

Bylaws of the United Greek Council of the University of Texas at Dallas

Article I – Membership

Section 1. Each member organization must operate in accordance with the Constitution, Bylaws and Policies of the United Greek Council (UGC).

Section 2. Participation in the UGC and its member organizations shall be free of discrimination based on race, color, national origin, sexual orientation, religion, age, or disability.

Section 3: Membership Requirements

- A. Maintain a minimum of five (5) members
- B. Secure a full-time faculty/staff advisor
- C. Maintain registration with Student Organization Forum
- D. Pay semester dues
- E. Attend all UGC meetings
- F. Comply with all University and UGC rules and regulations, policies and procedures.
- G. Comply with all national requirements and policies

Section 4: The UGC shall charge each active member organization dues in the amount of five dollars (\$5) per member.

Section 5: A three-fourths (3/4) vote of the UGC member organizations is required for all petitioning organizations to receive membership into the council.

Section 6: Colonizing Organization Membership Fee: At the time of acceptance, the colonizing organization shall pay a one-time fee of fifty dollars (\$50).

Section 7: In order to allow for the appropriate regulation of the growth of the council based on limited resources and abilities of persons involved in its management, UGC reserves the right to cease expansion or place a moratorium on expansion when deemed appropriate.

Section 8: In the event that a national organization deems a local chapter deficient in membership, the UGC shall cease expansion opportunities for the duration of one long semester.

Article II – Elections

Section 1: The nominees shall write a letter of Intent for position stating why they should receive votes for the position.

Section 2: Elections shall be held at the third meeting in April. The new officers shall assume office at the last regular meeting of the semester.

Section 3: The officers shall be elected by a majority vote. Balloting shall be by secret ballot.

Section 4: In case of a tie, the winner will be determined by a majority vote of the Executive Board.

Section 5: In case of vacancies, open positions shall be appointed by the Executive Board and voted on by the legislative body with a three-fourths (3/4) vote.

Article III – Qualifications of Officers

Section 1: Officer Nominees should not currently hold the office of chapter President.

Section 2: Officer Nominees shall have been active in the semester prior to the elections with the council and fraternity/sorority.

Section 3: Officer Nominees must be in good standing with the University of Texas at Dallas.

Section 4: Officer Nominees must be initiated members in good standing with their respective fraternity/sorority.

Article IV – Meetings

Section 1: The council shall meet bi-weekly during the fall and spring semesters.

Section 1: The Executive Board shall meet weekly during the fall and spring semesters. Form of meeting may be determined by current Executive Board

Section 2: The Executive Board, upon the majority, may call special meetings of the council.

Section 3: The first official council meeting shall be held before the first academic week of each semester.

Section 4: All UGC meetings must be held on campus.

Section 5: The meeting agenda shall proceed as follows:

1. Call to order
2. Roll call
3. Approval of minutes
4. Executive Reports
5. Committees Reports
6. Old Business
7. New Business
8. Announcements
9. Adjournment

Article V – Duties of Executive Board Officers

Section 1: General Duties

- A. To attend all regularly scheduled and executive board meetings.
- B. To prepare a report of activities at the end of their term with the exception of the Treasurer, who will submit reports as outlined in the bylaws.
- C. Maintain officer hours as determined by consensus of the elected Executive Board.

Section 2: Duties and powers of the President

- A. To conduct the meetings of the UGC and the Executive Board.
- B. To call special meetings of the UGC and the Executive Board.
- C. To supervise all activities and operations of the UGC.
- D. To officially represent the UGC in dealings with the University community and the general public.
- E. To create and appoint any special committees deemed necessary by the UGC and/or executive board.
- F. To attend the President's meeting held by the Greek Life Advisor
- G. To appoint UGC representatives or delegates to other committees as desired.
- H. To represent the UGC during the orientation activities.

Section 3: Duties and powers of the Internal Vice President

- A. To assume all responsibilities of the president in case of his/her absence or removal from office.
- B. To oversee any committees created and appointed by the president.
- C. Serve as an ex officio member of all committees.
- D. To assist the president as deemed necessary.

Section 4: Duties and powers of the Vice President of Administration and Finance

- A. To record and distribute the minutes of all UGC and Executive Board meetings. Minutes will be posted electronically within 48 hours, with one copy being filed in the UGC archives.
- B. To maintain a membership contact list of the UGC delegates and check attendance at all regular, executive board and committee meetings.
- C. To be responsible for the maintenance of the UGC office, equipment and supplies.
- D. To submit an annual budget to UGC before the end of the academic year to be approved by the legislative body.
- E. To bill, disburse, and keep an accurate account of all UGC funds. Prepare accurate financial reports at the end of each month and term for distribution to all chapters and the Assistant Dean of Students for Greek Life.
- F. Coordinate external audit when actions are deemed appropriate.
- G. To impose fines outlined in Article X of the Bylaws.

