

Manitoba Greek Council

The Constitution of the Greek Council 2015

University of Manitoba

Article I: Name

The name of the organization shall be: Manitoba Greek Council, and from now on will be known as such, or simply “Council” and consists of the University of Manitoba and its affiliates (University of Winnipeg and Universite de St Boniface).

Article II: Purpose

Section 1: Purpose

The Greek Council is the representative body that oversees the affairs and concerns of the fraternities and sororities at the University of Manitoba and it’s affiliates. Headed by an Executive Board, the Manitoba

Greek Council makes recommendations on standards and dates for Greek Life on and off campus, and serves as a representative for Greek organizations. They provide an open forum for all Greek members to discuss issues and help plan campus activities while promoting unity among all Greek members and organizations.

Article III: Membership

Section 1: Active Chapter

Sub-Section A: Definition

An Active Chapter is a Greek Organization on the University of Manitoba’s campus and it’s affiliates that is a Chartered Organization, not on Inactive Status with the Council and currently recognized by the Council.

Sub-Section B: Current Members

The members of the Council shall be: Alpha Delta Pi, Alpha Gamma Delta, Alpha Phi, Delta Kappa Epsilon, Delta Upsilon, and Phi Delta Theta.

Sub-Section C: Requirements

To be an Active Chapter the following requirements must be fulfilled:

- a. At least one delegate from each chapter must attend two of the three previous meetings during the school year. Summer is exempt from this mandate, however delegates are still encouraged to attend meetings during the summer. Attendance from the previous semester shall carry over.
- b. The Chapter is up to date with their dues and fines, in accordance with the Council By-Laws.
- c. The Chapter must meet all requirements defined by Section 1, Sub-Section A of this Article.

Sub-Section D: Termination of Chapters

The following are reasons for a chapter to be terminated from the Council:

- a. If the National Organization or Alumni Association removes the Chapters charter.
- b. If the Chapter breaks Hazing Rules defined by the Council's By-Laws.
- c. If the Chapter remains Inactive for 2 consecutive semesters. In order to become Active, the chapter will have to follow all the steps in Article III, Sub-Sections A and C.

Sub-Section E: Rights of Active Chapters

Active Chapters will have voting rights and a voice at meetings. They will be able to participate in any Council sponsored events.

Section 2: Inactive Chapter

Sub-Section A: Definition of an Inactive Chapter is a Greek Organization on the University of Manitoba's campus and its affiliates that is either not a Chartered Organization, or on any Inactive Status defined by Article III, Section 2, Sub-Section B.

Sub-Section B: Reasons for Being on Inactive Status

The following are reasons a Chapter will be placed on Inactive Status:

- a. Attendance Inactive Status: If the Chapter fails to meet Article III, Section 1, Sub-Section C, Number 1. This status will be removed once the above requirement is met.
- b. Financial Inactive Status: If the Chapter fails to meet Article III, Section 1, Sub-Section C, Number 3. This status will be removed once the above requirement is met.
- c. Judicial Board Inactive Status: If the Chapter violates Article III, Section 1, Sub-Section D, the Executive Board may place a Chapter on Inactive Status. They will set the requirements that are needed to be met to be removed from the Inactive Status.

Sub-Section C: Rights of Inactive Chapters

Inactive Chapters will not be allowed to vote and will not be allowed to participate in Greek Week. The Chapter will have a voice in meetings.

Sub-Section D: Activation of an Inactive Chapter

Once the Inactive Status is removed as defined by Article III, Section 2, Sub-Section B, they will have all the rights granted to an Active Chapter.

Sub-Section E: Termination of an Inactive Chapter

A chapter can only remain on Inactive status for no more than 2 semesters. Then they will have to follow the procedure of an Associate Chapter.

Section 3: Associate Chapter

Sub-Section A: Definition

An Associate Chapter is a Greek Organization on University of Manitoba and its affiliates' campus that has colonized.

Sub-Section B: Rights of Associate Chapters

They shall have no voting rights at meetings but will have a voice. The Chapter will be

allowed to attend all Council sponsored events.

Sub-Section C: Requirements of an Associate Chapter

An Associate Chapter is required to meet with the Council's Executive Board once a month to report on their progress as a new Chapter.

