***Guanzhou Zheng***

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Multicultural Greek Council at The Ohio State University **Bylaws**

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# Article I Parliamentary Authority

Section 1. Robert’s Rules of Order

1. The rules contained in *Robert's Rules of Order* shall govern the organization in all cases to which they are applicable, and in which they are not inconsistent with the by-laws of this organization.

# Article II Membership

Section 1. Current Chapters

1. The current chapters of the Multicultural Greek Council at The Ohio State University - Main Campus are Alpha Psi Lambda National Inc., Delta Phi Lambda Sorority, Inc., Delta Phi Omega Sorority, Inc., Kappa Phi Lambda Sorority, Inc., Lambda Phi Epsilon International Fraternity, Inc., Lambda Theta Alpha Latin Sorority, Inc., Mu Delta Alpha Sorority, Pi Delta Psi Fraternity, Inc., and Sigma Lambda Gamma National Sorority, Inc.
2. There are currently no associate chapters of the Multicultural Greek Council.

Section 2. Procedures for Becoming a Member

A. Mission for Expansion

1. The Multicultural Greek Council (MGC) is committed to developing fair policies for recognition of inter/national fraternities and sororities as MGC chapters on this campus. The following procedures outlined herein shall serve to guide an inter/national organization in establishing MGC member status. They are set forth by the Multicultural Greek Council at The Ohio State University as standard requirements; however, the Multicultural Greek Council shall work in accordance with the expansion policies and procedures of the establishment of inter/national organizations. The council will endeavor to provide clear, consistent, and timely communication with all parties interested in establishing an associate chapter to be recognized as a Multicultural Greek Council organization at The Ohio State University.
2. General Information
   1. Establishing Associate Chapters
      1. The interest group, defined by the requirements in these expansion guidelines,

must initiate the application process for any inter/national organization not previously recognized as a MGC chapter at The Ohio State University. The full application process from interest group to active membership must be aligned with the chartering process and timeline of the national organization standards. Interest groups that do not improve to associate membership after 4 consecutive regular academic terms will require an interest group of 5 members. After 3 consecutive academic years without reaching associate membership status, the interest group must restart the interest group process.

* 1. Re-Establishing Chapters
     1. The fraternity/sorority headquarters or graduate chapter of a previously recognized MGC chapter may initiate the re-application process to become recognized as an MGC chapter at The Ohio State University.
  2. Founding Chapters
     1. A founding chapter will follow the same procedure of a re-establishing chapter, but will not have a time limit on the process to achieve full membership in MGC [Refer to MGC Constitution Article II, Section 1 for a list of the founding chapters of the Multicultural Greek Council].

1. Formation of the Interest Group
   1. Requirements
      1. A minimum of 5 members in the interest group must be enrolled as undergraduate/graduate students at the Columbus campus of The Ohio State University.
      2. All members must have completed at least one semester at The Ohio State University and be in good academic standing with the university.
      3. The inter/national organization must be culturally-based, this includes racial, religious, sexual orientation, and socioeconomic background.
2. Application Process for Associate Chapter Status in the MGC
   1. Associate Status Application Procedures
      1. Meet with the President of MGC, VP of Judicial Standards of MGC, and the Council Advisor to discuss the expansion process, the Ohio Union procedures, the Standards of Excellence, and expectations of all involved.
      2. Contact the MGC President or Advisor to obtain an application for Provisional Status and submit upon completion.
      3. All members of the interest group must organize a presentation to the general MGC membership, as outlined in the application form. Presentation should include: fraternity or sorority history (established fraternities and sororities only), leadership, scholarship, diversity, risk management, community service, philanthropy, motivations for joining MGC, letters of support, and how they will create a mutually beneficial relationship.
   2. Limitations on Promotions to Associate Status
      1. In order to ensure each organization gets the proper attention and due diligence, only one Interest Group shall be promoted to Associate Status per academic semester.
3. Greek-Lettered Associate Chapters
   1. Requirements
      1. After becoming lettered members of their national organizations, chapters must host two (2) social events, two (2) fundraising events, two (2) philanthropy events, and one (1) recruitment event each semester they have associate status
      2. After becoming lettered members of their inter/national or local organization, chapters must complete all Standards of Excellence requirements mandated by

Sorority and Fraternity Life.

