

CONSTITUTION
of
PURDUE UNIVERSITY
MULTICULTURAL GREEK COUNCIL

ARTICLE I. NAME

The name of this organization is Purdue University Multicultural Greek Council, hereinafter referred to as “MGC.”

ARTICLE II. PURPOSE

The purpose of this organization shall be to develop the relationships among its members to inspire a culture of trust, support, understanding, dedication, commitment, rapport, and friendship and in so doing to:

1. Act in accordance with Purdue University policies and regulations.
2. Promote superior scholarship.
3. Provide service to the Greater Lafayette Purdue University area.
4. Promote fellowship and cultural awareness among the diverse student population of Purdue University.
5. Provide resources for continued development and growth for each of its organizations.

ARTICLE III. POWERS

Section 1. Powers of the Council

1. To formulate any rules necessary to regulate all MGC matters.
2. To administer and enforce the constitution, bylaws, and rules and regulations established by the MGC and Purdue University.
3. To enact bylaws and to amend them.
4. To provide advice on MGC policies for the chapters.

ARTICLE IV. STRUCTURE

Section 1. There shall be a General Council consisting of one delegate from each recognized MGC chapter, which shall have final authority on all matters related to this Council, in accordance with the University Guidelines.

Section 2. There shall be an Executive Board, subject in all respects to the General Council of the MGC.

- Section 3. Undergraduate and graduate chapters of the MGC shall be comprised of college/university national fraternities and sororities.
- Section 4. The Executive Board may not be comprised by more than three members from the same organization unless the Executive Board deems there are not enough members running for positions.
- Section 5. The President and Vice President of Finance may not be members of the same organization unless the Executive Board deems there are not enough members running for positions.

ARTICLE V. MEMBERSHIP

- Section 1. Membership and participation are free from discrimination basis of race, religion, color, sex, age, national origin or ancestry, genetic information, marital status, parental status, sexual orientation, gender identity and expression, disability, or status as a veteran.
- Section 2. The founding organizations of the Council include: Delta Phi Lambda Sorority, Inc., Delta Phi Mu Sorority, Inc., Lambda Phi Epsilon Fraternity, Inc., Sigma Lambda Beta International Fraternity, Inc., Sigma Lambda Gamma National Sorority, Inc., and Tau Phi Sigma Multicultural Fraternity, Inc.
- Section 3. All member organizations of MGC must be recognized as a chapter of a National social Greek letter organization by Purdue University's Fraternity, Sorority, and Cooperative Life (FSCL) office, fulfills all organization guidelines set by the Office of Student Activities and Organizations, and may not be on academic probation by MGC standards.
- Section 4. If a member organization of MGC is on academic probation, the delegates of the respective organization may attend the council meetings, but do not have the right to vote on matters pertaining to MGC.
- Section 5. To maintain active status as an MGC organization, a member organization must abide by the following:
- a) maintain at least a 2.5 cumulative chapter GPA
 - b) must have no unexcused absences during general meetings
 - c) must follow guidelines for being an SAO organization.
- Section 6. Delegates representing the member organizations of the MGC shall only be eligible for currently enrolled students of Purdue University.

- Section 7. All advisors of MGC will be a non-student member appointed by the University, with all rights and privileges therein, except for the right to vote or hold office.
- Section 8. Violation of any section of this constitution or Health and Safety Policy by a member organization shall warrant semester judicial hearing outlined in Article 11. The Judicial Board shall make the final decision of all sanctions.
- Section 9. New chapters are required to obtain recognition by MGC and the Office of Fraternity, Sorority, and Cooperative Life (FSCL) and the Office of Student Activities and Organizations (SAO) and must follow guidelines outlined in Article 5 - Eligibility for Membership.
- Section 10. Expansion and Reactivation of a chapter in the MGC is up to the discretion of the Executive Board and Council Advisor.
- Section 11. If an organization with intentions to expand or reactivate to Purdue University gets rejected by MGC, they can be granted membership with a probationary status if the MGC votes in favor of it.
- Section 12. Deactivation of a chapter from the MGC, must have the last graduating member of that chapter fill out the deactivation notification form by week 8 of their last semester to ensure the removal of the chapter and update of the chapter history to the deactivated chapters of Purdue University.
- a) In a scenario where this becomes untrue after submitting the notification form, it must be communicated to FSCL and Executive board for the proper changes

