



Interfraternity Council of Colorado State University General Assembly Session I: 01.24.22



- I. Roll Call
- II. Call to Order
- III. Approval of Minutes
- IV. Guest Speakers
- V. Executive Reports
 1. President: Parker Davis, ifcCSUpresident@gmail.com
 - a. Office Hours: Mondays 3-5 p.m. - <https://zoom.us/j/98870743159>
 - b. All IFC officers are hosting virtual offices this week; when we transition to in-person office hours we will announce that in the IFC General Assembly.
 - c. Presidents One-on-Ones
 - i. Will be occurring throughout the semester
 - ii. Sign up to schedule a one on one with me with the link below
 1. <https://calendly.com/ifccsupresident/30min>
 - d. Traveling IFC Executive Meetings
 - i. IFC Exec wants to connect more with chapter officers and presidents; we would like to connect with chapter officers by inviting them to IFC Exec meetings
 - ii. Wednesdays, 5-6:30 p.m. location will be determined via preference
 - iii. Will have more information on how to sign up and what to expect next General Assembly on Monday, Jan. 31, 2022
 - e. Presidents Group Me
 - i. Chapter presidents if you have not already, please join the IFC presidents GroupMe
 1. https://groupme.com/join_group/84265703/zvCedrfu
 - f. Presidents Forum:
 - i. **This Friday, Jan. 28, 2022; 3:30-5pm LSC 290**
 - ii. Friday, Feb. 25, 2022; 3:30-5pm LSC 290
 - iii. Friday, March 25, 2022; 3:30-5pm LSC 290
 - iv. Friday, April 29, 2022; 3:30-5pm LSC 290
 2. Executive Vice-President: Scotty Day, ifcCSUevp@gmail.com, .
 - a. Office Hours: Tuesdays & Thursdays 11 a.m.- 12 p.m. - <https://zoom.us/j/98870743159>
 - b. Financial Expectations & Updates:
 - i. 2022 Financial Expectations & Overview:
 1. The mutually agreed upon dues for the following year are as follows.
 - i. Active Member Dues are \$25.00 per member
 - ii. New Member Dues are \$25.00 per member
 - The Programming Board shall receive \$4.00 per member per semester out of the dues paid to the Interfraternity Council to assist the board in planning events such as Homecoming & F/S



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Fest as well as additional community programming which benefits the entire f/s community.

- ii. 2022 Budget Presentation
 - 1. will occur next week on Monday Jan. 31, 2022 in New Business
 - 2. will be voted on in two weeks on Monday Feb. 7, 2022 in Old Business
 - iii. Invoice Schedule:
 - 1. Active Member invoices will be sent Monday, Feb. 7, 2022
 - Active Member Invoices due Friday, Feb. 18, 2022
 - 2. New Member invoices will be sent Monday, March 28, 2022
 - New member invoices due Friday, April 8, 2022.
3. Parliamentarian: David Florio, ifcCSUparliamentarian@gmail.com
- a. Office Hours: Wednesdays 12:00 - 2:00 p.m. - <https://zoom.us/j/98870743159>
 - b. IFC Delegate Training
 - i. will occur next week Monday Jan. 31, 2022
 - c. Attendance Policy & Reminder:
 - i. Based on the expectations outlined in the IFC Constitution and Bylaws, IFC chapter presidents serve as the voting delegates at the weekly general assembly meeting.
 - 1. If a president is unavailable to attend due to a class or work conflict they may select another member of the chapter executive board to serve as an approved proxy.
 - ii. After missing one General Assembly meeting, delegates are issued a formal warning; the second absence results in a \$25.00 fine and loss of voting privileges until the fine is paid.
 - iii. Attendance Form Link:
 - 1. The attendance form will be posted at the end of the meeting.
4. VP Judicial Affairs: ifcCSUjudicialaffairs@gmail.com,
- a. Office Hours: Mondays 12 - 2 p.m. - <https://zoom.us/j/98870743159>
 - b. OWS: Accountability Officer Workshop Series Kick-off
 - i. Sunday, Jan. 30, 2022 3-4:30 p.m. LSC 324 - Required for accountability/judicial officers
 - c. Joint Judicial Board Application:
 - i. The Joint Judicial Board offers members the opportunity to get involved with community accountability in multiple ways outside of chapter accountability processes. Joint Judicial Board members hear cases related to violations of community policies and partner with chapters on developing processes and systems that support collective goals while keeping members safe. To participate, applicants must be in good standing with their chapter and the University and have a desire to assist with elevating collective community standards.
 - ii. *Applications can be found online [here](#) and are due by Friday, Feb. 4, 2022.*
 - d. Conduct Updates:
 - i. No current fraternal conduct updates.
 - ii. Have a goal of providing a copy of the IFC Bylaw sheet and the Joint-Risk Policy to help chapters better understand expectations



