

WASHINGTON UNIVERSITY IN ST. LOUIS  
INTERFRATERNITY COUNCIL

EXECUTIVE BOARD ELECTIONS

**APPLICATIONS ARE DUE MONDAY, NOVEMBER 13th, 2017 AT 11:59 PM.  
ELECTIONS WILL TAKE PLACE ON SATURDAY, NOVEMBER 18th, 2017 AT  
1PM, IN THE CAMPUS LIFE OFFICE (2nd FLOOR DUC)**

To our Interfraternal Brothers,

Thank you for your interest in running for the Interfraternity Council Executive Board. The purpose of the Interfraternity Council is to govern, advocate, and promote all 12 fraternities on our campus. As a member of the Executive Board, you will have the opportunity to work with people from many chapters to continue to build and strengthen our community.

Please visit our website at <http://ifc.wustl.edu> and familiarize yourself with Arête, our Greek Mission Statement at Washington University. Use this as a guide in completing your application.

This packet contains information designed to help you learn more about your potential role and help you prepare for the upcoming election on November 18th. In the email you received with this packet, we also provided a document with a list of the benefits of being on IFC.

Inside this election packet you will find the following information:

1. Current Officer Responsibilities
2. Eligibility Requirements
3. Election Procedure
4. Application/Declaration

Applications need to be sent via email to Ben Schulman, IFC President, at [ben.schulman@wustl.edu](mailto:ben.schulman@wustl.edu) by 11:59 PM on Monday, November 13th. Any person who submits after the deadline will be allowed to run off the floor, but they will not be included in the packet.

Please feel free to contact any member of the 2017 IFC Executive Board if you have any further questions.

Interfraternally,  
The 2017 Interfraternity Council Executive Board

Ben Schulman	President
Alex Benton	Vice President
Andrew Mullenger	Director of Standards
Dan Rivera	Director of Recruitment
Peter Rakita	Director of Member Development
Clayton Keating	Director of Programming
Noah Hechtman	Director of Service and Philanthropy
Atma Bery	Director of Social Justice
Stephen Lese	Director of Finance and Records
Steven Zeng	Director of Marketing

## **Article I: Officer Responsibilities**

### **A. Section C-1: President**

- a. The President shall oversee the general operations of the Interfraternity Council.
- b. The President shall serve as the liaison to the University at large.
- c. The President shall represent the Council on any non-Student Union University Committee.
- d. The President shall serve as the chief spokesman for the Fraternity community.
- e. The President shall organize and chair all Council meetings.
- f. The President shall meet with representatives from Student Involvement and leadership on a weekly basis.
- g. The President shall attend Student Union's President's Training.
- h. Maintain a complete and up to date President's file which will include a copy of:
  - i. The Constitution
  - ii. Bylaws
  - iii. Council Budget
  - iv. Meeting's Minutes
  - v. All other pertinent material.
- i. Perform all other duties pertaining to this office as needed in order to fulfill the responsibilities of this office.

### **B. Section C-2: Vice President**

- a. The Vice President shall make certain that each executive officer is doing their respective duties.
- b. The Vice President shall meet with all IFC Directors on a monthly basis.
- c. The Vice President shall temporarily fulfill all duties as President in the case of absence or vacancy.
- d. The Vice President shall issue press releases to Student Life.
- e. Serve as parliamentarian during meetings.
- f. Meet with the Fraternity and Sorority Life Advisor on a monthly basis or when needed and perform all other duties pertaining to this office as needed in order to fulfill the responsibilities of this office.

### **C. Section C-3: Director of Standards**

- a. The Director of Standards shall co-chair the Greek Life Standards Board along with the Women's Panhellenic Vice President of Standards.
- b. The Director of Standards shall be responsible for enforcing the hearing procedures found in the Greek Life Standards Board Statement.
- c. The Director of Standards shall be responsible for coordinating reports of cases seen before the Standards Board to the rest of the Interfraternity Council.

- d. The Director of Standards shall be responsible for hosting a semesterly roundtable educating the member chapters on the Standards process.
- e. The Director of Standards shall be responsible for compiling risk management policies from each member chapter at the beginning of each academic year.
- f. The Director of Standards shall be the liaison for the Washington University Police Department, Washington University Office of Emergency Management, and other relevant campus entities.
- g. The Director of Standards shall meet with the Vice President on a monthly basis.