Section 3. Active

1. Each organization must meet the terms set by Student Activities for all active student organizations on The Ohio State University campus.
2. Each organization must maintain a chapter grade point average of a 2.5 or above on a 4.0 scale per academic term.
3. Each organization must pay dues each regular academic term in the amount of $15 per active member of their chapter.
   1. Dues must be turned into the Vice President of Finance of the Executive Board by the third general body meeting of the semester.
   2. Consequences of Non-Compliance:
      1. In the case that a chapter does not pay their dues by the third general body meeting of the academic term, the noncompliant chapter will incur a fine in the amount of $10 per week unless discussed with the Vice President of Finance.
4. Each organization must meet all reasonable (as defined by the Council Advisor) deadlines established by the MGC Executive Board. All information/documents/etc. requested must be submitted to the appropriate officer.
5. Each organization must have no unpaid fines in their name.
6. Each organization must send at least one delegate to every MGC General Body meeting.
7. Council-Wide Event Attendance:
   1. All events sponsored by MGC require a reasonable percentage of attendance by each organization as specified by the Executive Board and the point system.
      1. Chapters will aim to obtain Ten (10) points per semester through various participation in MGC events. Ways to earn points include attending General Body meetings and service events with at least 30% attendance OR 4 members (whichever value is smaller) of a chapter’s active house, collaborating with MGC chapters, and submitting appropriate forms and dues when requested.
      2. Chapters will be awarded additional points if they attend General Body meetings and service events with 50% attendance OR 6 active members (whichever value is smaller) of a chapter’s active house or more.
      3. Chapters who do not meet the Ten (10) point goal at the end of each semester will be fined appropriately depending on their achieved score.
   2. If there is a time conflict, and an organization will be unable to meet attendance requirements, they must notify the Executive Vice President at least one week before the event is scheduled. Excused absences are up to the discretion of the MGC Executive Board.

Section 2. Inactive

A. Any chapter that fails to meet the requirements of an active chapter [Refer to Multicultural Greek Council Bylaws, Article II, Section 3.] will be put on chapter probation, will be under review by the Executive Board, and will be considered an inactive chapter.

Section 3. Chapter Probation

A. Types of Probation

1. Monetary-Based
   1. Chapters that fail to pay fines or dues from a previous academic term by the second General Body meeting of the following semester (not including summer semester) will be on monetary-based probation.

B. Terms of Probation

1. Any chapter on probation will lose all voting rights within the council until the probation is officially lifted.
2. Chapters are expected to fulfill all duties required of active MGC chapters while on probation. [Refer to Multicultural Greek Council Bylaws, Article II, Section 2]
   1. Chapters on probation must attend every MGC General Body meeting, without

exception.

* 1. If a chapter incurs one unexcused absence during their probationary term, they will be on suspension for the following term.

1. Any fines due by the chapter must still be paid.
   1. Chapters on probation cannot regain active status until the balance of their account is paid off or they have created a financial plan with the Vice President of Finance.
   2. If the chapter fails on their payment plan, they will be automatically returned to probation status for that semester.

C. Consequences of Non-Compliance

1. Chapters on monetary-based probation will be placed on probation again for the following semester, if they have not paid all of their outstanding fines or dues by the end of the current semester.
2. If any chapter is on any type of probation for two consecutive academic terms, and they have still failed to meet the requirements to lift the probation, the chapter will be suspended for the following term.

