

**CONSTITUTION OF THE
CALIFORNIA STATE UNIVERSITY SAN MARCOS
GREEK LEADERSHIP COUNCIL**

ARTICLE I. NAME

The name of this organization shall be California State University San Marcos Greek Leadership Council.

ARTICLE II. PURPOSE

It shall be the duty of the Greek Leadership Council to administer all business related to the overall welfare of Greek Leadership Council at California State University San Marcos and to compile rules governing the Greek Leadership Council.

1. The objective of Greek Leadership Council shall be to develop and maintain interfraternal relations at a high level of accomplishment in fraternity and sorority life and in doing so:

- a. Consider the goals and ideals of Chapter and Colony membership as continuously applicable to campus and personal life.
- b. Further intellectual accomplishment and scholarship of the fraternal organizations and their members.
- c. Cooperate with member fraternities and sororities and the University Administration in concern for and maintenance of high social and moral standards.
- d. Provide a medium for the exercise of self-government of the member organizations.
- e. Ensure compliance with the Greek Leadership Council constitution, its Bylaws, rules and regulations, and regulations of the University.

ARTICLE III. AFFILIATION

1. The Greek Leadership Council at California State University San Marcos is affiliated with Association of Fraternal Leadership and Values (AFLV).

2. As a reflection of our Fraternity & Sorority Community, Greek Leadership Council will work in partnership with the following umbrella organizations:

- a) National Association of Latino Fraternal Organizations, Inc. (NALFO)
- b) National Pan-Hellenic Council (NPHC)
- c) National Panhellenic Conference (NPC)
- d) North-American Interfraternity Conference (NIC)
- e) National Asian Pacific Islander American Panhellenic Association (NAPA)

- f) National Multicultural Greek Council (NMGC)

Greek Leadership Council may also recognize and work in partnership with any multicultural, national/international (e.g. social) or special interest fraternity/sorority organizations which are not affiliated with the above umbrella organizations but are part of a local, national, or international organization with appropriate insurance coverage and support.

ARTICLE IV. MEMBERSHIP

There shall be two types of membership: Chapter and Colony.

1. The Chapter membership of the Greek Leadership Council shall be composed of all chapter members in good standing of fraternity and sorority chapters that are registered and in good standing with the University and their respective regional/inter/national organizations.
2. The Colony membership of the Greek Leadership Council shall be composed of all members in good standing of fraternity and sorority colonies that are registered and in good standing with the University and their respective regional/inter/national organizations.
3. All members are matriculated, currently enrolled students at California State University San Marcos.
4. Membership in the organization will not be denied to anyone on the basis of gender, race, color, national origin, disability, age, ethnicity, religion, sexual orientation, pregnancy, marital status, citizenship, or veteran's status, except as sanctioned by the law (California Administrative Code, Title 5, Section 41500, Education amendments of 1972, Title IX).

ARTICLE V. GREEK LEADERSHIP COUNCIL STRUCTURE

1. The Greek Leadership Council shall consist of the Executive Board and the Chapter/Colony Delegation.
2. The Executive Board of the Greek Leadership Council shall be made up of the following officers:
 - a. President
 - b. Vice President - Internal
 - c. Vice President - Philanthropy & Service
 - d. Vice President - Communication
 - e. Vice President - Finance
 - g. Vice President – Programming

3. Executive Board: The Executive Board of the Greek Leadership Council shall have such powers and duties as described in the Bylaws of the Greek Leadership Council at California State University San Marcos.
4. Delegates: One Delegate from each recognized Chapter or Colony shall be selected by their respective fraternity or sorority to serve as their representative.
5. The Executive Board Officers and Delegates shall be from fraternities or sororities that hold membership in the Greek Leadership Council.
6. The Executive Board Officers shall serve for a term of one year (December 1-November 30).
7. The Delegates shall serve for a term of one year.
8. Executive Board Officer Vacancies: When an Officer vacancy occurs, it shall be the responsibility of the Greek Leadership Council President, in consultation with the Chapter/Colony Presidents, to conduct a process for re-appointment.
9. Delegate Vacancies: When a delegate vacancy occurs, it shall be the responsibility of the fraternity or sorority concerned to select a replacement within two weeks and to notify the Greek Leadership Council Vice President- Communication of the name, email address, and telephone number.

