



## **INTERFRATERNITY COUNCIL STANDING RULES OF RECRUITMENT UNIVERSITY OF CALIFORNIA AT IRVINE**

### **Article I. *Mission***

The IFC supports open recruitment and believes a man shall be free to join a Member Fraternity at a time that is mutually beneficial to both himself and the Member Fraternity. The IFC Standing Rules of Recruitment are created and enforced with the intent of fostering a safe, efficient, and fair recruitment for the benefit of the entire Interfraternity Council (IFC) community. The IFC Standing Rules of Recruitment serve to protect the potential new members, individual member fraternity chapters, and the overall interests of the IFC, especially with regards to maintaining a positive relationship with UCI. Each Fraternity has an obligation to abide by the rules set forth; any member fraternity chapter that acts outside of these expectations are subjected to the ruling of the IFC Vice President of Judicial Affairs, IFC Judicial Committee, and/or the Office of Academic Integrity & Student Conduct.

### **Article II. *Fall Recruitment (Formal)***

“Formal Recruitment” is the process of acquiring members for fraternity affiliation. The IFC Vice President of Recruitment shall designate periods of time during each quarter when the IFC will assist Member Fraternities by advertising their recruitment events, hosting campus-wide recruitment events, and educating Potential New Members on the fraternity community (IFC Bylaws Article XI, Section III).

All IFC member fraternities are expected to participate in the Fall Info Session. Active IFC member fraternity chapters should send at least two (2) representatives to be on hand, whether in-person or online. Regardless of participation in recruitment for Fall quarter, all IFC member fraternity chapters are expected to attend and participate.

- A. The Formal Recruitment period for Fall academic quarter will begin on the Saturday before the first day of instruction according to the UCI academic calendar.
- B. IFC VP of Recruitment will work with Student Center Event Services to coordinate the reservation of recruitment booths during Fall Recruitment. Selections of booth locations will be conducted by Scheduling and Conference.

### **Article III. *Winter & Spring Recruitment***

For both Winter & Spring IFC Recruitment, the IFC Recruitment Team will designate when the Info Night will be and provide that date to member IFC fraternities in advance. Unlike Formal Recruitment in Fall, only IFC member fraternities participating in recruitment will be required to present.

IFC member fraternity chapters participating in Winter & Spring Recruitment should send at least two (2) representatives to be on hand, whether in-person or online. If a member fraternity chapter is not participating in Winter & Spring Recruitment, they do not need to be in attendance.

### **Article IV. *Year-Round Recruitment***

Member IFC fraternities are encouraged to participate in year-round recruitment and shall establish recruitment practices and timelines as determined to best serve that Member Fraternity. Year-round recruitment, or continuous open-bidding (COB); shall occur after the distribution of bids during Formal Recruitment and a date set by the IFC Recruitment Team/Executive Board. Member fraternities are free to engage in year-round recruitment and shall establish recruitment practices in line with the policies as set forth by both:

- A. The IFC Constitution;
- B. IFC Recruitment Rules; and
- C. Individual Chapter Recruitment Rules and Standards

### **Article V. *Events***

- A. Recruitment events might vary between formal and informal events. Formal recruitment events are the activities that will be reported to the IFC Recruitment Team/VP of Recruitment. These events are any/all events held by IFC member fraternities to support their recruitment efforts for the quarter. Formal events may occur in-house at a chapter facility located in Arroyo Vista, on-campus at UCI or off-site. Informal events are defined as lunch or coffee meetings, interviews, referrals or one-on-one style events. Unlike formal events, informal events locations do not need to be submitted to the IFC VP of Recruitment but all events should adhere to recruitment and risk management policies for IFC.

- B. IFC member fraternities are prohibited from holding a Large Social Function during the Formal Recruitment periods.
- C. IFC member fraternities are prohibited from hosting any private events for first-year students/freshman.
- D. IFC Executive Board and/or IFC Recruitment Team may do periodic checks, before, during or immediately following formal IFC recruitment events to ensure chapters are adhering to policy and report any violations.
- E. Changes to chapter schedules should be provided at least 24 hours in advance to the IFC VP of Recruitment.

