

The 10 Minute Guide to IFC Judicial Affairs

As the IFC Vice President of Judicial Affairs, it is your responsibility to see that the IFC handles all fraternal disciplinary matters both professionally and with guaranteed due process. Undergraduate fraternity men must be involved in the decision making and enforcement process and fairly represent the Fraternity life community. Judicial efforts should be geared towards educational outcomes and redirection rather than punitive sanctions and loss of privileges.

Responsibilities:

The IFC constitution should clearly establish the role of the Vice President of Judicial Affairs and the judicial committee. Some specific duties should include the following:

- Shall serve as chair of the IFC Judicial Committee and serve as the non-voting chief justice of all IFC Judicial Board hearings
- Investigate and refer to the IFC Judicial Board any alleged violations of IFC policy, including but not limited to:
 - The IFC Constitution, Bylaws, and policies;
 - Federal, state, and local laws;
 - The rules and regulations of the college and university; and
 - The general values-based conduct of fraternity men
- Conduct judicial policy and procedure training for new IFC Judicial Committee members
- Educate member fraternities on the IFC Constitution and Bylaws, judicial processes, and risk management policies
- Ensure proper filing and preparation for all judicial actions
- Ensure compliance with all IFC judicial action imposed upon a member fraternity
- Adhere to due process and confidentiality for all judicial cases
- Is given independent authority over some disciplinary matters
- Assist in conflict mediation between member fraternities
- Review all IFC governance documents, at least annually
- Communicates with the campus judicial officials when appropriate

Judicial Procedures

The purpose of having clearly defined judicial procedures in the IFC Constitution and Bylaws is to outline the general operating practices of the judicial committee.

Purpose and scope of the judicial committee

- Why does the judicial committee exist?
 - To adjudicate conduct cases involving fraternities that are brought before them
 - To educate member fraternities regarding the IFC code of conduct

Eligibility to serve as an IFC judicial committee member

- Must be an active member or new member, in good standing
- Maintain good academic standing with the institution
- Be devoted to the general ideals and principles of fraternity life and conduct himself in a professional manner consistent with the Mission and Purpose of the IFC
- Have a working knowledge of the IFC constitution and bylaws, college/university policies, NIC standards, and FIPG risk management policies
- Not be a current member of the IFC Executive Board or serve as his Member Fraternity's IFC Representative or Alternate Representative for the IFC General Body
- Must complete formal judicial policies and procedures training prior to serving on an IFC Judicial Board hearing

What role does the judicial committee play in adjudicating potential policy violations? Determine:

- Process for initiating complaints and referring or reporting incidents to the judicial committee
- Process for notifying chapter, advisors, inter/national office of complaint
- Process for notification of outcome to the chapter, advisors, and inter/national office

Selection process for IFC Justices

- Men will serve as an impartial justice, as called, on IFC Judicial hearings
- They should be willing to uphold the IFC constitution, bylaws, and code of conduct
- IFC justices should be in good standing academically and with the university in conduct
- Dismissal process for membership
- Composition that is fair and balanced
- One member from each chapter if possible
- IFC executive officers shall not serve on the board

Definition of possible sanctions

- Sanctions should be graduated and related to the nature of the policy violation
- Monetary sanctions should fit finance related violations – i.e. late due fees, property damage, etc.
- Sanctions should strive to be educational in nature to encourage change in behaviors

Assessing individual and/or chapter responsibility

- What are the circumstances that result in group and/or individual responsibility?

Appeal processes

- Who should the appeal be directed toward?
- What are the grounds for an appeal?
- What is the timeframe for appealing a decision?

Ethical expectations of the judicial committee

- Expectations of confidentiality
- Fairness and consistency among all chapters

Monitoring and Reviewing Progress

The Vice President of Judicial Affairs or a designated member of the Judicial Board, along with the IFC advisor should be in charge of monitoring and reviewing the progress of any member fraternity under disciplinary action.

Sanction Contract: The sanction contract confirms outstanding sanctions and is a reminder that the sanction must be fulfilled.

- A specific description of the sanction
- The name of the judicial member supervising the sanction
- The date by which the sanction must be completed
- A brief statement regarding the consequences of an uncompleted sanction
- Signatures of the Vice President of Judicial Affairs, assigned judicial representative, and member fraternity president

Community Education

- In addition to adjudicating conduct cases, the IFC judicial committee has a responsibility to educate member fraternities regarding the IFC policies.
 - This can be accomplished through training meetings, policy review sessions, discussions during IFC meetings, new member programming, chapter officer training, community transitions, etc.
- All fraternity members have a responsibility to be familiar with and uphold the IFC Code of Conduct.
- The Vice President of Judicial Affairs should host information sessions for entire fraternity groups or educate specific member fraternity officers.