ARTICLE VI. OFFICERS

- Section 1. The Executive Board shall be:
- a) President
 - b) Vice President of Administration
 - c) Vice President of Development
 - d) Vice President of Community Engagement
 - e) Vice President of Operations
 - f) Vice President of Finance
 - g) Vice President of Public Relations
- Section 2. The officers shall be members of organizations that are in good standing as defined by their respective organization.

ARTICLE VII. COMMITTEES

- Section 1. The Executive Board shall establish any committees necessary to carry out the programs

of the Council.

ARTICLE VIII. MEETINGS

- Section 1. The general council meetings, consisting of all 7 officers and at least one representative from each member organization, shall be held bi-weekly unless otherwise determined.
- a) Officers of the council cannot serve as chapter representatives, unless excused by the President and the Vice President of Administration.
 - b) Roll call shall be taken at the discretion of the President and Vice President of Administration.
 - c) If an organization arrives after roll call, they shall be considered late.
 - d) If an organization arrives 10 minutes after roll call, it shall be considered an unexcused absence.
 - e) If an organization is considered late or has an unexcused absence, they are subject to the corresponding fines.

- Section 2. The Executive Board shall meet bi-weekly, unless otherwise determined
- a) Roll call is taken promptly 5 minutes after the scheduled start time of the meeting.
 - b) If an Executive Board member is considered late or has an unexcused absence, they are subject to the corresponding fines.

- Section 3. The President has the right to call emergency meetings giving at least 48 hours notice to each organization.

- Section 4. Official business must always be conducted with a quorum of two-thirds (2/3) Council (only the representatives present, not including the officers) voting membership present.

- Section 5. Each organization of MGC has one (1) vote, even if more than one representative is present. In the event of a tie, the President will cast the deciding vote.

ARTICLE IX. FUNDS AND OBLIGATIONS

- Section 1. Membership Dues: Membership dues will be \$20 per active member per organization per semester two general meetings after the beginning of every semester.
- a.) The number of active members are dictated by each organization's definition of active.

Section 2. All monies collected on campus belonging to this organization shall be deposited and disbursed through an account established for this organization at the Business Office for Student Organizations.

ARTICLE X. SCHEDULING OF EVENTS

Section 1. All event requests shall be submitted at least two weeks prior to event day on Purdue's Boilerlink webpage.

Section 2. If an organization schedules an event conflicting with another organization's event, both organizations should work towards reaching a resolution.

Section 3. If further action is needed, the judicial board will decide who was at fault by looking over who scheduled the event first and if the event was submitted to Boilerlink or who has priority by the week of events scheduled.

Section 4. If an MGC organization wants to make their event a mandatory MGC event, they must bring it up to the council for approval one council meeting prior to the event. The organization will announce their proposal, and at the same meeting, MGC will vote.

Section 5. If an MGC Executive Board member wants to make an event mandatory, or have a minimum attendance requirement from the organizations, they must bring it up to the rest of the Executive Board and have $\frac{2}{3}$ majority vote. The Executive Board must notify the general council at least 2 weeks in advance of the event.

Section 6. MGC organizations may not propose to make mandatory money making events.

ARTICLE XI. JUDICIAL BOARD

Section 1. The Judicial Board will be responsible for matters involving council regulations and organization disputes. In addition, violations by members may result in disciplinary action against their respective chapter.

Section 2. The Judicial Board may consist of 5 members of the MGC Executive Board.

- a) VP of Administration shall preside as Chair of the Judicial Board.
- b) The members of the accused organization cannot preside over the hearing.
- c) Any member CSB trained from the MGC or NPHC, may serve on the Judicial Board

Section 3. Any organization accused of a violation shall be notified of such and given a maximum of five (5) business days to present its case to the Judicial Board. The respective organization will have (5) business days after their presentation to appeal charges. A final hearing will be held, notifying the organization if they're responsible for their violation and the sanctions will be distributed.

