



Interfraternity Council Honor Court Guidelines and Proceedings

Section I. The judicial responsibility of the Interfraternity Council shall be carried out by the IFC Honor Court.

Section II. The purpose of the IFC Honor Court shall be to:

- A. Interpret and enforce the IFC Constitution, Bylaws, Executive Orders and any additional policies and/or guidelines set forth by the Interfraternity Council, Office of Fraternity and Sorority Life, Clemson Residential Life, and Clemson University.
- B. Maintain accurate records and policies regarding the proceedings of the IFC Honor Court. The proceedings are to be reviewed and updated on an as needed basis.

Section III. Membership

- A. The IFC Honor Court will be chaired by the IFC Executive Vice President. In the event of the Executive Vice President's absence and/or conflict of interest, the Executive Vice President will designate a chair to serve in their place.
- B. The IFC Honor Court shall include a minimum of seven (7) persons who are selected at the discretion of the Executive Vice President and/or Interfraternity Council Executive Board.
- C. In order to be eligible to serve on the IFC Honor Court, a member must be in good standing with their chapter as well as maintaining a minimum 2.70 cumulative Clemson University GPA.
- D. An IFC Honor Court Clerk will be selected at the discretion of the Executive Vice President and/or Interfraternity Council Executive Board from the already selected Honor Court Delegates.
 - a. The purpose of the Honor Court Clerk is to read the report received during Honor Court hearings and take notes about said hearing for the records of the Interfraternity Council to reference in future cases

Section IV. In the event that the IFC Honor Court, Clemson University, or a chapter's Headquarters sanctions a chapter with social probation, the IFC Executive Vice President shall make the sanction public at the next general body meeting of the IFC.

Section V. Any incidents that occur over summer or winter break will be handled at the start of the new semester.

Section VI. To reach quorum the IFC Honor Court shall be seven (7) IFC Honor Court members and at least one advisor.

Section VII. It is the responsibility of the IFC Executive Vice President to determine which cases warrant a gathering of the IFC Honor Court.

Section VIII. IFC Court Hearing Process

A. Pre-Hearing Procedures:

1. Upon receiving a complaint, the Office of Fraternity and Sorority Life in conjunction with the Office of Community and Ethical Standards or Clemson Residential Life is charged with investigating the alleged incident. This investigative process may include, but is not limited to, reading all available reports and/or interviewing members/new members.
2. The IFC Executive Vice President will compile all resulting information and documentation following the investigations. This information will be provided to all Honor Court members and



the president/designated officers of the alleged fraternity at the time of the Honor Court hearing, should a hearing be necessary.

3. The Executive Vice President will choose the earliest possible date for the court hearing that allows for a minimum of 72 hours of preparation that shall begin when the alleged fraternity receives the appropriate documentation.
 - a. It is the responsibility of the IFC Executive Vice President to contact all necessary parties via email, or other means, to determine a time and date allowing for a case to be heard.
 - b. The 72-hour requirement may be waived at the alleged president's discretion.
 - c. If the necessary parties do not communicate with the IFC Vice President with 48 hours notice before the court hearing about conflicts and do not show up to said hearing, the hearing will be conducted without said chapter representation.

B. Hearing Procedures

1. The hearing shall be closed to all individuals other than the following: the IFC Honor Court members, IFC Executive Vice President, Office of Fraternity and Sorority Life designee, and the representatives of the accused chapter. With approval of the Executive Vice President, other individuals may be present.
2. A member of the court shall be designated, at the start of the meeting, to record detailed minutes throughout the entire hearing, which will be provided to the accused and the Executive Vice President immediately following adjournment.
3. The IFC Executive Vice President and/or his designee will follow the outline script for the hearing procedure (see IFC Honor Court script for outline of procedure).
4. The accused party shall be allowed to make an opening statement to the Court.
5. Following the completion of the opening reports and questions, the Office of Fraternity Sorority Life designee(s) will be excused at the request of the IFC Honor Court chairman.
6. Following the Office of Fraternity and Sorority Life dismissal, the IFC Honor Court will have the opportunity to question the accused chapter and clarify any information presented in the case.

