



## ETSU STUDENT ORGANIZATION INTERFRATERNITY COUNCIL

### Interfraternity Council East Tennessee State University IFC Recruitment Guidelines and Policies Terms of Agreement

The Interfraternity Council and East Tennessee State University support fraternity life and thanks all the chapters for their continued philanthropy, service, and leadership on campus. Our chapters help represent the university in a positive way by making the lives of students more fulfilling and meaningful. We wish to continue this tradition of excellence on campus by making recruitment a success. These rules are intended to protect our members, chapters, potential new members, and the university in the recruitment process. The IFC provides chapters with the opportunity to be successful through education, organization, and the facilitation of events, which can be used to the advantage of the fraternity and sorority community. It is the responsibility of our chapters to take advantage of these opportunities to recruit students who exemplify the values of our community.

The purpose of these terms of agreement is to ensure the accountability of all rules and sanctions presented below. Please read all recruitment material before the specified officers sign their consent.

The chapter presidents and the chapter recruitment chairs from this chapter must sign this document for it to be valid. These two officers are acting as delegates for their chapter and the signing of this document signifies their chapter's willingness to comply with all the recruitment guidelines and policies. By consenting to this document, a chapter is bound to comply with all sanctions (service, monetary, and/or other) received via the IFC Judicial Board and/or the IFC Recruitment Committee.

The following approved IFC Recruitment Guidelines were voted on during an IFC council meeting and formally adopted by all IFC chapters by a majority vote.

**Date of Adoption by IFC Legislative Body: March 2, 2022**

**Chapter:** \_\_\_\_\_

**President Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Recruitment Chair Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Effective: Spring 2022 and Fall 2022**

**Last revised: February 17, 2022**

Interfraternity Council  
East Tennessee State University  
**IFC Recruitment Guidelines, Rules, and Policies**

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*A recruitment event will be defined as any event held by a chapter with the intent of seeking potential new members, or any event designed to increase interest in joining a specific chapter. The IFC reserves the right to deem any event meeting such criteria as a "recruitment event," whether the event is or is not publicized beforehand, takes place at a specific chapter house, third party location, or third-party vendor. So long as the event involves one or more potential new men the event can, and will be, punishable by recruitment infractions as outlined in Articles IV, V, and VI.*

### **Article I Eligibility**

For the purpose of recruitment policy, a potential new member shall be defined as any male, non-Greek lettered organization affiliated, full-time ETSU student with a GPA of at least 2.6 and **verified** as eligible by Fraternity and Sorority Life Staff through the ICS database management system.

- A. To receive an invitation for membership a potential new member must be a full-time student. Chapters can extend bids to first time freshmen who did not participate in formal recruitment beginning **September 20, 2022**.
- B. All invitations to membership will be extended on **September 15, 2022** during the IFC formal bidding ceremony.
- C. A potential new member must be registered and verified with the ICS database management system and the Fraternity and Sorority Life Staff prior to receiving a bid.
- D. The potential new member must have signed the Anti-hazing and Grade release form provided on the ICS database management system registration process.
- E. A potential new member must have obtained a 2.6 cumulative college grade point average or a 2.6 cumulative high school grade point average if no college credits have been earned.
- F. A potential new member may register for recruitment any time.

### **Article II Conduct**

- A. All recruitment materials, practices, events, paraphernalia, and slogans shall be within the confines of good taste as perceived by the IFC Recruitment Committee and Fraternity and Sorority Life Advisor and in alignment with university policy. The IFC Vice President of Recruitment and Fraternity and Sorority Life Staff must approve all videos and PowerPoint presentations that potential new members are shown for viewing purposes during recruitment prior to distribution and viewing. All recruitment videos and presentations must be submitted to the Vice President of Recruitment for approval by **August 25th, 2022**.
- B. No member of a fraternity or sorority (active, inactive, new member or alumni) shall indulge in defamation of character against any member or group of members of another fraternity or sorority.