The policies regarding recruitment for IFC member fraternity chapters are as follows:

- 1. IFC fraternities are prohibited from holding any event that coincides with the IFC Info Session and shall be referred to the Vice President of Judicial Affairs for possible judicial action / infractions (IFC Bylaws Article XI, Section III).
- 2. The IFC Vice President of Recruitment shall solicit and maintain a Potential New Member list, which shall be a running list of undergraduates interested in fraternity recruitment, and shall make that list available to each Member Fraternity upon request (IFC Bylaws Article XI, Section III).
- 3. Use of Alcohol or Controlled Substances/Drugs is not permitted at any Recruitment Events (Article XIII, Section 4). Those persons under the influence of alcohol or controlled substances/drugs are strictly prohibited to be in attendance at any recruitment/rush events or at events during recruitment periods or at IFC sponsored events.
- 4. Women are prohibited from helping member fraternity chapter recruitment efforts during any Recruitment events. This includes attending chapter events, boothing for chapters, distributing recruitment information or providing any forms of entertainment.

**Article VI. *Marketing – Apparel, Fliers, Videos, Etc.***

- A. Any recruitment apparel, themes, schedules and other paraphernalia that are seen as detrimental to the IFC and/or SFL community by the discretion of the IFC Recruitment Team is strictly prohibited.
- B. For Formal Recruitment, apparel designs and material posted electronically via website/social media or distributed physically must be submitted to the IFC VP of Recruitment before printing or posting. Designs should be provided by August 15.
- C. For Winter or Spring Quarter, apparel designs and material posted electronically via website/social media or distributed physically must be submitted to the IFC VP of Recruitment before printing or posting. Designs should be provided prior to the start of

the quarter directly to the VP of Recruitment. This should be provided to the VP of Recruitment on the Friday prior to the IFC Info Session event.

- D. Any materials distributed should include the IFC logo as well as the IFC Info Session event. The IFC logo can provided by the IFC Recruitment Team and should be reasonably sized on said materials.
- E. Member Fraternities must submit any rush video that will be posted on any social media for approval. Posting a rush video that has not been approved by the Vice President of Recruitment, shall be referred to the Vice President of Judicial Affairs for possible judicial action.
- F. Changes to marketing; apparel; and/or distributed material related to events must be sent to the VP of Recruitment before production or posting.
- G. All fraternities must abide by the University and Housing Policies for posting.
- H. The distribution of information at Mesa Court, Middle Earth, and Arroyo Vista residence halls by individual IFC fraternities is strictly prohibited. Any form of recruitment in Mesa Court, Middle Earth, and Arroyo Vista residence halls by individual IFC fraternities is strictly prohibited.

#### **Article VII. *Bids***

All Potential New Members participating in the IFC Recruitment Process will receive an invitation, or bid, from participating member fraternity chapters on the last day of the recruitment process for the quarter.

Potential New Members are allowed to receive numerous bids from different member fraternities and no fraternity can restrict any potential new member from receiving bids. Potential new members can only accept one (1) bid.

##### *A. Bid Collection & Lists*

Bids for each potential new member should be presented in a sealed envelope listing the Full Name (First Name & Last Name) and IFC member fraternity chapter. Member Fraternity Chapters should also provide a typed bid list (alphabetical by last name) of all potential new members being offered a bid with the actual bid to the SFLO. Each Potential New Member shall reserve the right to accept or decline any bid at any time without any penalty or pressure placed upon the Potential New Member.

Bids should be submitted to the Sorority & Fraternity Leadership Office (SFLO) on the morning of Bid Day before 10:30 AM. Bids collected after 10:30AM will be deemed late and will result in an infraction.

##### *B. Bid Day – Bid Distribution*

Bid Distribution will begin after 11:00AM at the SFLO. Potential New Members will be notified via email that there is a bid available for distribution and pickup at the SFLO (Sorority & Fraternity Leadership Office) or location determined in advance. Bids will be distributed until 4:00PM. Bids not picked up will be held by the IFC Recruitment Team and available for pickup thereafter by the listed potential new member.

Only IFC Executive Board and SFL staff are able to assist with bid distribution.

*C. Accepted Bid Lists*

New member lists should be completed by the member fraternity Chapter President or VP of Recruitment and provided to the IFC VP of Recruitment by the end of Week 4.

