



University of Colorado **Boulder**

MULTICULTURAL

GREEK

COUNCIL

Constitution

&

Bylaws

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Multicultural Greek Council Constitution

PREAMBLE

Acknowledging that, historically and contemporarily, the student populace, administration, and culture of the University of Colorado on the Boulder campus decidedly favors the profile of traditional candidates to fulfill the university's mission of being a state flagship educational institution, we seek to establish and create a sorority and fraternal order that will serve as a liaison or conduit to and with the University to form a more spirited and diverse cooperative that will enhance and strengthen the University as the state of Colorado's premier educational institution for all of Colorado's constituency, especially in the realm of racial and ethnic diversity. In order to do this, and in good faith, with the University, we the organization of the Multicultural Greek Council (Multicultural Greek Council) of the University of Colorado Boulder, do hereby establish the following Constitution and Bylaws as a basis for the productive governance of our affairs within the student body and for efficacy in promulgating diversity enhancement.

VISION

The University of Colorado Boulder Multicultural Greek Council will unite the underrepresented Greek letter organizations in order to strengthen and expand communities of color and cultures on this campus.

MISSION

The mission of Multicultural Greek Council shall be to provide a united community on the campus of the University of Colorado Boulder in order for the multicultural sororities and fraternities to have one sole means of governance that represents their needs and their voice in this community and to the broader CU campus and its administrators.

ARTICLE 1: NAME

The name of this organization shall be the Multicultural Greek Council at the University of Colorado Boulder, founded in the spring of 2003, and shall be referred to as the Multicultural Greek Council (Multicultural Greek Council).

ARTICLE 2: PURPOSE

The purpose of the Multicultural Greek Council shall be to assist diverse sororities and fraternities in the achievement of their noble purposes and to enrich the community and Greek life on campus by being a resource of ethnic/racial voices and diverse perspectives. The council

will act as a liaison between our member organizations and the University administration by establishing a communicative network for all diverse sororities and fraternities and will promote unity among our organizations and the campus community by respecting intellectual and philosophical dialogue and ensuring purposeful action when required.

ARTICLE 3: DELEGATES

Each organization in the Multicultural Greek Council must have two (2) official delegates present to speak at each meeting, however more than one member from each organization may attend. Each organization may also, at its own desire, designate a backup secondary delegate.

1. DELEGATE DUTIES

- A. Must attend all meetings.
- B. Delegates must notify the President and Secretary in the case that they cannot attend a meeting.
- C. If a delegate cannot attend they must send a proxy. Refer to Article Seven (7) for the attendance policy.
- D. A delegate cannot sit on the Executive Board.
- E. Must attend all Multicultural Greek Council events and Multicultural Greek Council retreats.
- F. Must update their respective organization of events and/or concerns.
- G. Maintain communication between the Multicultural Greek Council and their respective organization.
- H. Minimum of one delegate has the commitment of one academic year term. The other(s) may choose to stay or be replaced after one semester.
- I. Chapters are responsible for appointing delegates to the council.
- J. Must pay a due of twenty (20) dollars per delegate.

ARTICLE 4: VOTING

Each Multicultural Greek Organization shall receive two (2) official votes. If an organization is not in attendance and is excused, it may cast its vote by proxy through the council secretary within 48 hours of the conclusion of that meeting.

ARTICLE 5: QUORUM

To have quorum on any vote, at least 75 percent of the voting members of the council must be present.

ARTICLE 6: MEETINGS

The meetings of the Multicultural Greek Council will be held the second (2nd) and fourth (4th) week of every month. The location will be decided by the fraternity and sorority co-chairs before the first meeting of the semester. The Executive Board may change meeting days and times but must give 48 hours' notice to each respective organization. Should any organization want to change a meeting day/time, they must submit a request at the previous meeting. Changes will be made with a simple majority vote. Executive Board may reserve the right to an emergency meeting if necessary.

ARTICLE 7: ATTENDANCE TARDINESS, AND DEADLINES**Attendance**

Each member organization must send their delegates to each Multicultural Greek Council meeting, including the mandatory semester retreat. If a delegate cannot attend a meeting, at least twenty-four (24) hours' notice must be given to the President and Secretary by email, including the name of the member serving as their proxy.

- A. No delegate is allowed to have more than two (2) excused/unexcused absences for the Multicultural Greek Council meetings.
 - a. No delegate must have two (2) or more consecutive excused/unexcused absences for the Multicultural Greek Council meetings.
 - i. If a delegate has two (2) consecutive excused/unexcused absences, a meeting will be called with said delegate, their president, and the Multicultural Greek Council Executive Board to reconsider the delegate's position.
 - ii. The fine for any unexcused absence to mandatory meetings, retreats, and/or events is \$15.00.
 - 1. If an absence is not approved and the member does not attend the meeting, it will be an unexcused absence and a fine of \$15 will be implemented and due by the following meeting.
 - b. After one (1) unexcused absence from General Council meetings, the delegate shall lose voting rights for the next meeting, along with paying a \$15 fine.
 - c. After two (2) unexcused absences from the General Council meetings, the delegate shall lose voting rights for the next two meetings, along with paying a \$15 fee.
- B. If any organization is unable to attend a meeting, retreat, and/or an event, they must submit a Notice of Absence form to the Coordinator of Fraternity and Sorority Life at least 24 hours prior to the scheduled meeting or event that they will not attend.