ARTICLE VI. GREEK LEADERSHIP COUNCIL ADVISOR

The Coordinator of Fraternity & Sorority Life shall serve as the Greek Leadership Council Advisor and shall serve in advisory capacity to California State University San Marcos fraternities and sororities.

ARTICLE VII. MEETINGS

There shall be three types of meetings: Regular, Special, and Committee.

1. Regular. The Greek Leadership Council shall hold at least two regular meetings per month during the academic year. The incoming Greek Leadership Council Executive Board and Delegates will convene by the end of the semester following their elections to determine the day, time, and location for the next semester.
2. Special. A special meeting of the Greek Leadership Council may be called by the Greek Leadership Council President when necessary and shall be called by her/him upon the written request of any fraternity or sorority at California State University San Marcos.

3. Committee. Committee meetings may be called by the Vice President presiding over that committee when necessary. Additional standing or special committees may be added to carry out the necessary work of the Greek Leadership Council.
4. The Delegate from each fraternity and sorority shall be responsible for notifying their chapter/colony members of all regular and special meetings of the Greek Leadership Council.
5. Greek Leadership Council Quorum shall be 2/3 of the full council. Quorum is the minimum number of Executive Board Officers and Delegates needed present in order to conduct business.

ARTICLE VIII. ATTENDANCE

1. The Executive Board Officers, IFC president, PC president, MGC president and chapter Delegates shall attend every regular/special meeting of Greek Leadership Council. Attendance at Greek Leadership Council entails arrival before roll call and remaining for the duration of the meeting.
2. Upon the first Executive Board Officer absence of that semester from Greek Leadership Council, the Greek Leadership Council President shall issue a warning to the Executive Board Officer. Additional absences will be deemed as negligent of one's position and fall under the terms of office outlined in the GLC Bylaws (Article III 2).
3. Upon the first Delegate unexcused absence of that semester from Greek Leadership Council, the Vice President - Communication shall issue a warning to the President of the fraternity/sorority absent from the meeting.
4. Upon the second Delegate unexcused absence and each additional absence from Greek Leadership Council, the Vice President- Finance shall impose a twenty dollar (\$-20) fine upon the fraternity/sorority for the second absence and each additional absence per semester.
5. Additional Delegate absences shall be evaluated and reviewed by the Greek Leadership Council Executive Board and may result in a loss of position.

ARTICLE IX. MEETING CONDUCT

1. The parliamentary authority of this organization shall be the guidebook: Robert's Rules of Order.
2. Executive Board and Delegate reports are due to the Greek Leadership Council Vice President - Communication by agreed upon time.
 - a. If reports are not received by the aforementioned date, the Executive Board Officer/Delegate will lose their opportunity to report in the meeting that week.
 - b. Late reports will be considered for the following meeting.

3. Proposed new business items need to be sent to the Vice President - Communication at least 24 hours prior to the meeting the new business would like to be proposed.
 - a. Proposed new business items received late will be considered for the following meeting instead of the week intended unless Coordinator and/or President determines urgency.
4. Guests must request an appearance with the Vice President- Communication or President 48 hours prior to the meeting they would like to attend, with a brief description of their presentation.

ARTICLE X. VOTING

1. The voting body of Greek Leadership Council shall be the Delegate of each member fraternity or sorority. Each organization is allowed one vote.
2. If the voting member of the fraternity or sorority is absent from any meeting, the vote may be cast by another chapter or colony representative, as designated by the chapter or colony President in writing to the Greek Leadership Council President prior to the meeting.
 - a. Note: It is not allowed for a Greek Leadership Council Executive Board Officer to stand in for their own organization's Delegate.
3. A fifty percent plus one majority of the members of Greek Leadership Council shall be required to establish policies and carry all other motions except those relating to recruitment, unless otherwise specified in Article X of the Constitution.
4. Voice: The Greek Leadership Council Executive Board, fraternity and sorority members at large, Greek Leadership Council Advisor, and chapter advisors have a voice but no vote.

