



# Collective Greek Council Constitution

*Adopted as of October 13th, 2017*

*Revises as of April 9<sup>th</sup>, 2018*

*Revised as of October 30<sup>th</sup>, 2018*

*Revised as of January 22<sup>nd</sup>, 2019*

*Revised as of October 22<sup>nd</sup>, 2019*

*Revised as of February 18th, 2020*

*Revised as of March 10th, 2020*

*Revised as November 1st, 2021*

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# PREAMBLE

We, the undersigned social fraternities and sororities, hereby formally recognize the formation of the Collective Greek Council at Oregon State University. By establishing this governing council, we agree to abide by the provisions of the following constitution, the OSU Student Code of Conduct, and policies as established by Oregon State University.

## ARTICLE I - PURPOSE

The purpose of this council shall be: to provide support for the mutual growth of our member organizations, foster unity within the Oregon State fraternity and sorority life community, and encourage professional development, academic excellence, and friendship for all members.

## ARTICLE II - MEMBERSHIP

### *Section 1 – Founding Organizations*

The founding organizations of the Collective Greek Council are:

- Chi Theta Phi
- Delta Lambda Phi
- Phi Sigma Rho
- Sigma Delta Omega

### *Section 2 – Member Organizations*

The current member organizations of the Collective Greek Council are:

- Chi Theta Phi
- Phi Sigma Rho
- Sigma Delta Omega
- Sigma Alpha

### *Section 3 – Non-discrimination Policy*

Membership shall not be denied to any student on the basis of age, color, disability, gender identity or expression, genetic information, marital status, national origin, race, religion, sex, sexual orientation, or veteran status.<sup>1</sup>

### *Section 4 – Requirements*

The following section details the requirements that a Member Organization must complete each term to remain in good-standing. They may submit supporting documents to confirm that they've achieved the requirements.<sup>2</sup> Failure to uphold all requirements may result in probation or suspension status as defined in [Article II, Section 5](#).

1. Adhere to all council and university policies.
2. Pay all dues and complete all community service requirements by the designated date.

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<sup>1</sup> The Collective Greek Council and all organizations within adheres to all federal, state, and university non-discrimination policies.

<sup>2</sup> This includes grade reports, member rosters, and other documents as needed.

3. Each chapter within the council must retain a minimum average term GPA of 2.5.
4. Must be recognized by the university as a voluntary student organization and by the Center For Fraternity and Sorority Life.
5. The minimum number of members within the organization must be at least four (4).

## *Section 5 – Member Organization Statuses*

1. Good-Standing
  - a. A Member Organization that satisfies all aforementioned requirements. This organization has the right to vote and participate in all council-sanctioned events.
2. Probation
  - a. A Member Organization that fails to satisfy at least one of the aforementioned requirements during one (1) academic term.<sup>3</sup>
  - b. This status acts as a warning and if the Member Organization is not able to meet the requirements during the probationary term, they will have a hearing with the Standards Board.
  - c. Member Organizations on probation are still able to participate in all council-sanctioned events but should prioritize the requirements they failed to meet.
3. Suspension
  - a. A Member Organization that fails to satisfy at least one of the aforementioned requirements during a probationary term or two (2) consecutive academic terms.
  - b. Member Organizations are still required to pay dues during terms they are suspended, but they are not able to participate in council-sanctioned events and will not be recognized by the Collective Greek Council.
4. Resignation from the Council
  - a. If a Member Organization wishes to join another governing council they must submit a deactivation statement from their chapter President to the council President.

# **ARTICLE III - RECOGNITION OF NEW GROUPS**

## *Section 1 – Admission Criteria*

The following criteria must be met before the council approves. The Collective Greek Council will make the decision and the applying fraternity or sorority should meet the following requirements:

1. The Potential Organization must have at least four (4) active members whom are enrolled students at Oregon State University at the time of the application.
2. Each member of the Potential Organization must be in good standing with Oregon State University.
3. The Potential Organization must be recognized by the Center for Fraternity and Sorority Life and SLI as a fraternity or sorority at Oregon State University.

