain a complete, updated President's file which will include the current UGC Constitution and Bylaws; the current UGC budget; the current UGC manual of correspondence and materials received from the UGC advisor; copies of UGC reports to the UGC advisor; and other pertinent materials.

- k) Have the authority to co-sign UGC checks and shall sign all contracts and documents necessary to perform the will of the Council.
- l) Submit a written report to include a summary of all activities performed upon completion of term of office to be filed in the UGC's files and with the UGC advisor.

2. The External and Internal Vice President shall:

- a) Assume the responsibilities of the President in her or his absence.
- b) Ensure compliance with all UGC policies and procedures.
- c) Provide and make readily available to chapters all policies and procedures affecting said chapters, and provide training and education about these policies and procedures.
- d) Review the Constitution and Bylaws annually with the Constitution and Bylaws Committee.
- e) Submit a written report to include a summary of all activities performed upon completion of term of office to be filed in the UGC's files and with the UGC advisor.
- f) Perform other duties as assigned by the President.
- g) Collect monthly reports from all Full member organizations and create a master UGC monthly report to include the events and activities of all the organizations. This report is to be distributed to all Full Members and the Office of Greek Life staff.
- h) Chair Judicial Board and Conduct hearings in accordance to office of Greek Life policies and with the Associate Dean his/her designated representative.

3. The Treasurer shall:

- a) Preside over General Body meetings in the absence of the President and Vice Presidents.
- b) Maintain accurate records of the expenditures and receipts of all funds.
- c) At every General Body meeting, present a current account balance and every month provide a copy of the UGC account summary to each organization, detailing all expenditures of the UGC.
- d) Handle all financial exchanges.
- e) Collect semester dues for the council.
- f) Issue checks for the expenditures of all the funds upon receipt of vouchers properly executed.
- g) Co-sign all withdrawals with the President of the UGC.
- h) Submit a written report to include a summary of all activities performed upon completion of term of office to be filed in the UGC's files and with the UGC advisor.
- i) Perform other duties as assigned by the President.

4. The Secretary shall:

- a) Record all attendance and take minutes at all Executive Board and Voting Council meetings.
- b) Produce and distribute an agenda before each General Body meeting.



- c) Have copies of the agenda and minutes at all General Body meetings.
- d) Distribute minutes forty-eight (48) hours after all meetings to the President and UGC advisor.
- e) Distribute minutes three (3) business days after all General Body meetings to the UGC delegates.
- f) Handle all office correspondence and supply needs.
- g) Draft the official correspondence of the UGC unless otherwise provided for.
- h) Work with the UGC advisor in keeping lists of all members and officers of each Full Member chapter in good standing with the UGC.
- i) Maintain and distribute current contact information list of the UGC Executive Board, UGC member organizations, and their chapter officers. The contact information list shall consist of the individual's name, position held, phone number and e-mail address.
- j) Maintain a complete, updated file which will include the minutes of the meetings of the UGC; all resolutions of the UGC; copies of all contracts made by the UGC; and current correspondence. All documents shall be submitted to the UGC Advisor upon completion of the term.
- k) Perform other duties as assigned by the President.

5. The Parliamentarian shall:

- a) Maintain decorum and order at all meetings.
- b) Apply parliamentary procedure and Constitutional guidelines.
- c) Perform other duties as assigned by the President.

- d) Submit a written report to include a summary of all activities performed upon completion of term of office to be filed in the UGC's files and with the UGC advisor.

6. New Member Educator shall:

- a. Host forums to members to the council on Greek Life
- b. Aid Internal Vice President on promoting academics in the council
- c. Keep accurate records of new members in the council and aid them in their leadership positions in Greek Life.

**Section II**

Terms of Office

- A. Each elected Executive Board Member and Delegates shall serve a twelve-month term from January till December.
- B. The month of December will serve as a transition and training period during which time the elected officers will become familiar with the duties of their position.
- C. A new Executive Board of Officers shall be in place by the beginning of January.

**Article VII: Judicial Board**

**Section I**

Purpose

- A. It shall be the purpose of the Judicial Board to interpret the UGC Constitution and Bylaws and Nova Southeastern University's Code of Conduct, Alcohol Policy, and Hazing Policy in response to alleged violations of these documents by Full

Members of the UGC.

1. The UGC Judicial Board shall be composed of one member from each of the Full Member organizations, who will serve as Justices, and the Internal Vice President of the UGC, who will serve as Judicial Board Chairman.

## **Section II**

### Qualifications

- A. Justices of the UGC Judicial Board must be an active member of their respective organization.
- B. With the exception of the UGC Parliamentarian, no member of the UGC Executive Board may serve on the Judicial Board during their term in office.

## **Section III**

### Selection

- A. All current UGC delegates shall automatically serve as Justices on the Judicial Board under the UGC Parliamentarian.
- B. The Justices shall serve at the discretion of the UGC Executive Board.
- C. All Justices must participate in a training session conducted by the Office of Greek Life and Associate Dean of Students.
- D. Organizations cannot have more than one representative on the Judicial Board.

## **Section IV**

### Procedures

- A. A signed, written notice of a violation of the UGC Constitution and Bylaws or Nova Southeastern University's Code of Conduct by a fraternity or sorority may result in a formal hearing of the UGC Judicial Board.
- B. Upon receipt of a signed, written notice of a violation, the UGC Judicial Board Chairman, UGC Advisor, and if necessary, the Assistant Dean of Students shall meet to determine the following:
  - 1) Whether there is enough information to warrant formal charges.