ARTICLE XI. VIOLATIONS

1. Violations of policies may be referred to the Coordinator of Fraternity and Sorority Life or Greek Leadership Council President and/or the University judicial process.
2. Violations of any Recruitment Rules shall be referred to sub-council IFC president, PC president, and MGC president.

ARTICLE XI. AMENDMENTS

This Constitution may be amended by a two-thirds vote of the Delegates of the Greek Leadership Council, provided notice of the proposed amendment has been given in writing at the preceding regular meeting.

**BYLAWS OF THE
CALIFORNIA STATE UNIVERSITY SAN MARCOS
GREEK LEADERSHIP COUNCIL**

ARTICLE I. FINANCE

1. **FISCAL YEAR:** The fiscal year of California State University San Marcos Greek Leadership Council shall be from July 1st to June 30th.
2. **CONTRACTS:** The signature of the President and/or Vice President- Finance shall be required to bind the Greek Leadership Council.
3. **PAYMENTS:** All payments due to Greek Leadership Council shall be administered by the Vice President- Finance and payable to the CSUSM Greek Leadership Council.
4. **MEMBERSHIP DUES:**
 - a. **Amount:** The dues of each Greek Leadership Council member fraternity and sorority shall be assessed at the chapter/colony level. The amount per active member shall be \$12.00.
 - i. In an effort to support the development of colonies, Greek Leadership Council dues will not be invoiced to any new fraternities/sororities for their first semester at CSUSM.
 - b. Any fraternity/ sorority chapter or colony that fails to submit the correct membership dues (both active members and new members) by the date set forth by the Greek Leadership Council shall be fined fifty dollars (\$50).
 - c. **Time of payment:** The dues of each fraternity and sorority shall be payable in one lump sum.
 - d. **Spring Invoices** will be issued March 1st.
 - i. Chapters/Colonies have between March 1st-March 30th to pay their invoice or establish a payment plan with Greek Leadership Council.
 - d. **Fall dues** will be issued November 1st.
 - i. Chapters/Colonies have between November 1st-November 30th to pay their invoice or establish a payment plan with Greek Leadership Council.
 - e. **Payment options:** Dues may be paid in two separate installments, or on a customized payment plan if discussed and agreed upon between the fraternity/sorority and the Greek Leadership Council President and Vice President- Finance prior to the payment deadline.
 - f. **Late Payment:** Any fraternity/sorority that fails to pay their dues by the deadline will be issued a fine of \$30.00 each week the dues are late.

ARTICLE II. APPLICATION AND SLATING PROCEDURES

1. The Greek Leadership Council shall slate the Executive Board Officers at the end of each fall semester.
2. Greek Leadership Council Executive Board Applicant Qualifications
 - a. Applicant must be in good standing with California State University San Marcos and their affiliated chapter/colony.
 - b. Applicants may not concurrently hold within his or her respective chapter positions directly pertaining to the role of office they wish to hold on the Greek Leadership Council (i.e. finance positions in one's chapter cannot hold the VP Finance position on GLC).
 - c. A chapter/colony President may not hold any Executive Board role while serving as their organization's President.
 - d. Must be enrolled as a full time undergraduate student with no less than nine units.
 - e. To be eligible, applicant must have a cumulative and semester 2.5 minimum grade point average.
3. The Greek Leadership Council President and Coordinator of Fraternity and Sorority Life shall determine date of selections of new officers.
4. Applications will be issued by the Greek Leadership Council President and collected at his/her discretion (i.e. paper, electronic).
 - a. Applicants must declare the position(s) for which they are applying for in the Greek Leadership Council Executive Board application.
 - b. If the candidate is interested in more than one position and/or open to accepting a position other than the one the applicant has applied to, the applicant must rank the positions in order of preference.
5. Procedure of Selection Meeting
 - a. Applicant presentations and selection of new officers shall take place with all current chapter and colony delegates, IFC president, PC president, MGC president, and the Greek Leadership Council Advisor. The outgoing Greek Leadership Council Executive Board is welcome to attend, but can only speak to their role, not individuals running, and does not have a vote.
 - i. Only chapters/colonies in good standing with Greek Leadership Council will be allowed at the presentation/selection meeting.
 - b. The Greek Leadership Council President shall only chair the meeting and will not vote except in special circumstance (per Greek Leadership Council Constitution ARTICLE X. 4a)
 - c. Each Applicant shall present his/her qualifications and goals for the office(s) for which he/she is contending.
 - d. After all applicants for Greek Leadership Council have presented and left the room, the Greek Leadership Council President shall open the floor to discussion by the Presidents and Delegates.
6. Voting Of Selection Meeting
 - a. Applicants shall be elected by secret ballot upon the motion to vote by a chapter/colony Delegate.