- a. If the council raises any objection to the absence of an organization, the group's Notice of Absence forms may be reviewed to determine if disciplinary action is warranted. Notification of approved and excused absence will be given within those 24 hours.
- C. Each Multicultural Greek Organization must be present at other Multicultural Greek events:
- a. At least 50% of an active chapter of each MGC Organization must be present at events that are hosted by an MGC organization and is in the Master Calendar of MGC
 - i. Limit of 2 main events per semester, per organization.
 1. These events cannot be in the same week
 - b. At least 70% of the active chapter of each MGC Organization has to be present at MGC's main events.
 - c. 3 strike rule: Organizations will receive the following penalties for not meeting attendance requirements:
 - i. Strike 1: \$10 fine - must be paid by the next meeting following the event.
 - ii. Strike 2: \$10 fine - must be paid by the next meeting following the event.
 - iii. Strike 3: \$15 fine per delegate - must be paid by the next meeting following the event.
 - d. Tracking attendance:
 - i. The MGC Secretary will provide organizations with an online excel form to track attendance for their events.
 1. Organizations must only use the form provided to track attendance and may not create their own in order to keep an accurate track of attendance for all events.
 - ii. Delegates of each organization must update the number of actives and provide a list of all undergraduate members on campus by the first general meeting of each semester.
 1. Keep secretary apprised of any changes.
 2. All active and inactive member attendance will count towards attendance bylaw.
 3. Failing to turn in the list will result in a \$10 fine - must be paid by the next meeting.
 - iii. It is the responsibility of the host organization/council to provide access to the attendance excel form the MGC Secretary provided.
 - iv. It is each organization's responsibility to check in with the host of the event for attendance.
 - e. The organization with the highest attendance average of all events throughout the semester will be rewarded by not paying MGC dues the following semester.

Tardiness

- A. The MGC Secretary will keep track of tardiness for MGC meetings, beginning at the scheduled time of the meeting.
 - a. Grace period: Tardiness is defined as five (5) minutes past start time.
 - b. The penalty for tardiness exceeding 5 minutes is a fine of \$1.00/per minute up to \$9.
 - c. The penalty for the tardiness of 15 minutes or more will be an unexcused absence and a fine of \$15, which will be due by the next meeting.
 - d. If an organization/delegate will be late to a meeting, they must give the MGC Secretary or President at least a 12-hour notice prior to the scheduled meeting that they will be arriving late to.
 - i. Notification of approved and excused tardy will be given within those 12 hours.

Deadlines

- A. Organizations/delegates must comply with deadlines given by the MGC Executive Board and the Office of Fraternity & Sorority Life.
- B. Failure to meet deadlines will result in a \$10 fine - must be paid by the next meeting following the deadline.
- C. If an organization/delegate requires an extension for a task, they must contact the MGC Secretary or President at least 48 hours in advance by email. The request will be reviewed by the MGC Executive Board.
 - a. Notification of the approved request will be given within those 48 hours.
 - b. If the council raises any objection to the extension requested and the task is not completed by the organization/delegate, it will be considered late and will result in a \$10 fine - must be paid by the next meeting following the deadline.

Multicultural Greek Council Bylaws

ARTICLE 8: EXECUTIVE BOARD

- a.
- A. President duties include but are not limited to:
 - a. Preside over all meetings and to enforce the Constitution of the Multicultural Greek Council in accordance to Robert's Rules of Order.
 - b. Conduct Robert's Rules of Order.
 - c. Vote only in the occurrence of a tie needing to be broken.
 - d. Serve as ex-officio member of all committees and have voice but no vote.
 - e. Declare results of Council voting.
 - f. Call special/emergency meetings.