- C. Each chapter or individual member should communicate the importance of participating in the Fraternity and Sorority Life informational session to all potential new members. In addition, no chapters or individual members should discourage any potential new member from participating in the recruitment process.
- D. The use of women in fraternity recruitment activities is prohibited. This includes the use of the fraternity's current sweetheart and/or the equivalent of.
- E. Fraternities may not buy gifts for potential new members, individually or collectively, during recruitment. This does not include any food, nonalcoholic beverages, or fraternal promotional items distributed at recruitment events or for recruitment purposes as approved by the Vice President of Recruitment and the Fraternity and Sorority Life Staff.
- F. Fraternity men (active, inactive, new member, or alumni) will refrain from using derogatory remarks about or toward women during any contact with a PNM. This includes, but is not limited to: sexual remarks, degrading comments, or inappropriate behavior toward women. Fraternity members (active, inactive, new member, or alumni) and chapters who do not abide by this rule will be subject to punishments as assigned by the IFC Recruitment Committee, the IFC Judicial Board, and university policy.
- G. The use of vulgar words in any chants or songs by any fraternity man (active, inactive, new member or alumni) is strictly forbidden. Fraternity members (active, inactive, new member, or alumni) and chapters who do not abide by this rule will be given a \$100.00 fine per vulgar word due to the IFC Treasurer 30 days after written notification.

### **Article III**

#### **Alcohol**

- A. All recruitment/recruitment events shall be free from any alcoholic beverages and any illegal substances including formal, informal, and summer/break recruitment activities.
  - i. No alcoholic beverages will be allowed at functions (i.e. parties, mixers, football games) where potential new members may be present. Fraternity members who are visibly intoxicated at IFC events, any chapter events, Preview events, Welcome Week events, or any such activity where potential members would be present will be asked to leave said event immediately. An infraction may be filed against the fraternity member's chapter.
- B. No chapter member (active, inactive, new member, or alumni) collectively, or individually, shall purchase for, serve to, sell, or provide any form of alcoholic beverage(s) to a potential new member.
  - i. Fraternity members (active, inactive, new member, or alumni) and chapters providing or consuming alcoholic beverages as outlined in these guidelines and policies will be subject to punishments as assigned by the IFC Recruitment Committee, the IFC Judicial Board, and university policy. All direct alcohol related violations will be handled by the IFC Executive board in accordance with these guidelines and policies as well as university policies.
  - ii. Potential new members are prohibited from consuming alcoholic beverages during any recruitment function. Potential new members consuming alcoholic beverages are liable

and will be subject to punishments as assigned by the IFC Recruitment Committee, the IFC Judicial Board, and university policy.

- C. No chapter shall have a third party (including girlfriend, non-fraternity member, friend, or anyone else not associated with the fraternity) purchase for, serve to, sell, or provide any form of alcohol to a potential new member.

- D. Recruitment publicity shall contain no reference to alcoholic beverages or distributors.

\*Note: In the incident that an alcohol infraction does occur, the IFC Judicial Board will determine from the provided information what constitutes a “recruitment function.”

## **Article IV Recruitment Infraction Procedure**

- A. The IFC Recruitment Committee will investigate all properly submitted accusations immediately. All parties involved with the accusation will be notified immediately.
  - i. The IFC Recruitment Committee will comprise the following people: The IFC Executive President, Executive Vice President, the Vice President of Recruitment, the Director of Fraternity and Sorority Life (or their designee).
  - ii. Recruitment violation reports should be made in writing within 48 hours of the occurrence of the alleged recruitment violation. The IFC Executive Vice President whom the report is made of must pledge to receive the information given, to submit the accusation to the IFC Executive Council and IFC Judicial Board, and to keep confidential the name of the individual fraternity(s) and/or members involved.
- B. Any fraternity member, potential new member, IFC Executive Officer, Rho Sig, or anyone who observes a violation of the East Tennessee State University IFC Recruitment Guidelines by a fraternity member (active, inactive, new member, or alum), or potential new member is honor bound to report such violations in writing to the IFC Executive Vice President. Such a report shall contain the names of the people involved, date, time, and location.
- C. Only if the accused fraternity, fraternity member, or potential new member denies the accusation, will the person giving the information to the IFC EVP be called to testify before the IFC Judicial Board. In such a case, all parties involved will be obligated to keep confidential the name and fraternity affiliation of the witness or witnesses.
- D. All accusations must be submitted and signed by the accuser. Anonymous accusations will not be considered. All parties must participate in the investigation and judicial hearing.
- E. All Investigations will result in a final ruling by the IFC Judicial Board in accordance with campus judicial policy.

