



PREAMBLE

We, the member organizations of the Greek Senate of William Paterson University of New Jersey, do hereby constitute ourselves an organization subject to the following provisions.

Article I - Name

The name of the organization shall be the Greek Senate of William Paterson University

Article II – Purpose

Section I

To discuss, adopt and carry out procedures necessary for the general welfare of the overall Greek system. To work in cooperation with the Student Government Association, other area Greek Councils, and the national Greek System.

Section II

To serve as a governing body over all Greeks and Greek organizations capable of implementing disciplinary actions to ensure that school policy and a general Greek standard is upheld.

Section III

To serve in a public relations capacity to further the Greek system within the University and surrounding communities.

Section IV

To function as a supportive and legislative body for member organizations and Interest Groups.

Section V

To provide a forum for discussion of matters of concern of the Greek organizations.

Section VI

To emphasize cooperation between all Greek organizations.

Section VII

To protect and promote the interests of all Greek organizations.

Section VIII

To facilitate effective communication between the University administrations, Student Government affiliated clubs, and the Greek community.

Section IX

To allocate money for Greek Senate sponsored events, according to the Student Government Financial guidelines.

Article III – Organization Sanctions and Suspensions Defined

Section I – Good Standing

A) Insurance On File And Up To Date:

- a. All chapters must provide their own liability insurance coverage with a minimum of \$1,000,000.
- b. Chapters must also provide the certificate of insurance that shows William Paterson University named as additionally insured to the Office of Campus Activities. It is the responsibility of each chapter to make sure that insurance is kept up to date, as any lapse in coverage may result in an immediate halt in all chapter programming and activity on campus.

B) Leadership Academy Training:

- a. Leadership Academy is a required workshop is for **ALL** positional leaders in all clubs, Greek organizations, and programming bodies. The Leadership Academy training strives to provide a practical training on how to effectively program at William Paterson University. It will also give participants some tools toward being better leaders by proactively informing students and student groups about how to work better with the universities ever changing systems and policies.

- b. Each club that is recognized by the Student Government Association will need to send at minimum two members to the training annually from each group. Students who complete the training will be eligible for club leadership for the full academic year. Additional training will be required each academic year. Clubs are encouraged to send additional members to the training to allow for more students to help run club functions. Students who attend Leadership Academy will be considered student leaders and must meet the minimum GPA requirements set forth by the University. Please contact Campus Activities for a full list of training options.
- C) Excel Rosters:
All Greek Chapters must have an updated and accurate excel spreadsheet provided to the Office of Campus Activities and Student Leadership, each semester by the assigned due date.
- D) Pioneer Life Rosters:
All Greek Chapters must have an updated and accurate roster uploaded to Pioneer Life by the second Greek Senate meeting of each semester.
- E) Adherence To Attendance Policy:
Refer to Attendance Policy
- F) Good Judicial Standing:
Not currently under sanction or suspension with Greek Senate, Campus Activities, William Paterson University or your respective National Organization.
- G) Outstanding University Funds:
Organizations that currently owe money too university police or any other university department, will not be in good standing.
- H) Groups that fail to meet one of the above criteria will be sanctioned.

Section II- Sanctions

- A) Sanction Defined
 - a. A sanction is defined as a temporary loss of financial privileges and the ability to approve and pass new events imposed by the Greek Senate for a specific violation for up to two (2) weeks.
 - b. New member programs can continue if started before the sanction. If the New Member program begins after the sanction, room reservations and event approval will be affected.
 - c. Sanctions may occur due to, but not limited to the following violations (of):
 - Insurance on file and up to date
 - Leadership Academy Training
 - Excel and Pioneer Life Rosters
 - Adherence to attendance policy
 - Good Judicial Standing
 - Outstanding University Funds that are not paid in a (2) two week time period after the day of receiving the bill.
 - Greek Senate, William Paterson University and National Organizations (Investigations)
- B) All groups that are sanctions will receive a letter outlining why they are sanctioned and what date they need to correct it by. Failure to adhere to the respected deadlines, will result in the organizations referral to suspension.