- g. Recommend all committee chairpersons not otherwise provided for in the Constitution of the Multicultural Greek Council with approval of the Executive Board.
 - h. Represent or delegate task(s) for the Multicultural Greek Council at civic and social functions, or when the council is called upon by the member organizations for representation.
 - i. Chair the Executive Board.
 - j. Serve as the official representative of the Multicultural Greek Council at the University of Colorado Boulder.
 - k. Co-sign with Treasurer for all withdrawals and any other transactions regarding the Multicultural Greek Council's funding provided by Center for Student Involvement and bank account.
 - l. Request the removal of any person from any council meeting with due cause with approval of the Executive Board.
 - m. Be the liaison between the Council and organizations aspiring to petition with the Council.
 - n. Submit a written report upon completion of term of office to be filed in the Multicultural Greek Council's files.
 - o. Perform all other duties which are usually executed by the Chief Executive Officer.
 - p. Attend Mandatory Training and Fiscal Workshops required by the CSI.
 - q. Manages and supervises the Multicultural Greek Council leadership retreat.
 - r. Perform all other duties as assigned.
- B. Vice President duties include but are not limited to:
- a. Act in place of the President when necessary.
 - b. Conduct Robert's Rules of Order.
 - c. Serve as a facilitator in the event of any procedural dispute.
 - d. Attend Executive Board Meetings.
 - e. Manage and supervise the election process.
 - f. The Vice President and Multicultural Greek Council advisor will meet with all affiliated organizations failing to meet the GPA requirement.
 - g. Review proposed amendments to the Multicultural Greek Council Constitution and Bylaws and present to Council when necessary.
 - h. Serves as the advisor to the event chair on appropriate risk management issues.
 - i. Oversee the committees of the Multicultural Greek Council.
 - j. Attend the Multicultural Greek Council Leadership Retreat.

- k. Submit a written report upon completion of term of office to be filed in the Multicultural Greek Council's files.
 - l. Perform all other duties as assigned.
- C. Secretary duties include but are not limited to:
- a. Maintain accurate minutes of all proceedings at General Council Meetings, emergency meetings, and Executive Board Meetings.
 - b. Sending out minutes over the list within 48 hours of a meeting.
 - c. Maintaining a list of current delegates for each organization.
 - d. Maintaining records of the Multicultural Greek Council.
 - e. Attend all General Council Meetings and Executive Board Meetings.
 - f. Present the minutes of the previous meeting to the General Body for approval prior to the start of the current meeting.
 - g. Reserve all meeting rooms.
 - h. Send meeting minutes to the Executive Board, delegates, advisor, and organization presidents.
 - i. Notify chapter delegates and executive officers of upcoming meeting times and places.
 - j. Organize and maintain a filing system to include all records and information of the Multicultural Greek Council.
 - k. Maintain and distribute a contact list of all member organizations including their chapter advisors, chapter presidents, and delegates.
 - l. Collect all Officer Reports and compile into one Multicultural Greek Council annual report.
 - m. Submit a written report upon completion of term of office to be filed in the Multicultural Greek Council's files and with the CUE.
 - n. Collect event dates for each affiliated organization, prepare a master calendar, and distribute to affiliated organizations by the second General Council Meeting of each semester.
 - o. Maintain the Multicultural Greek Council website and other social media.
 - p. Attend the Annual Multicultural Greek Council Leadership Retreat
 - q. Perform all other duties as assigned.
- D. Treasurer duties include but are not limited to:
- a. Keep an accurate account of all monies received and paid by the Multicultural Greek Council.
 - b. Planning and implementing a budget for each fiscal year (July-June).
 - c. Maintaining account balance with collection of receipts, copies of IN's, and maintaining the minimum balance of the CSI account.

- d. Reporting the amount of money on hand in the CSI account.
 - e. Provide receipts for all monetary transactions on behalf of the Multicultural Greek Council.
 - f. Deposit all funds received into the council's bank account.
 - g. Present a financial report to Multicultural Greek Council.
 - h. Collect dues and accounts receivable.
 - i. Oversee Fundraising.
 - j. Submit a written report upon completion of term of office to be filed in the Multicultural Greek Council's files and CUE.
 - k. Attend Fiscal Workshops required by CSI.
 - l. Attend all General Council Meetings and Executive Board Meetings.
- E. Event Chair duties include but are not limited to:
- a. Attend all General Council Meetings and Executive Board Meetings.
 - b. Coordinating all events held by Multicultural Greek Council and coordinating/documenting Multicultural Greek Council's contributions to all other campus organizations.
 - c. Attend the Annual Multicultural Greek Council Leadership Retreat.
 - d. Contact person for all funding requests for events.
 - e. Plan Annual Multicultural Greek Council Banquet.
 - f. Coordinate all Social, Philanthropic, and Service Programs/Initiatives to include Multicultural Greek Council events and Multicultural Greek Council service learning project(s).
 - g. Aid Secretary in the upkeep of social media.
 - h. Perform all other duties as assigned.

ARTICLE 9: RECRUITMENT

- A. Member organizations and their respective members shall respect the Intake/Pledge Processes of all other member organizations and shall not interfere with the Intake/Pledge Process of another organization nor the prospective members of pledges of such organization(s).
- B. The official recruitment period for the Multicultural Greek Council's organizations will vary depending on each national chapters' recruitment requirements.
- C. Each tentative recruitment plan shall be turned into the Multicultural Greek Council advisor and Multicultural Greek Council Executive Board.

