

The Constitution of the Multicultural Greek Council at the University of California, San Diego



PREAMBLE

We, the undersigned Greek organizations have joined to form a united council. The organization shall be called the Multicultural Greek Council (MGC) at the University of California, San Diego. Our philosophy reflects the various ideals and traditions that each Greek organization has developed. We are here to stand united as one voice, a strong voice dedicated to representing our diverse interests and objectives, but also to demonstrate our presence on the UCSD campus. Our aspiration is the unification of culturally based Greek organizations. Our goal is to broaden our influence on our campus. We are here to serve the University community through our distinct cultures, academic agendas, community service projects, and to be an outlet for social interaction. We recognize that there are certain areas of action and programming that can be best carried out by the joint efforts of all such organizations. We do hereby establish such an organization and bind ourselves to abide by the provisions of the following constitution and bylaws.

ARTICLE I – FOUNDING ORGANIZATIONS

In 2002, the Multicultural Greek Council was founded by: alpha Kappa Delta Phi Sorority Inc. (αΚΔΦ), Lambda Phi Epsilon Fraternity Inc. (ΛΦΕ), Lambda Theta Nu Sorority Inc. (ΛΘΝ), Nu Alpha Kappa Fraternity Inc. (NAK), and Phi Lambda Rho Sorority Inc. (ΦΛΡ).

ARTICLE II – MISSION STATEMENT

The Multicultural Greek Council at the University of California, San Diego, is a non-profit student organization. The purpose of the Multicultural Greek Council at the University of California, San Diego shall be to create and maintain high standards in fraternities and sororities by addressing, coordinating, and developing strategic action plans that unify organizations, promote higher education, provide community services, and enhance leadership skills. The Multicultural Greek Council will also serve as a liaison and advocate to the Associated Students

(AS), the Center for Student Involvement (CSI), and other UC San Diego non-Greek organizations thereby maintaining open communication and providing an inclusive space for all chapters.

ARTICLE III – STRUCTURE

Section 1. - There shall be a General Council consisting of two delegates from each recognized MGC chapter at UCSD.

Section 2. - There shall be an Executive Board, whose purpose is:

1. To communicate and keep accountable of all the responsibilities each organization has under the council.
2. To have authority on all matters related to the Council, in accordance with the University Policy.
3. To provide a space for the chapters to connect and build a community with each other.

Section 3. - Undergraduate chapters of the Multicultural Greek Council shall be comprised of college/university national and local fraternities and sororities that are cultural and identity based at UC San Diego.

Section 4. - No more than two (2) members of the same organization may serve on the Executive Board only in the case that no one is running for that position.

ARTICLE IV – POWERS AND SCOPE OF AUTHORITY

Section 1. - The two chapter delegates shall have a representative vote on all matters related to the Council.

Section 2. - All policies and activities of the Council and its members shall comply with University policies, including but not limited to: the MGC Constitution and bylaws, as well as any applicable local, state, and federal laws.

Section 3. - The Council shall manifest its judicial authority through the Judicial Board, as specified in the Bylaws.

ARTICLE V – CHAPTER MEMBERSHIP

Section 1. - Each chapter of MGC shall be required to register with the CSI in the Fall Quarter of each year.

Section 2. - Each organization must appoint two quarterly delegates and they must both attend

General Body Meetings (GBM) weekly.

Section 3. - In order to remain in active status with MGC, a member organization shall maintain a chapter average of at least a 2.600 quarterly GPA among its active members and be in good standing with the University and with MGC.

Section 4. - Chapter standings are disclosed at the beginning of every respective quarter as decided by the Executive Board, basing it off the chapter's performance of the present or previous quarters.

Section 5. - Any Interest Group seeking recognition in the Multicultural Greek Council must fulfill a set of requirements in order to be considered an Interest Group of the respective fraternity/sorority of the Multicultural Greek Council.

ARTICLE VI – OFFICERS

Section 1. - The council shall have an Executive Board. The elected officers that comprise this Executive Board shall be President, Vice President Administration, Vice President Finance, Vice President Educational Development, Vice President Civic Engagement, Vice President Marketing, Vice President Recruitment, and Vice President External and EDI Affairs.

Section 2. - The executive board commits to upholding the MGC pillars by facilitating and overseeing that organizations are meeting their expectations under the Council. They are to be held at a higher standard for being the model representatives of what the Multicultural Greek Council stands for.

Section 3. - The Council shall have as primary advisor a representative from UCSD's Center for Student Involvement (CSI) office.

Section 4. - Elections shall take place every year in the Fall. The election process runs throughout Fall Quarter and the incoming board's term would officially begin the 1st week of Winter Quarter.

Section 5. - Elections

1. **Only registered UC San Diego students may hold office in the Multicultural Greek Council.**
2. **Only registered UC San Diego students may vote in elections for the selection of the organization's officers.**

Section 6. - Before becoming nominated for a position, members should be certain that they would be able to attend meetings at the designated time (specified in Article X, Section 1).

However, if any conditions arise that an executive member will not be able to attend the meetings then the President is responsible for evaluating this situation and finding the most appropriate solution.

ARTICLE VII - ELIGIBILITY AND TERMS FOR OFFICERS

Section 1. - The President shall have the following qualifications:

- a. Be an active and in good standing member of their respective chapter.
- b. At least one-year (3 quarters) membership in their chapter.
- c. Have a minimum 2.60 cumulative grade point average and at least a 2.60 grade point average in the quarter immediately prior to the election or appointment.
- d. Must have served in the executive committee in the year prior to the term seeking office, unless no one else is running.
- e. Their chapter must not be in dormant or dishonorable standing with MGC and be a recognized organization with CSI.

Section 2. - All other officers shall have the following qualifications:

- f. Be an active and in good standing member of their respective chapter.
- g. One quarter as a member in their respective chapter, except under extenuating circumstances.
- h. Have at least a 2.60 cumulative GPA and in the quarter immediately prior to the election or appointment.
- i. Their chapter must not be in dormant or dishonorable standing with MGC and be a recognized organization with CSI.