Violations consist of the following but are not limited to:

- Violations of the MGC Health and Safety Policy
- Having an outstanding balance with MGC
- Issues brought on to the Dean of Students

The Judicial Board has the right to contact the respective organization's National Headquarters about a violation of the MGC policies.

Section 4. The MGC organization must abide by all levied sanctions.

Section 5. An organization can be penalized for an action or non-action if the behavior violates University policy, MGC policy, or violate the policy of its respective organization.

Section 6. Any appeals may be presented to the Executive Board within 48 hours of the hearing. The Vice President of Administration of MGC shall be exempt from the appeals process. Executive Board's decision, excluding the Vice President of Administration, will stand as final.

- a) At least 5 members of the Executive Board must be present for the appeal hearing, except under extenuating circumstances.
- b) Members of the Executive Board in the hearing of the appeal may not be part of the accused organization.
- c) The appeal must receive a $\frac{2}{3}$ vote to be approved.
- d) If there is a sanction for more than 1 year probation or suspension, it must be sent to the Dean of Students for approval.

BYLAWS

ARTICLE 1. OFFICERS

Section 1. Eligibility and Terms for Officers: All officers shall have the following qualifications:

- a. In good standing with their respective affiliate organization. Good standing is defined by the respective chapters.
- b. At least one (1) semester membership in affiliate organization, except under extenuating circumstances.

- c. Have a minimum 2.5 cumulative GPA and be in good standing with Purdue University.
- d. It is strongly recommended that members of Executive Board are not presiding presidents of their respective organization.
- e. Candidate must be a student of Purdue University for at least two (2) more semesters to serve the full term.

Section 2. Officers and their Duties:

a) President – duties shall include but are not limited to:

- 1. Presiding over all MGC Executive Board and General Council meetings.
- 2. Serving as Chairperson of the Executive Board.
- 3. Being the official representative of the MGC to the university.
- 4. Acting as a main point of contact for organizations external to Purdue University.
- 5. Approving all vouchers for expenditure of the budgeted funds.
- 6. Working with other council presidents to ensure transparency and cooperation.
- 7. Delegate to the Executive Board members as necessary.

b) Vice President of Operations - duties shall include but are not limited to:

- 1. Helping organize New Member Orientation, Officer Training, and Council Presidents Leadership Advance (CPLA), MGC Week of Events, and Stroll Competition.
- 2. Working with the Vice President of Public Relations and Vice President of Development to coordinate events listed in (1).
- 3. Communicate and work with other FSCL councils for potential joint programs/initiatives.

c) Vice President of Administration - duties shall include but, are not limited to:

- 1. Act as Risk Manager, preside over the Health and Safety Policy, and help coordinate Health and Safety Initiative Week.
- 2. Maintain a record of organizational business, including the Constitution, contact information, and transition meeting documentation.
- 3. Organize the Judicial Board and preside over Judicial Board Meetings.
- 4. Shall attend Accountability Team (A-team) meetings and report to the Executive Board for any appropriate actions.
- 5. Ensure all Executive Board members are properly trained and qualified for presiding on Judicial Board hearings.
- 6. Preside over all meetings in the absence of the President and the Vice Presidents.
- 7. Work with the Space Management, Student Union, and other offices for the purpose of reserving spaces for meetings and activities, and submit activity planning forms (APFs) as needed.
- 8. Organize agendas and materials for meetings, take attendance at the beginning of each meeting, and take notes as necessary.

d) Vice President of Development- duties shall include but, are not limited to:

1. Coordinate and promote all recruitment projects of the MGC, including but not limited to, Meet FSCL and Block Party..
2. Coordinate and promote alumni projects of the MGC.
3. Coordinate and promote all fundraising projects.
4. Coordinate the FSL Honors Night.
5. Organize all FSL Awards and AFLV Awards for the council.
6. Be responsible for all reactivation and expansion interests and requests.