- b. If only one applicant has applied to the position for which he/she is contending Greek Leadership Council President may allow discussion after the applicant has presented on whether to have a vote of keep the position vacant.
- c. Applicants for each position shall be elected by a simple majority vote of the Presidents Council and chapter/colony delegates.
 - i. Greek Leadership Council President is not to vote, except in special circumstances (per Greek Leadership Council Constitution ARTICLE X. 4a).
 - ii. If a simple majority vote is not reached on a ballot, then the candidate with the least amount of votes on each ballot shall be eliminated from the contention until one candidate receives the majority vote.
- d. Greek Leadership Council Advisor shall tally the votes.
- e. If a tie occurs, the tie vote shall be announced. The Presidents and Delegates may enter continued discussion about applicants after tie and a chapter/colony Delegate may present a second motion to vote when ready. A second vote shall then been taken, as per the procedure outlined previously.
 - i. Tabulation shall be conducted by the Greek Leadership Council Advisor who shall reveal the results/counts of the second vote.
 - ii. If the second vote is tied the Greek Leadership Council President shall cast one (1) vote to break the tie.

ARTICLE III. TERMS OF THE GREEK LEADERSHIP COUNCIL EXECUTIVE BOARD

- 1. Installation of Executive Board
 - a. The Executive Board of the previous term shall install the Executive Board of the ensuing term during the ultimate meeting of the current semester.
 - b. Each Executive Board Officer shall hold Office from the date of his/her selection or appointment to the Office until the installation of the new Executive Board, unless he/she is removed from his/her Office.
 - c. Following elections the current Executive Board shall work with the newly elected Officer with transition.
- 2. Accountability
 - a. Any Executive Board member of the Greek Leadership Council shall be subject to review by the Chapter Delegates ~~Presidents Council~~ and if he or she is negligent of his or her duty.
 - b. If the Chapter Delegates deems an Executive Board member negligent in their duties, the Chapter Delegates ~~Presidents Council~~ will create a plan of action to remedy these issues, which may include removal from office.
- 3. Forfeiture of Executive Board Office
 - a. A Member of Executive Board shall forfeit his/her Office for any of the following reasons:
 - 1. Is no longer in Good Standing with CSUSM.

2. Is no longer enrolled as full-time student at CSUSM.
3. Is no longer an active Member in Good Standing with his/her chapter/colony.
4. Is elected to any of the positions as outlined in ARTICLE II. 2a. i. at any time between the Elections Meeting at which he/she was elected and the Election Meeting at which his/her successor is elected. If cumulative/semester GPA falls below a 2.5 on a 4.0 scale forfeiture is not eminent, however, the officer in question shall be evaluated and the Greek Leadership Council Executive Board will decide a course of action.
5. Violation of Greek Leadership Council policies. At which time the violator will be reviewed by the Greek Leadership Council Executive Board and possibly removed.

ARTICLE IV. DUTIES OF EXECUTIVE BOARD

1. The President shall:
 - a. Serve as the Chair of the Executive Board.
 - b. Be responsible for all aspects of Greek Leadership Council and fair representation of all organizations.
 - c. Serve as the official representative of the fraternity and sorority community to the University, Associated Students, Inc. of California State University San Marcos, and to the larger San Marcos community.
 - d. Call to order and preside over all regular and special meetings of Greek Leadership Council at California State University San Marcos.
 - e. Maintain regular contact and communication with Greek Leadership Council Executive Board, Delegates, sub-council presidents, and all fraternity and sorority chapter/colony presidents.
 - f. Facilitate Delegate and Officer training in conjunction with the Coordinator of Fraternity and Sorority Life.
 - g. Maintain a complete and up-to-date President's file, which will include a copy of the current California State University San Marcos Greek Leadership Council Constitution, Bylaws and Standing Rules, the current budget, current correspondence and materials received from AFLV, NALFO, NPC, NPHC, NIC, MGC, NAPA, and other pertinent materials.
 - i. Meet with the Greek Leadership Council Advisor on a regular basis.
 - j. Perform all other duties pertaining to the office.

