

2006 Interfraternity Council Judicial Policy and Review Board

Purpose:

The Interfraternity Council Judicial Board should work in conjunction with the Interfraternity Council Executive Board, Cabinet, and Legislative Body in an effort to provide for the general welfare, and social, scholastic, and recreational activities of the members of the Fraternities at the University. The Judicial Board will also work to instill in the fraternities the highest regard for the traditions and institutions of the University of Maryland, as well as for their own ritual and history.

The Judicial Board's duty is to maintain the Interfraternity Council as a self regulating organization by ensuring the fair and proper interpretation of all IFC policies. The IFC recognizes that acts of a single chapter can both positively and negatively affect the community as a whole.

The Review Board is to serve as a yearly assessment of the chapters and colonies of the IFC. It serves the purpose of keeping accurate records for up to five years, whereas only the past two may be used both for or against the chapter. It is mandatory for all chapters and colonies to attend their annual Review Board meeting.

Judicial Board:

Members of the Board

The Chief Justice shall serve as the presiding officer of all Judicial Board hearings. He shall not have a vote, but rather be responsible for maintaining proper parliamentary procedures and order. The responsibilities include:

1. To brief the Judicial board before a hearing so that areas of questioning may be developed.
2. To explain the guidelines and operational procedures to the board and to ensure the procedures are being followed
3. To discuss with the board the facts of the case after having allowed ample time for individual deliberation and input – this will include findings, possible actions, and appropriate disciplinary sanctions.
4. To deliver a decision that will include:
 - A. An explanation of the decision reached by the board
 - B. An explanation of all possible sanctions, and
 - C. An explanation of the appeals process
5. To prepare a written opinion within one week of the conference for the IFC executive board and advisor, as well as involved persons/organizations.

The IFC Judicial Board will consist of eight members. Board members will be selected from those IFC members trained to sit on the IFC/PHA Social Judicial Board. The chapter with charges brought against them may not serve on their own panel.

Reasons for a Conference

The duty of the Judicial Board has the authority to adjudicate any violations including but not limited to:

1. Violations of IFC Bylaws or Constitution
2. Violation of general University rules or regulations
3. Recruitment Infractions (See Appendix 1)
4. Fights between chapters (See Appendix 2)
5. Transgressions of IFC Academic Policy (See Appendix 3)
6. Violations of the IFC Social/ Alcohol Management Policy
7. Community Impact Forms

Judicial Board Conference/ Hearing

Note: Those sitting on the review board should arrive 30 minutes ahead of the scheduled conference time in order to prepare.

A. Pre-Conference Review

1. Time sequence of the alleged event/incident(s) is determined.
2. Main areas of questioning are established.
3. Board members shall inform the presiding officer if acquainted with any involved party or if familiar with the facts of the events/incident(s).
4. Seating is arranged to accommodate all participants.

B. Conference Procedures

1. All respondent and complainant parties are invited into the room.
2. All parties are introduced.
3. The procedure shall be tape recorded.
4. Panel members are introduced; representatives of both the respondent and complainant parties are also introduced. Witnesses are introduced with their relevance to the incident.

5. IFCJP philosophy and purpose are explained as well as the intent of the disciplinary conference.
6. The presiding officer explains to the parties that slander or confrontational attitudes will not be tolerated.
7. The presiding officer reads the alleged violations and letter of complaint (if available).

C. Discussion and Questioning

1. Complainant representatives make a narrative statement.
2. The board asks the complainant questions.
3. The respondent has the opportunity to ask the complainant questions.
4. The respondent makes a narrative statement.
5. The board asks questions.
6. The complainant witness (es), if any, are called.*
7. The witness makes a narrative statement.
8. The board asks questions.
9. The respondent has the opportunity to ask the witness (es) questions.
10. Complainant witness(es) exit the room. The respondent witness(es), if any, are called.*
11. The witness makes a narrative statement.
12. The board asks questions.
13. The respondent makes closing statement; exits room.

*IFCJP reserves the right to recall a witness at any time during the conference.

D. Deliberation

1. The presiding officer will facilitate a discussion about the guilt of the respondent party
2. A vote is taken on the respondent's guilt. A 5/8ths majority is necessary for a guilty finding. The presiding officer may not vote.
2. Sanctions are determined if necessary by the IFCJB. The discussion is again led by the presiding officer.
3. All parties are invited back into the room

4. Presentation of decision of board by the presiding officer to parties involved
5. The appeals process is explained by the presiding officer.
6. The parties will be notified of the decision in writing within 48 hours.