**D. Section C-4: Director of Recruitment**

- a. The Director of Recruitment shall oversee the fraternity recruitment process.
- b. The Director of Recruitment shall chair the Recruitment Committee, comprised of at least one member from each chapter, whose purpose shall be to select all recruitment dates for the semester.
- c. The Director of Recruitment shall maintain the master Recruitment Calendar for each semester.
- d. The Director of Recruitment shall publish a “Recruitment Brochure” in conjunction with the Women’s Panhellenic Vice President of Recruitment.
- e. The Director of Recruitment shall coordinate all recruitment information sessions.
- f. The Director of Recruitment shall disseminate all Interfraternity Council recruitment policies to the member chapters.
- g. The Director of Recruitment shall manage all records for all potential new members.
- h. The Director of Recruitment shall meet with the Vice President on a monthly basis.
- i. The Director of Recruitment shall coordinate a values workshop for potential new members during the fall semester.

**E. Section C-5: Director of Member Development**

- a. The Director of Member Development shall have a roundtable each fall semester for the New Member Educators.
- b. The Director of Member Development shall be responsible for coordinating New Member Convocation each Spring Semester.
- c. The Director of Member Development shall work with Student Involvement and Leadership to approve each member chapter’s new member education program.
- d. The Director of Member Development shall meet with the Vice President on a monthly basis.
- e. The Director of Member Development shall be the Interfraternity Council representative to the Anti-hazing working group.

F. Section C-6: Director of Programming

- a. The Director of Programming shall oversee the registration of all social events and coordinate those with Student Involvement and Leadership.
- b. The Director of Programming shall co-chair the Greek Community Programming Board with the Women's Panhellenic Programming Chair.
- c. The Director of Programming shall work with the Director of Community Service and Philanthropy to plan a campus wide Greek service event.
- d. The Director of Programming shall meet with the Vice President on a monthly basis.
- e. The Director of Programming shall be responsible for coordinating IFC sponsored events.

G. Section C-7: Director of Community Service and Philanthropy

- a. The Director of Community Service and Philanthropy shall be responsible for all Council-sponsored community service projects.
- b. The Director of Community Service and Philanthropy shall coordinate a philanthropy and community service roundtable each semester.
- c. The Director of Community Service and Philanthropy shall coordinate and manage the Greek Philanthropy calendar.
- d. The Director of Community Service and Philanthropy shall be responsible for maintaining a record of hours served and dollars donated for each member chapter.
- e. The Director of Community Service and Philanthropy shall report community wide totals for hours served and dollars donated to University administration.
- f. The Director of Community Service and Philanthropy shall coordinate an all Greek community service project with the Director of Programming.
- g. The Director of Community Service and Philanthropy shall be the Interfraternity Council liaison for Dance Marathon and Relay for Life.
- h. The Director of Community Service and Philanthropy shall meet with the Vice President on a monthly basis.

H. Section C-8: Director of Social Justice

- a. The Director of Social Justice shall ensure that member chapter's host training for sexual assault awareness.
- b. The Director of Social Justice shall meet with the Social Justice Chairs to assist in the planning of social justice training of each member chapter.
- c. The Director of Social Justice shall meet with the Vice President on a monthly basis.
- d. The Director of Social Justice will work with the Director of New Member Development with Green dot training for new members.

- I. Section C-9: Director of Finance and Records
  - a. The Director of Finance and Records shall keep an accurate record of all council meetings and send them out in a timely manner.
  - b. The Director of Finance and Records shall take attendance at the beginning of each council meeting.
  - c. The Director of Finance and Records shall be responsible for scheduling meeting locations and reserving rooms.
  - d. The Director of Finance and Records shall be responsible for establishing and maintain all council budgets.
  - e. The Director of Finance and Records shall be responsible for submitting all budget requests and appeals to Student Union.
  - f. The Director of Finance and Records shall review all current Student Union policies regarding funding, including attending the Student Union treasurer's training.
  - g. The Director of Finance and Records shall issue all pre-approved reimbursements.
  
- J. Section C-10: Director of Marketing
  - a. The Director of Marketing shall coordinate publicity for events, including all-Greek events, IFC only, and those that are open to the entire Washington University Community.
  - b. The Director of Marketing shall work with Director of Recruitment and President to establish and carry out a marketing plan for Recruitment.
  - c. The Director of Marketing shall manage all branding and public relations of IFC to student and campus media groups.
  - d. The Director of Marketing shall design all IFC apparel and marketing elements with the help of the President and IFC advisor.
  - e. The Director of Marketing shall work with Director of Programming, Director of Member Development, and President to promote and coordinate yearly Greek Awards.
  - f. The Director of Marketing shall maintain and actively promote the Greek community through the IFC website and all social media accounts.