Section 4. Executive Board Responsibilities

1. Responsibilities of All Positions
   1. During all MGC meetings, Executive Board members will represent their position, not their respective chapter.
   2. Attend each MGC General Body and Executive Board meetings.
   3. Maintain the minimum grade point average as specified by the Student Organization Guidelines.
   4. Must be in good standing with their respective chapter.
   5. Maintain accurate records of all activities and programs for which he/she is responsible, in order to easily transition the following year’s position holder.
   6. Maintain a copy of the current MGC governing documents pertinent to their position in a folder solely used for their position as a MGC Executive Board member.
2. Responsibilities of Specific Positions
   1. President
      1. Serve as the liaison between the Multicultural Greek Council and the Sorority and Fraternity Life.
      2. Keep the council moving toward its mission, and on a path driven with the purpose of

MGC in mind.

* + 1. Preside over all Executive Board delegation tasks, including following up with those Executive Board members.
    2. Preside over all MGC meetings and facilitate voting procedures.
    3. Meet with the Advisor on a weekly or bi-weekly basis.
    4. Assist with the expediting of business within the council, including assisting other Executive Board members with their delegated tasks.
    5. Enforcing all laws set within the MGC governing documents.
    6. Attend all council presidents meetings.
    7. Attend Presidents Training, as required by the university;
    8. Serve as the main contact for signature events and large scale projects.
  1. Executive Vice President
     1. Perform duties of president in their absence;
     2. Serve as the liaison to SFL in terms of SOEs, New Member Orientation retreats, and academic initiatives;
     3. Oversee and create all committee(s) as the ex-official chairman;
     4. Serve as the alternate secondary signature for official council documents;
     5. Schedule meetings for Executive Board and general body meetings;
     6. Reserve all rooms/venues for meetings, functions and/or activities;
     7. Organize and maintain the shared drive, all active rosters, and chapter contact information;
     8. Record all meeting minutes.
  2. Vice President of Finance
     1. Regulate and maintain all finances for the council by developing a yearly budget;
     2. Collect all payments owed to MGC, and notify the MGC President when an MGC

organization is financially strained;

* + 1. Deposit all funds into the bank account;
    2. Develop and execute at least 2 council fundraisers per semester;
    3. Serve as the primary signature for all financial statements/documents;
    4. Pay all bills for the council;
    5. Attend Treasurer Training, as required by the university
    6. Apply for Programming Funds, Coke Grants, and other grants/funds available through the university.
  1. Vice President of Marketing and Public Relations
     1. Develop a marketing plan for the council;
     2. Maintain all social media accounts and council website;
     3. Ensure the following of all organizations’ branding guidelines;
     4. Maintain an updated and consolidated folder of each org’s branding (crest, chapter logo, proper colors, font, name, etc.);
     5. Oversee all council branding and promotional materials;
     6. Coordinate with the Office of Student Life marketing and photography/videography team;
     7. Develop all flyers/marketing materials for council events;
     8. Oversee all email interactions with the council.
  2. Vice President of Judicial Standards
     1. Serve as the chairman of the judicial and expansion committee;
     2. Oversee and update all governing documents for the council;
     3. Ensure the council is abiding by the current constitution and bylaws;
     4. Maintain all council grievances;
     5. Oversee the expansion process and serve as liaison to all interest groups;
     6. Bring all requests for changes to the governing documents/procedures to the council advisor and current president.
  3. Vice President of Civic and Community Engagement
     1. Develop and execute at least two (2) social action, philanthropy, or community service initiatives for the council per semester;
     2. Oversee all signature philanthropic programs for the council;
     3. Aid the chapters in finding community service opportunities around the Columbus area;
     4. Keep the council engaged in social causes important to members;
     5. Provide resources and/or education to members about social causes.
  4. Vice President of Community Development
     1. Develop workshops, trainings, and/or general body meetings to educate and promote inclusivity;
     2. Work with campus partners (Office of Belonging and Inclusion, etc.) on large scale programming centered around diversity, equity and inclusion;
     3. Serve as the liaison between other marginalized student organizations;
     4. Plan at least one (1) campus engagement event for the council per semester. Section 5. Delegate Responsibilities

A. Attend each MGC General Body, or send a replacement in their place in the event that the

official chapter delegate cannot attend.