## **Article V Judicial**

The following sanction(s) listed below are being presented to maintain a fair recruitment process for not only all chapters, but potential new members as well.

- A. Any chapter found in violation of any of the recruitment guidelines shall receive a \$250.00 fine per incident due to the IFC Treasurer 30 days (about 4 and a half weeks) after written notification. In addition, an infraction may also result in, but is not limited to any of the following sanctions:
  - i. Loss of intramural privileges
  - ii. Loss of social privileges
  - iii. Community service hours
  - iv. Educational programming
- B. All of the following sanctions are applicable by the IFC Judicial Board in the case of a recruitment infraction. The participation of all chapters in recruitment is to concur with all IFC Bylaws and its Constitution. Failure to comply with the formal and informal recruitment policies, voted on and approved by the Interfraternity Council prior to the beginning of each recruitment period, will not be tolerated. Disciplinary sanctions, as outlined in the IFC Constitution, Bylaws, and Recruitment Guidelines may be imposed.

## **Article VI**

### **Direct Violation Penalties**

- A. Direct violations of the recruitment policy will be handled on a case-by-case basis by the IFC Recruitment Committee.
  - i. Direct violations will be considered any action in violation of the recruitment guidelines as witnessed by an IFC Executive Member, city official, or campus official. These violations will result in the immediate meeting of the IFC Recruitment Committee and all parties involved in said incident.
- B. The IFC Recruitment Committee holds the right-to develop other types of sanctions should the violation permit
- C. Violation of any recruitment regulation or guideline by a potential new member, or the unacceptable behavior of a specific potential new member before or during his official bid acceptance can and will result in the ineligibility of that individual's continuation in the recruitment process. Depending on the severity of the potential new member's actions, he may be removed from the recruitment process, banned from receiving a bid for a determined amount of time, or banned from fraternity life at ETSU for the duration of his time at the university.
- D. All penalties will be set by the IFC Recruitment Committee; all penalties may be appealed to the IFC Judicial Board for further review.
  - i. The Judicial Board reserves the right to lessen, overturn, or intensify any penalty put forth by the IFC Recruitment Committee.

## **Article VII**

### **General Rules**

- A. Chapters' bid period is from the first day of classes to the last day of classes (prior to exams) in the fall and spring semester.
- B. Bids cannot be formally accepted (signed) by a potential new member until the potential new member has been approved by the Fraternity and Sorority Life Staff through the ICS database management system.
- C. Rho Sigs are ambassadors for the betterment of IFC and are to be treated with respect and courtesy at all times and when visiting recruitment locations. Rho Sigs have the right to accompany those going through recruitment on house tours and are entitled to go anywhere prospective members are allowed.
- D. All IFC Officers will be considered neutral when they are acting in an official capacity for IFC. The IFC President, Vice President of Recruitment, and all Recruitment Committee members shall remain completely disaffiliated during formal recruitment week and all weeks preceding formal recruitment beginning Saturday, **August 16th, 2022, at 11:59 p.m.**
  - a. The IFC Executive President, Executive Vice President, Vice President of Recruitment, and all Recruitment Committee members are not to associate with their respective fraternities in any manner, or at any location where they would be associated with their chapter by any person that is not a member of the ETSU Fraternity and Sorority Life community at the present time.
  - b. The Recruitment Committee is to not disclose their personal fraternity affiliation to prospective new members and may not wear letters until the conclusion of the disaffiliation period on Wednesday **September 15<sup>th</sup>**, during the bid day activities.
- E. Fraternity members shall not disclose the fraternity affiliation of any Recruitment Supervisor (Rho Sig) or Recruitment Committee members to prospective members. This system is based on the honor of the individual and the fraternity.
- F. All recruitment plans are to be submitted for approval by the IFC President, Vice President of Recruitment, and the Fraternity and Sorority Life Advisor by **August 11, 2022 by noon via the [Outlook Form](#)**.
- G. Bids cannot be formally accepted (signed) by a potential new member until the specified time on **Wednesday, September 15, 2022** and later.
- H. For a bid to be valid it must be reported as accepted within 24 hours to the Vice President of Recruitment and Fraternity and Sorority Life Advisor.
- I. No fraternity chapter, or its fraternity members (active, inactive, new member, or alumnus), shall slander the name of any other fraternity, sorority or non-Greek campus organization.
- J. No fraternity chapter, or its fraternity members (active, inactive, new member, or alumnus), shall make false statements about their own chapter's pledgship, dues or achievements. Chapters should be transparent in their actions.
- K. No fraternity apparel may be given to a potential new member until a bid is accepted.
- L. No fraternity chapter, or its fraternity members, may sponsor, host, or be a member of any private or secret social media site designed or intended for recruitment purposes.
- M. No IFC fraternity chapter, or its individual fraternity members, shall provide any sorority food at their respective house parties.