Section III – Greek Senate Policy for Outstanding University Charges

- A) From time to time, Greek Organizations may hold events that are not fully paid for by the Greek Senate. This could include university police charges, Custodial staff or facilities charges, or fines for failure to adhere to understand policy. These charges must be paid from the organization directly in a timely manner. Below is an outline of the consequences for unpaid University charges:
 - a. Four weeks from the date of the event, the outstanding balance must be paid in full. Any outstanding balances will result in the organizations losing the right to request funding for future events until the charges are paid in full.
 - b. If after six weeks the charge is still not paid in full, Greek Senate will no longer allow said organization to sponsor or co-sponsor events on campus. This will also include participation in Meet the Greeks, Greek Week, and other large scale events held on campus. All current room holds will be forfeited.
 - c. If after a full semester from date of the event the charges are still not paid, the organization will not be permitted to hold a new member class until the charges are paid in full. In addition, the organization will be called inform of the Greek senate j-board to discuss the issue and to determine if additional sanctions should be levied.

Section IV- Suspension

- A) Suspension is defined as an immediate loss of privileges.
 - a. The Vice President will convene a Judicial Board hearing to review the suspension and will coordinate a J-board Hearing
 - b. When an organization has been issued a suspension, the Executive Officers and the Advisor of said organization shall be notified by the chair of the Greek Senate Judicial Board.
 - c. Suspensions may occur due to the following:

- I. A sanction that has not been resolved in the appropriate time frame.
 - II. Any violation of the Greek Senate or Council constitutions along with violations that deem serious action or violations that deem an investigation from William Paterson University, Greek Senate and National Organizations.
- d. Suspensions may include but are not limited to:
- I. Room holds will be canceled.
 - II. Loss of funding.
 - III. Cancellation of all on-campus or off-campus events including co-sponsorship's.
 - IV. Cancellation of all fund-raising activities.
- e. A suspension will include a time-line composed by the Judicial Review Board.
- f. The President and Vice President of Greek Senate as well as the Greek Senate advisor may suspend an organization only on a temporary basis until the next meeting of the Greek Senate Judicial Board, where a hearing will occur for final determination. If the violations continue or new violations occur, the chair of the Greek Senate Judicial Board may continue the suspension or seek deactivation.
- g. At this time the verdict from the Greek Senate Judicial Board will be sent to and reviewed by the Director of Campus Activities, Service and Leadership to be accepted, changed or declined.
- h. All J-board policies and Procedures are outlined in the Judicial Board By-laws

Article IV – Voting Rights and Responsibilities

Section I – Voting Members

- A) Member organizations must successfully complete the expansion process and be fully accepted by the Greek Senate in order to be considered a voting member. (See expansion guidelines for more information.)
- B) The voting members of the Greek Senate consist of Executive Board Officers consisting of the Vice President, Treasurer, Secretary, Public Relations Chair, Greek Unity Chair, Order of Omega, NPC President, NPHC President, IFC President, UCGC President, SIGC President, and one Greek Chapter Representative per recognized Greek organization.
- C) Only Council Presidents or Vice Presidents will be able to represent their respective council in Executive board meetings and Greek Senate meetings. If the President or Vice President of the council cannot attend these meetings it will be counted as an absence.
- D) In the event of a tie the Greek Senate President or acting President of Greek Senate will cast the tie breaking vote.
- E) Each voting member will have only one vote.
- F) Executive Board Members can only represent their position and not their organization.

Article V – Duties and Privileges of Representatives

Section I - Representatives

It shall be the responsibility of all Greek Senate representatives to:

- A) Attend all regular and special Greek Senate meetings as scheduled or unless otherwise notified.
- B) Serve as a liaison between the Greek Senate and their organization.
- C) Appoint an alternate representative if he/she is unable to attend the meeting.
- D) To bring to the immediate attention of their organization any matter which pertains to the Greek Senate.