Sub-Section E: Activation of Associate Chapters

An Associate Chapter's Status will expire after three semesters. In order to become an Active Chapter, the Chapter must complete the following requirements:

- a. Meet the requirements in Article III, Section 1, Sub-Section C
- b. Meet the requirements in Article III, Section 3, Sub-Section A and D
- c. Be voted in by the Council with a 2/3rd majority

Section 4: Chapter Delegate

A Chapter Delegate is an Active or New Member of a Chapter. They are elected by their respected Chapter to represent their chapter on the council, and act as a liaison of information between chapters and council. Chapter delegates are not required to attend meeting during summer session, however it is encouraged. Chapter delegates are required to attend meeting during school session.

Section 5: Active Member

An Active Member is any initiated member of a Chapter

Section 6: New Member

New Members are Pledges, Alpha's or the equivalent for their respected Chapter.

Section 7: Alumni and Off-campus Greek group Members

Any member who has fulfilled their full term in their respective Greek group, or is a member/alumni from a Greek group outside of the University of Manitoba and its affiliates.

Article IV: Officers

Section 1: Executive Board

- Sub-Section A: Members The Executive Board for the Council shall consist of the President, Vice President, Treasurer, Secretary, Philanthropy, Co-Social Chair, Greek Week, Co-Media and Safety Resource Officer.

Sub-Section B: Eligibility for the Executive Board

To be eligible for an Executive Board Position the person must be an Active Member of a chapter. As well as available to meet and plan during summer session. Social and Media offices shall be lead by two active members, one fraternity member and one sorority member, each holding equal responsibility and title over position.

Sub-Section C: Term of Office

The Executive Board shall serve a one-year term. They will be elected during the month of March, with transitions beginning one week before, and running no later than April 1st of that year.

Sub-Section D: Resignation

Any Executive Board Member can resign. If an Executive Board Member resigns, their position will be filled at a general Council meeting. There will be nominations at the first meeting after the Member resigned and then elections at the following meeting, with the position being vacant for no greater than two weeks. Nominations will be presented by delegates for their respective organizations, the meeting after resignation.

Sub-Section E: Impeachment

If an Executive Board Member is not fulfilling their duties they can be impeached. A motion must be made during business and be tabled for one meeting. At the following meeting a discussion will take place and then a vote. The Member will be impeached with a two-thirds vote in favour of impeachment. There will be nominations at the first meeting after the Member is impeached and then elections at the following meeting, with the position being vacant for no greater than two weeks. Nominations will be presented by delegates for their respective organizations, the meeting after impeachment.

Sub-Section F: Vacancy

Any Executive Board Member's position will be vacant if they miss two meetings consecutively. The absences can be approved by the Executive Board and not count towards vacancy. There will be nominations at the first meeting after the Member is impeached and then elections at the following meeting, with the position being vacant for no greater than two weeks. Nominations will be presented by delegates for their respective organizations, the meeting after vacancy.

Sub-Section G: Election

The Executive Board and all its Members will be elected during the month of March. The Nomination Process will begin March 1st, and proceed for one week, or until all chapters have submitted their nominations, whichever comes first. An application will be filled out by each candidate and submitted to the current Executive Board for consideration. Any candidate who fails to fill out an application will not be considered for the election. The eligible candidates will provide a qualifications write-up of their experience and capabilities for their nominated office, which will then be posted for the Greek Community as a whole to view. If a candidate does not submit a qualifications write up, they will not be disqualified, but will be at a disadvantage during the voting process. Each chapter will then send in their votes to Greek Council President at the end of the two-week election period. Votes will be counted by the President with a delegate from each chapter present during the counting. The President will inform the winning candidate.

Sub-Section H: Vote

The President will not get a vote in meetings, but they do have a voice. President shall only have a vote in the event an agreement cannot be reached through a two-third

majority vote.

Sub-Section I: Contesting Elections

If a group wishes to contest the election process or results, a formal complaint must be made within 48 hours of the election results being posted, and must be given through their respective chapter president. Complaints must be sent via email to the Manitoba Greek Council email to be reviewed by the President and Vice-President.

Article V: Committees

Section 1: Committees

Sub-Section A: Standing Committees The Standing Committees will be the Philanthropy Committee, the Social Committee, and the Greek Week Committee.