B. Act as the officially recognized voice of their respective chapter during votes.

C. Required to give updates or announcements regarding their chapter at all MGC General Body meetings.

Section 6. Termination of Membership

1. If a chapter’s status on the Multicultural Greek Council is terminated, they will start over as an Interest Group once again in order to regain their position on the council as an active, voting chapter.

# Article III Election of Organization Leadership

Section 1. Executive Board Eligibility

1. Must be an active member of an active MGC chapter.
2. Must be in good standing with the university.
3. Must be in good standing with their chapter including, but not limited to issues regarding judicial/conduct and financials.
4. Must be able to serve a full one-year term, following the term timeline set by the Sorority and Fraternity Life.
5. Must fill out the required application and meet with the current Executive Board officer to fully discuss the position.
6. No Executive Board position may be held by the same person for more than two (2) consecutive terms.
7. Each chapter shall only be permitted to hold two (2) Executive Board positions per term. Section 2. Timeline
8. Applications for the Executive Board will be made available to all members of the Multicultural Greek Council by week four (4) of the fall semester.
9. Applications must be turned in to the Vice President of Judicial Services at least one (1) week before the election occurs.
10. Voting for the Executive Board positions will occur before the end of the fall academic term.
11. Turnover will occur in accordance with the timeline set by the Sorority and Fraternity Life. Section 3. Procedure During Elections
12. Each chapter is given one (1) vote per position throughout the Executive Board elections.
13. Chapter delegates are the official voice of their respective chapters during all elections.
    1. Since the delegate is the official voice of their respective chapter during the voting process, any decision made by the delegate, even without consultation of their chapter, becomes the official and final decision of their chapter.
    2. Additional members of a chapter are allowed to attend an election in order to discuss all candidates fully with their chapter delegate before coming to a final decision in a vote.
    3. If a chapter’s delegate is running for an Executive Board position then the chapter must choose another member to participate on the vote for that position.
14. Nominations are allowable only in the case of a candidate running uncontested for a position.
    1. If a position has two (2) or more candidates, nominations are not allowed.
    2. If a position has zero (0) candidates, nominations are not allowed.
       1. In the case of a position having zero (0) candidates, the election of that position will be postponed until the following week, during which candidates for the position should be found.
       2. If no candidates have been found by the following week, nominations are allowable, and the election must occur during that week.
    3. The rules contained in the *Robert’s Rules of Order* shall govern the specific voting procedures during an election.

Section 4. Special Circumstances

1. Resignations and Impeachments
   1. In the event of the MGC President no longer being able to fulfill the duties required of the position, the Executive Vice President will temporarily assume the role of President while simultaneously maintaining their role as Executive Vice President until the official re- election for the position of President is held.
   2. In the event of the MGC Executive Vice President no longer being able to fulfill the duties required of the position, the President will temporarily assume the role of Executive Vice President while simultaneously maintaining their role as President until the official re-election for the position of Executive Vice President is held.
   3. In the event of the MGC Vice President of External Relations, Vice President of Finance, or Vice President of Communications no longer being able to fulfill the duties required of the position, the Executive Vice President will temporarily assume the vacant position while simultaneously maintaining their role as the Executive Vice President until the official re-election for the vacant position is held.
2. Re-Elections
   1. Re-elections are open to all active members of the active chapters of the Multicultural Greek Council.
   2. Re-elections must occur within two (2) General Body meetings of the Multicultural Greek Council from the time of the position being vacated.

# Article IV Advisor Responsibilities

Section 1. Responsibilities of the Advisor for the Multicultural Greek Council

1. Attend the majority of MGC General Body and Executive Board meetings.
2. Shall serve as liaison between MGC and The Ohio State University.
3. Required to be knowledgeable of MGC purposes, policies, and procedures.
4. Shall help maintain inter-council relations, while always keeping in mind the best interests of

MGC organizations.