## *Section 2 – Application Packet*

Organizations interested in joining Collective Greek Council must submit an Application Packet which should include:

1. Letter of intent on how the organization would benefit from being a member of Collective

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<sup>3</sup> Includes Fall, Winter, and Spring terms. Summer sessions are exempt.

- Greek Council
2. Purpose and goals of the organization
  3. Philanthropies and community service projects in which the organization participates or sponsors
  4. Roster of the current members with a list of the chapter officers
  5. Documentation of future plans for their organization
  6. Any supporting documents (Constitutions, conversations with CFSL advisors or inter/national headquarters, etc)

Completed Application Packets must be submitted to the VP of Finance and Administration for approval.

### *Section 3 - Approval Process of Potential Organizations*

Below is a timeline for a Potential Organization when applying to be admitted to the Collective Greek Council:

1. Once completed, and Application Packet must be submitted to the VP of Finance and Administration who will review it with the Executive Board.
2. At the next Delegate Meeting, members of the Potential Organization will present their organization and answer any remaining questions from the Executive Board or Delegates. A copy of the Application Packet will be distributed to Delegates to review with their respective organizations.
3. The delegates will vote two (2) weeks following the Potential Organization's presentation during another Delegate Meeting. A unanimous vote is required to admit a new organization into the council.<sup>4</sup>
4. Once approved, the new organization shall have full membership rights upon paying their first membership dues.

## **ARTICLE IV - OFFICERS**

### *Section 1 - Executive Board*

1. The Executive Board consists of the President, Vice President of Finance and Administration, Vice President of Public Relations, and Vice President of Programs
2. All Executive Board members are non-voting entities during a Delegate Meeting.

### *Section 2 - Qualifications*

1. Members of the Executive Board must maintain above a 2.75 cumulative Oregon State University GPA.
2. Executive Board Officers must be an active member of a Member Organization in the council.
3. Organization Presidents cannot serve as council officers.

### *Section 3 - Officer Positions*

1. President

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<sup>4</sup> If the Potential Organization's presentation takes place during the final Delegate Meeting of a given term, there is a possibility the Delegates will have to return with a vote the next term.

- a. Serve as chair of the Executive Board.
    - i. When acting as Chairperson of an official meeting of the Executive Board, the President shall not vote on regular business, except in the event of a tie.
  - b. Call and preside at all meetings of the Executive Board and chapter delegates.
  - c. Serve as official spokesperson and liaison between the Collective Greek Council and the fraternity and sorority community.
  - d. Meet regularly with the council's Faculty Advisor to discuss updates.
  - e. Serve as a member on the standards board.
  - f. Host a minimum of (2) office hours in the Center of Fraternity and Sorority Life Suite.
  - g. Perform other duties as needed.
2. Vice President of Administration and Finance
- a. Maintain an up-to-date list of council membership and individual organization officer contact information.
  - b. Update the SLI database with new council membership changes.
  - c. Oversee membership applications.
  - d. Release an agenda 48 hours before the council executive meeting.
  - e. Send out minutes after the council executive and general meetings in a timely manner.
  - f. Record attendance and minutes at Executive Board, legislative council meetings, and all other meetings pertinent to the council.
  - g. Post electronic copies of Executive Board and legislative meeting minutes on the Collective Greek Council section of the council website within one week of the meeting.
  - h. Oversees Member Organization statuses for each organization.
  - i. Shall manage all listservs.
  - j. Receive all payments from chapter dues and fines.
  - k. Provide receipts for payments to chapters.
  - l. Responsible for creating an annual budget and distributing copies to Collective Greek Council member organizations.<sup>5</sup>
  - m. Maintain up-to-date financial records.
  - n. Give updates when appropriate and an annual report at the end of the term.
  - o. Responsible for seeking alternative funding models including but not limited to: submitting applications for additional funding from on and off campus organizations as needed by the council.
  - p. Host a minimum of (2) office hours in the Center of Fraternity and Sorority Life Suite.
  - q. Meet with Faculty Advisor as needed.
  - r. Perform other duties as assigned.
3. Vice President of Public Relations
- a. Coordinates and represents the Collective Greek Council during all CFSL and council recruitment events, START sessions, table events, and any other relevant events.
  - b. Coordinates social media accounts for the council.
  - c. Maintains the Collective Greek Council website.
  - d. Designs logos, shirts, pamphlets, fliers, or any other media the council deems necessary for social, recruitment, and philanthropic events.
  - e. Host a minimum of (2) office hours in the Center of Fraternity and Sorority Life

