

IFC OFFICER DESCRIPTIONS:

President:

- Represents fraternity system's interests and concerns to Office of Fraternities and Sororities and other campus agencies
- Meets with Panhellenic, NPHC and MGC presidents to discuss issues of mutual concern
- Maintains communication with fraternity chapter presidents
- Facilitates executive board meeting
- Facilitates council meetings
- Addresses issues of concern to the general system
- Assist with the fraternity expansion program

Vice President for Activities:

- Coordinates major events for the fraternity and sorority system (in cooperation with Panhellenic, MGC and NPHC counterparts) (Greek Week, Homecoming, and other events)
- Meets with chapter social/activity chair to review concerns and determine program needs of system
- Works with chapters to meet programming requirements of standards
- Encourages activities that will promote unity within the fraternity system

Vice President for Recruitment:

- Coordinates recruitment efforts of fraternity system
- Designs recruitment materials for the system, in conjunction with Office of Fraternities and Sororities and Panhellenic Council
- Assists with maintenance of web site
- Designs and offers recruitment workshops for system
- Assists with efforts to increase visibility of fraternity system
- Assist with the expansion program for the fraternity system

Vice President for Communications

- Assists with maintenance of web site
- Keeps accurate documentation of meetings and other efforts
- Assists with designing of recruitment materials
- Designs and creates publications (newsletters, articles for Collegian, etc.)

Vice President for Finances:

- Manage revenue and fee accounts within Student Activities/SGA
- Issues bills and collect receipts for chapter dues in a timely manner
- Be familiar with operating process of Student Activities
- Attend training sessions offered by Student Activities
- Coordinate fee request process from SGA for council and provide assistance for chapters seeking SGA funding

Vice President for Standards:

Coordinate standards process for Interfraternity Council

- Provide training for standards delegates from member chapters
- Facilitate standards hearing
- Work with Advisor to oversee standards requirements
- Oversees IFC Constitution and other documents (update with new amendments, provide copies to chapters, delegates, etc.)
- Facilitates elections process

Alumni:

- Work with alumni who have expressed interest in supporting fraternity life at the University
- Coordinate an workshop (career issues, networking, etc.) that features alumni as the presenters
- Assist with recruiting alumni to participate in leadership conference, recruitment, etc.

Community Service:

- Represent the IFC and fraternity system to area agencies
- Disseminate information about community service events to chapters
- Organize a major community service event for the fraternity and sorority system, working with counterparts from the other councils

For all positions:

- Attend IFC meetings
- Attend IFC Executive Board meetings
- Attend leadership conference
- Keep office hours (1-2 hours a week)
- Meet with advisor once every other week (thirty minutes)
- Must be an initiated member of chapter, second year or higher
- Must be in good academic standing with the University (2.0 or better)

Nominations Process:

- A chapter delegate, president, or member of a chapter may nominate candidates
- Nominee need not be present at time of nomination
- Nominee may nominate self
- Nominations are open until time of election for each position (a nominee may be considered for another position if not elected for original)

Elections:

- Nominees must be present for elections
- Recommend shirt and tie for all in attendance (formal meeting)
- Nominee needs to have a 3-4 minute statement prepared, briefly stating qualifications for position and goals
- Nominee needs to have at least two supporters who will speak on his behalf

Order of Elections

1. Nominees will be asked to leave room;
2. A nominee (by alphabetical order of chapter) will make statement and then entertain questions from the floor
3. After statement, nominee leaves the room
4. Two supportive speakers
5. Next nominee enters room and makes statement and repeat process until all nominees have spoken
6. After last nominee, pro-con pro takes place for each candidate, or the floor is open to general debate, if needed
7. Votes are cast (two per chapter, one per colony)
8. If no nominee has a majority (at least half plus one), will revote for top two candidates