**Article VIII. Removal of Potential New Members**

The recruitment process is considered a privilege and IFC reserves the right to remove any potential new members from this process at any time. Reasons for removal may include, but are not limited to:

- A. Alcohol or Controlled Substance/Drug Use at Fraternity events.
- B. Disrespectful to any active member or other potential member based on race, color, creed, religion, national origin, sexual orientation, disability or age.

Potential new members shall reserve the right as well to withdraw from the new member process of any IFC Member Fraternity at any time and may accept a bid from another Member Fraternity at any time following withdrawal.

**Article IX. Filing Infractions**

Anyone of the following individuals involved in the recruitment process may file a complaint of any IFC member fraternity chapter/member for violation of the rules outlined by this document.

- A. Chapter Presidents
- B. Chapter Recruitment Officer
- C. IFC Executive Members
- D. Potential New Members
- E. Sorority & Fraternity Life (SFL) staff
- F. UCI personnel staff

Notice of infractions must be sent to member fraternity chapters no later than one (1) week following the end of recruitment period. Appeal process will be managed by the IFC Recruitment Team. Member Fraternity Chapters can make an appeal of an infraction or fine within 48 hours of receiving notice of the sanction.

## **Article X. Recruitment Infractions**

The following guidelines are divided into three different sections. The first section entails all infractions of the lowest level of priority.

### **Level I**

- A. Outside of chapter/faculty/staff advisors, women may not be present during recruitment activities.
- B. Skits, presentations, and videos that mention alcohol, controlled substances/drugs are not prohibited.
- C. No submission of bid list to IFC Recruitment Team for distribution.
- D. Incorection submission of bid(s) or quarterly bid list (ie. no submission of bid list to IFC Recruitment Team; late submission of Bid List or Bids to IFC Recruitment Team for distribution; etc.)
- E. Not attending Info Night for IFC Formal Recruitment or for Winter or Spring quarter, if the IFC member fraternity chapter is recruiting.
- F. Unapproved distribution of recruitment materials in UCI Residence Halls.
- G. The IFC logo is not listed on distributed materials and is not reasonably sized.
- H. Violation of university / campus posting policy.
- I. Not providing notice of change of schedules and/or events to IFC VP of Recruitment.

### **Level II**

- A. Drug or alcohol being offered or consumed by chapter members or other chapter guests of events. Alumni, national organization representatives, executive members from other chapters, UCI personnel – faculty and staff; and IFC Executive Board are to be considered guests.
- B. There shall be no drug paraphernalia visible during recruitment.
- C. There shall be no alcohol containers visible during recruitment. Alcohol containers are defined as objects that contain alcohol in its present state.
- D. Fraternity members and Potential New Members may not discuss or portray any other fraternities, sororities or members of the UCI community in a negative manner.
- E. Derogatory remarks, offensive slurs, harassing statements or sexual gestures toward any race, gender or other group will not be tolerated.
- F. Harassment of potential new members and other IFC community members inclusive of IFC Executive Board members will not be tolerated.
- G. Signaling, defined as chapter members warning each other of IFC Executive Board members and/or University staff during the recruitment period, will not be tolerated.

### **Level III**

- A. Potential New Members may not, at any time during the recruitment process, consume alcohol or controlled substances/drugs with any fraternity members/alumnus. Nor may they be offered to Potential New Members during the Recruitment Period.
- B. Tampering with recruitment in any form will not be tolerated. Tampering includes, but not limited to:
  - 1. Promissory Bids prior to Bid Day

Should the IFC Recruitment Team or SFL advisors deem any infraction or violation to be extreme, the incident will be passed along to the Judicial Board.

### **Article XI. Recruitment Sanctions**

IFC member fraternities that violate this policy will be subjected to the IFC Judicial Board and/or additional administrative review by Sorority & Fraternity Life (SFL) office and/or UCI Conduct if applicable.

The amounts below are guidelines for fines accompanying each occurrence of the infraction based on the levels listed in Article X, Recruitment Infractions.

The IFC Judicial Board and/or UCI SFL may suggest additional punitive and/or educational sanctions to accompany fines due to infractions. Sanction may be appealed, as stated in Article XI, of the IFC Bylaws.

Level I - \$100

Level II - \$250

Level III - \$500