Multicultural Greek Council
Iowa State University

Constitution
&
By Laws
## MGC Constitution

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Multicultural Greek Council

PREAMBLE:

We, the undersigned Greek organizations have joined together to form this council known as the Multicultural Greek Council at Iowa State University in order to better meet our individual and joint needs and voice our concerns. 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 provision of the following constitution and bylaws.

Multicultural Greek Council will abide by Iowa State University rules and regulations, state and federal laws.

ARTICLE 1: NAME

The name of the council that this constitution establishes shall be the Iowa State University Multicultural Greek Council (MGC).

ARTICLE 2: MISSION STATEMENT

The Multicultural Greek Council strives to unify multicultural Greek lettered organizations on the Iowa State University campus by addressing, coordinating and developing strategic action plans; to unify organizations on the council, promote higher education, provide community services and enhance leadership.

ARTICLE 3: PURPOSE

1. To serve as the governing body over the individual organizations within the council.
2. To unite multicultural Greek organizations on a common pathway for support and assistance of member organizations and to encourage members to engage with the entire Iowa State Greek community.
3. To administer and enforce the constitution, bylaws, and rules and regulations established by the MGC at Iowa State University.
4. To enact bylaws and to amend them.
5. To encourage academic achievement among its member organizations through providing leadership opportunities.
6. To provide a forum for discussion and to develop action strategies regarding issues relevant to the MGC community.
7. To abide by and support established Iowa State University policies, State and Federal Laws.

ARTICLE 4: CHAPTER MEMBERSHIP

Section 1: There shall be two classifications of chapter membership

1. Active Membership
a. Must be in good standing with Iowa State University
b. Must pay council dues by second general meeting of the semester
c. Must maintain a chapter GPA of 2.5 on a 4.0 scale

2. Probationary Membership

a. Probationary members waive voting privileges for duration of probationary period
b. Probationary members shall not have events as sponsored by MGC and all events sponsored by the organization shall be required by nationals
c. For organizations on Academic Probation, academic standing will be reviewed at end of semester
   i. If cumulative chapter end of semester GPA is above 2.5/4.0, probation shall be terminated for the next semester

Section 2: The Multicultural Greek Council is open to registered students at Iowa State and does not discriminate on the basis of race, color, age, religion, national origin, sexual orientation, gender identity, sex, marital status, disability or status as a U.S. Veteran.

ARTICLE 5: EXECUTIVE COUNCIL

Section 1: There shall exist within the council an Executive Board consisting of a council President, Executive Vice President, Vice President of Communications, Vice President of Finance and Vice President of Recruitment.

1. No more than 2 members of the Executive Board (excluding the Advisor position) may be comprised of members of the same member organization

ARTICLE 6: SCHEDULING OF EVENTS

Section 1. Each organization will submit a proposed calendar of events for their respective organizations to the Executive Council each semester.

a. Dates for these events must be turned in by no later than the third week of school in each fall and spring semester accordingly to either the current advisor or the executive council President of the Multicultural Greek Council

b. Dates will be non-binding and no organization will be asked to give up their date if it conflicts with another organizations event on the same day.

c. The dates of each organization will be collected and then put together in calendar form by the Secretary and redistributed to the member organizations by the second general assembly meeting of each semester.

d. The calendar shall ONLY serve as a means of communication to its member
organizations and not as any other means.

Section 2: Co-programming is highly encouraged, but not required.

ARTICLE 7: EXECUTIVE BOARD

Section 1: The Executive Board shall meet during the weeks the Legislative Assembly is not in session to discuss matters of alleged importance for the next Legislative Assembly meeting

1. The Executive Meetings will consist only of Executive Board members and will NOT include the President’s cabinet unless there is a need for him/her to attend
2. The cabinet member will need to appeal formally (either verbally at a general meeting or via written communication through email) why he/she has a valid reason to attend an Executive Meeting
3. If the reason is not deemed valid, any Executive Board member may make an objection to the MGC president
4. Only one objection from an Executive Board member is required for a cabinet member’s appeal to be denied
5. The objection will need to be made within 24 hours from the time the appeal was made
6. The MGC president is required to inform the individual after 24 hours, regarding the status of their appeal

An appeal may also be made by an Executive Board member (including the President of MGC) for a cabinet member to attend an Executive meeting and the same guidelines as above must be followed