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5. VP Risk Management:, ifcCSUriskmanagement@gmail.com,
 - a. Office Hours: Tuesdays 2-3 p.m. & Thursday 1-2 p.m. -<https://zoom.us/j/98870743159>
 - b. OWS: Risk Management Officer Workshop Series Kick-off
 - i. Sunday, Jan. 30, 2022 1-2:30 p.m. LSC 312 - Required for Risk Management Officers
 - b. IFC BYOB Summit:
 - i. January 30, 5-6:30 p.m. LSC Cherokee Park
 1. A 'grab and go' dinner will be provided by IFC.
 2. We would like three officers from each chapter to attend this summit, and that should include your president and risk management officer along with a third officer you think can and should be present for a conversation about addressing the social environment created at social events/parties and preventing sexual assault (including drug assisted sexual assault).
 - i. The following chapters have failed to RSVP for the BYOB summit:
 1. Alpha Epsilon Pi
 2. Delta Tau Delta
 3. Lambda Chi Alpha
 4. Pi Kappa Alpha
 - a. Submit your RSVP here:
 - <https://fsl.colostate.edu/ifc-byob-sexual-assault-prevention-summit/>
 - i. RSVP's were due yesterday! Please get this summit by 11:59 p.m. today!
 - c. Event Registration Reminders:
 - i. BYOB Event Registration:
 - <https://fsl.colostate.edu/current-students/event-registration/byob-event-registration/>
 1. This form is due by 5 p.m. two business days prior to the event. *For example, BYOB events on Friday, Saturday, or Sunday, must be registered by 5 p.m. the Wednesday prior to the event.*
 - ii. 3rd Party Vendor Registration:
 - <https://fsl.colostate.edu/current-students/event-registration/third-party-event-vendor-registration/>
 1. Registration with the Third Party Vendor form must be completed and submitted by 5 p.m. four business days prior to the event with accompanying documentation and signatures. *For example, a form submitted for an event on Friday, Saturday, or Sunday must be registered by 5 p.m. the Monday prior.*
 - d. Registered Events:
 - i. No registered social events with alcohol this week.
 1. If your chapter is planning to host a social event with alcohol this week, please get that registered as soon as possible.
 - ii. I am always available if you have questions regarding registrations or school



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policy. It makes your and my job much easier when you ask questions instead of submitting registrations that lack information or are not in accordance with school policy. We are on the same team, and I am here to help

6. VP Recruitment: Aidan Hall, ifcCSUrecruitment@gmail.com,
 - a. Office Hours: Tuesdays and Thursdays 2-3 PM -<https://zoom.us/j/98870743159>
 - b. Recruitment Updates:
 - i. The following Chapters still need to make up the IFC Recruitment Compliance Roundtable:
 - Alpha Epsilon Pi (Chapter President and Recruitment Chair)
 - Alpha Tau Omega (Chapter President)
 - Lambda Chi Alpha (Chapter President and Recruitment Chair)
 - Pi Kappa Alpha (Chapter President and Recruitment Chair)
 - Phi Kappa Theta (Chapter President and Recruitment Chair)
 - Sigma Nu (Recruitment Chair)
 2. *These can be made up during my office hours, please note that chapters must complete this before hosting recruitment events.*
 - **Failure to do so will result in a recruitment violation**
 - ii. IFC Recruitment Group Me
 1. Chapter recruitment officers if you have not already, please join the IFC recruitment groupme
https://web.groupme.com/join_group/83984722/0zzSdsAe
 - iii. Chapter Recruitment Expectations:
 1. Spring 2022 Recruitment Calendar:
<https://fsl.colostate.edu/wp-content/uploads/sites/12/2021/11/2022-Spring-IFC-Recruitment-Calendar.pdf>
 - **Large Scale events can begin TODAY on Monday Jan. 24, 2022**
 - Bid distribution can begin at 8am on Friday Feb. 4th, 2022
 2. IFC Recruitment Policy:
<https://fsl.colostate.edu/wp-content/uploads/sites/12/2019/01/IFC-Recruitment-Policy-Updated-11.12.18.pdf>
 3. IFC Recruitment Bid List Submission Form:
<https://fsl.colostate.edu/ifc-recruitment-chapter-bid-list-submission-form/>
7. Recruitment Director: Brock Dascoli ifcCSUrecruitdirector@gmail.com,
 - a. Office Hours: Monday 2-3 p.m. <https://zoom.us/j/98870743159>
 - b. Recruitment Updates:
 - i. IFC Interest List:
 1. Aidan shared the existing IFC interest list in his last email; we will add to the list and alert you in groupme when we add PNMs
 - ii. PNM Grade Verification Request Form (Requires 72 hours' notice & CSU ID numbers):
<https://fsl.colostate.edu/ifc-recruitment-pnm-grade-verification-request-form/>
 - iii. Recruitment Marketing & Outreach:
 1. Lots of chapters have been doing a great job at advertising their recruitment events on social media.