Section 3. - Officers shall serve from the 1st week of winter quarter to the 10th week of Fall Quarter.

Section 4. - Incoming Executive Board members are required to attend all MGC GBMs, and Executive Board meetings, and participate in the Greek Awards in the Winter Quarter once elected.

ARTICLE VIII - BOARD TRANSITIONING

Section 1. - Current/Outgoing Executive Board members are required to work with the incoming Executive Board members and educate them throughout the Fall and Winter Quarter as a part of the transitioning procedure. This includes meeting with the incoming member to have a one-on-one meeting where the necessary information will be passed down.

Section 2. - Fall and Winter Quarter will serve as a transition period for the new Executive Board alongside the current Executive Board. New officers will officially take over at the first

week of Winter Quarter.

Section 3. - Outgoing Executive Board members will make sure that all projects are completed by the end of Fall Quarter. All past work will be available for the incoming board member to reference to assure a more efficient transitioning.

ARTICLE IX - COMMITTEES

Section 1. - The Executive Board of the MGC at UCSD shall appoint at their discretion the chair of any committee necessary to perform the functions of the Council.

1. The Chairman of the Committee shall be a representative of a Member Chapter who attends MGC meetings regularly.
2. The Committee shall be comprised of the respective counterparts of every member chapter. For example, the Fundraising Chair of every member chapter would be responsible for participating on the Fundraising Committee.
 - a. Membership shall be limited to a maximum of one (1) delegate from each Member Chapter.
 - b. The Vice President will conduct meetings alongside another officer of the Executive Board.
 - c. In case of hardship, membership from committees may be waived as deemed appropriate by the Executive Board.

Section 2. - The Executive Board may remove any committee chair or committee member, who, in their opinion, is not satisfactorily doing the duties for which they have been appointed.

ARTICLE X - MEETINGS

Section 1. - The meetings of the Council will be held every Monday at 6pm of the academic school year, unless otherwise specified; beginning with week one of each academic quarter. There will be no meetings during Finals Week of each quarter.

Section 2. - Meeting shall consist of two (2) delegates from each chapter in the MGC.

Section 3. - All special and/or emergency meetings will be called by the President. Each organization shall be notified of these meetings at least one (1) day prior to the meeting.

Section 4. - The Executive Board is required to have their executive board meeting every week of the academic quarter beginning week 1 through week 10.

Section 5. - Any officer with two (2) total unexcused absences from a General Body Meeting during their term may be subject to impeachment from office.

Section 6. - Any officer with two (2) total unexcused absences from an Executive Board Meeting during their term may be subject to impeachment from office.

Section 7. - All delegates that attend meetings must have 4-inch Greek-letters that are visibly seen.

ARTICLE XI - PARLIAMENTARY AUTHORITY

Section 1. - The latest edition of Robert's Rules of Order shall govern in all matters not provided for in this Constitution.

ARTICLE XII - RECRUITMENT & DISSOLVING CHAPTERS

Section 1. - Recruitment period

1. MGC believes that it is an individual chapter's right to recruit at any time, with the exception of when an organization falls below the minimum overall GPA required by the MGC. However, in order to best promote MGC and its member chapters, each chapter will have to submit official recruitment packets before the start of each quarter to the Vice President Recruitment.

Section 2. - Recruitment advertising

1. Every organization that is a part of the Multicultural Greek Council must have a legible Council's logo, provided by Vice President Marketing or Vice President Recruitment, visible on all flyers distributed.
2. All Multicultural Greek Council organizations must have all recruitment events hosted by the Council in their recruitment flyers and social media (e.g. MGC Info Night).
3. All recruitment advertisements must be submitted before the deadline of the recruitment packet to the Vice President Recruitment.

Section 3. - Alcohol, Tobacco, and Other Drugs Moratorium

1. There shall be a moratorium on alcohol, tobacco, and any drug substances for all member chapters during the duration of official or unofficial recruitment periods.
2. The moratorium includes any sponsored events by alumni or parent groups, exchanges, open or invite parties of any kind, and events that occur on or off-campus grounds.
3. No member of any member chapter may offer a Potential New Member any type of alcoholic beverage, tobacco product, or drug substance at any location during any recruitment period.
4. Guests (individuals or groups) must also fall under the moratorium on alcohol, tobacco, and drug substances during the official recruitment period. Any chapter found with a non-member under the influence of alcohol, tobacco, or drug substance will be held

responsible for the action.

5. No Potential New Member may be allowed to purchase alcohol, tobacco products, or drug substances for themselves at any event or else the chapter will be held responsible.
6. References to alcohol, tobacco, or any drug substance may not be used as a means of advertising or promoting a specific chapter or the MGC.

Section 4. - Reporting

1. All new members must sign the "New Member Data Form" prior to beginning their new member process into the MGC organization. Forms should be turned into the Greek Advisors.

Section 5. - Risk of Dissolving Chapters

1. If organizations have only five active members they are considered at risk of dissolution and must submit a formal letter to the Greek Life Advisor and MGC President.
2. Organizations considered at risk of dissolution must meet with the Greek Life Advisor, Vice President of Recruitment, and President to establish a recruitment plan to obtain more members.
3. If the organizations do not meet the minimum requirements to be an organization due to a lack of membership, they must submit a formal letter to the Greek Life Advisor and President to note that they will no longer be an active chapter.
 - a. If a letter is not submitted, the said organization(s) will need to follow the expansion procedures if they want to reestablish their organization in the future.
 - b. If a letter is submitted, then the said organization will be able to re-establish their membership with the council by contacting the Greek Life Advisor and President and meeting the requirements to become part of the council

ARTICLE XIII - RISK MANAGEMENT

Section 1. - Legal

1. **The Multicultural Greek Council at UC San Diego is a registered student organization at the University of California, San Diego, but not part of the University itself.**
2. **The Multicultural Greek Council at UC San Diego understands that the University does not assume legal liability for the actions of the organization.**

ARTICLE IV - AMENDMENTS

Section 1. - Amendments to this Constitution may be proposed by affiliate chapters through their representatives.