- D. The Multicultural Greek Council advisor and Multicultural Greek Council president(s) will negotiate any conflicts or discrepancies between the organizations in regards to recruitment.
- E. Participation in all Multicultural Greek Council sponsored recruitment events is mandatory for all organizations.
- F. Promotional materials for Multicultural Greek Council organizations must be approved through the appropriate authority of that department or building if necessary.

ARTICLE 10: FINANCE

- A. All Multicultural Greek Council organizations must pay a twenty (20) dollar due per delegate.
- B. Dues shall be collected by the second general council meeting of the semester.
- C. A late fee of twenty (20) dollars will be assessed to chapters who have not paid dues.
 - a. An organization that owes its dues to the Multicultural Greek Council shall lose all voting rights in general meetings until the balance is paid in full.
 - i. Shall be subject to further disciplinary action by the Multicultural Greek Council Executive Board if necessary.
 - ii. Shall lose scheduling privileges until the balance is paid in full.
 - iii. Delegate payment plans can be implemented if necessary.
- D. Unexcused absence(s) for Multicultural Greek Council meetings without prompt notice, are subject to a ten (10) dollar fine.
- E. The fiscal year for the Multicultural Greek Council is July 1st to June 30th.

ARTICLE 11: EXPANSION PROCESS

- A. A chapter, charter, colony, or interest group is defined as a student group that has formed in order to become recognized through the university as an established Greek-lettered Sorority or Fraternity.
- B. The Multicultural Greek Council reserves the right to limit expansion at any time when reasonable efforts to support new groups cannot be made.
- C. Chapter, charter, colony, or interest group member(s) must meet with the Multicultural Greek Council advisor and Multicultural Greek Council once communication has been established with the inter/national organization.
- D. Inquiry Stage – The interested fraternity/sorority shall provide a written statement of the following as well as a presentation to the Multicultural Greek Council seeking admission. The following information should be included:

- a. Reasons for interest in colonizing at the University of Colorado Boulder.
 - b. The organization's mission statement and individual goals.
 - c. Address a sustainable plan membership plan of the chapter as it relates to the student population and demographics.
 - d. Organizational goals for the Multicultural Greek Council community as a whole.
 - e. Organization goals within two (2) years of chartering.
 - f. Verification that the organization is affiliated with the following; National Pan-Hellenic Council (NPHC), North-American Interfraternity Conference (NIC), National Association of Latino Fraternal Organizations (NALFO), National Multicultural Greek Council (NMGC), National Asian Pacific American Panhellenic Association (NAPA).
 - i. If the organization is not affiliated with any of the above, the organization must begin the process to affiliate itself with one of the above councils.
 1. This process must be completed within one year of joining the council
 - ii. If the organization does not affiliate itself with one of the above, the organization must obtain/provide proof of Commercial General Liability Insurance to the office of Fraternity and Sorority Life and the Executive Board, with minimum limits of \$1,000,000 per occurrence/\$2,000,000 aggregated written on an occurrence basis.
 - iii. If none of the above can be accomplished within the time provided, the organization may obtain an MGC associate organization status, on a case by case basis at the discretion of the council.
 1. Associate organizations must still obtain/ provide proof of Commercial General Liability Insurance to the office of Fraternity and Sorority Life and the Executive Board, with minimum limits of \$1,000,000 per occurrence/\$2,000,000 aggregated written on an occurrence basis.
 - g. The name and contact information, and a signed, written statement from the potential advisor for your organization.
 - h. Anticipated timeline for the University of Colorado Boulder.
- E. Please provide copies of the following organizations' policies, procedures, and programs:
- a. Name of organization
 - b. Founding date
 - c. Location membership statistics
 - i. Current number of chapters and colonies (national and regional)
 - ii. Current number of undergraduate members (national and regional)
 - iii. Current number of alumni/ae (national and regional)

- iv. Average chapter size
- v. Number of chapters founded in the last five years
- vi. Number of chapters closed in the last five years (and their reasons for closing, if applicable)
- d. Membership costs (regular dues, new member, fees, etc.)
- e. Copy of the following inter/national policies:
 - i. Hazing policy
 - ii. Sexual assault policy and education programs
 - iii. Alcohol and substance abuse policy
 - iv. Scholarship and academic policies and programs
 - v. Recruitment policies
 - vi. Constitution and bylaws
- F. Second preliminary interview with the council– A formal presentation about the inter/national/local organization will be conducted with the Multicultural Greek Council. An inter/national/local organization representative is recommended to be present. If approved by the Multicultural Greek Council, the interest group will move to the final stage of the expansion process. 100% of the current active interest groups members shall be in attendance for the presentation. The presentation should include but it is not limited to the following:
 - a. Overview of organization
 - b. Goals for Multicultural Greek Council
 - c. Goals for the organization.
 - i. After the presentation the council delegates will vote on the acceptance of the prospective organization into the Multicultural Greek Council.
- G. Multicultural Greek Council returning groups from a disciplinary action
 - a. Reasons why the charter is inactive or left.
 - b. How will the group avoid this from occurring in the future?
 - c. Group must be in good standing with the University.
- H. Organizations previously established on the University of Colorado Boulder campus that have gone inactive will follow a different procedure in becoming reactive.
 - a. Sustainment plan must be submitted and presented to the Multicultural Greek Council to be considered for reestablishment.