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2. Let us know how we can support your chapter recruitment efforts!
Looking like we are going to have a great Spring Rush!
8. VP Scholarship: Erik Christoffersen ifcCSUScholarship@gmail.com
 - a. Office Hours: Mondays & Wednesdays 2-3 p.m. - <https://zoom.us/j/98870743159>
 - a. OWS: Scholarship Officer Workshop Series Kick-off
 - i. Sunday, Jan. 30, 2022 3-4:30 p.m. LSC 324 - Attendance required for scholarship officers
 - b. Scholarship Updates:
 - i. Chapters Under the All Undergraduate Men's Average must have their Scholarship Officer schedule a Check-In meeting with Governing Council Scholarship Officer by **Monday, Feb. 28, 2022**
 1. ***Because of the grade report delay, the deadline for the required scholarship meetings has been extended from Friday, Feb. 4, 2022 to Monday, Feb. 28, 2022.***
 2. Chapters under the AMA:
 - a. To be announced following the release of the Fall 2021 grade report
 - b. We are hopeful that within the next two weeks the OFSL will be able to publish the Fall 2021 grade report; they are waiting on grade data from Institutional Planning and Research.
9. VP Membership Development: Will Reynolds, ifcCSUmemberdevelop@gmail.com
 - a. Office Hours: Monday 12 - 2 p.m. - <https://zoom.us/j/98870743159>
 - a. OWS: New Member Education Officer Workshop Series Kick-off
 - i. Sunday, Jan. 30, 2022 1-2:30 p.m. LSC 312 - Required for New Member Educators
 - b. Programming Board Updates:
 - i. Programming Board's first meeting is tomorrow Tuesday Jan. 25, 2022
10. VP Community Service & Philanthropy: Chris Rios Talavera, ifcCSUservicephilan@gmail.com
 - a. Office Hours: Friday 12 - 2 p.m. - <https://zoom.us/j/98870743159>
 - b. OWS: Community Service & Philanthropy Officer Workshop Series Kick-off
 - i. Sunday, Jan. 30, 2022 3-4:30 p.m. LSC 322 - Required for service and philanthropy officers
 - c. Registered events:
 - d. Event Registration Expectations:
 - i. Philanthropy & Fundraising Registration: <https://fsl.colostate.edu/philanthropy-fundraising-registration/>
 1. This form is due three weeks prior to the event.
 - a. Please review the [f/s community calendar](#) to ensure that your desired date is available.
 2. Philanthropy & Fundraising Post Event Form: <https://fsl.colostate.edu/philanthropy-fundraising-post-event-form/>
 - a. This form is due 72 hours after your philanthropy/fundraising event
11. VP Public Relations: Matthew Orgera, ifcCSUpublicrelations@gmail.com
 - a. Office Hours: Tuesdays 10 a.m. -12 p.m. - <https://zoom.us/j/98870743159>
 - b. OWS: External Relations Officer Workshop Series Kick-off



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- i. Sunday, Jan. 30, 2022 1-2:30 p.m. LSC 322 - Required for RR or Alumni Relations Officers
- c. External Relations Updates:
 - i. IFC Recruitment Information - please continue to direct message the IFC instagram with recruitment information.
- d. Opportunities for Involvement Updates:
 - i. FSL Ambassador Applications:
 - 1. FSL Ambassador Applications:
 - a. Apply to serve as an FSL Ambassador! FSL Ambassadors represent the f/s community at various CSU events including orientation, CSU visit days, and Ram Welcome, just to name a few.
 - b. The application can be found [here](#) and is due Friday Feb. 4, 2022. Please email natalie.padron@colostate.edu if you have any questions.