C. Post Hearing Deliberation

1. Following the Honor Court interview portion of the hearing, the accused chapter will be dismissed, and Honor Court will be left to deliberate violations and/or appropriate disciplinary action.
2. The IFC Executive Vice President/IFC Honor Court Chairman will make the determination for time allowed for open discussion by the Honor Court.
3. When the chairman believes sufficient time has been given to deliberation, they may call for a vote. The first vote will be to determine if the accused chapter will be found in violation or not in violation of the allegations at hand. The vote will be decided by a simple majority. The chairman only votes in the event of a tie.
4. If the accused party is found not in violation, no further action is taken and the court is adjourned. If the accused party is found in violation, the floor will be reopened for the proposal and discussion of disciplinary action.
5. The appropriate disciplinary action will be determined by the IFC Honor Court and should be suitable to the offense.

D. Relevant Precedents

1. Past offenses may be considered in future cases for up to one year following the previous incident.
2. It is the responsibility of the IFC Executive Vice President/IFC Honor Court chairman to make these facts known to the Honor Court.



E. Sanctions

1. The responsibility of enforcement of disciplinary action is to be shared jointly between the Interfraternity Council and the IFC Honor Court. If the IFC Honor Court's decision and subsequent sanctions are not followed by the violating chapter, the IFC Executive Vice President reserves the right to hold an additional hearing to vote on supplementary sanctions.
2. Potential sanctions include but are not limited to warnings, fines, letters of apology, social probation, replacing or repairing lost/damaged property, membership review from Inter/National fraternity, educational programming, community service, restricted participation in IFC events, recommendations for university suspension, etc.
3. For cases involving Clemson Residential Life and if there is a fine associated with property damage or violation, IFC Honor Court will automatically place a sanction of paying said fine. Additional sanctions may be added.

F. Informal Resolution

1. The purpose of an informal resolution is to maximize the efficiency of Honor Court hearings by taking already resolved conduct issues out of the formal hearing setting. This would remove redundant hearings that devalue the weight of Honor Court and allow necessary chapter officers to dedicate more time to solving the issue at hand.
2. An informal resolution may occur at the discretion of the Executive Vice President when a complaint that would typically warrant an Honor Court Hearing meets the following criteria:
 - a. Chapter has already received sanctions from other administrative offices (typically a Fraternity Nationals or the Office of Community and Ethical Standards)
 - b. Chapter has not been referred to honor court by said administrative offices
 - c. The IFC violation that lead to an Honor Court report is the same violation as sanctioned by other administrative offices
 - d. Or if the violating chapter admits that it has violated IFC policies and agrees to the suggested sanctioning provided by the IFC Executive Vice President.
3. In order for an Informal Resolution to occur, either the Vice President or President must meet with the Chapter President/other necessary officers to review their course of disciplinary actions.
4. The agreed upon informal resolution must be sent to and the Honor Court delegates.
5. Informal resolutions can be denied and turned into Official Honor Court hearings if $\frac{1}{3}$ of the Honor Court deems the resolution unfit within 24 hours of receiving the resolution.
6. Informal Resolutions will be recorded the same way as Honor Court cases, the only difference being the way the resolutions are conducted

Section IX. Appeals

- A. Any sanctions rendered by the IFC Honor Court will be in full effect while the case is going through the appeals process.
- B. Appeals of the IFC Honor Court's decision shall be accepted for any reason, except for the desire to retry a case in front of the Appeal Board with no new information to be presented.
- C. Procedures:
 1. The final decision of appeal rests with the Appeal Board, consisting of three (3) chapter presidents.
 2. Appeals must be sent to the IFC Graduate Assistant within seven (7) days following the accused party receiving the IFC Honor Court's outcome letter from the IFC Executive Vice President. The initial decision by the IFC Honor Court is final if the seven (7) day period expires before an appeal is made.



3. The IFC Executive Vice President will present any relevant facts of the case and how the IFC Honor Court reached their decision, during the appeal hearing.
 4. Appealed decisions will be determined by a simple majority vote on part of the Appeal Board. The IFC Executive Vice President will not cast a vote in an appeal decision.
 5. This appeal decision is final and must be reported via email by the IFC Executive Vice President, the accused chapter, and the Office of Fraternity and Sorority Life.
- D. Appeal Board Selection:
1. At the beginning of every calendar year the IFC Executive Vice President shall send an Appeal Board interest form to all current Chapter Presidents.
 2. A list shall be compiled from those who complete the Appeal Board interest form. That list will then be vetted by Chapter Presidents to create a group of potential Appeal Board members.
 3. The three (3) members serving on the Appeal Board shall be selected by the IFC Executive Vice President on a case-by-case basis in order to minimize any potential bias.
 4. If the appealing chapter decides there is a conflict of interest with one of the Appeal Board members, the IFC Executive Vice President will postpone the case in order to re-select the members for that specific case.