Section 2. - The Constitution may be amended as follows:

1. Proposed amendments to the Constitution shall be submitted to the Executive Board ten (10) business days before the meeting at which they shall be presented. The Executive Board, through the Vice President Administration, shall circulate the proposed amendment to all voting representatives before the meeting seven (7) business days in advance.
2. The proposed amendment will be voted upon at the following GBM.
3. The Executive Board will only make recommendations (no alterations) to the proposed amendment.

Section 3. - Proposed amendments to the Constitution shall be considered adopted by a two-thirds (2/3) vote.

Section 4. - If numerous amendments need to be added to the Constitution at any one time, the President may call an emergency revising meeting with the executive board.

1. The Vice President Administration must act as the head of this emergency revising meeting.
2. The executive board has three (3) weeks after the meeting has been called to revise the constitution. After which, they must submit their proposed changes to the general body. The executive board must circulate the proposed amendments to all voting delegates at the next general body meeting.

Section 5. - The Executive Board has the ability to propose changes to the Constitution at any time. They must submit their suggested changes to the General Body five (5) business days before the next meeting. During the GBM, these changes will be discussed and voted on.

Section 6. - The Vice President Administration is responsible for a yearly review of the Constitution and bylaws to ensure their accuracy and applicability to the current goals of the MGC at UCSD.

MULTICULTURAL GREEK COUNCIL BYLAWS

ARTICLE I - CHAPTER MEMBERSHIP

Section 1. - Failure to register with the University through the Center for Student Involvement may result in loss of recognition for MGC.

Section 2. - One delegate must be the chapter's President or serve on the chapter's Executive Board if President is not available to attend MGC Meeting.

1. MGC Executive Board members do not count as a delegate. If a member of a chapter is a

part of the Executive Board of MGC, then the chapter must still send two other representatives.

2. Delegates must communicate with Vice President Administration twenty-four (24) hours in advance if they will be sending a replacement.
3. Each voting delegate must be active within their member organization

ARTICLE II - CHAPTER STANDINGS

Section 1. - Good Standing – Chapters in good standing have full benefits, which include voting rights and invitation to all MGC events. All Chapters in good standing are required the following:

1. Quarterly average GPA of at least 2.600
2. Minimum number of members must be five (5) active members.
3. Turn in letter of good standing from their national board, if applicable.
4. Submit contact sheet and roster to MGC Executive Board and Greek Advisor by Monday of Week 3, unless otherwise specified.
5. Rosters must be submitted by organizations within one week following its initiation of new members.
6. Rosters must be submitted by organizations within one week following its elections/transitioning of chairs.
7. Paid off dues and fines by Monday of Week 4 each quarter. Any late dues and fines are subject to an additional daily \$1 fine until paid off.
8. Attend all MGC events unless excused by the Vice President of Administration.
9. Submit quarterly REACH reports to the Greek Life Advisor by the end of the quarter. Specific dates will be given by the Greek Life Advisors during meeting and will be sent via email.
10. All chapters must meet the requirements of at least Gamma Level in the REACH Program.

Section 2. - Probationary Standing – Chapters which fail to adhere to any one or all of the requirements for Good Standing will result in immediate Probationary Standing.

1. Consequences
 - a. Remain in probationary standing throughout the rest of the quarter.
 - b. If not allowed to recruit by the organization's national council, chapters are deprived from that right on behalf of MGC.
2. Expectations
 - a. Attend all MGC Fundraisers, Philanthropies, and Socials.
 - b. Attend all MGC General Body Meetings.
 - c. Must meet with Vice President Educational Development if on Probation due to poor academic standing.
 - d. The chapter must put on an academic workshop with the assistance of their

national/regional boards if under Probation due to poor academics.

- e. Chapters should submit an academic plan to the VP Educational Development on how to address their poor academic standing if under Probation due to poor academics.

Section 3. - Bad Standing – After one quarter of Probationary Standing, the chapter will be in Bad Standing. Chapters within “Bad Standing” will not be able to:

1. Vote at MGC Meetings or attend any social events put on by MGC.
2. Cannot be a part of multi-council led events.
3. Recruit members.
4. After one (1) quarter of Bad Standing, the MGC Executive Board has discretion over the position of the chapter at question. The chapter may be moved to Dormant Standing as defined in Section 4 (below) that must follow a revised expansion process and its requirements listed in Article V (*Revised Process of Expansion*). If on bad standing because of academics, the academic chair and president of the chapter in bad standing should meet with the Greek Advisor and VP of Educational Development and discuss what happened over the quarter that caused the poor academic performance.

Section 4. - Dormant Standing - Chapters in Dormant Standing will no longer be recognized as part of the Multicultural Greek Council and shall not receive any of the associated benefits. If a chapter wishes to be reestablished, they must follow a revised expansion process and its requirements listed in Article V (*Revised Process of Expansion*). Chapters within “Dormant Standing” will not be able to:

1. Recruit new members.
2. Host events.
3. Register as a sorority or fraternity under MGC.

Section 5. - Dishonorable Standing – If a Chapter has violated University policies, the Chapter will be placed under review, led by the MGC Executive Board and Greek Advisors. It will be up to the Board’s discretion as to the Chapter’s sentence. Once, and if, placed under Dishonorable Standing, said Chapter has no rights or benefits from the council. In order to return to the council, the Chapter under dishonorable standing must go through the expansion process and its requirements listed in *Article 5 (Eligibility for Expansion)*.

1. Any MGC Executive Member who is affiliated with the organization in “dishonorable standing,” must rescind their position on the MGC Executive Board.

ARTICLE III - INTEREST GROUP REQUIREMENTS

Section 1. - A cumulative and quarterly average group GPA of a 2.600 or higher.

Section 2. - Minimum number of members must be five (5) non-graduating undergraduate active

members.

Section 3. - The Interest Group must complete all the requirements in the recognition procedures of the UCSD's CSI office.