Section II – Attendance for Executive Board Member

- A) After a voting member's third (3) absence within the semester, the representative's organization will be on sanction and must attend two (2) consecutive Greek senate meetings to be removed from that sanction.
- B) After a voting members fourth (4) absence within the semester, the representative will be referred to the Greek Senate Judicial Board.
- C) After an Executive Board members third (3) absence within the semester in any one Executive Board meetings or Greek Senate meetings may have their stipend affected accordingly.
- D) Should a council president be sanctioned, all representative organizations within that council will be sanctioned.
- E) After an Executive Board members fourth (4) absence within the semester in any Greek Senate and/or Executive Board meetings will be suspended and referred to the Greek Senate Judicial Board. The Judicial Board will determine if the Executive Board member should be reinstated and if further disciplinary action is necessary. (This could affect the council's ability to pass money)

Article VI – Attendance Policies

Section I – Meeting

- A) The Greek Senate will meet weekly during the fall and spring semester. A copy of the approved minutes will be on file in the Student Government Association Office.
- B) Meetings will run according to Robert's Rules of Order.
- C) Quorum shall consist of 2/3rds of voting memberships of all active Greek Senate.
- D) Attendance at WPUNJ Greek Senate meetings as well as Executive Board Meetings for Executive Board members is mandatory. If an executive officer should have an unexpected circumstance, they can submit evidence to the Executive Board for review.
- E) In the event that a Council President is unable to attend a scheduled meeting he/she is responsible for sending their Vice President to sit and vote in their place.

- F) Once an organization can send a representative to the meeting, they will be removed from special status and given full rights to request funds.

Section V – Special Status

- A) An organization who cannot send any members to serve as their chapter representative due to class conflicts will be placed on special status. (Organizations are required to send in a picture of their class schedule for those members who cannot attend. If no schedule is provided, the organization will not be eligible for special status and will be marked absent during meetings.)
- B) An organization who is on special status will lose the ability to pass money during Greek Senate Meetings.
- C) Once an organization can send one member to Greek Senate Meetings and adhere to the attendance policy, will only then they be taken off Special Status and have full rights to request money and participate in WPUNJ Greek Senate Meetings.
- D) Organizations that are on special status CAN still participate in activities and do not lose any social rights and are NOT sanctioned or suspended.
- E) (Organizations are required to send in a picture of their class schedule for those members who cannot attend. If no schedule is provided, the organization will not be eligible for special status and will be marked absent during meetings.)
- F) Members who are on special status do not count towards quorum.

Article VII – Administration

Section I – Executive Board Stipend Information

- A) The President of the Greek Senate is eligible to receive a flexible stipend amount of up to \$3,000.00 for the fall and/or spring semester.
- B) The Vice President and Unity Committee Chairperson of the Greek Senate of WPUNJ shall receive a flexible stipend in the amount of \$500.00 per fall and/or spring semester.
- C) The Secretary, Treasurer, Public Relations Chairperson, and council presidents of the Greek Senate shall receive a flexible stipend in the amount of \$150.00 per fall and/or spring semester.

Section II – Stipend Eligibility

- A) Payment Allocation for the President's Stipend:
- Maintain office hours.
 - Attend a Fraternity/Sorority related conference during the semester.
 - Attend regularly scheduled meetings of the Greek Senate of WPUNJ.
 - How well the President fulfills these tasks as well as the tasks delegated to him/her under their duties.

Payment Allocation for the Executive Board's Stipend:

- B) All elected officers and the council presidents of the Greek Senate must:
- Maintain all requirements outlined in the constitution for the position.
 - Attend all required meetings and retreats of the Greek Senate of WPUNJ.

Section III – Stipend Voting Rules and Regulations

- A) All Executive Board member must be present at the Greek Senate meeting in which their stipend is being voted on.
- B) If the Executive Board member is not at the meeting their stipend will not be voted on or processed.
- C) The order of vote will follow in order how it is categorized under the Duties of the Executive Board.
- D) All members requesting a stipend must read off their job description to the Senate and explain how they fulfilled these requirements.
- E) The member will step outside and a vote will take place in accordance to our voting guidelines.
- F) Stipend voting must be held through a blind vote, by paper ballot, and a stipend must be approved by a two-thirds (2/3) vote count.

Section IV – Officer Qualifications and GPA Eligibility

- A) Must be a full time (9 credit hours) matriculating student at William Paterson University.
- B) Must be a member of a national/international fraternity or sorority recognized by the Student Government Association, the Office of Campus Activities, Service and Leadership and the Greek Senate of William Paterson University.
- C) Must be in good standing with his/her respective organization. Greek Senate of William Paterson University and William Paterson University, both at the time of election and to hold office throughout the semester once in the position.
- D) Must have accumulated a minimum 12 credit hours at William Paterson University.
- E) The President and Vice President must have at the time of their election and throughout their term, a minimum cumulative 2.75 GPA average on a 4.0 scale.
- F) The Secretary, Treasurer, Unity Committee Chairperson, Public relations Chairperson, IFC President, PC President, NPHC President, UCGC President, SIGC President and Order of Omega President must have at the time of their election and throughout their term a minimum cumulative 2.5 GPA on a 4.0 scale.