e) Vice President of Finance - duties include but are not limited to:

1. Maintaining and reporting all records of organizational financial affairs.
2. Shall keep accounts, deposit the organization's funds and make expenditures in a manner approved by the Business Office for Student Organization.
3. Be responsible for payments due to MGC and the collection of dues. Provides the advisor(s) and members with a report listing all transactions. Be responsible for preparation of an annual budget and provide copies of approved budget to member organizations.
4. Be responsible for prompt payment of all bills of MGC.
5. Be responsible for collecting any other fees, refunds, and compensation.

f) Vice President of Community Engagement- duties include, but are not limited to:

1. Shall coordinate all service projects of the MGC.
2. Shall coordinate and promote all philanthropy projects of the MGC.
3. Shall coordinate all fundraising projects.
4. Provide resources to the MGC organizations as seen fit.
5. Preside at scheduled meetings with the other Vice Presidents of Diversity and Inclusion from each council to discuss initiatives and programs.
6. Shall share Diversity and Inclusion events to our member organizations.
7. Gain input from member organizations on diversity initiatives.

g) Vice President of Public Relations

1. Shall be responsible for recording all council activities, through photographs, audiovisual equipment, and/or literature.
2. Will provide updates to the FSCL Office staff to maintain and update the Council web page at the beginning of each semester.
3. Will maintain and update social media accounts, including Instagram and Facebook.
4. Shall actively promote social activities through posts and flyers, or by whatever means deemed necessary.
5. Provide resources to MGC organizations as seen fit from external organizations.

ARTICLE II. EXECUTIVE BOARD

- Section 1. Executive Board Duties include but are not limited to:
- a) Meet and decide on issues in emergency situations
 - b) Develop and maintain a relationship as a liaison between the administrations of Purdue University
 - c) Preside over judicial hearings.
- Section 2. A member of the Executive Board must forfeit their office if their organization is inactive according to the Office of Student Activities and Organizations.
- Section 3. The Executive Board shall make a report of its activities at the Council Meetings.
- Section 4. Election Process
- a) Elections shall be held in November, before the end of the terms of office of the existing officers.
 - b) Election dates shall be announced at least two weeks in advance at the MGC general meeting.
 - c) New Executive Committee members shall be determined by a majority vote of the members. The newly appointed officers will have a one (1) year term, from December of one year to December of the following year. Newly elected officers will officially take over at the last meeting of the fall semester.
 - d) The following positions will be available for elections in this order: President, Vice President of Administration, Vice President of Development, Vice President of Operations, Vice President Finance, Vice President of Community Engagement, and Vice President of Public Relations.
 - e) Any member interested in a position must be from a member organization of MGC and must be in good standing as defined by their respective organization.
 - f) Interested members who want to run for an Executive Board position must fill out an application stating their interest
 - g) Applicants will be allowed to run for more than one position but can only be voted into one position.
 - i) If their preference is out of the order in which the elections will be held, they have the choice to forfeit the position that does not follow their preference.
 - h) On the Election date, applicants will be expected to give a maximum 5 minute speech and 5 minute Q&A.
 - i) If there is more than one applicant running for a position, each applicant(s) will sit outside the room and will get called in by a member of the current Executive Board when it is their turn.
 - j) After all applicants have shared their speech and Q&A, all applicants will sit outside and the general members and current Executive Board will participate in a 5 minute discussion on the applicants prior to voting.

- k) After discussion, all chapter delegates of organizations in good standing will vote for the position. New Executive Board members shall be determined by a majority vote of the delegates.
 - i) In the event of a tie, the President of MGC will cast the tiebreaker vote.
 - ii) Advisors may not vote or hold office in the organization.
 - iii) Vice President of Administration shall oversee the votes.
 - iv) Once the candidate has been voted in, the results will be announced after each position is voted to forfeit the other positions the candidate may be running for.
 - v) In the event that there is more than three (3) applicants, utilize the [ranked voting system](#)
 - a) After voting, if there are no candidates that received more than 50% of the vote, the voting will be redone with the bottom applicant removed.
 - b) They will repeat the voting procedures until a candidate has more than 50% of the vote
- l) The newly appointed officers will have a one (1) year term, from December of one year to December of the following year. Newly elected officers will officially take over at the last meeting of the fall semester.