Section 4. - Must have a chapter advisor/community advisor and turn in the signature page.

Section 5. - Must turn in a letter of recognition as an Interest Group from their Fraternity/Sorority Board or Governing Body to the Greek Life Advisor and MGC President.

Section 6. - Must turn in a letter of intent to join the MGC which includes reason for interest in expanding under MGC member roster, and contact sheet to the Greek Life Advisor and MGC President.

Section 7. - Once, and if, any Interest Group fulfills the Eligibility for Expansion, they must coordinate with the MGC President to arrange a date and time for the Interest Group to present to the MGC General Body.

1. If the chapter is already established at UCSD as part of another council, they may skip the Eligibility for Expansion, and coordinate with the MGC President to arrange a date and time for the Interest Group to present to the MGC General Body.

ARTICLE IV - PROCESS OF EXPANSION

Section 1. - Any Interest Group seeking recognition in the Multicultural Greek Council that meets the Eligibility for Expansion must present to the MGC General Body.

1. The interview/presentation will be a ten (10) minute presentation highlighting the organization's ideas, goals, philanthropic/service events, fundraising events, and other information about how their admission into MGC will benefit the council and affiliated organizations.

Section 2. - The Interest Group must obtain a two-thirds ($\frac{2}{3}$) vote by the voting chapters of the General Body to obtain provisional status into the council as an Interest Group. Each organization that is present at the meeting, and who is not in bad standing, is able to receive one vote.

1. If granted status as an official Interest Group of the respective organization of the MGC, the Interest Group's Expansion Period will begin the following academic quarter.
2. If declined, the Interest Group must wait at least one quarter, from the date they first presented, until they can present again.

Section 3. - If granted status as an official Interest Group of the respective organization of the Multicultural Greek Council, the Interest Group must abide by the following regulations

throughout their Expansion Period:

1. The Greek Life Advisor will ensure that the Interest Group is following all of the rules/regulations of the Multicultural Greek Council and the University.
2. May hold events for their Greek-lettered organization or promote their organization once a letter of authorization is submitted from their Fraternity/Sorority Board or Governing Body as an Interest Group of the respective organization.
3. Can begin their potential Founding/Alpha Class intake process with approval from their Fraternity/Sorority Board or Governing Body and submission of their New Member Program to the Greek Life Advisor.
4. These members will be considered the Founding/Alpha Class of their respective organization once the Interest Group of the respective organization has been accepted into the Multicultural Greek Council.
5. Must abide by the minimum Gamma level of the REACH program.
6. Must maintain a minimum cumulative and quarterly grade point average as required by the Fraternity or Sorority's National Governing Board or maintain 2.600 by the Multicultural Greek Councils' standard, whichever is higher.
7. Maintain a minimum of five (5) non-graduating, undergraduate active members.
8. Must send two (2) delegates to each MGC GBM.
9. Must attend at least one (1) event from three (3) or more different MGC chapters per quarter throughout their Expansion Period.
 - a. 50% of the Interest Group must be present.
 - b. Picture proof must be provided by the end of the quarter to the MGC President.
10. Must follow all of the regulations stated in the Constitution. They will be subject to the same fines as any other member chapter.
11. May not hold MGC Executive Board Positions until voted in as an official fraternity or sorority of the Multicultural Greek Council.
 - a. May not vote until voted in as an official chapter of the Multicultural Greek Council.
12. If at any time, there is a violation of University policies, the Interest Group cannot try to join MGC for five (5) years.
13. At their own disclosure the Interest Group may withdraw from their Expansion Period. They are free to restart the Expansion Period at any time.
14. Once the Interest Group believes they are ready to become an official organization under the Multicultural Greek Council, they must coordinate with the MGC President to arrange a second motion/vote to the council.
 - a. The second vote shall be presented during a general body council meeting, and the following week the matter shall be voted on.
15. In considering the presentation and expansion of a new MGC Chapter, the Council must consider the following:
 - a. Demographics of the UCSD undergraduate population and of the MGC member chapters

- b. Academic stability of the individuals of the interested group.
 - c. Size of the Interest Group.
 - d. Commitment and compatibility with the purpose of MGC.
 - e. An organizational emphasis differing those of the current member chapters of MGC.
 - f. Relations between the interested organization of MGC at question and the member chapters of MGC.
16. Approval into the Council as an official chapter will be granted by a three-fourths ($\frac{3}{4}$) vote from the present voting members of the general body.
17. If declined, the Interest Group may continue to be affiliated for an additional academic quarter, during which the same affiliation regulations will apply.
- a. However, the Interest Group will not be allowed to in-take new members during the additional academic quarter(s).
 - b. The Interest Group must wait at least one quarter, from the date of the vote
 - i. If declined for a second time, the Interest Group may not apply for affiliation for three (3) quarters.
 - ii. If declined more than twice, the Interest Group will need to meet with the MGC Executive Board to discuss future plans.

ARTICLE V – RECHARTER/RE-EXPANSION PROCESS

Section 1. - The Center for Student Involvement (CSI) Office and Multicultural Greek Council (MGC) Executive board has to approve of the chapter seeking to recharter/re-expand.

Section 2. - If an organization wishes to re-expand after failing to meet MGC requirements to be recognized by the council or university expectations, the organization must wait a minimum of two (2) years to re-expand.

Section 3. - If an organization wishes to re-expand after student conduct issues with the university, the organization must wait a minimum of five (5) years in order to re-expand.

Section 4. – An organization that has fulfilled the appropriate suspension period and is seeking to begin the re-expansion process must complete the following requirements. All requirements must be turned in and assessed by the CSI Office and the MGC Executive Board:

1. Demonstrate that the chapter took steps to address the problem which caused them to be removed from the campus previously including, but not limited to, successful completion of all applicable conduct sanctions.
2. Demonstrate that the chapter has made the necessary changes to ensure that the previous instances will not occur again.
3. Description of current national Risk Management policies.