Sub-Section B: Eligibility for the Standing Committees

To be eligible for a Standing Committee, the person must be an Active Member of a Chapter. The specific positions must as well meet the following expectations:

- a. Philanthropy Committee: Be available to meet with Philanthropy on the Executive Board of Greek Council at least twice a semester, and help plan at least one philanthropy event per semester.
- b. Social Committee: Be available to meet with Co-Social Chairs on the Executive Board of Greek Council at least twice a semester, and help plan at least one social event per semester.
- c. Greek Week Committee: Be available to meet with Greek Week on the Executive Board of Greek Council at least twice a semester, before the semester Greek Week shall be held, and help plan Greek Week.

Sub-Section C: Term of Office

The Committees shall serve for one Greek Council year.

Sub-Section D: Vote

Committees do not have a vote in meetings, but they do have a voice.

Sub-Section E: Impeachment If a Committee member is not fulfilling their duties they can be impeached. A motion must be made during business and be tabled for one meeting. At the following meeting a discussion will take place and then a vote. The Member will be impeached with a two-thirds vote in favour of impeachment. Head of each Standing Committee whom sits on the Executive Board of Greek Council shall replace any member of their committee should they be impeached, with the position being vacant for no greater than two weeks, or unless the Executive deems it unnecessary.

Sub-Section G: Election

Committee members shall volunteer to be part of a committee through their respected delegates in attendance at meeting.

Sub-Section F: Additional Committees

Any additional Committees can be created by the Executive Board whenever they are

needed.

Article VI: Meetings

Section 1: Regular/General

The Council shall meet bi-weekly during the year - summer and school year included - less if deemed unnecessary by the President of the council. The Meeting time and place will be specified by the President of the Council.

Sub-Section A: Quorum

Two-thirds of the Executive Board must be present for Business to take place during summer meetings, and two-thirds including delegates during school session. Meetings can be started if Quorum is not met but no voting can be conducted.

Sub-Section B: Procedure

Robert's Rules of Order shall be recognized as the parliamentary authority.

Sub-Section C: Voting

The following define Voting at Council Meetings:

- a. A two-thirds majority is needed to pass a motion or an election. In the case this is unreachable, the President will then vote.
- b. There is no absent voting.
- c. Secret Voting shall take place for votes regarding elections, judicial matters or impeachments, or any serious matter deemed by the President of Greek Council.
- d. Each office shall get one vote including the Co-chaired offices. In the event that the Co-chair Officers cannot agree on a vote in their office, the vote will then be an abstention.

Voting rights are extended to

- 1) One delegate from each Greek chapter during the regular school year
- 2) The following offices shall each have one vote: Vice President, Social, Greek week, Media, Philanthropy, Human resource officer, Secretary and Treasurer
- 3) An officer can send a proxy in their place to vote on their behalf (thus revoking silent voting)
- 4) During summer season meetings are exec only, delegates are welcome to attend but their votes will not count towards making quorum.

Sub-Section D: Voice

All present at the meeting have a voice.

Sub-Section E: Attendance

Attendance will be taken at the beginning of each meeting by the Secretary. Attendance is mandatory. Excuse notes may be given with a minimum of 24 hours in advance. Should any member miss two meetings consecutively with no approved absence, they shall temporarily lose voting privileges. In order to regain voting privileges, the member

shall attend two meetings consecutively, regaining their vote at the second meeting attended.

Article VII: Hazing

Section 1: Hazing

The Council will not engage in or condone hazing, or commit any act that causes, or is likely to cause bodily danger, physical harm, personal degradation, or disgrace resulting in physical or mental harm to any fellow students or persons attending the institution.

All forms of hazing shall be banned, and will result in the revoking of that chapter's active status in Manitoba Greek Council. Hazing is defined as an action taken or situation created intentionally, whether on or off fraternity premises, to promote mental or physical discomfort, embarrassment, harassment, or ridicule.

Article VIII: Statement of Compliance

Section 1: Statement of Compliance with Campus Regulations

The Council shall comply with all university and campus policies and regulations. The Council shall also comply with all local, state, and federal laws to ensure proper representation of Manitoba Greeks.

Section 2: Statement of Compliance with International Headquarters

The Council and all its affiliates shall respect and abide by rules set forth by each chapter's International organization.