ARTICLE 12: COLONY/NEW CHAPTER REQUIREMENTS

- A. If approved, the organization will be recognized as a provisional member of the Multicultural Greek Council and will be eligible to host events, informational meetings, and community service projects in order to gain interest for the proposed organization.
 - a. The provisional period should not exceed no more than two (2) consecutive semesters.
 - b. The organization is responsible for adhering to all the requirements as outlined in the Student Handbook of the University of Colorado Boulder.
 - c. Representatives of the colony must attend all Multicultural Greek Council meetings with no voting rights.
 - d. Interest group of 4 eligible students must maintain a 2.5 cumulative GPA from the students' previous institution(s).
 - e. The colony must maintain a Chapter Advisor.
 - f. The colony will have the President/Vice President meet with the Multicultural Greek Council advisor once a month in order to establish communication efforts.
 - g. Failure to meet any of the above expectations within one year of colonization shall result in a review by the Multicultural Greek Council Executive Board and the Multicultural Greek Council advisor. Review may lead to but is not limited to: revoking Multicultural Greek Council recognition or placing sanctions on the organization.
- B. The National Pan-Hellenic Council (NPHC) will be an individual subset of organizations in the Multicultural Greek Council at the University of Colorado Boulder.
 - a. They will follow all rules and regulations set forth by the University of Colorado Boulder.
 - b. The number of meetings and participation each organization of the National Pan-Hellenic Council will have in Multicultural Greek Council will be established by the Fraternity and Sorority Co-chair, along with their respective presidents.
 - c. Every third year or upon request, the National Pan-Hellenic Council and the Multicultural Greek Council will review and update this clause.

ARTICLE 13: ESTABLISHMENT

- A. In conclusion of the application and presentation, a two-thirds (2/3) majority vote of the active Multicultural Greek Council is required for entry into the Multicultural Greek Council under chapter, charter, colony, or interest group status.
- B. The chapter, charter, colony, or interest group is bound by the Multicultural Greek Council constitution and bylaws.

- a. Organization(s) must adhere to the University rules, student code of conduct and any regulations pertaining to student organizations.
- C. The chapter, charter, colony, or interest group must agree and sign the Student Conduct handbook of the University of Colorado Boulder.
 - a. Failure to agree will result in forfeit recognition and membership from the Multicultural Greek Council.

ARTICLE 14: ELECTION PROCESS

- A. All officers shall be elected at the last meeting of the academic school year through a ballot vote.
- B. Each officer shall serve a term of one complete year, including the summer preceding the upcoming academic year.
- C. If any officer vacates his/her position, a new officer is to be elected on an interim basis into that position at the next regularly-scheduled Multicultural Greek Council meeting.
- D. A fraternity president or vice president (fraternity co-chair) must be selected from the member fraternities, and a sorority president or vice president (sorority co-chair) must be selected from the member sororities.
- E. Executive Board officers shall be composed of previous delegates.
- F. Officer positions:
 - a. President
 - b. Vice President
 - c. Secretary
 - d. Treasurer
 - e. Events Chair

ARTICLE 15: MULTICULTURAL GREEK COUNCIL DUTIES

- A. Have Standards that do not fall short of cultural adherence, tolerance, and support.
- B. Each chapter must have a 2.5 minimum GPA.
- C. In order to add a bylaw or amend the constitution, a bill has to be proposed in writing with a copy for each organization at least two weeks prior to the next meeting. The bill has to be approved by a two-thirds (2/3) majority vote to pass.
- D. The Council shall create and implement events in which the Multicultural Greek Council will have all its member organizations participate under the Multicultural Greek Council name. Two events will be required each semester.