VI. Chapter Reports

1. As a standard part of General Assembly meetings, we will ask for chapter reports. This is an opportunity to share updates about what is happening in your chapter, and address the specific IFC question of the week? This week's questions is:
 - a. How many new members is your chapter hoping to recruit this spring?
 - b. Please begin your chapter report by sharing your name and chapter:

VII. Discussion

1. We want the General Assembly to be a place where chapters can engage, learn, and share best practice. Our goal is that the General Assembly provides chapter presidents with important information and the skills needed to lead our community.
 - a. What can IFC do to help your individual chapter?
 - b. We are considering the following as discussion/educational topics:
 - i. Event Registration & Planning Expectations
 - ii. Organizational Conduct Overview
 - iii. Elevation Expectations & Education
 - iv. Chapter Management Expectations & Resources
 - v. Financial Management Expectations & Resources
 - vi. Philanthropy & Fundraising Expectations & Best Practice
 - vii. Interfraternalism & Cross-Chapter Relationship Building
 - viii. Mental Health & Wellbeing Resources

VIII. Advisor Report - Natalie Padrón, natalie.padron@colostate.edu

- 1) IFC Chapter Support & Engagement
 - a) Let's get to know each other better!
 - i) Schedule an optional 1:1 meeting with me: <https://doodle.com/meeting/participate/id/wdLJym4a>
- 2) Elevation Accreditation:
 - a) Academic Year: (Alpha Sigma Phi & Nu Alpha Kappa Fraternity, Inc)
 - i) January 28, 2022:
 - (1) [Finance & Facility Form](#)
 - (2) [Roster Update](#)



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- (3) [Contact Form](#)
 - (4) [Hazing Compliance Form](#)
 - (5) [Notice of Membership Intake/Recruitment Intent](#)
 - (6) [Priority Area Action Plan Revisions](#)
 - (7) [Web Update Form](#)
- b) Calendar Year:
- i) January 28, 2022:
 - (1) [Finance & Facility Form](#)
 - (2) [Roster Update](#)
 - (3) [Contact Form](#)
 - (4) [Hazing Compliance Form](#)
 - (5) [Notice of Membership Intake/Recruitment Intent](#)
 - (6) [Priority Area Assessments](#)
 - (7) [Risk Management Policy and Emergency Procedures](#)
 - (8) [Web Update Form](#)
 - ii) February 28, 2022:
 - (1) Chapter Scholarship Officer Check-In with Governing Council Scholarship Officer (Not required if the chapter meets/exceeds the respective all-women's or all-men's GPA in the previous semester.)
 - iii) Office of Fraternity & Sorority Life Updates:
 - (1) Staffing updates:
 - (a) the Office of Fraternity & Sorority Life failed a program coordinator search in the Fall 2021 semester.
 - (b) We are still understaffed for the Spring 2022 semester and anticipate being understaffed all semester
 - (c) We appreciate your patience and grace as we work to support our community with less staff
 - (2) Taking advantage of Opportunities for Involvement
 - (a) JJB Applications
 - (b) FSL Ambassadors
 - iv) Officer Workshop Series Kick-Off - Sunday Jan. 30, 2022
 - (1) 1-2:30pm
 - (a) Risk Management Officers (LSC 312)
 - (b) Public Relations/Marketing Officers (LSC 322)
 - (c) Academic Success/Scholarship Officers (LSC 324)
 - (2) 3-4:30pm
 - (a) New Member Education Officers (LSC 312)
 - (b) Service/Philanthropy Officers (LSC 322)
 - (c) Accountability/Standards/Judicial Officers (LSC 324)
 - (3) Presidents you should be sharing this in chapter TODAY! It is your responsibility to ensure your officers have OWS information.

IX. Old Business



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- X. New Business
- XI. Announcements
- XII. Adjournment



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