2. The Vice President- Internal shall:
 - a. Serve as a member of the Executive Board.
 - b. Serve in the role of Greek Leadership Council President, should the current President be absent or no longer able to serve in this capacity.
 - c. Respond to the needs of the Fraternity & Sorority Community through programs and outreach.
 - d. Facilitate and foster FSL Community Development.
 - e. Meet with the Greek Leadership Council Advisor as needed.

- f. Plan and execute move-in, Greek Week and all programs related to CSUSM partnerships.
 - g. Perform all other duties pertaining to the office.
3. The Vice President- Philanthropy & Service shall:
- a. Serve as a member of the Executive Board
 - b. Oversees implementation of or involvement in programs related to promoting philanthropy, service, and community engagement.
 - c. Coordinate and organize at least one (1) event within the year for the Greek Leadership Council around philanthropy and community service.
 - d. Research and present opportunities for collaboration between the Fraternity & Sorority Community and other campus entities.
 - e. Meet with the Greek Leadership Council Advisor as needed.
 - f. Perform all other duties pertaining to the office.
4. The Vice President- Communication shall:
- a. Serve as a member of the Executive Board
 - b. Record all minutes and attendance records of Greek Leadership Council meetings and provide each chapter/colony a copy.
 - c. Keep, organize and maintain all Greek Leadership Council documents (past and present) on Box.
 - d. Coordinate all official correspondence of Greek Leadership Council via social media and Greeks listserv.
 - e. Maintain the Fraternity & Sorority Community Calendar with input from the Greek Leadership Council Delegates.
 - c. Support GLC officers with their event PR: create, print and post a-frames, flyers, instagram templates. If asked, support chapters with public relations.
 - d. Manage all social media platforms.
 - e. Positive social media campaign twice a year during peak times.
 - f. Meet with the Greek Leadership Council Advisor as needed.
 - g. Perform all other duties pertaining to the office.
5. The Vice President- Finance shall:
- a. Serve as a member of the Executive Board.
 - b. Handle all financial matters of Greek Leadership Council and provide a report of such matters at each meeting.
 - c. Assess and collect dues each semester.
 - d. Prepare an annual budget for approval by the delegates for the next fiscal year. This budget shall be reviewed at the end of the Fall semester to re-appropriate funds, as needed.
 - e. Keep accurate records of all transactions and accounts.
 - f. Pays all debts and bills incurred by the Council.
 - g. Issue and record all reimbursements.
 - h. Give monthly updates on the finances of Greek Leadership Council to delegates.
 - i. Apply for available scholarships and grants on behalf of Greek Leadership Council.

- j. Record all minutes and attendance records of Greek Leadership Council meetings and provide each chapter/colony a copy.
- 6. The Vice President- Programming shall:
 - a. Serve as a member of the Executive Board.
 - b. Research and present academic opportunities, resources, and scholarships to the Fraternity & Sorority Community regularly.
 - c. Coordinate an academic recognition program.
 - d. Engage CSUSM faculty and staff in the Fraternity & Sorority Community through programs and outreach.
 - e. Work in partnership with Order of Omega and Gamma Sigma Alpha.
 - f. Specifically target women's and men's separate programming needs.
 - g. Coordinate women's programming initiatives including but not limited to Circle of Sisterhood.
 - h. Coordinate programming initiatives from the Office of Student Life and Leadership as well as Fraternity and Sorority Life.
 - i. Collaborate with the Vice President – Internal and External with large-scale community-wide programs.
 - j. Meet with the Greek Leadership Council Advisor as needed.
 - k. Perform all other duties pertaining to the office.