4. Demonstrate support from inter/national headquarters for the chapter to be re-chartered.

Section 5. If the organization seeking re-charter receives approval to submit expansion materials from both the Multicultural Council Executive Board and the CSI Office, then said chapter will participate in the Expansion Process as outlined by the Constitution and Bylaws.

1. If the chapter seeking re-chartering is deemed eligible to apply to the MGC Expansion Process, they will be eligible to begin the Expansion Process the following quarter.
2. If the chapter seeking re-chartering is deemed ineligible to apply to the MGC Expansion Process, then said chapter must wait two calendar years before seeking approval to submit expansion materials to the Expansion Process again.

ARTICLE VI - DUTIES AND RESPONSIBILITIES OF THE EXECUTIVE OFFICERS

Section 1. - Multicultural Greek Council President

1. Has overall responsibility for the operation of the Multicultural Greek Council at UC San Diego
2. Has the authority to call and preside all regular and special meetings
3. Has the authority to act as the liaison and representative for the Council at university and community meetings.
4. Has the authority to appoint all committee chairs in consultation of the Executive Board and with the concurrence of the Council
5. Has the authority to break a tie, but not create a tie in the General Body Meetings
 - a. If chapter delegates manage to create a tie in a voting matter, the president has the ability to share their vote and decide with the executive board in order to break the tie.
6. Has the authority to make executive decisions for the Council during extreme circumstances.
7. Is responsible for reviewing and approving all purchase orders and contracts.
8. Is responsible for working with the Greek Advisor, Panhellenic Council President and Interfraternity Council President to plan and implement yearly community-wide activities such as retreats and seminars.
9. Is responsible for serving as the Chair of the President's council meetings.
10. Is responsible for taking attendance at meetings.
11. Must plan an annual retreat for the Multicultural Greek Council and for the Executive Committee with the help of the Vice President Administration.
12. Can, but is not required to, hold one (1) mandatory round table each quarter to meet with the respective chair of each chapter's organization
13. At least one (1) roundtable, which is hosted in place of a general body meeting, should be hosted in the duration of their term.
14. Is responsible for maintaining a complete and up-to-date President file, which includes a

copy of all projects and assignments completed under respective term or pertaining to their position. This folder/information will be passed down to the new President to help them during the transition period.

Section 2. - Vice President Administration

1. Is responsible for performing the duties of the President in their absence, inability to serve or on their call.
2. Is responsible for coordinating/heading the Multicultural Greek Council Committees
3. Is responsible for setting Executive Board meeting times each quarter.
4. Is responsible for presiding as chair of the Judicial Board.
5. Is responsible for a yearly review of the Constitution and bylaws.
6. Is responsible for working with the Greek Advisor, Panhellenic Council President and Vice President Administration, and Interfraternity Council President and Vice President Administration to plan and implement yearly activities such as retreats and seminars.
7. Is responsible for issuing and maintaining a record of all necessary Multicultural Greek Council correspondences and proceedings.
8. Is responsible for taking minutes during the Executive Body meetings and the General Body meetings. These minutes should be uploaded and emailed out to the General Body and Executive Board within 24 hours of the meeting.
9. Is responsible for creating weekly agendas for Executive Board and General Body meetings.
10. Is responsible for maintaining a calendar with the general meeting dates and tentatively scheduled MGC activity dates and events for the following quarter.
11. Is responsible for collecting written reports of all Executive officers and committees.
12. Is responsible for obtaining/updating the contact information for chapter members, their delegates and their president.
13. Is responsible for maintaining the order of General Body and Executive Board meetings, as well as Judicial board meetings.
14. Can, but is not required to, hold one (1) mandatory round table each quarter to meet with the respective chair of each chapter's organization
15. Is responsible for maintaining a complete and up-to-date Vice President Administration file, which includes a copy of all projects and assignments completed under respective term or pertaining to their position. This folder/information will be passed down to the new Vice President Administration to help them during the transition period.

Section 3 - Vice President Finance

1. Is responsible for collecting, taking charge of and disbursing when authorized, any funds or money acquired by the Council, and to be responsible for said funds.
2. Is responsible for the preparation of the annual budget, which shall be voted on during the last meeting of Winter Quarter and approved by a majority vote of the Council.
3. Is responsible for keeping a count of all spending and transactions conducted on a yearly basis.
4. Is responsible for maintaining up-to-date financial records; therefore, this officer must

submit a financial report at each regular meeting of the council and an annual report at the end of her/his term in office.

5. Is responsible for transferring all account information and documents, including checking account with address update during the transition period of the new Vice President Finance. This shall be done no later than 2 weeks after the new treasurer has been elected.
6. Is responsible for the approval of all budgets set by the Executive Board for specific events/activities.
7. Is responsible for holding delegates accountable for meeting dress code and enforcing Robert's Rule of Order during General Body and Executive Board meetings through fines.
8. Is responsible for sending out weekly reminders for organizations with fees and fines that they need to pay, and making arrangements to receive said payments.
9. Is responsible for working together with the Vice President External and EDI Affairs to send out yearly AS funding requests to help pay for activities and material pertaining to the operation of the council.
10. All Multicultural Greek Council expenditures require signatures by both the President and Vice President Finance.
11. Can, but is not required to, hold one (1) mandatory round table each quarter to meet with the respective chair of each chapter's organization
12. Is responsible for maintaining a complete and up-to-date Vice President Finance file, which includes a copy of all projects and assignments completed under respective term or pertaining to their position. This folder/information will be passed down to the new Vice President Finance to help them during the transition period.

Section 4. - Vice President Educational Development

1. Is responsible for determining guidelines and awarding an academic scholarship for a Multicultural Greek Council member recipient.
2. Is responsible for monitoring grade sheets and insuring all chapters meet the minimum GPA requirements.
3. Is responsible for hosting one (1) educational event each quarter.
4. Is responsible for partnering with chapters that are below or near the minimum GPA requirement of MGC organizations to support them in making an academic plan together.
5. Is responsible for meeting with the Greek Advisor to stay updated on University policies and regulations, and for holding Chapter presidents accountable for quarterly meetings with the advisor as well.
6. Is responsible for meeting with and supporting the academic officers for the Interfraternity Council and Panhellenic council to plan the all Greek Study Jam.
7. Can, but is not required to, hold one (1) mandatory round table each quarter to meet with the respective chair of each chapter's organization
8. Is responsible for maintaining a complete and up-to-date Vice President Educational Development file, which includes a copy of all projects and assignments completed under respective term or pertaining to their position. This folder/information will be passed

down to the new Vice President Educational Development to help them during the transition period.