E. Guidelines and Procedures for the IFC Presiding Officer

1. The board members are briefed about the event/incident.
2. Areas of questioning are developed.
3. Check for affiliation or known facts of the case with board members.
4. Invite all participants to be involved in the conference in the room.
5. Introduce members of the board to all participants:

“My name is _____ and I will be the presiding officer in today’s proceedings. Before we begin, I would like the board members to state their names.... Now the complainant and his/her witnesses.... Now the respondent and his/her witnesses....”

6. State that the conference is an informal proceeding, not comparable to a criminal trial:

“Today’s judicial board conference has been convened to consider the case of _____. This is an informal proceeding, not comparable to a criminal trial. The board’s objective is to determine the facts of the case, to make a determination regarding the responsibility for violation of IFC policy, and to recommend appropriate sanctions , if necessary. All participants are encouraged to treat each other with respect and courtesy.”

7. Read charges and letter of complainant (if available). A response is then requested for each violation.
8. If responsible or “guilty,” proceedings will continue to determine the events of the incident.
9. Read honesty statement.
10. Ask both parties if there are any procedural questions to be resolved before the conference begins. Refer to the steps outlined in the “Discussion and Questioning” section.
11. The board adjourns for deliberation considering only the evidence that has

been presented.

12. Collect adjudication reports from board members.
13. Complete post hearing sheet.

F. Appeals

Appeals must be made in writing within 72 hours of the hearing and turned into the Chief Justice. The IFC executive board will meet and discuss whether or not the chapter should be allowed an appeal. If an appeal is granted, its must be held within 7 days and 8 new panelist should be randomly selected.

Appeals may only be made on the grounds of:

1. Unfair or disproportional punishment
2. Misinterpretation of regulations or guidelines
3. New and significant evidence

All decisions of the appellate board are final.

IFCJP Case Adjudication Report

Complainant(s): _____

Respondent(s): _____

Conference Date: _____ Time: _____

A. Charges	Response	Decision
1. _____	R NR	R NR
2. _____	R NR	R NR
3. _____	R NR	R NR
4. _____	R NR	R NR
5. _____	R NR	R NR
6. _____	R NR	R NR

Recommendations (majority vote of board)

Social Probation _____

Suspension of Privileges _____
period _____

Monetary Fine _____
Amount _____

Community Service _____
period _____

Other Sanctions/Restrictions _____

Presiding Officer: _____

Name of Board Members:

Counting Vote:

Dissenting Views (attached)

Appendix 1

Recruitment Rules

In order to extend a bid to a recruit, fraternities at the University of Maryland must obey the following guidelines. Failure to do so will result in four or more weeks of social probation (depending upon the severity of the infraction) AND up to a \$250 fine for each illegal bid extended.

1. Absolutely no alcohol or any other illegal substance is allowed at any recruitment function, regardless of location, either at a chapter's house or with a third party vendor. All chapters must adhere to all Inter/National Chapter policies and regulations.
2. All Fraternities will begin formal recruitment on the same day. This date will be determined by the IFC VP of Membership and Recruitment, with assistance from the Executive board. The starting day for recruitment in the fall will be determined in the spring that previous year and the starting day for recruitment in the spring will be determined during the previous fall semester.
3. Women are not permitted to be present at any recruitment event.
4. All chapters are required to send a member to any meetings held by the IFC VP of Membership and Recruitment. If a chapter is not present at the meeting, that chapter will be fined \$30.
5. A schedule of recruitment events and T-Shirt designs must be submitted to the IFC VP of Membership and Recruitment by a specified date. A \$ 75 fine will be assessed for everyday that the schedules are late.
6. All fraternities must turn in bid day cards, grade release forms and unofficial transcripts to the VP of Membership and Recruitment, within 72 hours of the new members accepting their bids. In addition to the bid cards, grade release forms and unofficial transcripts, all fraternities will be required to submit a list of new members.
7. A bid may be extended at any time throughout the semester to be an eligible recruit, if they meet the following requirements:
 - a. Must be a registered UMD student
 - b. Must have a minimum of 12 credits
 - c. Must have a 2.5 cumulative GPA or higher
 - d. Transfer students must have 12 credits and a 2.5 from their previous institution. Students must be able to produce their transcript from their previous institution to document that the requirements are met. AP credits should be indicated on a student's high school transcript in the case of first

semester students. (Bottom line is that all students joining a fraternity or sorority must have a 2.5 GPA)