Section 5: Members of the Executive Board must be a student taking at least one (1) course. (Part-time students are able to run and hold Executive positions).

ARTICLE III. COMMITTEES

Section 1. Recruitment Committee duties shall be but are not limited to carry out the following at least once a semester:

- a) To coordinate participation in Meet FSCL
- b) To coordinate joint promotional events with other organizations

Section 2. Stroll Committee duties shall be but are not limited to carry out the following every Spring semester:

- a) To coordinate all necessary requirements for the event of Stroll Competition

ARTICLE IV. FINANCE

Section 1. Dues shall be due two general meetings after the first general meeting.

- a) Late fees and penalties - Dues statements are billed by the MGC Vice President

of Finance in the middle of a semester. Renewing members paying dues after the deadline date will be charged a late fee of \$5 (five dollars) per day by MGC.

- b) Those renewing members still not having paid dues after one billing period or semester will not be eligible to hold any type of office in MGC for the following semester and will be put on probation until all fees have been paid. Probation will also consist of temporary loss of voting privileges until all fees are paid.

Section 2. Absences and Fines

(All subsections in Section 2 apply to General MGC Meetings and Mandatory Events/Meetings.)

- a) Definition of Absence – when less than the minimum required delegates from a member organization attend a Council Meeting or other attendance required functions.
 - 1. Definition of Excused Absence- MGC Excused absences include but are not limited to: Exams, medical emergencies (with a doctor’s note). The respective organization must contact the President or Greek advisor one week before the required event, except under extenuating circumstances.
 - 2. Unexcused Absences include: Failure to show up to meetings without documentation or without prior notice.
- b) Definition of Delegate – a representative from a member organization of the MGC chosen by their respective organization to attend the Council Meetings. Under the circumstance that the official delegate cannot attend a scheduled meeting, a substitute delegate must be sent by the prospective organization.
- c) There will be a fine of \$50 (fifty dollars) to the respective member organization per absence of the organization's delegate. Fines should be paid before or by the next Council Meeting. (Except excused absences).
- d) Appeals may be made to the Judicial Board within seven (7) business days.
- e) Definition of Tardiness – when a delegate is not present by Roll Call of the Council Meeting.
- f) If a delegate is tardy to a Council Meeting three (3) times in one semester, it will be equivalent to one (1) unexcused absence and a fine of (\$50.00) will be charged to the organization.
- g) If an organization does not meet the required percentage to attend mandatory events from FSCL, like FSCLS, FSCLi, CPLA, HSI, and any other FSCL required events, they will be subject to fines based on the stipulations put on from the MGC Executive Board.

- h) An organization has to submit their function registration one (1) week in advance, if they submit the function registration late, there will be a (\$25.00) late fee.

Section 3. Sanctions for overdue fines and outstanding debts.

- a) A fine will be levied to be paid by the next council meeting.
- b) The repercussions for not adhering to the above will be as follows:
 - 1. Refer to Article 4, Section 1b
 - 2. Organization will have to present their case to the judiciary board before the next council meeting.
- c) It is the duty of the Vice President of Finance to work closely to be sure of the financial status of each member organization before any voting may take place.

Section 4. Reactivation – Organizations wishing to reactivate with the Council must pay the current semester dues and any outstanding financial obligations to the Council.

Section 5. Probationary Acceptance - Organizations that are granted membership under probationary status must pay dues like the other active organizations.

ARTICLE V. ELIGIBILITY FOR MEMBERSHIP

Section 1: Any colony chapter interested in obtaining associate membership in the Purdue University Multicultural Greek Council must be a recognized Purdue University Social Greek letter organization by the Office of Fraternity, Sorority, and Cooperative Life and the Office of Student Activities and Organizations.