Section 5. - Vice President Civic Engagement

1. Is responsible for conducting at least one (1) service event per quarter.
2. Is responsible for coordinating all community service and philanthropic activities within MGC with the help of the Vice President Administration.
3. Is responsible for coordinating similar efforts with other respective members/chapters of the Greek community and or other councils.
4. Will be responsible for keeping accountable the MGC Executive Council to be involved in a community service project once a quarter.
5. Can, but is not required to, hold one (1) mandatory round table each quarter to meet with the respective chair of each chapter's organization
6. Is responsible for maintaining a complete and up-to-date Vice President Civic Engagement file, which includes a copy of all projects and assignments completed under respective term or pertaining to their position. This folder/information will be passed down to the new Vice President Civic Engagement to help them during the transition period.

Section 6. - Vice President Marketing

1. Is responsible for working with all chairs in order to help publicize Multicultural Greek Council sponsored events.
 - a. All events/ideas from other executive board chairs requiring advertisement or any sort of publication shall be submitted to Vice President Marketing.
2. Is responsible for participating on the Greek Marketing Committee with the marketing officers from the Interfraternity Council, Panhellenic Council, and Greek Life Program Assistant
3. Is responsible for maintaining the council's website.
4. Is responsible for recording all council activities, through photographs, audiovisual equipment, and/or literature.
5. Is responsible for frequently monitoring all social media pages pertaining to MGC.
6. Can, but is not required to, hold one (1) mandatory round table each quarter to meet with the respective chair of each chapter's organization.
7. Is responsible for attending and contributing to council wide marketing meetings and initiatives.
8. Is responsible for maintaining a complete and up-to-date Vice President Marketing file, which includes a copy of all projects and assignments completed under respective term or pertaining to their position. This folder/information will be passed down to the new Vice President Marketing to help them during the transition period.

Section 7. - Vice President Recruitment

1. Is responsible for planning and coordinating all recruitment activities to be conducted by the Council such as MGC Info Night.

2. Is responsible for communicating all matters related to recruitment between chapters and Greek Advisors if similar themes arise or if something has to be brought to attention.
3. Has the authority to conduct and regulate all recruitment activities and perform all other duties pertaining to recruitment.
4. Will work with the MGC executive board and Greek Life Advisors to ensure that all chapters' recruitment flyers, videos, and social media are appropriate and can be publicized.
5. Can, but is not required to, hold one (1) mandatory round table each quarter to meet with the respective chair of each chapter's organization
6. Is responsible for maintaining a complete and up-to-date Vice President Recruitment file, which includes a copy of all projects and assignments completed under respective term or pertaining to their position. This folder/information will be passed down to the new Vice President Recruitment to help them during the transition period.

Section 8. - Vice President External and EDI Affairs

1. Be a liaison between the Multicultural Greek Council, Panhellenic Council, Interfraternity Council, Resource Centers, Registered Student Organizations, Associated Students (A.S.), and the Greek Equity, Diversity, and Inclusion Peer Educators.
2. Attend weekly Panhellenic Council, Interfraternity Council and A.S. meetings.
 - a. Provide documented weekly reports from A.S and respective council meetings to the MGC Executive Board.
3. Seek opportunities for Greek Students to serve on A.S. committees and promote these opportunities.
4. Promote EDI opportunities and events to the Multicultural Greek Council.
5. Plan, coordinate, and execute all social activities involving the Multicultural Greek Council.
6. Responsible for the pairings and documentation of Buddy Org for each quarter.
7. With the help of the Vice President of Administration host at least one social activity per quarter for the council.
8. Coordinate with the Vice President of Marketing to advertise and market all MGC related social events.
9. Schedule a meeting with the EDI Peer Leads to discuss how to better represent and promote the program.
 - a. Host an open forum at least once every academic year with the Multicultural Greek Council, and relay information to EDI Peer Leads.
10. Can, but is not required to hold one mandatory round table each quarter to meet with respective external chair from each chapter's organization.
11. Is responsible for maintaining a complete and up-to-date Vice President External and EDI Affairs file, which includes a copy of all projects and assignments completed under respective term or pertaining to their position. This folder/information will be passed down to the new Vice President External and EDI Affairs to help them during the

transition period.

ARTICLE VII - NOMINATIONS AND VOTING

Section 1. - Nominations will be held the 2nd and 3rd week of Fall Quarter; members will need to turn in applications (provided by the executive board) on the 4th Week of Fall Quarter to be considered a nominee. Nominations will be reopened as needed.

Section 2. - Elections shall be held 6th week of Fall Quarter.

Section 3. - All candidates shall be required to give a speech, not exceeding 3 minutes, detailing their reasons for seeking office and their qualifications.

Section 4. - The mode of elections shall be by Robert's Rule of Order voting and election procedures.

1. In the case of a tie, a runoff shall be held between the candidates. The Candidate receiving the highest number of votes shall be declared the winner.
2. In the case of three (3) consecutive ties reached by the membership, the Executive Board will vote to determine who is selected for the position.

ARTICLE VIII - VACANCIES AND IMPEACHMENT

Section 1. - In the event of a vacancy in a position, the Executive Board may appoint an interim officer within the Executive Board until the next general body meeting.

1. An announcement shall be made at the Multicultural Greek Council meeting of the vacancy.
2. Qualified applicants must submit a completed application by the start of the next General Body Meeting.
 - a. If no applications are received by this time, a member of an Associate Member organizations may apply for the position, provided they:
 - i. Have been in good standing with their organization for a minimum of one (1) academic semester.
 - ii. Are not applying for the offices of MGC President and/or MGC Vice President Administration.