- E. No Multicultural Greek Council event shall be politically biased.
- F. Each event should be designed to incorporate each organization.
- G. All member organizations and their respective members shall treat other member organizations with respect and courtesy.
- H. Member organizations and their respective members shall respect the Intake/Processes of all other member organizations and shall not interfere with the Intake/Pledge Process of another organization nor the prospective members of pledges of such organization.
- I. Member organizations and their respective members shall not interfere with the membership and/or member status of another member organization.
- J. Member organizations and their respective members shall support the works of other member organizations on college campuses and in the community.
- K. Member organizations and their respective members shall respect the confidentiality of other member organizations.
- L. Member organizations and their respective members shall do their best to support unity, progress and growth in the Multicultural Greek community.
- M. If any violation occurs disciplinary action(s) will be implemented.
 - a. The first infraction in any semester will result in a written warning to the member organization to be documented in the Multicultural Greek Council records.
 - b. The second infraction in any semester will result in disciplinary action.
 - c. The third infraction in any semester will result in suspension of affiliation with the Multicultural Greek Council for one academic year, and a recommendation to the University of Colorado Boulder, to consider similar or other appropriate action. The organization may still attend meetings, but may not vote or speak.
 - d. In extreme cases, expulsion of a member organization may be conferred by unanimous vote.
 - e. All infractions will be totaled and mandated by the secretary.

ARTICLE 16: HAZING POLICY

All Greek organizations shall prohibit any form of hazing in any of their programs and activities and should educate all active and new members regarding hazing. Hazing is defined as: *Any action or situation that recklessly or intentionally endangers the health, safety, or welfare of an individual for the purpose of initiation, participation, admission into, or affiliation with any organization at the University. Hazing includes, but is not limited to, any abuse of a mental or physical nature, forced consumption of any food, liquor, drugs, or substances, or any forced*

physical activity that could adversely affect the health or safety of the individual. Hazing also includes any activity that would subject the individual to embarrassment or humiliation, the willingness of the participant in such activity notwithstanding.

Article 17 - Judicial Board and Procedures

A. Jurisdiction

The MGC shall be a peer-governing organization with an independent Judicial Board that shall:

1. A. Have jurisdiction over cases involving alleged member chapter violations, including but not limited to:
 1. The MGC Constitution & Bylaws, and other policies separate and independent from any university expectations or process related to the Student Code of Conduct.
 2. The rules and regulations of CU Boulder
- b. Work with the university to implement a comprehensive conduct program that enhances peer-governance; respects the authority of the university to adjudicate the Student Code of Conduct and major alleged policy violations (such as hazing and sexual misconduct); and avoids multiple, overlapping conduct processes.
- c. Develop an agreement with the university that identifies the role of each body in adjudicating allegations of chapter-level misconduct. The University can refer incidents of misconduct to the MGC Judicial Board when appropriate.
- d. Defer to the university to investigate and adjudicate hazing and sexual misconduct allegations, or any other allegation that is being investigated and/or adjudicated through the university's conduct process.
- e. In all other instances, outside of hazing and sexual misconduct, the MGC Judicial Board has the autonomy and responsibility to adjudicate chapter-level violations.

B. Composition

1. The MGC Judicial Board shall be composed as follows:
 1. The MGC Vice President, who shall serve as the Chair of the Judicial Board and shall serve as a non-voting member.
 1. Only in the event of a tie, they will cast a vote.
 2. Investigate and refer to the MGC Judicial Board alleged violations of MGC policy, including but not limited to:
 1. The MGC Constitution & Bylaws;
 2. Federal, state, and local laws; and
 3. The rules and regulations of CU Boulder

3. Ensure proper filing and preparation for all judicial actions.
 4. Ensure compliance with all MGC judicial action imposed upon a member chapter.
 5. Educate member chapters on the MGC Constitution & Bylaws, judicial processes, and risk management policies.
 6. Conduct judicial policy and procedures training for new MGC Judicial Board justices.
 7. Assist in conflict mediation between member chapters.
 8. Have a working relationship with Student Conduct and Conflict Resolution staff in regards to but not limited to, record keeping, educational outreach, mediations between member chapters, Judicial Board Training, Judicial Board Hearing process and procedures, Judicial Board Hearings, and appropriate sanctioning.
- ii. One member from each MGC chapter. Once MGC reaches 9 member chapters, composition must be revisited.
1. Serve as an impartial member of the MGC Judicial Board
 2. Uphold the:
 1. MGC Constitution & Bylaws
 2. Rules and regulations of CU Boulder
 3. Maintain confidentiality in all judicial hearings, matters, and deliberations.
- b. Selection
1. MGC Vice President will automatically take the role of the Chair of the Judicial Board once elected, as outlined in their Executive Board duties.
 2. Each chapter is responsible for selecting one member to serve on the Judicial Board.
 1. Eligibility requirements:
 1. Be an initiated member, in good standing, of a MGC member chapter.
 2. Maintain good academic standing with the institution.
 3. Be devoted to the general ideals and principles of fraternity and sorority life and conduct themselves in a professional manner consistent with the mission and purpose of the MGC, as defined within this Constitution.