Section 2: To begin the process of applying for membership, each organization should submit a letter of intent to the president and advisor of MGC. This letter of intent should include:

- a. The organization's history.
- b. The organization's purpose.
- c. The organization's mission.
- d. The organization's goals.
- e. How many chapters the organization has.
- f. What they can bring to the MGC as an organization.
- g. A list of Interest including their year, major, email, and PUID
 - i) Email and PUID will be for Executive Board and Council Advisor Only
- h. The organization's Interest GPA for the previous semester.
- i. The potential Purdue University organization advisor.

- Section 3: The organization will be responsible for fulfilling requirements before being considered for membership. These requirements include:
- a) Having a minimum 2.5 collective GPA.
 - b) Presenting to the MGC general council body about their organization
- Section 4: After the letter of intent is submitted, the president will deliberate with the Executive Board and the general council to allow the organization to present their case on their fulfilled requirements and the topics listed in section 2 by a ½ majority vote.
- Section 5: After the organization’s presentation, the MGC council delegates will then deliberate and vote on whether or not to accept the organization as members. A majority vote of 2/3 will be required to be granted membership.
- a) If membership is not granted, the interest organization must wait a full academic semester in order to resubmit their letter of intent and begin this process again.
 - b) An organization is allowed to be accepted through a Probationary Status, where they will abide by MGC policies, pay dues, but not hold office or have voting privileges until they present again and repeat the voting process.
- Section 6: After voting occurs, if the organization is accepted, they may communicate with SAO to register their organization.

ARTICLE VII. LISTSERVS

- Section 1. All social media accounts, GroupMe chats, email lists will hereby be known as ‘listservs.’
- Section 2. Listservs will be comprised of current active members of the Purdue MGC
- Section 3. Chapter Presidents are authorized to add/remove members of their organization from official MGC listservs. This should be done at least once a semester.
- Section 4. Current Executive Board members - including the President and Vice Presidents - are authorized to add/remove members from MGC Listservs.

ARTICLE VIII. AUTHORIZATION

- Section 1. The President of the MGC is authorized to speak on behalf of the organization. The President shall authorize any others speaking on behalf of the MGC.

ARTICLE IX. AMENDMENTS

Section 1. Proposal of Amendments: Amendments to the Constitution and Bylaws may be proposed by member organizations through their delegates or as discussed by the Executive Board.

Section 2. All amendments of the Constitution and bylaws are subject to approval of the organizational Advisor and the Office of the Dean of Students.

Section 3. The Constitution and Bylaws may be amended as follows:

1. Proposed amendments to the Bylaws shall be submitted to the Executive Board at a General Meeting.
2. The proposed amendments must be circulated to the voting delegates of the General Council at least 1 week (7 days) before the next General Meeting.
3. The proposed amendment will be voted upon at the next General Meeting.

Section 4. The organizational Constitution and accompanying bylaws may be amended by a two-thirds (2/3) majority vote of a quorum of members.

1. Major changes such as by changing a policy within the constitution or bylaws must be presented during the council meetings and voted upon
 - a) Minor changes such as changing the format or re-wording a section to make it more clear or fixing typos shall be presented during executive board meetings and voted upon.

*All amendments to the constitution and bylaws are subject to the approval of the Office of Student Activities and Organizations. They MAY NOT take effect until they have been approved.

Last Revised: December 2022

By signing below you agree to the content and revision of this document:

President's Signature

Date

Advisor's Signature

Date

SAO Signature

Date

Resources

1. [MGC Health and Safety Policy](#)
 - a. Event Registration
 - b. Social Policies
2. Expansion/ Reactivation Request Checklist 16
 - a. FSCL Checklist
 - b. MGC Checklist
 - c. SAO Checklist
3. Association Chapter Membership 20

Expansion/Reactivation Request Checklist

Before beginning this checklist, reach out to the National Board of the Organization of which you are interested in bringing to Purdue University.