Section 2: President

1. Preside over all executive and general council meetings
2. Maintain communication between all MGC member organizations
3. Reserve the right to call an emergency meeting within 12 hours advance notice
4. Establish any committees necessary to carry out the programs of the council with consenting vote of the council
5. Act as the tie-breaker in the event of Legislative Assembly gridlock
6. May not be Chapter President of a member organization
7. Shall meet on a regular basis with the Greek Advisors and shall maintain two weekly office hours
8. Attend the Association of Fraternal Leadership and Values Conference
9. Will work with the executive officers and president’s cabinet to put together a binder to be passed on to the next executive board including:
    • List of Executive Officers and President’s Cabinet Info and Position
    • Minutes taken by the Vice President of Communications
    • All MGC Events done throughout the one year term including flyers and pictures

Section 3: Executive Vice President

1. Act as parliamentarian during Legislative Assembly and Executive Board meetings
2. Coordinate with Member Organization representatives on multi-organizational initiatives
3. Make changes to the MGC constitution when deemed necessary
4. In an effort to maintain and improve relations with existing Greek Councils, act as the liaison from the MGC to the IFC, NPHC, and CPC
5. In the event of absence of President at Legislative Assembly, conduct Legislative Assembly meeting

Section 4: Vice President of Finance

1. Maintain accurate financial records for the council
2. Document and receipt all transactions
3. Prepare bi-annual council budget by third legislative meeting of the semester
4. Provide financial report/status at each legislative meeting
5. Collect dues and accounts receivables
6. Deposit all received funds in MGC bank account
7. Prepare expected budgets for all MGC proposals

Section 5: Vice President of Communications

1. Take minutes at all council meetings in electronic format
2. Document all council events
   a. Conduct interviews with participants about pros/cons of event
   b. Retain copies of any fliers or brochures produced for advertisement/recruitment purposes
   c. Create annual council scrapbook
3. Keep all hard and soft-copied information in an organized fashion
4. Publish annual report for the council

Section 6: Vice President of Recruitment

1. Work in conjunction with IFC and CPC Vice President of Recruitment
2. Work in conjunction with NPHC
3. Represent MGC at Greek community events such as Summer Orientation, Experience Iowa State and other events have recruitment possibilities
   1. Develop brochures, flyers, and other marketing materials for the MGC.
   2. Coordinate events with Iowa State University offices to promote the MGC council (with MSA, Greek Affairs, Admissions, etc.)
   3. Maintain promotion and advertisement of all MGC events working alongside the Director of Marketing

Section 7: Advisor

1. To provide assistance and support to member organizations
2. Review MGC Expansion proposals and determine if all proper components and formatting are present
3. Mediate inter-organizational conflicts
4. Meet with all Executive Board members and Chapter Presidents throughout the semester on a monthly basis
ARTICLE 8: LEGISLATIVE ASSEMBLY

Section 1: There shall exist a Legislative Assembly which discusses and votes on business brought forth during council meetings

1. The Legislative Assembly shall convene for the first time the second week of the semester and meet bi-weekly thereafter until two weeks prior to Finals Week

2. Each member organization shall provide two delegates to represent the member organization at all council meetings, the Executive Council is excluded as representatives for their member organization
   a. Chapters with membership of 5 or below shall provide one delegate to represent their member organizations

3. Voting powers are also bestowed upon the Executive Board (with the exception of the President) and the delegates per non probationary Chapter members
   a. The president is not given a vote; In the event of an impassable tie, the President’s decision shall act as the tie breaker

Section 2: In the event 2/3 of eligible voting members is not fulfilled by ten minutes after the established start time of the Legislative Assembly meeting, the meeting shall be postponed until the following week

Section 3: All monies belonging to this organization shall be deposited and disbursed through a bank account established for this organization at the Campus Organizations Accounting Office and/or approved institution/office (must receive authorization via Campus Organizations Accounting Office).

   1. All funds must be deposited within 48 hours after collection.
   2. The Adviser to this organization must approve and sign each expenditure before payment.

ARTICLE 9: ELECTIONS

Section 1: Procedures Governing Elections stated in section 6 of the ByLaws

Section 2: Election Days will be held no later than the first week of November

ARTICLE 10: OFFICER IMPEACHMENT

Section 1: Nomination for Impeachment
   A. Complaints shall be turned in anonymously to the President of MGC or any other member of the MGC Executive Board.
   B. The complaint will be discussed within the Executive Board and a plan of action will be determined.
C. With the exception of extreme cases, no impeachment shall occur without proper warning.
D. An official vote will be taken and if the majority (50% +1) vote is in approval of Impeachment, the process will begin.

Section 2: Procedure
A. A General meeting will be called
B. The MGC President will give a brief description of the “accusations”
C. The Officer in question will appeal his/her case to the MGC.
D. The members of MGC will ask the Officer questions.
E. The Officer will be asked to leave the room
F. Discussion will begin and will continue until there has been a conclusive vote in favor of or against impeachment.
G. Only the votes of the Executive Board and Delegates will be counted.
H. A two thirds vote will be necessary for a motion of Impeachment to pass.
I. If Impeachment is approved, the officer will give up his/her position and elections for said position will be held at the next general meeting.
J. If the president is Impeached, Vice President shall take over the position of President and a new Executive Vice President will be elected at the next general meeting.