4. Have a working knowledge of the MGC Constitution and Bylaws and CU Boulder policies
 5. Not be a current member of the MGC Executive Board.
 6. Can be a current MGC Delegate.
 7. Must complete training on the MGC policies and procedures prior to serving on a MGC Judicial Board hearing.
3. Term
 1. The term of office for all members of the Judicial Board shall be one academic year.
 4. Conflict of interest
 1. If the Chair of the Judicial Board is a member of the alleged violating chapter, they will recuse themselves and have the MGC Secretary complete the Judicial Board Process, or the next order Executive Board member who is not a member of the alleged violating chapter.
 2. If a member of the Judicial Board is a member of the alleged violating chapter, they will be relieved of their Judicial Board duties.

C. Attendance and Voting Policy

1. Attendance

All MGC Judicial Board hearings shall be conducted in accordance with the following requirements:

1. All Judicial Board members assigned to a hearing shall be present in order to conduct business on behalf of the Judicial Board.
2. Each Judicial Board member assigned to a hearing is required to attend.
3. Failure of a Judicial Board member to attend a hearing for which they were assigned shall result in being referred to the Chair of the Judicial Board for potential judicial review.

b. Voting

All MGC Judicial Board hearings shall operate utilizing the following voting policies:

1. Each MGC Judicial Board member serving on a hearing shall have one vote. They will cast their vote based on a preponderance of evidence (more likely than not) standard as to whether or not the violation

occurred.

- ii. A majority vote shall govern all actions of a MGC Judicial Board.
- iii. If the alleged chapter is found responsible, the members of the Judicial Board (excluding the Chair of the Judicial Board) will determine the appropriate sanctions.

D. MGC Judicial Process

1. Informal MGC Mediation Hearing

An accused member chapter can request to have an informal mediation hearing, which is outlined as follows

1. Composition
 1. No more than three participants (including a chapter advisor) shall represent either party and/or each sorority involved at mediation.
2. Procedure
 1. Persons may file an informal meditation request through the Informal MGC Mediation Request form on the MGC website.
 1. The Chair of the Judicial Board will review the request and determine if the incident will go to a Mediation Hearing or for Judicial Board review.
 2. Informal MGC Mediation may result in a contract outlining sanctions to be imposed upon Chapter involved.
 3. Should the MGC mediation be unsuccessful, the judicial process will be set in motion by the filing of a Formal MGC Complaint Report for an alleged violation. A violation can only be filed against a chapter and not against any individuals. Violations must be reported in the following manner on the Formal MGC Complaint Report form available on the MGC website.

b. Filing Complaints & Timing

1. Filing Complaints
 1. Any student, faculty, administration, community resident, or fraternity/sorority chapter may initiate a complaint against a member chapter, specifying in writing the particular alleged acts of the accused. This must be done by submitting an Formal MGC Complaint Report to the Chair of the Judicial Board. The Chair of the Judicial Board shall promptly review and investigate the allegation. Upon determination that an allegation contains

information sufficient to warrant further adjudication, the Chair of the Judicial Board may charge a member chapter with a violation.

2. The judicial process applies equally to all MGC chapters and any MGC chapter that may be co-sponsoring events. All events will be held accountable and share responsibility unless an investigation determines otherwise.

2. Timing

1. Formal MGC Complaint Report form must be completed and presented to the Chair of the Judicial Board in a timely manner, but no more than 30 days from the date of the alleged incident including college/university breaks
 1. If the Judicial Board Chair is unavailable or the violation is against their organization, the report shall be presented to the fraternity/sorority advisor.
 2. The Chair of the Judicial Board and fraternity/sorority advisor shall review the Formal MGC Complaint Report to ensure that it has been filled out completely, including proper signatures and indication of rules/guidelines violated. An incomplete report shall be returned to the reporting party for completion before proceeding.

c. Receipt of Violations (infractions?)

The following steps should be taken to make certain sanctions are properly received by the MGC Council:

1. Formal MGC Complaint Report is retained by the Chair of the Judicial Board or fraternity/sorority advisor and is available upon request by the accused member organization.
2. The Chair of the Judicial Board or fraternity/sorority advisor shall send a copy of the Formal MGC Complaint Report to the member organization's Chapter Advisor (or NB contact) within seven days.

d. Notification of Chapter & Due Process

Once the Chair of the Judicial Board has determined the Formal MGC Complaint Report has merit, the member chapter president, the chapter advisor, inter/national organization, Fraternity & Sorority Life, and Student Conduct and Conflict Resolution shall be notified of the alleged violation. In appearing before the Judicial Board, each member chapter shall be notified of the alleged violation and granted the following due process rights seven (7) days prior to their hearing:

(chapter is notified - include initiation of informal mediation: informal hearing will be requested (include dates of availability), VP will make choice)

1. Notification of Violation

1. The Chair of the Judicial Board shall notify the accused member organization in writing by delivering the MGC Violation Notice to that chapter president within seven (7) days of receiving the Formal MGC Complaint Report.