FSCL

- Communicate with Director of Fraternity/Sorority and Cooperative Life and Team
 - a) Director of FSCL and IFC Advisor: bcutler@purdue.edu
 - b) Assistant Director: mshudec@purdue.edu
 - c) MGC/PHA Advisor: donotto@purdue.edu
 - d) NPHC/CO-OP Advisor: tpliegot@purdue.edu

Now look at MGC Checklist, once accepted into MGC, complete the following checklist

- Complete Required Training Course in Brightspace
 - a) All courses may be accessed at this link:
https://www.eventreg.purdue.edu/training/Heading.aspx?heading_id=926
 - b) Note that you self-enroll yourself into these courses. For any issues with access or general questions, please contact our Associate Director of FSCL, Spencer Hudec, at mshudec@purdue.edu
- New Member Education Course
 - a) Must be completed by New Member Educator/Dean
- Officer Basics Course
 - a) Must be completed by Executive Board Officers
- Risk Management Training
 - a) Must be completed by the President, Intake Coordinator, and Risk Manager
- New Member/Intake Plan and Documentation
 - Summer Intake is not allowed under any circumstance due to the nature of risk.***
 - Member Form
 - a) The new member will log-in to their own boilerlink account and then use this link: <https://boilerlink.purdue.edu/submitter/form/start/24702>
 - b) This must be done within 72 hour of accepting membership/bid to any FSCL organization
 - Intake/New member Plans
 - a) Must be submitted 2 weeks before beginning your process. Plans must be approved by FSCL before you start
 - b) Submit plans here: <https://boilerlink.purdue.edu/submitter/form/start/35809>
 - Meeting w/ a FSCL Staff Coach
 - a) Chapters may meet with FSCL Advisor as much as they need for support but are only required to meet with me once per academic semester.

- b) For the first meeting of the semester, you would book a "Chapter President Required Meeting" for any further meetings that semester, you would book under "FSCL Chapter Coaching" meeting here:
<https://outlook.office365.com/owa/calendar/DonnieOtto1@purdue.edu/bookings/>
- Reporting Deadlines
 - a) Chapters must submit their roster updates as well as their service & philanthropy hours to the FSCL office. FSCL reaches out on how to submit it as the deadline approaches. These deadlines every year for the semesters are December 1 and May 1.
 - b) Every Fall FSCL conducts a Cost Report. An FSCL Office Member will reach out to the chapter president with instructions in October.

Resources

- Newsletters happen every month and are sent to those with membership forms on file. You also may access them here:
<https://www.purdue.edu/fscl/resources/newsletters.html>
- Important Documents
<https://www.purdue.edu/fscl/resources/documents.html>
- Semester Reports
<https://www.purdue.edu/fscl/resources/reports.html>
- FSCL Wide Programs
<https://www.purdue.edu/fscl/Current%20Members/programs.html>
- FSCL Calendar
<https://www.purdue.edu/fscl/about/events.html>

MGC

- Reach out to MGC President and Connect with VP of Development
- Make sure that the interest group has a minimum collective 2.5 GPA
- Create a Letter of Intent (include the following in the letter)
 - Organization History
 - Organization Purpose
 - Organization Mission
 - Organization Goals
 - How many chapters the organization has
 - What they can bring to the MGC as an organization
 - A list of interest including their year, major, email, and PUID
 - a) Email and PUID will be for Executive Board and Council Advisor Only
 - The organization's Interest GPA for the previous semester
 - The potential Purdue University organization advisor

Now MGC Executive Board will look over the letter and decide if you may present your case to the General Members, if majority vote yes, complete the following

- Communicate with Vice President of Development, or President, to find a Presentation day and time

After presenting, the general members will discuss and vote. VP of Development will reach out with results and the next steps.

If accepted, look at the remaining FSCL and SAO Checklist.

If accepted as a probationary organization, read more about it in the constitution and/or reach out to learn more about what that means.

If denied, you may try again after a full academic semester.

Please do not take the decision personally. Reach out to VPD or President to discuss feedback, but also understand that if you were denied, there is a chance that it is because MGC believes that Purdue University does not have the capability to hold another organization at the moment being that it is a PWI.