ARTICLE V. DELEGATE RESPONSIBILITIES

- 1. A Chapter/Colony Delegate on the Greek Leadership Council shall:
 - a. Be a representative for his or her chapter/colony.
 - b. Have voting privileges for his or her chapter/colony.
 - c. Report to his or her chapter about the decisions and issues discussed at the Greek Leadership Council meetings.
 - d. Serve as a voice from his or her individual chapter/colony to the rest of the Fraternity & Sorority community.
 - e. Represent the Fraternity & Sorority community appropriately.
 - f. Assist in planning and promoting Greek Leadership Council events and programs.
 - g. Make updates to the All Fraternity & Sorority Calendar on behalf of his or her chapter/colony.
 - h. Serve on any standing committee ~~as written in Article VII.~~
- 2. Accountability
 - a. Any Delegate of the Greek Leadership Council shall be subject to review by the Executive Board and if he or she is negligent of his or her duty.
 - b. If the Executive Board deems a Delegate negligent in their duties, the Greek Leadership Council President will address any of the issues with the Delegate's chapter/colony President and create a plan of action to remedy these issues.

ARTICLE VI. SUB-COUNCIL PRESIDENT RESPONSIBILITIES

1. A Sub-Council President shall:
 - a. Be a representative for his or her council.
 - b. Will not have voting privileges for his or her council.
 - c. Report to his or her council about the decisions and issues discussed at the Greek Leadership Council meetings.
 - d. Serve as a voice from his or her council to the rest of the Fraternity & Sorority community.
 - e. Represent the Fraternity & Sorority community appropriately.
 - f. Assist in planning and promoting Greek Leadership Council events and programs.
 - g. Make updates to the All Fraternity & Sorority Calendar on behalf of his or her council.

2. Accountability
 - a. Any Sub-Council President shall be subject to review by the Executive Board and if he or she is negligent of his or her duty.

ARTICLE VII. HAZING

All acts of hazing by a University registered fraternity/sorority and/or any of its members or alumni are prohibited. It is a violation of California State law, Board of Trustees policy and California State University San Marcos policy for students to engage in any activities that may be described as hazing. The California State University San Marcos Greek Leadership Council will adhere to the university's definition of hazing:

California State University San Marcos expects that all members of recognized student organizations will observe and fully comply with the State of California Educational Code requirements on hazing. All students are expected to adhere to regulations set forth by their respective National Fraternity, the State of California, and the University referring to hazing.

California State University San Marcos prohibits hazing by any recognized student organization. The State of California Educational Code defines hazing as the following:

As used in this article, "hazing" includes any method of initiation or preinitiation into a student organization or any pastime or amusement engaged in with respect to such an organization which causes, or is likely to cause, bodily danger, physical harm, or personal degradation or disgrace resulting in physical or mental harm, to any student or other person attending any school, community college, college, university or other educational institution in this state; but the term "hazing" does not include customary athletic events or other similar contests or competitions.

No student, or other person in attendance at any public, private, parochial, or military school, community college, college, or other educational institution, shall conspire to engage in hazing, participate in hazing, or commit any act that causes or is likely to cause bodily danger, physical harm, or personal degradation or disgrace resulting in physical or mental harm to any fellow student or person attending the institution. Neither the express or implied consent of a victim of hazing, nor the lack of active participation while

hazing is going on is a defense. Apathy or acquiescence in the presence of hazing is not a neutral act, and is also a violation of this section.

**CALIFORNIA EDUCATIONAL CODE SECTION
32050-32051, VISIT:
[HTTP://WWW.LEGINFO.CA.GOV/CALAW.HTML](http://www.leginfo.ca.gov/calaw.html)**

ARTICLE VII. RISK MANAGEMENT

All Greek Leadership Council and fraternity or sorority colony/chapter events must follow the Fraternity Insurance Purchasing Group (FIPG) Risk Management Policy and the policies of their respective regional/inter/national Organizations. All chapters/colonies must also adhere to the University Student Conduct Code and Policies.

ARTICLE IX. ROBERTS RULES OF ORDER

The Greek Leadership Council shall be governed by Robert's Rules of Order newly revised, except in matters specifically provided for in the Constitution, Bylaws or Standing Rules.

ARTICLE X. AMENDMENTS

These Bylaws may be amended by a two-thirds vote of the Delegates of the Greek Leadership Council, provided notice of the proposed amendment has been given in writing at the preceding regular meeting.