8. If a chapter or potential new member wishes to request an exception to the University Greek Life academic achievement standard, an appeal should be made to the University's IFC Advisor. Appeals should include a letter of appeal from the potential new member, a copy of the potential new member's unofficial transcript and a letter of support from the chapter. Appeals must be submitted and approved one week following bid extension. Appeals will be based on the academic history (two semesters) of the chapter's overall grades and the past two semesters of the chapter's new members grades as well as the academic history of the potential new member.
9. The IFC VP Membership and Recruitment, in consultation with IFC Executive Board will be the administrators of the recruitment rules. His interpretation of the rules must be followed. A ruling disputed by a chapter/organization can be appealed to the IFC Executive Board who can override a ruling by a majority vote.
10. All University of Maryland rules and policies must be followed; this includes, but is not limited to: UMD policies, Residence Life Policies, grounds maintenance policies, and the University Code of Conduct.
11. All fliers/posters will need to be approved by the Office of Fraternity and Sorority Life, as well as the VP Membership Recruitment. Individual chapters/organizations may place their recruitment fliers on campus, on general use bulletin boards, with the exception of the dorms. Only IFC flyers will be posted in the dorms, as requested by the IFC Recruitment chair. Any violation of this policy will be fined.
12. No bids may be extended between the last two weeks of any semester.
13. Fraternities must refrain from portraying any other fraternities, sororities, or members of the UMD community in a negative manner.
14. A chapter sponsored recruitment event will be deemed as an event if it is advertised for the purpose of recruitment.
15. All chapters that do not abide by these rules will be sanctioned by the IFC Judicial Board and/ or fined.

Appendix 2.

University of Maryland IFC Fight Policy

To help resolve problems and misunderstandings among chapters and to help contain incidents of chapters' fighting, IFC will take measures to resolve Interfraternity problems before they escalate. In a situation where a fight occurs between two or more fraternity chapters, involving approximately seven members of a particular fraternity chapter, the IFC judicial board will intervene and impose sanctions. The number seven is based on an average chapter size of 65 men with seven equaling approximately ten percent. Individual members who are not part of the solution in these incidents, are considered to be part of the incident. The number seven is only an approximation and should not be considered as a defined measure nor have any bearing on the outcome of the hearing.

Punishment Guidelines: These guidelines are presented here as a result of suggestions by previous Judicial Boards.

A. 1st offense during a school year:

1. Four weeks of social probation
2. \$2.00 fine per active fraternity member in that chapter
 - ° If police are called and are present at the incident, the money collected from the fine will go to the community.

B. 2nd offense during a school year:

1. Eight weeks of social probation
2. \$2.00 fine per active fraternity member in that chapter
3. Letter detailing the two incidents to be sent to the national headquarters
4. Community service to be performed not to be completed by pledges unless they are involved in the incident.

C. 3rd offense during a school year:

1. Sixteen weeks of social probation

2. Second letter sent to headquarters
3. Fraternity chapter will not be allowed to participate in any IFC functions or programs the following semester, including Homecoming or Greek Week.

°° Anytime weapons are used in an incident, the punishment should be doubled. (i.e. a 4 week probation will turn into an 8 week probation, etc.)

Appendix 3.

University of Maryland IFC Academic Policy

To further the cause of academic achievement in the Greek System at the University of Maryland, at College Park, every individual active brother will be made to follow some simple rules in order to keep his respective chapter in good academic standing.

For each member in each respective fraternity that does not achieve a 2.35 or better in any given semester, that chapter will be mandated to pay a \$50 fine (made payable to the Interfraternity council). This fine can be eliminated if and only if that individual brother attends a workshop, presented by the Learning assistance Service Counseling Center in its entirety in the semester following the semester in which his dip below the 2.35 GPA standard occurred.

The completion of a learning assistance service workshop is the only way in which an individual brother can avoid the \$50 fine for his respective house. For each semester that any one single brother continues to be under a 2.35, an additional \$10 will be added on to the fine (i.e. the second time brother John Smith fails to achieve a 2.35 G.P.A., his fine will be \$60, third time \$70, etc.). The guidelines set forth in this policy are Retroactive to the spring 2003 Semester.