Sub-Section A: Panhellenic

No sorority or women's fraternity shall be affiliated with alcohol or anything similar in nature, in the marketing of events, parties, etc.

Sub-Section B: Process

Should an incident be brought to the attention of Manitoba Greek Council in the form of a formal complaint, Manitoba Greek Council shall vote on whether a violation has taken place. Should the Manitoba Greek Council not reach an amicable solution, the matter shall be referred to a judiciary committee composed of the member filing the complaint, his or her chapter president and chapter advisor. In the event a complaint includes more than one chapter, the president of the chapter whom the complaint is filed against and any members directly named in the complaint shall also be present. An arbitrator who is not a member of either of the groups involved shall be

A violations to Greek Council bylaws which if broken shall be subject to immediate action by the council include the following

1: Refusal to pay council dues; It is the responsibility of each Greek chapter to pay council dues within 30 days of the start of the academic year (September). If

the chapter is unable to pay, they shall be suspended from the council and prohibited in participating in Greek council events and votes.

2: Racist Chants, slogans or speeches are strictly prohibited. A racist chants, slogans or speeches anything that is viewed to be of malice toward an individual or group weather intentional or not. If a formal complaint is filed according this subsection, the council will debate weather a violation has taken place on a case-by-case basis. Highly recommended that presidents of each greek group attended.

3: Sexist, insulting, degrading or defaming; chants, speeches, slogans or event are strictly prohibited by Greek council. Sexist, insulting, degrading or defaming is something that is intentional or not to cause discomfort or emotional harm. In the event that this is brought to council attention through a formal complaint. The council shall review weather a violation has occurred on a case-by-case basis. If the chants, speeches, slogans or event are found to be in violation, the council shall follow subsection B.

In the event that the council decides to suspend a Greek organization from the Council, the suspension shall last a minimum of an academic semester not including summer session.

Article IX: Amendments

Section 1: Procedure

The President and the Executive Board will recommend amendments of governing documents on a bi-annual basis. Amendments will be made, and the council will be given until next meeting to read over amendments. At the next schedule meeting, a vote will be taken to approve or oppose amendments. Governing documents will become effective once passed by the Executive Board.

Article X: Executive Board

Section 1: Election of Executive Board

The Election of the Executive Board shall:

1. Begin on March 1st, with one week for chapters to submit nominations
2. Followed by two weeks of elections and vote submissions
3. Ending with one week for the transition of offices and materials

Section 2: Executive Board General Tasks

The Executive Board shall:

1. Create all Special Committees, and recognizing representation from all Chapters.
2. Administer routine business between meetings of the Council and other business that has been approved for action by the Council.
3. Report all action taken by the Executive Board at the next regular meeting.
4. Meet on a monthly basis as an Executive Board throughout summer, starting from April 1st to September 1st of the same year
5. Meet when deemed as necessary by the Council President. The Council President may

call special meetings of the Executive Board with one weeks notice to all Executive Board members.

Section 3: Executive Board Offices and their Duties

The duties of the Executive Board officers will include but are not be limited to the following:

President shall:

1. Be responsible for all operations of the Council
2. Assemble an agenda for each General and Executive meeting, available at least 24 hrs prior to the meeting
3. Preside at all General and Executive Council meetings
4. Has administrative rights to Manitoba Greek Council's social media - President has the right to interfere with social media only when Media Chairs are not properly performing their duties
5. Maintain a complete and up to date copy of:
 1. Council Constitution
 2. Council By Laws
5. Represent the Council in all external matters, including updating status to UMSU
6. Review, approve, and sign all contracts involving Manitoba Greek Council
7. Ensure that the Constitution and Bylaws are followed correctly
8. Resign the Greek Council Room
9. Other duties as assigned

Vice President shall:

1. Assume the duties of the president in his or her inability to serve or at the request of the president
2. Other duties as assigned.