1. This notification shall include:

1. Date, time and location of their Judicial Board Hearing;
 2. List of violation(s)
 3. Description of the alleged violation; and
 4. Due process rights.
2. If the president of the accused member organization is unavailable, delivery may be made to another appropriate chapter organization officer or advisor. The record of delivery shall be documented on the report.
 3. A copy of the MGC Violation Notice shall be given to the fraternity/sorority (FSL) advisor and sent to the Member organization's Chapter Advisor within the same time period.

2. Due Process Rights:

1. Right to present a defense, including the calling of witnesses;
2. Right to question witnesses;
3. Right to be accompanied by an advisor for advisory purposes only, but not for representation;
4. Right to be notified, in writing, of all findings and sanctions imposed, within three (3) business days of the hearing's conclusion;
5. Right to appeal the decision, as outlined in the Bylaws.
6. Right to be free from double jeopardy.

e. Response to Receipt of Violation

0. Upon receipt of the MGC Violation Notice, the accused member organization shall contact the Chair of the Judicial Board within three (3) days to confirm they have received the notice.

f. Investigatory Evidence

0. All evidence related to a complaint shall be compiled and presented to all parties at least three (3) days prior to any Judicial Board hearing. All

evidence shall be directly related to the complaint(s) alleged against the member chapter and shall be approved by the Judicial Board Chair prior to circulation.

g. Judicial Board Formal Hearing Procedures

The MGC Judicial Board shall follow procedures for judicial board hearings as established by its MGC Council Constitution & Bylaws.

1. Hearings shall be closed to the public.
2. No more than three participants (including a chapter advisor) shall represent either party and/or each member organization involved at a hearing.
3. All parties must sign a summary of the hearing proceedings on the MGC Judicial Board Hearing Summary Report indicating the outcome of the hearing. A copy of the report should be retained by the fraternity/sorority (FSL) advisor for three years.
4. Within 24 hours of the completion of the judicial hearing, the Judicial Board Chair shall send a copy of the MGC Judicial Board Hearing Summary Report to the parties designated on the form.

h. Judicial Board Formal Hearing - Order of events

0. Call to order by the Judicial Board Chair.
1. Introductions.
2. Charges & summary of incident read by the Judicial Board Chair.
3. Opening statement by the accused (may limit time; this statement, at the option of the accused).
4. The Accused calls witnesses one at a time; the accused may question any witness.
5. Judicial board members may, at any time, ask questions of the witnesses.
6. Closing statement by the accused (may limit time).
7. Judicial board members enter executive session for deliberation. Only judicial board members hearing the case and the fraternity/sorority (FSL) advisor remain in the hearing room.
8. Judicial Board Chair restates charges.
9. Judicial Board Chair puts the motion before the board members as follows: "The motion before the members is: Is [organization name] responsible for the charge of violating [state the rule that was violated]" If there is more than one rule alleged to have been violated, handle each violation in a separate motion, and process each motion separately. Read

each specification and then the charge, open it to debate, and vote on it separately.

10. Judicial Board Chair requests motions from the judicial board members. Handle items __ , __ and __ one motion at a time if more than one incident is being presented.
11. Discuss motions.
12. Vote on motions. Judicial board members verbally vote “responsible” or “not responsible” on each motion.
13. A responsible outcome requires a majority vote of the judicial board members.
14. If a chapter is found responsible for the charges, the Judicial Board must then determine the appropriate sanctions.

- xvi. Record the finding and/or sanctions in writing on the MGC Judicial Board Hearing Summary Report, which is signed by the parties listed on the report.
- xvii. The Judicial Board Chair will contact the accused chapter of outcome of hearing & sanctions in writing within two (2) business days.

i. Sanctions

0. Appropriate Sanctions

Each MGC Council shall strive to achieve a fair and reasonable resolution for violations. Sanctions should fit the nature and degree of the offense. Sanctions shall include but are not limited to Educational sanctions, Accountability sanctions, and. Below are examples of possible sanctions, but should not be taken as a comprehensive list. The MGC Judicial Board reserves the right to outline sanctions deemed appropriate for the alleged violation.

1. Education sanctions
 1. Present workshop to MGC Council & larger MGC community, etc.
2. Accountability sanctions
 1. Probation
 2. Monetary fines
- ii. Sanctions shall not:
 1. Forbid organization recruitment or intake
 2. Removal of recognition
- iii. Duration of Sanctions
 1. The duration of any sanction imposed shall not exceed one academic year from the time the decision is final.

j. Appeals

0. The decision of the MGC Judicial Board may be appealed by any involved party to the _____ (make an appeals committee out of MGC President and two MGC executive board members)
 1. An appeal shall be filed with the MGC President by filing an MGC Judicial Board Appeals Form within seven days of the decision.
 2. (Whoever does appeals) shall reverse or uphold the decision of the MGC Judicial Board. The _____ may also dismiss or modify sanctions as the committee deems appropriate.
 3. Any sanction shall begin only after all properly filed appeal decisions have been rendered.