Section 5: Duties and powers of the Vice President of Community Relations and Expansion

- A. To maintain a record of all news from the university and local newspapers.
- B. To seek co-sponsorship opportunities with other organizations and businesses for programming.
- C. To serve as a liaison between UGC and other councils within the Greek community.
- D. Facilitate expansion efforts for UGC.
- E. Serve as primary resource for new organizations throughout the expansion process.
- F. Coordinate service projects and special events to ensure cultural and social emphasis of UGC.
- G. Coordinate public relations efforts.

Section 6: Removal of Officers

- A. The failure to perform officer duties as defined in Article V of the Bylaws shall constitute grounds for impeachment.

- B. Officers shall be removed by a three fourths (3/4) vote at a meeting of the UGC provided that a quorum is present.
- C. A motion for impeachment must be made minimum of one (1) meeting before a vote is taken.

Article VI – Fiscal

Section 1: The annual budget shall be approved by the second Council meeting.

Section 2: The books and records of the Vice President of Administration and Finance shall be reported monthly and of which must be audited annually. The copies of the reports shall be filed with each UTD undergraduate member organization. The fiscal report is due by the third meeting.

Section 3: Dues

- A. The UGC shall charge each full status member fraternity/sorority dues of five dollars (\$5) per active member, to be due at the second regular scheduled meeting for the semester.
- B. A \$5 fine shall be assessed if the bill is not paid on time.

Article VII – Committees

Section 1: Committees shall meet regularly throughout the fall and spring semesters at the discretion of the committee chairman.

Section 2: Any additional committee members may be added at the request of the committee chairman.

Section 3: Each fraternity/sorority shall serve on the UGC recruitment committee.

Section 4: The President shall create and appoint any special committees deemed necessary by the UGC and/or Executive Board.

Article VII - Intake process

Section 1: Each organization shall adhere to their National Mandate as a guideline for accepting a candidate(s) for membership.

Section 2: The UGC Council will not tolerate Hazing, both mental and/or physical. Activities considered hazing are defined in the University policy and state law.

Section 3: All UGC member organizations must inform the Greek Life Advisor of the intent to participate in the intake process for both fall and spring semesters.

Article IX – Organization Roster

Section 1: All member organizations must submit their official roster by the second meeting of the semester to the Vice President of Administration and Finance. Failure to comply will result in the assessments of fines, according to Article X. The signature of the President and UGC advisor must appear on all changes to the roster. Chapters must file copies of all changes in the UGC Archives. Active roster shall include full member information including contact information. (email, phone number)

Section 2: Updated rosters must be submitted no later than one week after completion of Membership Intake Process.

Article X – Fines

Section 1: If for any reason a fraternity/sorority does not attend an UGC event, a fine of ten (\$10) dollars will be assessed. The only variation to this would be set by the importance of the event and the fine will be stated on date of the event announcement.

Section 2: If at any time a fraternity/sorority does not have one (1) representative at a scheduled meeting, the following assessments will be made:

- A. Fine of \$10 dollars (for the 1st meeting)
- B. Fine of \$10 dollars (for the 2nd meeting)
- C. Fine of \$30 dollars (for the 3rd meeting)
- D. Loss of UGC vote after the 4th meeting
- E. Suspension (remainder of semester) from UGC after 5th meeting

Section 3: A fine of five (\$5) dollars will be assessed each following week after violation and non-payment.

Section 4: Chapters must submit monthly calendars to the Vice President of Administration and Finance by the 1st meeting of every month. A fine of \$5 will be assessed each following week.

Section 5: Chapters must submit official membership rosters by the second meeting of the fall and spring semester. Failure to do so will result in a fine of \$5 per week thereafter until roster is received.

Section 6: All fines will be due within ten business days of the date the fine was imposed.

Article XI – Judicial: Refer to the UGC Judicial Policy for guidelines regarding judicial procedures.

Article XII –Expansion

Section 1: Statement on Expansion

Expansion is defined as the growth of the fraternal community through the addition of new or returning organizations. The UGC provides leadership for organizations identifying as culturally-based social fraternal organizations at the University of Texas at Dallas. The UGC views expansion as influencing the advancement of fraternity and sorority life at UTD as it provides options for non-members. Expansion also allows for the advancement of a widely growing movement of culturally-based organizations nationally to positively impact our community at UTD. With this in mind, our approach is to openly consider expansion efforts; however, such growth requires resources from the UGC, the Office of Greek Life, and many constituents. Expansion is not an easy task. With this in mind, the UGC will work with the Office of Greek Life to consider expansion opportunities while understanding the collective capacity of all involved in making successful expansion happen. We reserve the right to limit expansion at any time when reasonable efforts to support new groups cannot be made.

Section 2: Refer to the UGC guidelines on expansion for details regarding the process for beginning a new organization in the UGC.

Article XIII– Amendments:

Section 1: Bylaw amendments shall be read one (1) meeting prior with written copies available for every member chapter. A bylaw shall be approved by a three fourth (3/4) vote at a regularly scheduled meeting, provided that a quorum is present.

Section 2: Bylaw amendments shall be ratified by three fourths (3/4) of its voting members. Amended bylaws shall become effective immediately upon ratification.