- N. Any house which is perceived to be a chapter house, or belonging to a certain IFC chapter by a PNM, will be treated as such, whether it is a third party location or actually at the designated chapter house. Any gathering of three (3) or more affiliated members of a chapter at any location will also bring about the same stipulations as a chapter house, regardless of location.
- O. Events with alcohol and recruitment functions are not approved to take place in private residences, these must take place at publicly reserve-able locations only.
- P. Any acts of aggression or acts that may be deemed as aggressive by an IFC Executive Member, Director of Fraternity and Sorority Life, and/or a designee will be handled by the IFC Judicial Board.
  - a. The sanction can, but is not limited to, result in:
    - i. A \$250 fine.
    - ii. Result in Social Probation.
    - iii. Result in Loss of Recruitment Activities.

## **Article VIII**

### **Rho Sigs – Fall Recruitment**

- A. Rho Sigs are to be disaffiliated from their chapter the disaffiliation period. If a potential new member learns of a Rho Sig's affiliation, they are not to confirm or deny the information. Rather they are to just continue promoting Fraternity Life in general.
- B. It is a Rho Sig's duty to report any and all recruitment violations by a chapter to the Vice President of Membership Development immediately after the incident occurs.
- C. Rho Sigs are to be active in the recruitment process. This means they are to be visible and involved at each chapter event they attend.
- D. Rho Sigs must assist the potential men in a Rho Sigma group with any questions and concerns that they may have. This means they are to be as informative as possible from a non-biased perspective. Rho Sigs ARE NOT to promote false assumptions about another chapter nor fabricate information which may or may not be true. Also, they should not answer any questions which you do not know the proper answer to. Any questions which you do not feel equipped to answer should be directed to an IFC Executive Officer or Fraternity and Sorority Life staff member.
- E. Rho Sigs are to report any questionable acts by a Potential New Member to the IFC President, IFC Vice President of Recruitment, or Fraternity and Sorority Life staff immediately after they occur.
- F. Rho Sigs are responsible for the actions of the Rho Sigma which they will be assisting in rotation cycles. Any questionable acts performed by a fellow Rho Sigma are to be reported to the IFC President, IFC Vice President of Recruitment, or Fraternity and Sorority Life staff immediately after they occur.

## **Article IX**

### **Disaffiliation**

- A. For certain periods of time various officers must disaffiliate from their respective chapters. The term disaffiliation shall consist of the following stipulations:

- i. Members are not to associate with their respective chapters in any manner
  - ii. Members shall cease wearing chapter apparel
  - iii. Members must remove chapter decals from personal vehicles
  - iv. Members must stop visiting the chapter house
  - v. Members must deactivate all social media by the last day of the Spring semester
- B. The following officers must be disaffiliated: All IFC executive members as well as all Recruitment Supervisors (Rho Sigmas).
- C. The penalties for any violation of the disaffiliation rules are as follows:
  - i. For Recruitment Supervisors:
    - a. 1st Offense: Verbal/Written Warning
    - b. 2nd Offense: \$125 fine to Chapter
    - c. 3rd Offense: \$250 fine to Chapter. The Recruitment Supervisor in question will be removed from his position and a replacement must be provided by the respective chapter.
  - ii. For all other officers:
    - a. 1st Offense: \$250 fine to chapter
    - b. 2nd Offense: Judicial Hearing