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<sup>5</sup> Organizes budget proposals to the council on a termly basis for a formal vote.

- Suite.
- f. Meet with Faculty Advisor as needed.
- g. Perform other duties as assigned.
- 4. Vice President of Programs
  - a. Assist VP of Finance & Administration on communicating with current and potential member organizations.
  - b. Must report to the Vice President of Public Relations within 3 weeks with advertising requests for events.
  - c. Submits event reports on reporting database
  - d. VP of Programs will create and oversee special committees to plan social and philanthropic council events when needed.
  - e. Formulate and execute new ideas of public outreach.
  - f. Complete an evaluation of the event to be used when planning other events.
  - g. Host a minimum of (2) office hours in the Center of Fraternity and Sorority Life Suite.
  - h. Meet with faculty advisor as needed.
  - i. Perform other duties as assigned

### *Section 4 – Standards Board*

The Standards Board is responsible for all judicial processes concerning a Member Organization's status. The Standards Board voting membership consists of all members of the Executive Board and is led by the President who does not have a vote.<sup>6</sup> The following is the process of any judicial matter involving a Member Organization:

1. If the Member Organization fails to uphold the council's values or fails to complete all term requirements, a judicial hearing will be called. The Member Organization will be notified via a written statement to their Delegate explaining the circumstances for the hearing. A judicial hearing is not required to reinstate a Member Organization into Good-Standing status.
2. The judicial hearing should be held as soon as possible, but will be up to the discretion of the Standards Board and Member Organization's schedule.<sup>7</sup> The hearing is open to members of organizations within the council to sit in on. They will not be able to vote but may participate in the discussion if they choose.
3. During the judicial hearing, the Presiding Officer will state the circumstances for the hearing to the Standards Board, Member Organization, and Audience. The Member Organization will be able to appeal said circumstances through a presentation or written statement lasting no longer than five minutes.
4. Following the presentation will be a discussion open to the floor. Anyone present will be able to weigh in on the situation, ask any questions to the Member Organization in question, and discuss a possible sentence or repercussion. If a repercussion or sentence is reached, or if the Presiding Officer would like to continue on, a voting member of the Standards Board may make a motion to move on to vote.
5. The voting membership will ask any remaining questions to the Member Organization in question. When ready, any voting member may make a motion to vote. The vote must

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<sup>6</sup> In the event of a tie, the President will serve as the tie-breaking vote.

<sup>7</sup> If a judicial hearing is not able to be held within two (2) weeks of notice, the Member Organization may prepare a written statement detailing their defense to be read aloud to at the judicial hearing in place of their presence.

pass with majority and will take place immediately after the vote.<sup>8</sup>

## *Section 5 – Impeachment Process*

Officers may be impeached by a ⅔ vote of the Executive Board and Delegates if a council officer is not upholding the council's values. Below is a comprehensive timeline detailing the events and the order in which they occur:

1. Any member or officer may submit a written statement to the Presiding Officer which details the impeachment charges.<sup>9</sup>
2. The officer being charged shall be notified in writing by the Presiding Officer of the impeachment charges. The accused office holder has the opportunity to offer their resignation or request an impeachment proceeding. This formal process will allow for the officer in question an opportunity to refute any charges that are raised against them.
3. The Presiding Officer shall present the charges against the officer to delegates during any duly called Delegate meeting. The officer in question may offer a presentation to the voting membership outlining their case and take questions from the voting membership. Once the charges and officer in question's testimony is offered, the general body shall consider the question of removal from office.