Resources

- To learn more about Purdue University's Multicultural Greek Council click this link <https://purduemgc.wixsite.com/purduemgc>

SAO

- Reach out to SAO, specifically Allison Mandanado
 - a) The new Student Organization Specialist, Allison Maldonado, can meet with you for in-depth support.
 - b) Email: maldon25@purdue.edu
 - c) Schedule a meeting with her here: <https://www.purdue.edu/boilerconnect/>

New Student Organization Guide

<https://www.purdue.edu/sao/resources/Resources%20for%20New%20Student%20Organizations.html>

Resources

- All Student Organizations must follow the Student Code of Conduct and Organizational Policies
 - Located here: <https://catalog.purdue.edu/content.php?catoid=13&navoid=16335>
- Events must have an Activity Planning Form
 - Tutorial: <https://www.youtube.com/watch?v=ViWEzOIuU60>
 - Must be completed two weeks in advance
 - There is another step to book the space. The space confirmation must be put into the APF.
 - You can find more information in the Purdue MGC Website on How-To
 - Exception: The APFs do not need to be done if they are member only events and do not have any risk.

- Equipment Rental
 - Free of Cost
 - RSVP: <https://www.purdue.edu/sao/resources/Lending%20Locker.html>
- Grant Funding for Student Organizations
 - Done through Student Organization Grant Allocation Board (SOGA) & The Student Fee Advisory Board (SFAB)
 - Questions may be directed to their advisor, Mike Mifflin, who can be reached at mmifflin@purdue.edu
 - Details of Grants: <https://www.purdue.edu/sao/Fundraising/SOGA%20and%20SFAB.html>
- Faculty/Staff Advising
 - The faculty/staff advisor must be full-time and complete the proper paperwork on Boilerlink.
 - Advisor Training: <https://www.youtube.com/watch?v=yM34iq9jwqs>
- Biannual Review for SAO
 - Meeting with Donnie to conduct a 15-minute review for a formal review of the organization.
 - You may book a "SAO ORG Review Meeting" here: <https://outlook.office365.com/owa/calendar/DonnieOtto1@purdue.edu/bookings/>
 - Done by President or Treasurer

ASSOCIATE MEMBERSHIP

Eligibility:

Any Purdue University recognized, Social-Greek letter organization is eligible for associate membership to the Purdue University Multicultural Greek Council, regardless of time that the organization has been existent on campus.

PROCESS OF ACCEPTANCE:

An organization interested in becoming an associate member must do the following:

1. Submit a letter of intent to the President of the Purdue University Multicultural Greek Council (later referred as the MGC). This letter must include a general history of the organization, current and past activities on campus, why the organization wishes to petition to the MGC, and what the organization can bring to the MGC.
2. After 2/3 majority vote of approval in the council, concerning the letter, the organization must present itself in person before the council. There the organization must present their organization's purpose, general history, number of members, overall GPA, current campus activities, and what they can bring to the MGC.
3. After 3/4 majority vote of approval in the council, concerning the proposal, the presenting organization is now considered an Associate Member of the MGC.

Associate Membership

Associate Membership lasts for duration of one academic year (August-May). If an organization is voted in during the last semester of the academic year, their one-year period consists of the next academic school year. They may start on their requirements as soon as they are voted in. The associate member organization must pay dues of \$20, as soon as they are voted in the organization, must pay dues each semester that they are an associate member.

Also, during this one-year period, the Associate Member organization must fulfill the following requirements:

1. One campus wide social activity.
2. One social activity exclusively for MGC members.
3. One service activity.
4. One fundraiser benefiting the MGC, minimum of \$400.

All the above stated activities must be submitted in writing to the MGC, two weeks prior to the event, for approval by the Council. If the organization chooses to combine their social activity with their fundraiser, all money benefits the MGC regardless of amount of money raised.

After one-year of Associate Membership, a fulfillment of all requirements, and a minimum of one-year of being a recognized Purdue social-Greek letter organization, the organization is eligible to petition for full membership to the MGC, which makes them eligible for all privileges of a full member of the MGC. They must again submit a letter of intent. After being voted in with a majority $\frac{3}{4}$ vote, that organization will be known from that point on, as a full member of the MGC.