1. Shall serve as an ex-officio member of the Executive Board.
2. Shall assist Executive Board members in the fulfillment of goals and responsibilities set for their individual positions.

# Article V Meetings of the Organization

Section 1. Executive Board Attendance

1. While attending meetings, members of the Executive Board represent the council, not their individual chapter.
2. Attendance at all MGC General Body meetings is mandatory for members of the Executive Board.
3. If any Executive Board member is unable to attend a MGC General Body meeting, Executive Board members must give the Vice President of Internal Communications twenty-four hour notice in order for the absence to be excused.
   1. The Vice President of Communications will evaluate situations with less than a twenty- four hour notice on a case-by-case basis as he/she sees fit.
   2. In the absence of the Vice President of Internal Communications, the Council Advisor will excuse Executive Board members.
4. If absent (excused or unexcused), the missing member is unable to appeal a movement or vote passed during the missed meeting.
5. Consequences of Non-Compliance:
   1. If an Executive Board member incurs any fines, the fine will come out of the position holder’s pocket, not the treasury of their personal chapter.
   2. Unexcused Absences are at the discretion of the Vice President of Internal Communications and Council Advisor. Excused absences include class, illness, or emergency situations.
      1. After one (1) unexcused absence, the offending Executive Board member will be personally fined in the amount of $15.
      2. After two (2) unexcused absences, the offending Executive Board member will be personally fined in the amount of $25.
      3. After three (3) unexcused absences, the offending Executive Board member will be subject to removal from office.

Section 2. Excused Absences

A. Excused absences apply only in the following situations:

1. If the member has a class or exam.
2. If the member is attending any Sorority and Fraternity Life related events or meetings.
3. If the member has a family emergency or bereavement.
4. If the member is ill.

Section 3. Tardiness

1. Any member required to be present during MGC General Body meetings (Executive Board and Delegates) is tardy if they arrive within five (5) to fifteen (15) minutes of the meeting commencement. A five (5) minutes grace period is given, but the meeting will still begin as
2. previously scheduled. Delegates are responsible for receiving any missed information.
3. After fifteen (15) minutes has passed, the member is noted as absent from the meeting (unexcused). Unless the tardiness is excused by the Vice President of Internal Communications within 24-hours of the meeting.
4. If a member is tardy for two meetings without an approved excuse from the Vice President of Communications, that is equivalent to one unexcused absence.
5. Consequences of Non-Compliance:
   1. After one unexcused absence, the president of the offending chapter will be notified, and the chapter will be warned.
   2. After two unexcused absences, the president of the offending chapter will be notified, and the chapter will be fined in the amount of $10.
   3. After three unexcused absences, the president of the offending chapter will be notified, the chapter will be fined in the amount of $15, and the chapter will be placed on attendance-based probation. [Refer to Multicultural Greek Council Bylaws, Article 2, Section 5]

# Article VI Method of Amending the Bylaws

Section 1. Proposals

A. Proposals for bylaw amendments should be formally written down and subsequently presented during a MGC General Body meeting.

B. Proposals should not be acted or voted upon, but read aloud in the General Meeting during which they are proposed.

C. Proposals can be presented at any time during the regular academic school year. Section 2. Notice

A. From the time of proposal to time of vote, Delegates shall present the amendment for approval or refusal in their respective chapter in order to return with a consensus from their chapter for the vote.

Section 3. Voting

A. Voting membership of the Multicultural Greek Council has been defined in the Multicultural Greek Council Constitution. [Refer to Multicultural Greek Council Constitution, Article II, Section 2, A. I. a.]

B. Voting may occur two weeks after the initial proposal, but no sooner.

C. The rules contained in *Robert’s Rules of Order* shall govern the specific voting procedures during a bylaw amendment.

**Article VII** Ratification of the Bylaws Section 1. Ratified May 11, 2011.