## *Section 6 – Special Committees*

The creation of special committees will be determined by the executive council prior to events and other circumstances that may apply.

# **ARTICLE V - ELECTION OF OFFICERS**

## *Section 1 – Election Procedure*

1. Elections will be held by at least Week 8 of Fall Term for the following year's leadership.
2. The term in office for all officers of the council will begin on January 1st, and will end on December 31st.
3. Elected officers may not hold a President role in their organization during their council officer term from January 1st-December 31st.
4. Eligibility for running for an officer position includes having a 2.75 OSU Cumulative GPA and being an active and initiated member in an organization that is a member of the council.
5. Interested candidates will submit an Executive Board Application to the VP of Administration at least forty-eight (48) hours before elections are held, and must provide a speech on the night of elections to the current council. Delegates will vote on the new council leadership that meeting. Council officers may discuss but cannot vote on new council leadership.
6. To be elected to an officer position, the candidate must receive 51% of the vote.
7. The President of the council cannot be from the same chapter for consecutive years.<sup>10</sup>
8. A minimum of two organizations must have representation within leadership positions on

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<sup>8</sup> 50% + 1 vote

<sup>9</sup> If the President is the accused officer, then the VP of Administration shall assume the role.

<sup>10</sup> No exceptions shall be made. Refer to Article V, Section 2, sub-section 2 in the event of vacancy.



the Executive Board.

## Section 2 – Vacancies

1. If any executive council officer position is left vacant, special elections shall be held as follows:
  - a. If the vacancy occurs during Fall Term, the President will appoint an interim to the position as the council and delegates see best fit.
  - b. If the vacancy occurs during Winter or Spring Term, the application for the vacant officer position shall be open for two weeks. At which point the current executive council officers shall review for eligibility.
  - c. Delegates will vote on the positions at the next delegate meeting.
2. In the even there is a vacancy in the position of President, one of two options shall be chosen at the will of the delegates:
  - a. The previous President shall remain in office until a new President is elected.
  - b. The Vice President of Administration and Finance will assume duties for the position until a new President is elected.
3. In the case that no candidate applies for a position when a vacancy occurs, the voting delegates can appoint a member of the CGC community for the vacant position. Candidates will be nominated by the CGC executive council.

## ARTICLE VI - MEETINGS

1. Executive Board Meetings
  - a. The Executive Board shall meet every two weeks on a weekday before delegate meetings during Fall, Winter, and Spring terms.
  - b. If needed, the Executive Board may meet during the summer.
2. Delegate Meetings
  - a. The Executive Board and Chapter Delegates will meet every two weeks on a weekday during Fall, Winter, and Spring terms.
  - b. If needed, the President of the Executive Board may request a meeting in the summertime, but this request should be presented to the Delegates by Week 8 of Spring Term and voted on by Week 10 of Spring term.
  - c. Chapter presidents serve as delegates
3. Meeting Times and Locations
  - a. The Meeting Times and Locations will be decided by the Executive Board. When choosing a time, the Executive Board should consider all delegates' and officers' schedules.
  - b. The VP of Administration should reserve a space at that time in either the Student Experience Center or in the Memorial Union.
  - c. The times and locations should be finalized before the start of each Fall, Winter, and Spring terms.
4. Parliamentary Authority
  - a. Meetings shall follow [Robert's Rules of Order](#) for voting, finance discussions, elections, and when the President deems is necessary.<sup>11</sup>