ARTICLE 11: AMENDMENTS

Section 1: All constitutional amendments must be submitted to the Legislative Assembly in writing and electronically at least seven days prior to desired voting date

Section 2: This Constitution shall be amended by a two-third vote of Active Membership Chapters present and voting at an Official Council Meeting

ARTICLE 12: DISSOLUTION OF COUNCIL

Section 1: In the event the number of active member organizations falls below two, the MGC shall be dissolved into its remaining constituents

Section 2: All funds located in the MGC account at the time of dissolution, granted that all outstanding debts from and to the council are reconciled, shall be donated to a multicultural scholarship at Iowa State University
Council By Laws

ARTICLE 1: CHAPTER MEMBERSHIP

Section 1: There shall be two classifications of chapter membership

1. Active Membership
   a. Must be in good standing with Iowa State University
   b. Must pay council dues by second general meeting of the semester
   c. Must maintain a chapter GPA of 2.5 on a 4.0 scale

2. Probationary Membership
   a. Probationary members waive voting privileges for duration of probationary period
   b. Probationary members shall not have events as sponsored by MGC and all events sponsored by the organization shall be required by nationals
   c. For organizations on Academic Probation, academic standing will be reviewed at end of semester
      i. If cumulative chapter end of semester GPA is above 2.5/4.0, probation shall be terminated for the next semester

ARTICLE 2: MEMBERSHIP DUES AND FINES

Section 1:

1. To aid the cost of council operations, all member organizations shall pay council dues of $5 per active member, minimum is $25 for chapter for those chapters that have 5 or less members.
2. Probationary member organizations and Transitional member organizations should pay half of the Active Member organization dues per semester.
3. Failure to pay dues by the date set shall result in automatic Probationary membership until all dues are reconciled.

Section 2: Member organizations shall have at least two representative members present at all MGC sponsored events

1. Failure to provide dual representation at an MGC sponsored event shall result in the revoking of voting rights for the following Legislative Assembly.

Section 3: Member organizations are required to go to events sponsored by other member organizations

1. All events must be announced at the MGC general meeting (or via email on the day of the general meeting) at least two weeks before an event. Member organizations are not required to attend an event if there was not a two-week prior notice.
2. Only one member is required from each organization to go to a member sponsored event. However, more than one is encouraged.
3. Each organization must inform the member organization that is hosting the event as to who will be representing their respective organizations in a general or Executive meeting prior to the event.
4. The hosting organization will be in charge of keeping track of other organization representatives that were not present and are responsible for bringing it up at the general meeting.
5. Member organization(s) not present at a member sponsored event after all the above criteria are met will not be able to vote at the next general meeting.

**ARTICLE 3: EXPANSION**

**Section 1:** Any Iowa State University recognized Greek organizations by the University Committee on Fraternities and Sororities is welcomed to apply for council membership

**Section 2:** The following parameters must be met prior to council admission

1. The applying organization must have at least five active members whom are full-time students at Iowa State University at the time of application submission
2. The applying organization must provide a local chapter constitution
3. Each applying organization member must be in good standing with Iowa State University
4. The applying organization must have an elected President, Treasurer, and historian or secretary
5. The applying organization must provide written documentation of previous business meetings held
6. The applying organization must be recognized by University Committee of Fraternities and Sororities as a fraternity or sorority at Iowa State University

**Section 3:** Organizations interested in joining MGC must submit the following:

1. MGC Application Packet
2. Proposal including:
   a. Letter of intent on how the organization would contribute to the MGC and Iowa State University
   b. Philanthropies the organization participates in
   c. Purpose and goals of the organization
   d. Roster of active members with current transcripts
3. Application materials stated above must be submitted to both the MGC Advisor and Council President for application review
   a. Upon application review, the Council President and MGC Advisor shall determine if the application is complete and properly formatted for submittal
   b. Upon application acceptance, the Proposal for Expansion shall be brought to the Legislative Assembly for discussion and approval
4. New organizations shall spend the first complete academic semester of council membership as Transitional Members. After completion of the full academic semester:
a. The Transitional Members must present to the MGC Legislative Assembly on the completion of membership stipulations.
b. The Legislative Assembly must vote on granting the Transitional Member organization an Active Member status, given that all the stipulations were completed.
c. If the membership stipulations were not met, the Transitional Member organization shall have one additional academic semester prior to a review of their membership status.

