Appendix E

The Conduct Code for the Interfraternity Council

Mission Statement

The purpose of the Conduct Board is to further the mission of the Inter-Fraternity Council through the enforcement of College and IFC policies within the Greek fraternal community.

The Conduct Board Goals are:

1. Promote the highest standards of conduct among fraternity men;

2. Continually seek to foster a positive image of the Greek fraternal system within The College community;

3. Resolve conflicts involving fraternity chapter activities which may violate either IFC instituted policies or policies of The College of William and Mary, as well as conflicts that have been referred to the Board by appropriate College officials;

4. Hold fraternity chapters accountable for violations of IFC instituted policies or policies of The College of William and Mary;

Preamble:

The following Conduct Code for the Interfraternity Council Conduct Board is adopted and set forth by the Interfraternity Council at The College of William and Mary as a proper guide for all Conduct Board members and as an indication of what the fraternal community has a right to expect of its Conduct Board.

Article I: Establishment of the Conduct Board/Code:

1. By this Constitution, the IFC establishes a student Conduct board for the purpose of adjudicating alleged violations of IFC and/or University regulations. This Conduct body shall be known as the IFC Conduct Board.

2. The Conduct Board shall have up to a maximum of 10 Board members plus the IFC Vice President Conduct (who shall serve as Chairman of the Conduct Board). Candidates shall submit applications to the IFC Conduct Board Selection Committee. The Selection Committee shall determine the candidates eligible to sit on the IFC Conduct Board. The Selection Committee shall then submit the slate of proposed Board members to the President’s Council. The whole slate of Board members must then be approved by a majority vote of the President’s Council, at the following President’s Council meeting.

3. Any concerns that are raised about a candidate that is on the slate of Board members that has been submitted to the President’s Council, must be submitted in writing to the IFC VP Conduct, within forty-eight hours of the President’s Council receiving the slate of Board members. The IFC Conduct Board Selection Committee will then review the written concern. The Selection Committee may then either revise or not revise the submitted slate of Board members. If the IFC Conduct Board Selection Committee does
revise the submitted slate of Board members, they shall present the revised slate no later than twenty-four hours before the President’s Council meeting, in which the Presidents are to vote on the submitted slate of Board members.

4. The IFC Conduct Board Selection Committee shall be composed of the IFC VP Conduct, the IFC President, one President from the IFC President’s Council, two IFC Conduct Board Members, the IFC Advisor, and the Director of Student Conduct (or their designees for any of the above selection committee positions).

If one or more of the Board member positions is vacated during the year, then the IFC Vice President Conduct may, in consultation with the IFC President, appoint candidates to the vacant Board positions. The appointees must be approved by a two-thirds vote of the President’s Council.

6. The term of office for Board members of the Conduct Board shall be for a one-year appointment. Selection will be made at the beginning of the calendar year. Current members of the Board may be recommended for reappointment by the IFC Vice President Conduct.

7. Each newly appointed Board member must undergo a comprehensive training session prior to inclusion in Conduct hearings.

8. Eligible candidates must be current members in good standing of IFC-recognized fraternities on the College of William and Mary campus. All Board members and Conduct Board applicants must have a 2.5 cumulative and semester average prior to selection and must maintain this minimum semester and cumulative average to remain in office. Candidates must also not be current members of the IFC President’s Council, or current members of the IFC Executive Board. Candidates may not currently be on disciplinary probation with the College or have been separated from the college in the past for a disciplinary or honor violation.

9. Board members shall be obligated to self-report to the VP Conduct any issues that may initiate conduct proceedings.

10. Any Board member who misses two meetings during any given semester shall be subject to dismissal at the discretion of the IFC Conduct Chairman and if necessary, a new member shall be chosen in accordance with Article I, Section 5.

11. A Vice Chairman of the IFC Conduct Board shall be elected internally by majority vote at the Board’s first meeting of the year. The selected board member may not come from the same chapter as the incoming Chair. They shall have the responsibility of supporting the leadership of the IFC Conduct Board, but shall not have the responsibility of serving on the IFC Executive Board.

12. A Secretary of the IFC Conduct Board shall be elected internally by majority vote at the Board’s first meeting of the year. The Secretary shall be responsible for maintaining the records of the Board, and recording minutes at each of the Board’s meetings.