Section 2. - The following week qualified applicants will be invited to the Executive Board's meeting where they will present a speech and following their speech Executive Board will hold an open ballot.

Section 3. - All vacant offices shall be appointed by the Multicultural Greek Council Executive Board.

Section 4. - If there are three or more applicants running for a position, then the general body will decide the winner by majority vote.

ARTICLE IX - REMOVAL FROM OFFICE

Section 1. - If an officer's respective chapter falls under Dormant or Dishonorable Standing, they will automatically be removed from office.

Section 2. - Any member of the general body of the Multicultural Greek Council shall be able to motion the removal of an Executive Board officer based on these grounds:

1. Failure to meet any of their position requirements as specified in Article VII Section 4.
2. All elected officers may be subject to impeachment consistent with violation of any Article of the Multicultural Greek Council at UCSD Constitution.

Section 3. - The removal of an officer shall proceed as follows:

1. Any member of the Multicultural Greek Council, or any member of the MGC Executive Board, may notify the MGC President, or in the case of the President being removed, shall notify the Vice President of Administration, and shall submit a written statement including grounds for the removal.
2. The notified officer shall contact the officer in question, and inform them that the removal proceedings are pending.
3. All Judicial Board members will be notified in writing of any alleged charges made, the MGC at UCSD officer accused, and the date and time of the complaint (Refer to Article XII for more information concerning the Judicial Board).
4. At the following council meeting, the notified officer shall read the statement that was provided to them, and the officer in question may respond to questions from the council that relate to the allegations. A vote to remove the officer will take place at the next scheduled meeting.
5. If a two-thirds (2/3) majority vote is reached, the officer shall be removed, and shall be replaced according to the procedure for the filling of a vacancy.

Section 4. - Any officers who are consistently late to any general body meetings, executive office meeting, or any official MGC events must create a plan with President and Vice President Communications. If the pattern continues, they will then be expected to meet with the Greek Advisors. At any time after, the officer is subject to removal from office if no improvement is made.

Section 5. - Any officer with two (2) unexcused total absences from any general body meeting, executive officer meeting, or any official MGC events in any given quarter may be subject to removal from office. To be excused, the officer must notify President and Vice President

Administration. Unexcused absences include, but are not limited to:

- a. Having to study
- b. For work
- c. For other meetings
- d. Chapter events
- e. Personal social events

Section 8. - Sanctions

- a. Removal from office (2/3 vote of the Judicial Board required)
- b. Probation and Review
- c. Fine (amount to be determined by the Judicial Board)
- d. Educational Sanction (host or put on an educational program)
- e. Community Service

ARTICLE X - FUNDS AND OBLIGATIONS

Section 1. - Membership Dues

- 1. Collection of dues will be implemented as follows:
 - a. Chapters will pay dues at \$9.00 per member
 - b. If dues are submitted after the deadline, there will be a \$1 fine per day late.
 - c. Interest Groups will pay a programming membership fee of \$40 per quarter.

Section 2. - Bank Account

- 1. All monies collected or raised belonging to MGC shall be deposited and disbursed through an established bank account for this organization.
 - a. All funds must be deposited within seven business days of collection.

Section 3. - Sanctions for overdue fines and outstanding debts

- 1. A fine will be levied by the Vice President Administration to an organization with tardiness, absence, lack of active and productive participation, or failure to fulfill assigned duties in a timely and acceptable manner. They may set the amount for the fine they feel is appropriate if penalty lies outside of the fining rubric. Fines are as follows:
 - a. Failure of an organization to attend any MGC event with 50% of their active members, without 1-week prior notice, is subject to a \$20 fine, per organization, per event.
 - i. In order to be termed excused for an event, the organization must submit a written statement describing the specific event that will prevent them from attending this event along with evidence/proof of prior commitment(s).
 - ii. This information must be submitted to the President, Vice President Administration, and Vice President Finance at least 1-week prior to the specific event

- b. Missing a General Body Meeting will result in a \$15 fine per person, per organization.
- c. Tardiness will be defined as anybody arriving to a meeting or mandatory event after the predetermined time and without a valid excuse. Refer to the fining rubric below.
 - i. Tardiness will count until 10 minutes after the set event start time; after that the representatives or chapter are considered absent.
- d. Failure to submit requested paperwork and fees on time will be subject to a \$1 fine per organization every day that it is late.
- e. There should be no excuses for missing deadlines/not submitting paperwork. Delegates are encouraged to make appointments with the Vice President Finance to turn in required fees/funds.
- f. Meeting Penalties - To be assessed through monetary sanctions. A progressive penal system will be enforced in the following manner:

Fining Rubric

Meetings/Events ≤2:

Late per person.....	\$5.00
Absent per person.....	\$15.00
Present but not in 4-inch Greek Letters.....	\$5.00
Talking out of turn.....	\$1.00
Leaving early.....	\$5.00
Side Talk.....	\$1.00
On your Cell Phone.....	\$1.00

Events 2+ Delegates:

Late per person.....	\$2.00
Absent per person.....	\$10.00
Leaving early per person.....	\$5.00

Not actively participating.....determined by Vice President Administration
and/or respective chair

2. The repercussions for not adhering to the above will be as follows:
 - a. Will not be able to recruit for the subsequent quarters until good financial status is regained.
 - b. Voting rights will be revoked until good financial status is regained.
 - c. Under extreme circumstances, the executive council has the authority to find a new form of penalty for not paying one's fees.
3. It is the duty of the Vice President Finance and the Vice President Administration to keep track of fines assigned and collected.

ARTICLE XI - SCHEDULING OF EVENTS

Section 1. - Each organization will provide a tentative calendar of their events for the following quarter at the last meeting of the current quarter.

- a. Each organization has to turn in a tentative calendar of events for the following quarter by Week 8.
- b. For Fall Quarter, the tentative calendar must be submitted two (2) weeks before Week 0.