If the membership stipulations are not met by the transitional member organization by end of the second complete academic semester of membership, the probationary member organization will lose MGC membership and must wait one complete academic year before attempting to initiate the expansion process again.

ARTICLE 4: Cabinet Positions

Section 1: Selection of Cabinet Positions
1. The MGC Executive Board member may take on the following Cabinet positions.
2. The MGC Executive Board Member may also nominate any member of MGC for each of the Cabinet positions.
3. The members may accept or decline the nomination.
4. If they accept, the nominees will present to the Executive Board and Delegates of MGC at a General meeting for approval.
5. Approval will consist of a majority vote (%50 + 1) in favor of approval.
6. Either by method A or method B, the following responsibilities must be supervised by the respective Executive Board member.

Section 2: Cabinet Position Descriptions
A. Director of Events overseen by the Vice President of Recruitment
   a. Qualifications:
      i. Creative and resourceful
      ii. Good problem solver
      iii. Responsible and organized
      iv. Good communicator, able to speak to all different types of people
      v. Has proper understanding of the MGC and its purpose
   b. Duties
      i. Develop programming that will help to promote the purpose of the MGC
      ii. Develop programming that will allow the different members of the MGC to bond and come together as one.
      iii. Hold weekly office hours that allow planning and coordination of events.

B. Director of Marketing overseen by Vice President of Communications
   a. Qualifications:
      i. Creative and artistic
      ii. Good written and verbal communication
      iii. Resourceful
   b. Duties:
      i. Maintain and update website and online social networks for MGC
ii. Schedule marketing opportunities for the MGC (with MSA, Greek Affairs, Admissions, etc.)
iii. Serve as Historian for the Council by keeping records, pictures and documents in an organized file that can be passed on to the next VP of Communications
iv. Hold weekly office hours that allow planning and coordination of events.

C. Director of Risk Management overseen by President
   a. Qualifications:
      i. Responsible and Organized
      ii. Clear and professional communications skills
      iii. Understanding of the University’s Risk Management Policies
   b. Duties:
      i. Ensure that all paperwork is filled out for MGC events
      ii. Ensure that MGC Organizations are completing the appropriate forms for their events.
      iii. Hold weekly office hours that allow planning and coordination of events.
      iv. Attend Greek judicial team meetings

D. Director of Community Service overseen by Executive Vice President
   a. Qualifications:
      i. Creative and resourceful
      ii. Good problem solver
      iii. Responsible and organized
      iv. Ability to communicate consistently with members of diverse cultures
      v. Has proper understanding of the MGC and its purpose
      vi. Has a passion for giving back and getting involved
   b. Duties:
      i. Present community service opportunities to the MGC that align with its purposes.
      ii. Coordinate dates and times of planned service opportunities with local organizations.
      iii. Document the type and hours of community service accomplished by the MGC.
      iv. Hold weekly office hours that allow planning and coordination of events.
      v. 

E. Greek Relations Executive Council
   a. Qualifications
      i. Responsible and organized
      ii. Punctual to meetings
      iii. Be able to provide input for the GREC
   b. Duties
      i. Attend all GREC meetings
      ii. Bring back GREC information back to MGC

ARTICLE 5: RULES OF ORDER

Section 1: Meetings will be conducted using the parliamentary procedures outlined in the most recent version available of Robert’s Rules of Order
Section 2: The Executive Vice President will serve as parliamentarian and also has voting rights

ARTICLE 6: ELECTIONS

Section 1: Elections will be held first week in November
1. Nominations for executive positions will be held two weeks before elections and must present their platform to the general assembly
2. The election will be held by the majority of a secret ballot.

Section 2: Elected terms are two consecutive semester requirements

Section 3: Requirements for executive board eligibility
1. Must have a minimum of a 2.5 GPA on a 4.0 scale
   a. Member may petition eligibility to Executive Board if the GPA requirements are not met
2. Must be an active member in an Active Member organization
3. Be in good standing with the university and enrolled: at least half time (six or more credit hours), if an undergraduate student (unless fewer credits are required to graduate in the spring and fall semesters) during the term of office, and at least half time (four or more credits), if a graduate level student (unless fewer credits are required in the final stages of their degree as defined by the Continuous Registration Requirement) during their term of office.
4. Be ineligible to hold an office should the student fail to maintain the requirements as prescribed in parts 2 and 3."

Section 4: All Executive Board positions may run for re-election for consecutive terms except the Council President

ARTICLE 7: AMENDMENTS

Section 1: All bylaws amendments must be submitted to the Legislative Assembly in writing and electronically at least seven days prior to desired voting date

Section 2: A 66% approval rate of the Legislative Assembly is required for constitutional amendments to be incorporated