Professional Fraternity Council Executive Council Officer 2026 Election Information

IMPORTANT DATES:

- Monday, September 28th, 2026: Applications are live on the OFSL website: http://fsl.colostate.edu/council-application
- Friday, October 30th, 2026 by 11:59pm Applications for the Professional Fraternity Council Officer Positions are due. (Late applications will not be accepted).
- Sunday November 8th, 2026 from 4:00-6:00pm 20-minute interviews for the Professional Fraternity Executive Council Officer Positions will be held in Lory Student Center 144. Interviews will be scheduled on a first come first serve basis, after applicants are confirmed eligible.
- Monday, November 16th, 2026: Slated Candidates will be voted on at the Professional Fraternity Council Delegate Meeting.

ELIGIBILITY TO RUN:

You must meet all of the following requirements to be eligible to run for office:

1. Be enrolled at Colorado State University as a full-time student.
2. Have completed at least 30 credit hours at Colorado State University.
3. Have a minimum GPA of 2.5 and have a good standing in conduct and academic standards with Colorado State University.
4. Maintain active or good standing with their respective affiliate organizations.
5. No PFC officer may hold an equivalent or comparable position within their respective chapter concurrent with any part of their term as a PFC officer unless there are extenuating circumstances.
6. No more than three (3) members from the same organization may hold office during the same term unless there are extenuating circumstances.
7. No PFC officer may hold an equivalent or comparable position within their respective chapter concurrent with any part of their term as a PFC officer unless there are extenuating circumstances.
8. Officers must be able to fulfill their entire term (January to December, traditionally) unless extenuating circumstances are present.
9. Each officer must be willing and able to commit to completing all their duties as assigned in the governing documents of the PFC.

ELIGIBILITY EXEMPTIONS:
Should an applicant for or member of the EC require an eligibility exemption he must submit their exemption request in writing to the IFC President and IFC Advisor.

POSITIONS AVAILABLE:

1. President
2. Vice President (VP of Conduct)
3. VP of Administrative
4. VP of Finance
5. VP of Professional Development
6. VP of Recruitment
7. VP of Communications

ELECTION INFORMATION:

If you have any questions or concerns, please contact: Kate Wheadon, Current PFC President, csu.pfc.president@gmail.com Kristina Tague, Current PFC Advisor, kristina.tague@colostate.edu

OFFICER POSITION DESCRIPTIONS:

President

- Maintains overall responsibility for PFC operations and serves as the PFC's representative to the campus and community.
- Presides over all PFC meetings and executive meetings.
- Enforces the governing documents of the PFC.
- Oversees the execution of responsibilities by each respective officer.
- Ensures successful transitions between outgoing and incoming officers.
- Reviews and approves officer budgets and individual expenses in coordination with the VP of Finance.

Management Tasks

- Hosts regularly scheduled office hours weekly in the Office of Fraternity and Sorority Life (OFSL).
- Attends the President's Forum weekly.
- Attends monthly Ascend meetings.
- Speaks at the New Member Education Officer Workshop Series (one-time event).
- Weekly 1-on-1 with the PFC Advisor.
- Performs any other duties assigned by the council.

Vice President (VP of Conduct)

- Assists the President and temporarily assumes the President's duties in the President's absence.

- Oversees the council's accountability and conduct processes, including officer removal proceedings as outlined in Article II, Section 4.
- Works with OFSL to plan and coordinate the Accountability Officer Workshop Series.

Management Tasks

- Hosts regularly scheduled office hours weekly in the Office of Fraternity and Sorority Life.
- Represents the PFC on the Joint Judicial Board.
- Participates in a weekly Accountability team meeting.
- Meets and communicates regularly with the PFC President and Advisor(s).
- Performs any other duties assigned by the council.