2) Whether formal charges should be brought forward against the organization as an organizational event, or individuals, including but not limited to:

- a) Would it appear like an organizational event to an outsider?
- b) Was there a substantial amount of membership involved?
- c) Did the officers have knowledge of the event?
- d) Was the event announced at chapter?
- e) Were chapter funds collected?
- f) What specific charges, if any, should be brought forward?
- g) The date of the hearing, if formal charges for an organization are being brought forward.

- C. If formal charges are being brought forward, a charge letter is sent to the organization specifying the charges and the date and time of the hearing.
- D. An information session will be made available for the chapter through the President of the organization.
- E. The UGC Judicial Board hearings will be heard by a minimum of five (5) Justices and the Chairman. A representative from the Office of Greek Life or the Associate Dean of Students.
- F. UGC hearing procedures will follow the steps delineated for Nova Southeastern University Supreme Court.
- G. All deliberations are to be kept strictly confidential.
- H. After the hearing and deliberation, a recommendation on findings and sanctions will be given by the UGC Judicial Board to the Assistant Dean of Students.
- I. Appeals may be made to the Dean of Students up to five (5) business days after receiving notification of a decision. All appeal procedures will be in accordance to the Student Code of Conduct.
- J. The Vice President of Student Affairs reserves the right to take direct

jurisdiction of any stage of the Judicial process.

#### **Section IV**

Rights of accused :SEE NOVA SOUTHEASTERN UNIVERSITY POLICY

### **Article VIII: Alcohol & Social Functions Policy**

**Section A** The Nova Southeastern University Greek Alcohol Policy represents an effort to take a more responsible position on holding events and chapter activities where alcohol is available. The Unified Greek Council and its member organizations must abide by this policy as well as all local, state, and university laws and policies concerning the serving and consumption of alcohol. Members of the Unified Greek Council are also prohibited to affiliate alcohol with any function.

**Section B** The Unified Greek Council in conjunction with the Office of Greek Life will provide its member organizations with the Nova Southeastern University Alcohol Policy, the Greek Alcohol & Social Functions Policy, and other literature or speakers related to alcohol and risk management to help educate member organizations about the use of alcohol and the reduction of risk at chapter functions.

**Section C** All Greek-letter organizations are expected to follow the policies of their inter/national organizations as well as the rules and procedures as outlined in the Greek Alcohol & Social Functions Policy and Nova Southeastern University Alcohol Policy. If there are discrepancies, the Nova

Southeastern University Alcohol Policy and all city, state, and federal laws and policies will take precedence.

### **Article IX: Hazing Policy**

#### **Section A Assumptions**

- 1) It is understood that hazing in any form is prohibited by the Nova Southeastern University and the State of Florida. The Unified Greek Council and its member organizations forbid any form of hazing in the membership development and intake process.
- 2) One member of an organization in the Unified Greek Council may be considered a representative of an entire chapter and his or her actions may result in judicial charges being filed against the chapter if deemed appropriate by the UGC Judicial Committee. This does not preclude the possibility of charges also being filed by Nova Southeastern University against the individual.

#### **Section B Implementation**

- 1) The Chapter President and any member responsible for the chapter's intake process are responsible for informing the members (including new members) of this policy. It is strongly recommended that the policy be read by the President to the chapter at the first organization meeting each semester.
- 2) Each member organization must sign and submit the Hazing Compliance

Form to the Associate Dean of Greek Life by the deadline each Spring and Fall semester or when there is new member intake.

- 3) In all cases of alleged violations of this policy, faculty and alumni advisors and the inter/national headquarters of the accused chapter will be notified by the Associate Dean of Greek Life or his/her representative the Unified Greek Council Parliamentarian. During the period of investigation all intake activities of the organization will be suspended.

**Section C      Definition**

- 1) Any action or situation which recklessly or intentionally endangers the mental health, physical health or safety of a student for the purpose of initiation.
- 2) Such a term includes, but is not limited to, any brutality of a physical nature such as whipping, beating, paddling, forced calisthenics, exposure to the elements; forced consumption of any food, liquor, drug, or any other substance; forced physical activity that could adversely affect the physical health or safety of an individual; any activity that would subject the individual to extreme mental stress such as sleep deprivation, forced exclusion from social contact, or forced conduct that could result in extreme embarrassment; and/or any forced activity that could adversely affect the mental health and/or dignity of the individual.
- 3) Any activity as defined or described above upon which the initiation or admission

into or affiliation with a UGC organization is directly or indirectly conditioned shall be presumed to be a “forced” activity, regardless of the willingness of an individual to participate in such activity.

## **ARTICLE X: AMENDMENTS**

- Section A** This Constitution may be amended by a three-fourth vote of the voting delegates of the Active member groups of the Unified Greek Council at Nova Southeastern University at two separate meetings (first meeting proposed and second meeting voted).
- Section B** Any amendments made to the Unified Greek Council Constitution must be reviewed by the General Body. Proposed amendments must be given to the General Body in writing at the preceding meeting.
- Section C** Amendments can only be initiated by organizations holding Active membership in the Unified Greek Council.