Section V – Membership Time-Line

No officer may hold their position for more than one (1) academic year unless they are re-elected through the

Section VI – Duties of Executive Board Officers

A) President:

- a. To preside at meetings of the Greek Senate.
- b. Represent the Greek Senate at university wide committee meetings upon request.
- c. To enforce the Constitution, By-Laws and other regulations of the Greek Senate.
- d. To establish agendas prior to meetings.
- e. To recommend to the Greek Senate for dismissal of any executive board member who is not performing duties.
- f. To call special meetings with the approval of the senate.
- g. To fulfill any duties usually associated with this office not specifically mentioned in this Constitution
- h. To appoint a voting member of the Greek Senate, who is Greek affiliated, to serve as the Greek Senate representative to the Student Government Association.
- i. To assist in the planning of any Greek Senate sponsored or co-sponsored retreat.
- j. To appoint with the majority approval of the Greek Senate, Chairpersons to any ad hoc committee deemed necessary.
- k. Maintain a minimum cumulative GPA of 2.75 throughout term and at the time of election.
- l. Attend the Student Government Association Conference.
- m. Maintain at least eight (8) office hours per week with half regularly scheduled and posted.

B) Vice President:

- a. Assume the powers and duties of the President of the Greek Senate in the President's absence.
- b. Represent the Greek Senate at university wide committee meetings upon request.
- c. To assist all committees upon request and keep the president informed of their progress.
- d. To serve as parliamentarian at all Greek Senate meetings.
- e. To serve as the chairperson of the Greek Senate Judicial Board.
- f. Maintain a minimum cumulative GPA of 2.75.
- g. Maintain at least four (4) office hours per week.

C) Secretary:

- a. To keep a permanent record of all minutes and committee reports for the Greek Senate.
- b. Maintain attendance for both Greek Senate meetings and Executive Board meetings.
- c. To keep an accurate and complete alphabetical roster for at least 2 representatives from each organization.
- d. To act as the communicator between the president and all voting members of the Greek Senate.
- e. To submit a copy of all minutes from regularly scheduled meetings during each semester as well as any required paperwork to the Student Government Association.
- f. To report any voting member who has fallen out of good standing in accordance with the attendance policy to the Greek Senate Vice President or President.
- g. Maintain a minimum cumulative GPA of 2.5.

D) Treasurer:

- a. To keep an accurate record of all financial transactions of the Greek Senate.
- b. Follow and oblige the Student Government Financial Guidelines.
- c. To oversee the appropriate process in requesting and obtaining funds from the Student Government Association.
- d. To attend a Student Government Association Financial Workshop with the Student Government Association treasurer or Financial Advisor.
- e. Maintain a minimum cumulative GPA of 2.5.
- f. Maintain at least two (2) office hours per week.

E) Inter-Fraternity Council President:

- a. To coordinate and preside over all Inter-fraternity Council meetings
- b. Chair the InterFraternity Council Judicial Board.
- c. To inform the Greek Senate Executive Board of the needs, issues, and concerns of the Inter-fraternity Council.
- d. Maintain a minimum cumulative GPA of 2.5.
- e. Enforce the Constitution, By-Laws and other regulations of the Inter-fraternity Council as well as the Greek Senate.

F) United Cultural Greek Council President:

- a. To coordinate all United Cultural Greek Council Fraternity meetings.
- b. Chair the United Cultural Greek Council Judicial Board.
- c. To inform the Greek Senate Executive Board of the needs, issues, and concerns related to the United Cultural Greek Council.
- d. To enforce the Constitution, By-Laws and other regulations of the UCGC and Greek Senate.
- e. Maintain a minimum cumulative GPA of 2.5.

G) National Pan-Hellenic Council President:

- a. To coordinate and preside over all National Pan-Hellenic Council meetings.

- b. Chair the National Pan-Hellenic Council Judicial Board.
- c. To inform the Greek Senate Executive Board of the needs, issues, and concerns related to the National Pan-Hellenic Council.
- d. Perform the duties which are usually executed by the Chief Officer of the NPHC.
- e. Maintain a minimum cumulative GPA of 2.5.