## **Article X Orientations**

- A. IFC Member Chapters in good standing with the university and the Interfraternity Council are permitted to host a booth at the Student Life Reception during orientations, with prior approval of reservation by the New Student and Family Programs staff.
- B. Chapters are only permitted to have a maximum of two (2) chapter members at their booth during orientation showcases or expos unless otherwise stated by the New Student and Family Programs staff.
- C. Chapters will be issued an official letter of warning by the Vice President of Recruitment if their booth and/or its members leave before they are released, before the official ending time of the event, or report late to any orientation showcase or expo.
- D. The second violation of Section C will result in the chapter being placed on orientation/expo attendance probation.
- E. The third violation of Section C will result in the chapter's loss of any and all orientation/expo attendance privileges and will not be permitted to return for the remaining orientation/expo dates.
- F. Representative chapter members participating in orientation booths or expos should wear appropriate lettered shirts or collared shirts.
- G. Representative chapter members participating in orientation booths or expos are not permitted to wear hats.
- H. Representative chapter members participating in orientation booths or expos are not permitted to consume any of the refreshments provided for the university's guests during the event.

## **Article XI**



## Recruitment Week

- A. The purpose of Recruitment Week is to allow new students the opportunity to explore their options in Fraternity and Sorority Life. It is designed so that each man might find the chapter that best aligns with his personal values. It also allows for chapters to select men whom they feel are most compatible with their brotherhood.
- B. Formal Recruitment Week will begin on **Monday, September 5th, 2022**, and last until **Wednesday September 14th, 2022**.
- C. Chapters will allow entry and attendance to all their recruitment functions to any IFC Officer, Rho Sigma, or campus official during the Recruitment period (this includes Pre-Recruitment). It is expected that these individuals will be treated with the same respect that PNMs are treated with while they are present in a chapter house or a chapter event.
- D. All Potential New Members partaking in the recruitment process will not be allowed to reside in a chapter house past 9:30pm during Formal Recruitment Week.
- E. No chapter will be permitted to impede any Potential New Member from attending any other chapter's recruitment events. Potential New Members reserve the right to attend, or to not attend, any pre-recruitment event or preference night that they wish. Potential New Members should attend at least 3 different chapter events. This ensures that every fraternity has the opportunity to meet every PNM at least once. Therefore, no fraternity member may prevent, delay, or otherwise impede the ability of any potential new member to freely attend all fraternity functions he has been invited to.
- F. Chapters are permitted 3 events between the IFC rotation round and the Preference round of formal recruitment.
- G. Chapters will be required to follow the recruitment guidelines as outlined in Articles VII, XI, and XII.
- H. During the Formal Recruitment Week, the promotion and use of tobacco products will be prohibited for all events.

## Article XII Formal Recruitment Agenda

- Formal Recruitment Period, **Monday, September 5<sup>th</sup>-Wednesday, September 14<sup>th</sup>, 2022**
  - **Monday, September 5<sup>th</sup>** - Chapter introduction, IFC info session, and sign-in. Presentations by Chapter President and Recruitment Chair only (or an appointed designee). Culp Auditorium at 6:30.
  - **Tuesday, September 6<sup>th</sup>** - Chapter Rotation Locations to be determined- Culp and other buildings will be in use:
    - Alpha Sigma Phi
    - Beta Upsilon Chi
    - Phi Delta Theta
    - Sigma Alpha Epsilon

- Sigma Chi
- Sigma Phi Epsilon

PNMs will gather by Rho Sigma groups at their starting location at 5 p.m.

PNM's will proceed to rotate and meet every chapter

Rotations will be 25 minutes long with 10-minute breaks between each

- **Wednesday, September 7th - Monday, September 12th** - Chapter events, locations determined by the chapters (subject to the rules outlined within these guidelines and approval by the Vice President of Recruitment).
  - Each Individual chapter will be hosting recruitment events during this time period.
  - Each Chapter may have up to 3-chapter events during this period
  - Location and event details must be submitted to the Vice President of Recruitment by **August 11, 2022** by noon via the Outlook [Form](#)
- **Tuesday, September 13th** – Preference Events, locations determined by the chapters (subject to the rules outlined within these guidelines and approval by the Vice President of Recruitment).
  - PNM's will choose their top 3 chapters to attend their Preference events.
  - Bids may be extended to PNM's on preference night. However, they may not sign them and they must hold on to them until Wednesday's Bid Day.
  - Location and event details must be submitted to the Vice President of Recruitment by **August 11, 2022 by noon** via the Outlook [Form](#)
- **Wednesday, September 14th** – Bid Day, PNMs start in the Culp and disperse to chapter locations.
  - Paper bid invitations and the "Chapter Bid List excel spreadsheet" (provided by IFC on 9/13) are due to the IFC president by **11:59 PM on September 13th**.
  - Chapter Presidents and the IFC Board will meet in the Culp Center Forum at 5 p.m. for the bid signing process. Cell phones will not be permitted. PNMs will arrive at their assigned time to sign their bids.
  - Rho Sig groups will come in one at a time to sign their bids in the presence of the Chapter Presidents and the IFC Board.
  - Rho Sigs and IFC Exec will then lead the PNMs down to the University Commons at 6 PM.
  - Bid Day location details must be submitted to the Vice President of Recruitment by **August 11, 2022**, by noon via the [Outlook Form](#).