13. The IFC Conduct Board shall have jurisdiction for IFC-recognized fraternities on the William and Mary campus who violate any, all, or part of the following:
A. The IFC Constitution and Bylaws, IFC Recruitment Policy, or other policies or regulations that the IFC, by a majority vote of its members, may institute in the normal course of its business.

B. Violations of the Student Code of Conduct that are referred to the IFC Conduct Board by either the Dean of Students. The IFC Conduct Board shall have jurisdiction for violations of the Code that involve event(s) such that the alleged violation(s) may be said to be associated with a particular fraternity (or fraternities), and that have been referred to the Conduct Board from the Dean of Students Office.

**Article II: Recognition and Jurisdiction of the Conduct Board:**

1. The purpose and objective of the IFC Conduct Board is to hear cases of alleged violations of IFC Policy and College of William and Mary’s Student Code of Conduct concerning the conduct of Fraternities. The IFC Conduct Board shall establish precedent and maintain continuity concerning Conduct action involving organizational charges against fraternities.

   A. Fraternities are officially regarded as recognized student organizations.

   B. The acceptance of a IFC recognized fraternity by the College, and the acceptance of one or more individuals into that fraternity, are considered contractual arrangements through which the fraternity and its members agree to abide by all rules set forth by the State of Virginia, the College of William and Mary, and the IFC.

   C. Any infraction of these rules will subject the organization to disciplinary action by the IFC Conduct Board, and/or the College in cases referred to the Board by the Dean of Students.

   D. The IFC Conduct Board shall act in accordance with all College Student Code of Conduct and procedures concerning organizational conduct as a result of violating College of William and Mary policy or the laws of the State of Virginia.

The IFC Conduct Board shall hear all cases referred to them by the proper authorities, brought against member fraternities. For violations of IFC policy, the IFC Advisor has the authority to determine that cases referred to it shall be handled as either hearings, through mediation, or through Administrative Resolution OR do not merit either further Conduct action. The purpose of the Conduct Board is to provide a peer level hearing body that is aware of and sensitive to the needs and problems within the fraternity system.

**Article III: Procedure for Violations of the Student Code of Conduct:**

1. In the case of an incident deemed “less serious” by the Office of Student Conduct, a Fraternity shall have the option to appear before a committee hearing composed of four Board members plus the IFC Conduct Chairman or Vice Chairman. The IFC Advisor may be invited to hearings to serve as a procedural advisor only.

2. In the case of an Administrative Resolution in which an agreed upon summary of facts is produced, a Fraternity shall have the option to appear before an IFC Conduct Board
Sanction-Only Panel composed of two Board members plus the IFC Conduct Chairman or Vice Chairman.

*Article IV: Code of Ethics:*

1. The IFC Conduct Board exists to promote justice and fairness and to educate fraternity men as to the responsibilities inherent in being a member of a fraternity, being a member of the fraternity community, and the William and Mary community, and of certain rules and regulations that apply specifically to fraternity members. The Board provides a peer level hearing body.

2. An IFC Conduct Board member’s behavior should be beyond reproach and free from impropriety.

3. Confidentiality must be maintained at all times. At no time should any case before the IFC Conduct Board be discussed outside the conduct proceedings or the board by any IFC Conduct Board member.

4. No IFC Conduct Board member should hear or entertain the merits of any pending case except when sitting as a member of the board in a conduct proceeding.

5. No IFC Conduct Board member should be swayed by pressures from inside the Greek community or from non-affiliated persons. If Board members are being pressured from inside the Greek community or from non-affiliated persons, than the Board member must inform the IFC VP Conduct.

6. An IFC Conduct Board member should use discretion to disqualify himself from cases where he may be prejudiced either for or against the accused fraternity, or where the perception of prejudice exists.

7. When considering the question of responsibility, a IFC Conduct Board member should always bear in mind that he is deciding whether a particular IFC, College, or State regulation has been violated, not upon the validity of that regulation. A IFC Conduct Board member should, however, consider all relevant factors when deciding on the disciplinary measure to be imposed upon an organization.

8. IFC Conduct Board proceedings should be conducted with fitting dignity and decorum, and should reflect the importance and seriousness of the process.