VP of Administration

- Keeps an accurate and complete record of all official communications and meetings of the PFC.
- Ensures all official communications are recorded and read into the minutes of the council.
- Distributes meeting minutes within a window of 72 hours following a PFC council or executive meeting.
- Maintains the PFC calendar and distributes it to all members of the council.
- Oversees the recording and enforcement of changes to the constitution.
- Works with OFSL to plan and coordinate the Risk Management Officer Workshop Series and attends regular Harm Reduction and Risk Management Workgroup meetings.
- Reviews all forms submitted by PFC chapters for events pertaining to the Joint Fraternity and Sorority Life Risk Management Policy.

Management Tasks

- Hosts regularly scheduled office hours weekly in the Office of Fraternity and Sorority Life.
- Maintains up to date contact documentation for all members of the PFC.
- Maintains the master sheet used to schedule meetings for all officers.
- Attends the Risk Team meeting.
- Meets and communicates regularly with the PFC President and Advisor(s).
- Performs any other duties assigned by the council.

VP of Finance

- Presides over all responsibilities regarding the PFC bank account and PFC SOFA account.

- Creates, maintains, and updates a general budget for the PFC on an annual basis, no later than one month after the calendar election cycle.
- Provides and oversees executive member budgets.
- Deposits any funds received into the council's bank account.
- Reimburses officer expenses that have received prior approval from the President, consistent with the council's governing documents.
- Reports regularly on the financial condition of the PFC.
- Facilitates chapter participation in university sponsored community service and philanthropic events.
- Ensures chapter philanthropic and community service events are consistently updated on the Fraternity and Sorority Life website.
- Chairs the council's Community Development Committee, should the council establish one.

Management Tasks

- Hosts regularly scheduled office hours weekly in the Office of Fraternity and Sorority Life.
- Meets and communicates regularly with the PFC President and Advisor(s).
- Performs any other duties assigned by the council.
- Must meet with each council executive board member to plan and enforce budgeting.

VP of Professional Development

- Oversees the development and implementation of the council's professional program.
- Works with OFSL to plan and coordinate the Scholarship Officer Workshop Series.
- Works individually with chapter scholarship chairs whose chapters fall below the all men's or all women's GPA average.
- Chairs the council's Professional Development Committee, should the council establish one.

Management Tasks

- Hosts regularly scheduled office hours weekly in the Office of Fraternity and Sorority Life, as needed by the council.
- 1-hour bi-weekly meeting with the Scholarship team.
- Meets and communicates regularly with the PFC President and Advisor(s).
- Performs any other duties assigned by the council.

VP of Recruitment

- Works with OFSL to plan and coordinate the New Member Education Officer Workshop Series.
- Manages expansion and new chapter registration processes.
- Participates in Fraternity and Sorority Life Programming Board Meetings as the liaison for the PFC.

Management Tasks

- Hosts regularly scheduled office hours weekly in the Office of Fraternity and Sorority Life, as needed by the council.
- Meets and communicates regularly with the PFC President and Advisor(s).
- Performs any other duties assigned by the council.

VP of Communications

- Develops, plans, and implements a comprehensive public relations and marketing strategy for the PFC.
- Manages and maintains all PFC social media accounts.
- Submits announcements for PFC programming.
- Positively represents the PFC in communications distributed by Fraternity and Sorority Life and across the Colorado State University campus.
- Meets and communicates regularly with the FSL External Relations Advisor and External Relations Chairs of other councils.

Management Tasks

- Hosts regularly scheduled office hours weekly in the Office of Fraternity and Sorority Life, as needed by the council.
- Attends External Relations meetings.
- Serves as FSL Ambassador.
- Meets and communicates regularly with the PFC President and Advisor(s).
- Performs any other duties assigned by the council.

ELECTIONS MEETING:
Following Slate Presentation at Delegate Meeting After being slated, the slated candidates shall prepare a speech that highlights their interest in the position, their previous experience, skills as they relate to the position, and their unique goals and vision for the position. The speech will be limited to two (2) minutes, with an additional two (2) minutes for questions from chapter delegates. Each person will also be allowed to have two others speak on their behalf for up to two (2) minutes each. The chapter delegates will vote by secret ballot.* *These speeches are only presented if the slate is contested by the Delegates