H) Panhellenic Council President:

- a. To coordinate and preside over all Panhellenic Council meetings.
- b. Chair the Pan-Hellenic Council Judicial Board.
- c. To inform the Greek Senate Executive Board of the needs, issues, and concerns of the Panhellenic Council.
- d. Maintain a minimum cumulative GPA of 2.5.
- e. To enforce the Constitution, By-Laws and other regulations as deemed by the National Panhellenic Conference Manual of Information.

I) Special Interest Greek Council President:

- a. To coordinate all Special Interest Greek Council Fraternity meetings.
- b. Chair the Special Interest Greek Council Judicial Board.
- c. To inform the Greek Senate Executive Board of the needs, issues, and concerns related to the Special Interest Greek Council.
- d. To enforce the Constitution, By-Laws and other regulations of the SIGC and Greek Senate.
- e. Maintain a minimum cumulative GPA of 2.5.

J) Order of Omega President

- a. To coordinate and preside over all Order of Omega meetings.
- b. Assist the order in the planning and implementation of activities that promote academic success.
- c. Maintain a minimum cumulative GPA of 2.5.

K) Unity Committee Chairperson

- a. To develop ideas for the Greek Senate
- b. To promote unity among all fraternities and sororities recognized by the Greek Senate.
- c. To coordinate programs which build and strengthen ties among all four (4) Greek Senate Councils.
- d. To serve as the chairperson for the Greek Expansion Committee.
- e. To oversee the planning and implementation of Greek Week events
- f. Maintain a minimum cumulative GPA of 2.5.

L) Public Relations Chairperson

- a. To serve as a voting member on Executive Board
- b. To regularly attend Executive Board meetings
- c. To maintain monthly upkeep of Greek Senate bulletin board(s)
- d. To collect and post fliers of each Greek Senate funded program (help promote events funded by Greek Senate
- e. To maintain Greek Senate social networking pages
- f. To be responsible for the production, disbursement and collection of promotional information regarding events from Greek Senate. (making / hanging fliers for Greek Week, the Yard Show, Meet the Greeks, etc;)
- g. To take photos or collect photos from organizations and/or council events.
- h. Maintain a minimum cumulative GPA of 2.5

Section VI – Executive Officers Responsibilities

- A)** The Greek Senate Executive Board is responsible for:
 - a. Maintaining the minimum GPA requirement for his or her given position for the duration of their term in office.
 - b. In the event of a vacancy, the Executive Officer or President can temporarily appoint a voting member to act as Executive Chairperson until the position can be filled permanently.

Section VII – Removal of Officers

- A)** Any removal process must begin with a proper motion and second and can only pass by a 2/3rds vote of the voting membership present of the Greek senate, at two (2) consecutive meetings.
- B)** The officer shall be removed from said position immediately following a decision by the Greek Senate.

Section VIII – Term of Office

- A)** Each Executive Board position shall be held for a period of one (1) year. Anyone who is not able to meet this condition is not eligible to be nominated.

Article VIII – Elections

Section I – Nominations

- A)** Nominations for Executive Board Positions will be announced three (3) meetings prior to April 15th. Nominations will close on or prior to April 15th.
- B)** Nominations will begin the first meeting the President opens nominations and will remain open for three (3) weeks.
- C)** On the third week the President will close nominations during a Greek Senate meeting and elections will follow.
- D)** All Candidates must be active and in good standing with their respective organization and WPUNJ.
- E)** All candidates for President and Vice President must have a 2.75 GPA or better to be nominated; all other candidates must have a 2.5 GPA or better and maintain said GPA for duration of term.
- F)** The Executive Board member will:
 - a. Hold above freshman status when assuming office.
 - b. A candidate must have been initiated at least the semester prior to elections.

Section II – Elections

- A)** All positions will be voted upon at the Greek Senate meeting on or prior to April 15th.
- B)** The IFC, NPC, UCGC, NPHC and SIGC Presidents and Order of Omega President shall be elected only by the organizations they represent. The following positions will be voted on in the following order: President, Vice President, Treasurer, Secretary, Unity Chairperson, and Public Relations. Each candidate will be required to give a statement immediately preceding the vote for each particular position.
- C)** Each member shall have one vote. A vote of 50% +1 will determine the winner. In the case of a tie, if there are more than two candidates, a run-off election will be held between the tied candidates. If there are only two candidates, then the current Greek Senate president will cast the deciding vote.