9. If an IFC Conduct Board member does not live up to the Code of Ethics, he may be removed from the Board by the IFC VP Conduct, in consultation with the IFC President and the Advisor to the IFC.

*Article V: Administrative Resolution*

in violation of the IFC Constitution, the IFC Advisor or it’s representative will meet with the President of the organization to conduct the Information Session; if after meeting with President, the Advisor determines that a referral to the Board is appropriate, he or she will do so, and it will not be necessary for the Board to conduct an additional Information Session (the Board will move directly into fact finding and resolution of the report if possible).
1. IFC VP Conduct will contact the IFC Advisor to arrange a time to meet with the president of the fraternity reported. The VP Conduct and two other members of the Board then will meet with the president and discuss the report with President with the aim of resolving the report informally. (see above).

2. If the President chooses to resolve the matter via the Administrative (Informal) Resolution, the IFC VP-Conduct will follow the proper procedures to determine the facts of the matter. If the VP is able to reach agreement with the president on a summary of facts, he and the other members who attended the meeting then will meet with the staff member to receive feedback on the proposed summary of facts and sanctions prior to presenting the proposed resolution to the organization’s president.

3. The VP Conduct shall report the outcome of the Administrative Resolution in writing to both the Chapter President and the IFC Advisor

4. The IFC Advisor will serve as a procedural advisor to the IFC Conduct Board for the Administrative Resolution process.

5. If the Administrative Resolution process cannot be resolved as designed, then the IFC VP Conduct will work with the Chapter President to schedule a full hearing with the Conduct Board.

6. If a summary of facts cannot be reached and the Administrative Resolution is unsuccessful, then a full hearing shall proceed according to the guidelines set forth in Article III, Section 1.

Article VI: Mediation:

1. In the IFC Conduct process, cases may be handled more quickly and easily by participating in mediation. Mediation may be scheduled to settle a difference, dispute, or conflict between two or more chapters

2. The participants in the mediation process would be limited to the mediators and up to three representatives from each chapter involved. The mediators would be one Board member who does not belong to a chapter involved in the mediation and the IFC VP Conduct (or his designee). All chapters involved in the mediation must agree upon the mediators. The IFC Advisor may be invited to mediation to serve as a procedural advisor only.

3. The mediation is closed to anyone who is not directly involved in the process.

4. At the outcome of the mediation process, an agreement should be reached and recorded, with copies of the agreement given to each chapter involved. The mediation process should offer an appropriate agreement to resolve the situation and be agreed upon by each party involved.
5. The Mediation Body, as cited in Article VI, Section 2, may be decreased in size as requested by the parties involved in the mediation, and in consultation with the appropriate authorities.

**Article VII: Records:**

1. A secretary shall be appointed within the Conduct Board, for each proceeding, to maintain the records of the Board.

2. The records produced during conduct proceedings for cases that pertain to violations of the IFC Constitution and Bylaws shall be located in the Greek Life Office.

3. The records produced during hearings for cases that pertain to violations of the Student Code of Conduct shall be provided to the Director of Student Conduct.

4. For other records related policies, the IFC Conduct Board shall utilize the record policies set forth in the College of William and Mary Student Handbook.

**Article VIII: Conduct Board Hearing Procedures and Guidelines:**

5. The IFC Conduct Board shall follow the Conduct hearing procedures and Conduct guidelines set forth in the College of William and Mary Student Handbook for a Conduct body for both Student Code of Conduct violations and IFC Constitution violations.

**Article IX: Disciplinary Sanctions:**

1. For implementing sanctions related to the Student Code of Conduct, the IFC Conduct Board shall utilize the Conduct sanctions set forth in the College of William and Mary Student Handbook.

**Article X: Requests for an Appeal:**

1. The IFC Conduct Board shall follow the Conduct appeals process set forth in the College of William and Mary Student Handbook.

2. Decisions made through mediation OR hearing outcomes from IFC Guideline violations shall not be subject to appeal unless new material evidence is presented, which is not merely corroborative or repetitive, unknown by the organization at the time of the resolution and is pertinent to the case.

**Article XI: Amendments:**

1. Any member of the IFC or Conduct Board may propose an amendment to the Conduct Code, except for amendments that would conflict with established College guidelines. Such changes are contingent upon an approval vote of two-thirds of the IFC member chapters in good standing.