COMMUNITY IMPACT FORM

Date: _____

Chapter: _____

Is this a:

_____ Positive Reference

_____ Negative Reference

Please explain the nature of the events to be documented:

Name of Person Filling out Impact Form: _____

Phone Number: _____

**** Please include a name to help the Interfraternity Council Continue Judicial Proceedings accurately. If you choose to have your identity kept confidential include a reason on the back of this form.****

**** Please drop off Community Impact Form at the either the Office of Campus Programs or the Interfraternity Council office both in the University of Maryland Stamp Student Union****

For Internal Use Only

Date received by IFC Exec Board: _____

Decision to hold a hearing *Y* *N*

Who received copies of this form?:

Chapter President Fraternity National Office OFSL IFC Records OSC

Review Board

Members of the Board

The head of the committee shall be the Vice President of Internal Affairs of the Interfraternity Council.

Every panel shall consist of eight members, and each president is required to sit in on 1/3 of the Chapters'/Colonies' reviews.

A president may not sit on the panel the same day his chapter is brought forth.

Scheduling

The committee shall meet for three consecutive days in either the first or second week of May depending on Greek Week, Rededication, OFSL Awards, and Finals.

Pre-Conference

The chapter president should come prepared with the following:

1. Outline of Vision for the year
2. Outline of Community Involvement
3. Chapter Improvements over the past school year
4. Campus Involvement by chapter members
5. Grade Point Average
6. IFC Advisor Leadership Evaluation
7. Response to any negative Community Impact Forms
8. Any National, University, or IFC Awards Applications (optional)

The Vice President of Internal Affairs should come prepared with the following:

1. File on past two years of chapter
2. Community Impact Forms
3. Judicial Board Findings
4. Social Judicial Board Findings
5. IFC Financial Status
6. Athletic Incidents
7. IFC Advisor Leadership Evaluation
8. Attendance at IFC Events (compiled by VP of Administrative Affairs)

Conference

The chapter may come with the President and two more representatives (undergraduate or alumni).

The chapter can come in and review file presented by VP of Internal Affairs.

The chapter has up to a maximum of 10 minutes to present any information they brought.

The board may ask questions.

Post-Conference

The board will discuss the chapter. Individually, the panelists will complete the Review Committee Survey. The VP Internal will compile and calculate an All-Fraternity Average and individual chapter average.

All National Offices should receive an annual report on the chapter.

The lowest 3 chapters will be responsible for matching up with one of the chapters in the top 10 (overall average score) and plan a joint program in a problem area.

Rewards and consequences shall be reevaluated after the committee meetings each year.

Review Committee Evaluation Sheet Chapter: _____ Year: _____
Please circle the appropriate rating with 1 being the lowest and 7 being the highest (best score)

VISION COMPLETION

1 2 3 4 5 6 7

COMMUNITY INVOLVEMENT

1 2 3 4 5 6 7

CHAPTER IMPROVEMENTS

1 2 3 4 5 6 7

CAMPUS INVOLVEMENT

1 2 3 4 5 6 7

GRADE POINT AVERAGE

1 2 3 4 5 6 7

IFC ADVISOR LEADERSHIP EVALUATION

1 2 3 4 5 6 7

COMMUNITY IMPACT FORMS

1 2 3 4 5 6 7

IFC JUDICIAL BOARD FINDINGS

1 2 3 4 5 6 7

IFC SOCIAL JUDICIAL BOARD FINDINGS

1 2 3 4 5 6 7

IFC FINANACIAL STATUS

1 2 3 4 5 6 7

IFC INVOLVEMENT

1 2 3 4 5 6 7

Please provide additional information below:

Average Score:

IFC Advisor Chapter Leadership Survey

Provide Advisor with two copies

Chapter: _____

Year: _____

Did you believe the chapter met its goals this year? Why or why not?

How would you describe the morale of the chapter?

What was the biggest challenge of the chapter? How did they handle it?

What was the biggest success of the chapter?

How would you rate the leadership of the chapter? (1 – lowest 5 – highest)

1 2 3 4 5

Chapter President

IFC Advisor

**** Please give one copy back to the chapter president and one copy to the IFC VP of Internal Affairs****