## **Article II: Eligibility**

- 1. Each officer must be a full time student of Washington University in St. Louis.
- 2. Each officer shall be an active member in good standing of a chapter or colony represented on the Council.
- 3. Candidates not meeting the affiliations listed under (4) may run for President subject to approval by the Executive Board.
- 4. The Council President shall, at the time of elections, have been regularly affiliated with the Council for no less than one academic semester. Affiliations include, but are not limited to:
  - a. Chapter's President.

- b. Member of the Interfraternity Council Standard's Board.
  - c. Executive Officer of the Interfraternity Council.
- 5. No member of the Executive Board shall concurrently serve as his Chapter's President.
- 6. No fraternity may hold more than three (3) Executive positions at the same time unless a position remains open after slated elections or an office becomes vacant.

### III. Election Procedure

- A. Election of officers shall take place in the order in which the officers are named on the cover page of this packet.
- B. Term of Office shall be from the conclusion of men's spring formal recruitment until the following spring formal recruitment.
- C. Speeches
  - 1. Speeches will be given in alphabetical order by last name.
  - 2. No candidate may hear any other candidate's speech.
  - 3. Time allotted:
    - a. President 5 min
    - b. Other offices 3 min
    - c. Off-the-floor 2 min
  - 4. All speeches, even in cases of unopposed candidates, will be given.
- D. Question and Answer Period
  - 1. Any questions asked must be identical for all the candidates.
  - 2. The Chair will retain the right to not permit certain questions if they do not apply to all candidates.
- E. Discussion
  - 1. After all candidates have spoken and answered the questions, there will be a period of discussion on the candidates.
  - 2. The time period will initially be set by the chair but may be extended at his discretion.
- F. Voting
  - 1. All voting will be done by secret ballot, except in the case of single candidates.
  - 2. A simple majority elects officers.
  - 3. Abstentions will not be allowed.
  - 4. Each chapter, in addition to the Executive officer currently holding the position up for election, will have one vote.
  - 5. In the event that an Executive Officer is running for re-election of his current position, he shall forfeit his vote.
  - 6. In the case of a tie, the current chair's vote will be counted.
  - 7. In the case where more than two candidates are running and no candidate receives a majority of votes, the candidate with the least votes will be dropped and a revote occurs. This will be repeated until one candidate has a majority of votes.

If you have any questions about election procedure, feel free to contact Ben Schulman, IFC President, at [ben.schulman@wustl.edu](mailto:ben.schulman@wustl.edu)

## 2018 Interfraternity Council Elections Application

*Please complete electronically*

Name:

Chapter:

Position(s) Sought:

Major(s):

Telephone Number:

E-mail:

1. Please describe why you are running for, and why you are qualified for this IFC Position.

2. In your opinion, what should be the goal(s) of the Council and how can you use your position to accomplish this?



3. Please include a resume that details relevant work, community service, and leadership experiences that you feel make you a good candidate.

*I certify that all of the information presented with this application is accurate to the best of my knowledge.*

Signed \_\_\_\_\_

**This application is due by 11:59 PM on November 13th to [ben.schulman@wustl.edu](mailto:ben.schulman@wustl.edu)**

*Please note that, if you are elected, you will be asked to sign the document on the next page.*

## STATEMENT OF COMMITMENT

I, \_\_\_\_\_, having been elected to the position of \_\_\_\_\_ for the 2018 Interfraternity Council, promise to work on behalf of the Fraternity community. I will fulfill my duties as listed in the by-laws, or otherwise asked of me, in a timely manner. Moreover, I will support the other officers in the completion of their duties and I will attend all IFC events and meetings.

By signing below, I affirm that I am in good standing with my chapter, my national organization, and the university. I have carefully considered the responsibilities of the position and I am able to devote the time and I am willing to put forth the effort to fulfill these responsibilities.

Furthermore, as a leader and role model in the Greek community I will act with integrity and will never do anything that would bring disgrace to me, my organization, or the Fraternity system. I understand that failure to meet these expectations, or violation of any Campus Life, WPA, IFC, or University policies, or any criminal act, will result in sanctions and/or removal from my position.

Signed: \_\_\_\_\_

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