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<sup>11</sup> See Figure 1

# ARTICLE VII - ABSENCES AND TARDINESS

## *Section 1 - Delegate Absences*

1. Each Member Chapter is allowed one (1) excused absence for any required event or meeting per term without any repercussions.<sup>12</sup>
2. After one (1) unexcused absence from Delegate Meetings per term, the Member Chapter will be put on warning or probation status for the next meeting. After two (2) or more unexcused absences, the Member Chapter may be subject to a Standard's Board Hearing the following week.
3. If a President has a scheduling conflict, then they are allowed to appoint a permanent delegate to serve in their place and fulfill their duties for the entirety of the term.
4. Within a term, after two (2) excused absences or one (1) unexcused absence from Delegate Meetings, the Member Chapter will be placed on probation status (after the first offense) and will be fined after 2 or more offenses.

## *Section 2 - Executive Board Absences*

1. Each Executive Board member is allowed one (1) excused absence for any required event or meeting per term without any repercussions.<sup>13</sup>
2. Within a term, after any two (2) absences have been recorded, the officer may be subject to a standards board hearing and may be considered for temporary suspension of officer duty.
3. Unexcused absences are not tolerated and the Collective Greek Council Executive Board member will be subject to a standards board hearing after one (1) unexcused absence.

# ARTICLE VIII - FINANCES

## *Section 1 - Dues*

1. Council dues will be assessed at 10 dollars (\$10) per active member per term. This will be the rate for each active Member Organization.<sup>14</sup>
2. Dues will be assessed by the records kept within the Student Leadership and Involvement database.
3. The VP of Finance and Administration will provide invoices to the member organizations at the 2nd Delegate Meeting each term. Chapters will have 30 days after this date to submit dues. A late fee of 10% will be incurred after this time.
4. In the event that a chapter is unable to in full, a payment plan may be discussed under

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<sup>12</sup> An excused absence is one in which an Collective Greek Council Executive Board member, preferably the VP of Administration or President, was made aware of at least twenty-four (24) hours in advance. Excused absences are also in any case of severe illness or emergency.

<sup>13</sup> An excused absence is one in which an Collective Greek Council Executive Board member, preferably the VP of Administration or President, was made aware of at least twenty-four (24) hours in advance. Excused absences are also in any case of severe illness or emergency.

<sup>14</sup> An active member is defined as a member who is initiated and paying membership dues to their respective organization.

the review of the VP of Finance and Administration.

## *Section 2 - Delinquent Accounts*

1. An organization that is delinquent in its dues to the Collective Greek Council will be placed on probation and shall:
  - a. Lose all voting rights in Delegate Meetings until the balance is paid in full.
  - b. Lose event participation privileges until the balance is paid.
  - c. Be subject to further disciplinary action by the Standards Board as deemed necessary by the Collective Greek Council.

# **ARTICLE IX - PROGRAMS & EVENTS**

## *Section 1 - Activity Calendar Dates*

1. Events will be published on the CFSL Google Calendar as well as a council specific calendar to be shared to all officers and chapter members by the VP of Administration.
2. Event ideas may be submitted to the VP of Programs.
3. Events funded by the council shall include members from every organization within the council. These events shall be considered either private or public.
4. The VP of Programs is responsible for submitting all event reports to the SLI database.
5. Chapter Presidents will submit the current term's chapter calendar by Week 2

## *Section 2 - Philanthropy and Community Service*

1. Member Chapters are required to log an average of at least two (2) hours of community service per member in their organization by the end of each term on the SLI database.

## *Section 3 - Recruitment Events*

1. One council recruitment event will be held at the beginning of each fall term in which all member chapters will be required to participate.
2. All council officers will be disaffiliated during the council sanctioned recruitment events.
3. The VP of Programs shall be in charge of planning this, along with the help of a special committee if necessary.