Section III

- A)** Newly elected officers shall take office on June 1st.

Article VIII – Judicial Board (J-Board)

Section I-Purpose

As a governing body, the Greek Senate is empowered to enforce, regulate, sanction, suspend and deactivate member organizations as well as individual members found in violation of Greek Senate policies and/or William Paterson University policies.

Section II- Authority

This article authorizes the Judicial Board to sanction member chapters, which includes individual members when actions/deeds involve or affect Greek life.

Section III-Membership

- A)** The Greek Senate Vice-President will serve as the chairperson.
 - a.** In the event that the Vice President is unavailable or for whatever reason cannot serve as the Judicial Board Chairperson on any one hearing, the Greek Senate President will serve as chairperson.
- B)** The Judicial Board shall consist of one (1) member of NPHC, one (1) member of UCGC, one (1) member of IFC, one (1) member of NPC, and one (1) member of SIGC—each of which shall be chosen or elected by their respective council(s) — as well as one (1) member chosen by a 50% plus 1 vote by the Greek Senate body to serve as Member at Large and 1 member chosen by a 2/3rds vote to serve Alternate Member at Large.
- C)** The Greek Senate Advisor will be present at all Judicial Board hearings.

Section IV – Confidentiality

Judicial Board hearings are closed hearings and are subject to confidentiality. Matters discussed before, during and after a hearing regarding an organization or affiliated member(s) of an organization may **not** be diverged; this applies to the Judicial Board member(s), the advisor(s), Anyone found in violation of this confidentiality clause may be subject to disciplinary action.

Article IX – Advisor

Section I

- A)** The advisor shall be a full-time member of the faculty or a full-time professional employee of William Paterson University. Advisors are responsible for the activities of the Greek Senate.
- B)** The Advisor can be removed with a 2/3rds vote of the Greek Senate.

Article X – Examination Clause

Financial records of the Greek Senate are subject to an examination at any time by any active Greek Senate organization, the Student Government Association, and the advisor or representative.

Article XI – Associate Membership & Statement on Hazing

- A)** All associate members must attend a Greek Educational/Anti-Hazing workshop, co-sponsored by the Greek Senate and Campus Activities, prior to beginning a new member education program.
- B)** All new member education programs must be completed by date set by the University.
- C)** All associate members must be students at William Paterson University who meet the minimum University standards for Greek membership.
- D)** No new member activity may take place between 12:00am and 8:00am, Sunday through Thursday.
- E)** Greek Senate states its position in support of constructive, educational, and inspirational programs, and states its opposition to hazing and any pre-initiation activities which do not contribute to the positive development and welfare of pledges and associate members.
- F)** We believe that true brotherhood and sisterhood is nurtured in an atmosphere of social and moral responsibility, respect for duly constituted authority, and loyalty to the principles of higher education.
- G)** We define hazing as any action taken, created, or situated intentionally (on or off campus) to produce mental or physical discomfort, embarrassment, harassment, or ridicule. Such activities and situations include paddling in any form, creation of excessive fatigue, physical and psychological shocks, wearing apparel which is conspicuous and not normally in good taste in public, engaging in public stunts and buffoonery, and any other morally degrading games and activities.

Article XII – Amendments

- A)** Any member of the Greek Senate may sponsor an amendment to the constitution.
- B)** That member must fill out and complete an Amendment Proposal letter to the President. (The proposal will be given to that member by the President or Vice President.)
- C)** The amendment must be drawn up and brought to a Greek Senate meeting for two (2) consecutive weeks prior to its approval or denial on the second meeting.
- D)** The amendment must be approved by a 2/3rds vote of members present.
- E)** The proposed amendment is not ratified until approved by the appropriate Student Government Association process.

Article XIII – Ratification

- A)** This constitution shall become effective when it is approved by a 2/3rds vote of the Greek Senate active membership, and the SGA's Judicial Review Board
- B)** Before any vote shall be taken, this constitution shall be read and discussed by all recognized Chapters, of the Greek Senate, within their membership.