### Article XIII Coronavirus Guidelines

- A. The Interfraternity Council has made two event plans for recruitment. If it is deemed safe and appropriate to gather in groups of up to 50, we will move forward with in-person plans. If it is deemed unsafe to gather in groups of up to 50 in person, the IFC will immediately implement the virtual recruitment plan and will notify chapters upon reaching that decision.

- B. The Interfraternity Council will be following the latest COVID-19 safety guidelines set by [ETSU](#) and the latest CDC event guidelines. Safety measures must include, but are not limited to:
- Masks and hand sanitizing stations
  - Physical distancing of at least six feet including spaced out seating during information session
  - Virtual if required
  - Individually packaged food, no buffet or community serving options
  - Sanitizing common surfaces between rotations
  - Attendance of no more than 50 people per event
  - No PNM or chapter member shall attend in-person recruitment events if they are experiencing coughing, shortness of breath, or fever.
- C. Each chapter must submit their safety plan for their chapter events and preference rounds to the [Outlook Form](#) by **August 11, 2022 by noon.**

#### Article XIV Virtual Recruitment Schedule

- **Formal Recruitment Period, Monday, September 5th – Wednesday, September 14th, 2022**
  - **Monday, September 5th** - Chapter introduction, IFC info session, and sign in. 7 – 8 p.m. via Zoom. Each chapter will have 10 minutes to present. The Interfraternity Council will schedule the Zoom meeting and distribute the link.
  - **Tuesday, September 6th** - Chapter Rotations - Zoom
    - Each chapter will create a Zoom link that will be shared with the IFC.
    - Rotations will be organized by Rho Sig group following the in-person schedule. PNM's will proceed to rotate and meet every chapter
    - Rotations will be 20 minutes long with 10-minute breaks between each
  - **Wednesday, September 7th - Monday, September 13th** - Chapter events – Zoom/Virtual
    - All events must take place without in-person presence.
    - Events will be by invitation from the chapter to the PNM. Rho Sigs will attend each event.
    - Links will be provided by the chapter.
    - Each Individual chapter will be hosting recruitment events during this time period.
    - Each Chapter may have up to 3 chapter events during this period
    - Event information details must be submitted to the Vice President of Recruitment by **August 11, 2022 by noon** via the Outlook Form.
  - **Tuesday, September 13th** – Preference Events – Zoom/Virtual
    - Each chapter will create an event link that will be shared with the IFC.
    - Events will be by invitation from the chapter to the PNM. Rho Sigs will attend each event.
    - Links will be provided by the chapter.
    - PNM's will choose their top 3 chapters
    - Bids may be extended to PNM's on preference night. However, they may not sign them and they must hold on to them until Wednesday's Bid Day.

- Event information details must be submitted to the Vice President of Recruitment by **August 11, 2022 by noon** via the [Outlook Form](#).
- **Wednesday, September 14 – Bid Day – Zoom/Virtual**
  - Chapters will send IFC their Bid Day lists
  - PNMs will be invited to an IFC Bid Day Zoom meeting and held in the waiting room.
  - PNMs will be invited into a Zoom meeting where they will be sent via the Zoom private chat feature their bid invitations.
  - PNMs will be brought into a Zoom breakout room that holds the presidents and IFC exec for the PNM to announce whose bid they will be accepting.
  - Rho Sigmas will distribute a Bid Day link and time (provided by the chapter) to the PNM
  - Chapters will host the Bid Day on Zoom/virtually
  - Event information details must be submitted to the Vice President of Recruitment by **August 11, 2022 by noon** via the [Outlook Form](#)