## *Section 4 - Event Expectations*

1. Pair chapters - chapters will host at least one event (of any kind) per term with their paired chapter. Pair assignments will be announced by Week 2 and will be assigned by the CGC VP of Finance & Administration
2. When CGC is hosting a non-social event (workshop/training) for CGC chapter members the attendance requirement will be set at the current executive board's discretion
  - a. The President's will receive at least notice 3 week prior to the event
3. The study tables event will be hosted by the CGC each term

## **ARTICLE X - HAZING PREVENTION STATEMENT**

This council will prevent hazing from occurring by adhering to [Oregon State University's definition of hazing](#).

## **ARTICLE XI - AMENDMENTS**

1. Proposals for an amendment to the Constitution must be presented at a Delegate meeting in writing and can be presented by anyone that is a member of a member organization of the council.
2. The proposals will be voted on at the next meeting.
3. Amendments require two-thirds ( $\frac{2}{3}$ ) approval of the voting chapter delegates to pass and cannot pass unless all organizations have voting delegates present.

Figure 1 - Robert's Rules of Order Cheat Sheet

**Parliamentary Motions Guide**

Based on Robert's Rules of Order Newly Revised (11<sup>th</sup> Edition)

The motions below are listed in order of precedence. Any motion can be introduced if it is higher on the chart than the pending motion.

YOU WANT TO:	YOU SAY:	INTERRUPT?	2 <sup>ND</sup> ?	DEBATE?	AMEND?	VOTE?
§21 Close meeting	I move to adjourn	No	Yes	No	No	Majority
§20 Take break	I move to recess for ...	No	Yes	No	Yes	Majority
§19 Register complaint	I rise to a question of privilege	Yes	No	No	No	None
§18 Make follow agenda	I call for the orders of the day	Yes	No	No	No	None
§17 Lay aside temporarily	I move to lay the question on the table	No	Yes	No	No	Majority
§16 Close debate	I move the previous question	No	Yes	No	No	2/3
§15 Limit or extend debate	I move that debate be limited to ...	No	Yes	No	Yes	2/3
§14 Postpone to a certain time	I move to postpone the motion to ...	No	Yes	Yes	Yes	Majority
§13 Refer to committee	I move to refer the motion to ...	No	Yes	Yes	Yes	Majority
§12 Modify wording of motion	I move to amend the motion by ...	No	Yes	Yes	Yes	Majority
§11 Kill main motion	I move that the motion be postponed indefinitely	No	Yes	Yes	No	Majority
§10 Bring business before assembly (a main motion)	I move that [or "to"] ...	No	Yes	Yes	Yes	Majority

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**Parliamentary Motions Guide**

Based on Robert's Rules of Order Newly Revised (11<sup>th</sup> Edition)

**Incidental Motions** - No order of precedence. Arise incidentally and decided immediately.

YOU WANT TO:	YOU SAY:	INTERRUPT?	2 <sup>ND</sup> ?	DEBATE?	AMEND?	VOTE?
§23 Enforce rules	Point of order	Yes	No	No	No	None
§24 Submit matter to assembly	I appeal from the decision of the chair	Yes	Yes	Varies	No	Majority
§25 Suspend rules	I move to suspend the rules which ...	No	Yes	No	No	2/3
§26 Avoid main motion altogether	I object to the consideration of the question	Yes	No	No	No	2/3
§27 Divide motion	I move to divide the question	No	Yes	No	Yes	Majority
§29 Demand rising vote	I call for a division	Yes	No	No	No	None
§33 Parliamentary law question	Parliamentary inquiry	Yes (if urgent)	No	No	No	None
§33 Request information	Request for information	Yes (if urgent)	No	No	No	None

**Motions That Bring a Question Again Before the Assembly** - no order of precedence. Introduce only when nothing else pending.

§34 Take matter from table	I move to take from the table ...	No	Yes	No	No	Majority
§35 Cancel or change previous action	I move to rescind/ amend something previously adopted...	No	Yes	Yes	Yes	2/3 or maj. w/ notice
§37 Reconsider motion	I move to reconsider the vote ...	No	Yes	Varies	No	Majority

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