Section 2. - Buddy Orgs - Each quarter, organizations will be paired with another organization and together they must host a social event.

1. After the social event, they are required to submit a Buddy Org Report highlighting the activities that took place during the event. Each organization will be required to submit a document formatted by Vice President of External and EDI Affairs, which includes picture proof and a reflection.
2. Buddy org pairings will be distributed Week 10 of the quarter for the following quarter.
 - a. For Fall Quarter they will be distributed two (2) weeks before Week 0.
3. The requirements of the social event are as follows:
 - a. Each Buddy Org will be required to notify Vice President of External and EDI Affairs one week prior to the agreed date, time, and location so that an MGC Executive Board member is present.
 - b. A time commitment of a minimum of one (1) hour.
 - c. At least 60% of the organization members present to meet quorum.
 - d. Buddy Org Reports must be turned in electronically, unless otherwise specified. Reports should be submitted by Friday of Week 10 unless granted an extension by Vice President of External and EDI Affairs.
 - i. Both organizations must submit a report.
 - ii. Must not fabricate or plagiarize fellow buddy organization's report.
4. The Vice President of External and EDI Affairs has the designated right to change the pairings until Week 4 of the quarter if needed.

ARTICLE XII - JUDICIAL BOARD

Section 1. - If any organization finds that other members are violating the Council regulations, they are strongly encouraged to attend the Executive Board Meetings to discuss the situation. The Executive Board will serve as the Judicial Board for the situation. However, if the organization does not find the Executive Board's decision favorable, they may contact their Greek Life advisor and address their concerns to him/her. The advisor has the authority to find the best solution for the situation alongside the MGC Executive Board President.

Section 2. - If circumstances arise in which the Judicial Board is needed, the President of the Council may call for a Judicial Board Meeting.

1. The Judicial Board will be responsible for matters involving council regulations and organization disputes. In addition, violations by members may result in disciplinary action against an individual in accordance with university regulations.

Section 3. - The MGC Vice President Administration shall preside as the Chair of the Judicial Board.

1. The Chair will:
 - a. Receive written complaints no later than 10 business days, following the alleged incident;
 - b. Decide, in consultation with the Judicial Board, the date, time and location of the proceedings;
 - c. Inform the involved organization in writing the date, time and location of the proceedings, within five (5) business days after consultation with the Judicial Board;
 - d. Receive all information that will be presented at the hearing at least one day before the hearing; and
 - e. Preside over the hearing
 - f. In the event that the Chair's organization is among the involved parties, a substituting chairperson will be assigned by the Executive Board
 - g. In the event that the Vice President Administration is unable to preside, the President will preside.
2. The Judicial Board
 - a. The Judicial Board shall consist of two (2) members from each organization.
 - b. Each organization shall receive one vote (1).
 - c. A quorum shall be composed of two-thirds (2/3) voting members of the Judicial Board excluding the Chair.
 - d. The hearing will be open only to delegates of the presenting and defending organizations and any of their witnesses.
3. Pre-Hearing Procedure
 - a. The organization/office/individual bringing allegations against another organization files charges with the Judicial Board Chair.
 - b. The Judicial Board Chair informs the accused organization of the charges.
 - c. The Judicial Board Chair informs the organization Presidents, in writing, of the hearing date, location and time.
 - d. Presidents of involved organizations will have five (5) business days to appeal, in writing, the time, and date of the hearing
4. Hearing Procedure
 - a. The Judicial Board arrives half (1/2) hour early. All parties involved will wait outside the established location until the hearing is convened.
 - b. Introductions of the Judicial Board and the parties involved are made.
 - c. The Chair outlines the hearing and asks all witnesses to leave the room. Only the

- Board and the delegates of the organizations may remain.
- d. The Board and the organizations review all information if they have not already done so.
 - e. The Judicial Board Chair reads the charges. The accused organization then has the opportunity to accept or deny responsibility.
 - f. If they accept responsibility, the Judicial Board will deliberate and render a sanction.
 - g. If they do not accept responsibility, the organization(s)/office/individual bringing forth allegations present its case including evidence and witnesses.
 - h. Witnesses are brought in one at a time.
 - i. The Judicial Board questions presenting organization and witnesses only.
 - j. The accused organization has the opportunity to present a defense including evidence and witnesses. Witnesses are brought in one at a time.
 - k. The Judicial Board questions those presenting information in defense.
 - l. The Judicial Board Chair will then mandate that all non-Board members vacate the hearing room.
 - m. The Judicial Board deliberates and makes a decision on the charged organization's guilt or innocence and renders sanctions if applicable. Decisions must be made by two-thirds ($\frac{2}{3}$) majority vote.
 - n. Only members of the presenting and defending organizations will be asked to reenter the hearing room. The Judicial Board Chair reads the decisions, rationale and sanctions, if applicable.
 - o. The hearing is immediately adjourned, and the event is kept in confidence amongst those present.
5. Post-Hearing Procedures
- a. The decisions will be put in writing, within twenty-four (24) hours, by the Judicial Board Chair and delivered to presenting and defending organizations, with an additional copy sent to the Greek Advisor.
 - b. Any appeal must be made in writing within seventy-two hours following adjournment of the hearing.
 - c. A copy of the appeal should be submitted to the Judicial Board Chair, and the Greek Advisor.
6. Sanctions of an Organization
- a. For violation of any Article of the Constitution, the following penalties are applicable according to the severity of the violation.
 - i. Voting rights revoked for a specific period
 - ii. Suspension for a specified period
 - iii. Suspension for an indefinite period of time, pending readmission by the body
 - iv. A fine appropriate to the violation
 - v. Educational sanctions

- vi. Community Service
 - vii. Any combination of the above
- b. Under extreme circumstances, the Executive Board may work with the Greek Advisor to assign a penalty that has not been mentioned.
- c. The organization must abide by all levied sanctions.
- d. An organization can be penalized for an action or non-action if such act would violate University policy, Council policy or violate the policy of its respective organization.
- e. Any sanction levied against an organization can be appealed through the MGC General Council.