Treasurer shall:

1. Be responsible for the tracking of Greek Council finances
2. Maintain a spreadsheet with all current and expected expenditures
3. Perform a monthly review of the current account balances with the Executive Board
4. Collection of funds: see Article II, Section 5.
5. Collection of dues: amount on a per member basis to be assigned by the Executive Board
6. Create a budget, to be voted on by the Council

Secretary shall:

1. Keep up-to-date record of the number of active and associate members of every chapter
2. Keep minutes of all Council and Executive board meetings
3. Deliver the minutes of each meeting within 48 hours after the meeting.
4. Take roll and recite the previous meeting's minutes at each meeting
5. Maintain a complete and up-to-date secretary file containing the following:
 1. Minutes from each council meeting for the current year and past year

2. Copies of all contracts made by the Council
3. The most up-to-date constitution and by-laws
6. Other duties as assigned

Philanthropy shall:

1. Meet with the Philanthropy Committee at least twice a semester.
2. Plan at least one Philanthropy event per semester, that the whole Greek community can attend
3. Encourage all Greeks to take part in any Greek philanthropy event
4. Other duties as assigned

Co-Social Chairs shall:

1. Meet with the Social Committee at least twice a semester
2. Work with Greek Week to plan Orientation Week
3. Plan at least one Social event per semester, that the whole Greek community can attend
4. Plan social events to promote sibling hood in the Greek community
5. Encourage all Greeks to take part in any Greek social event
6. Other duties as assigned

Greek Week shall:

1. Work with Social to plan Orientation Week
2. Plan Greek Week
3. Make sure that the whole Greek community can attend
4. Other duties as assigned

Media shall:

1. Organize and continuously update the Greek Council calendar
2. Maintain correspondence with social chairs per chapter
3. Gather important dates per chapter
4. Work with Social and Greek week to market events
5. Make certain social media (eg. Facebook, Instagram, website) is kept in favorable publicity about the Council and its Chapters while complying with each Chapter's media guidelines.
 - a) Appropriateness of content is the responsibility of the Media chairs but will be monitored by the president. Examples inconsistent with Manitoba Greek Council values include, but are not limited to:
 - a) Explicit references to illegal drugs, alcohol or illegal behaviour
 - b) Prejudiced/discriminatory speech of any kind
 - c) Lewd photographs or language
 - d) Any language that libels another individual or group
6. Coordinate all forms of publicity dealing with the council, suggested content :
 - a) Promote upcoming activities and community involvement of Manitoba Greek Council and its chapters
 - b) Distribute information about campus and community activities

- c) Share information pertaining to Manitoba Greek Council meetings

7. Other duties as assigned

Safety Resource Officer shall:

1. Identify for the purpose of assessment, discussion, and awareness any and all potential risks to the reputation of Greek Council as an organization, as well as to the well being and health of all Greek Council active members strictly regarding affairs organized and run by the Greek Council executive members.
2. Book security and transportation strictly for any and all events organized and run by the Greek Council executive members.
3. Provide resources, access to information and workshops regarding safety, health and well being of all active members of Greek Council for, but not limited to, all active Greek Council members to attend.
4. Will remain sober at all events and affairs organized and run by the Greek Council executive.

Article VII: Finances

Section 1: Fiscal Year

The fiscal year of the Council shall be from April 1st to March 31st of the following year. Past President and Past Treasurer shall meet with Current President and Current Treasurer within one week before April 1st of the fiscal year to sign over financial rights.

Section 2: Agency

Manitoba Greek Council may not enter into financial contractual agreements that bind the Council without the consent of the President, and Treasurer.

Section 3: Budget

Treasurer shall create and submit a budget to the Council no later than the second general meeting of the year. This budget shall be given to the Executive Board. Special monetary assessments proposed by the Treasurer will be issued. following an acceptance vote of at least two-thirds (2/3) from the Council.

Section 4: Chapter Dues

Sub-Section A: Amount

Dues shall be determined on each Chapter's current semester membership roster. The amount will be assessed to each Chapter based on the number of Active Members and Associate Members, as defined by Article III, Section 5 and 6 of the Greek Council Constitution, that the Chapter has as of the second Greek Council meeting of the semester. This number shall be verified from the Chapter semester roster, as collected by Secretary.

Sub-Section B: Time of Payment

The dues of each Chapter shall be payable on or before September 30 of the current year. Chapters who do not pay dues by this date shall be assessed a fine of one dollar, per name on roster, per week of delinquent payment. The Chapter will be placed on pending Greek Week Participation status, until dues and fines have been paid in full.

Section 5: Student Activities Fund

Funds may be requested from UMSU on a yearly basis.