



Interfraternity Council

Colorado State University

General Assembly Session I: 01.23.23

I. Roll Call

II. Call to Order

III. Approval of Minutes

IV. Guest Speakers

Rob Long - ASCSU President

V. Executive Reports

1. President: Aidan Hall, ifcCSUpresident@gmail.com

a. Office Hours: Mondays 2-3 p.m. and Tuesdays 12-1 p.m.

b. Introduction:

i. Welcome to the General Assembly and thank you for your participation in FSLI this past weekend.

ii. I'd like to invite you guys to stop into my office hours, and have a free cup of coffee with me. If you want to introduce yourself, or have any questions, come on by.

c. **IFC Dinner:**

i. **IFC would like to buy your executive board dinner.** We want to get to know your board. Sign up below.

1. <https://forms.gle/nAgNcnv1qchg3UTJ9>

d. IFC President's GroupMe:

i. We need a Group Me, so please **join this Group Me.**

1. https://web.groupme.com/join_group/91661294/vpmyY0rF

e. Council Feedback:

i. Continuing our conversation from the weekend, I wanted to let you guys know that I am in the early stages of developing a survey to send to other councils, and asking them how our counsel can improve.

f. IFC Executive Team and Presidents bonding experience:

i. I want to kick our year off together in a positive manner, and we will be doing a paintball outing with all of the IFC presidents and the IFC executive board. I will be sending a doodle poll in GroupMe to pick a date.

g. Presidents Forum:

i. **This Friday, Jan. 27, 2023; 3:30-5pm LSC 302**

ii. Friday, March 3, 2023; 3:30-5pm LSC 302

iii. Friday, March 24, 2023; 3:30-5pm LSC 302

iv. Friday, April 28, 2023; 3:30-5pm LSC 302

2. Executive Vice-President: Brian Laffey, ifcCSUevp@gmail.com,



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- a. Office Hours: Tuesdays 12-2 p.m
 - b. Introduction: Welcome Everyone! I'm Brian, Sigma Pi, He series pronouns. Had a great weekend meeting many of you! Excited to work with you guys this semester.
 - c. Financial Expectations & Updates:
 - i. 2023 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 Fest as well as additional community programming which benefits the entire f/s community.
 - ii. 2023 Budget Presentation
 - 1. will occur next week on Monday Jan. 30, 2023 in New Business
 - 2. will be voted on in two weeks on Monday Feb. 13, 2023 in Old Business
 - iii. Invoice Schedule:
 - 1. Active Member invoices will be sent Monday, Feb. 6, 2023
 - Active Member Invoices due Friday, Feb. 17, 2023
 - 2. New Member invoices will be sent Monday, March 27, 2023
 - New member invoices due Friday, April 7, 2023.
3. Parliamentarian: Michael Johanson, ifcCSUparliamentarian@gmail.com
 - a. Office Hours: Monday 2-3pm, Tuesday 1-2 pm
 - b. Introduction: Member of AGR, Major in Animal science with a minor in Ag business and soil science, and grew up in New Jersey
 - c. IFC Delegate Training
 - i. will occur next week Monday Jan. 30, 2023
 - d. 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 chapter 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 proxy (if approved by the IFC President).
 - 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.
 - e. Attendance update:
 - i. No previous GA so no chapters have any absences
4. VP Judicial Affairs: ifcCSUjudicialaffairs@gmail.com,
 - a. Office Hours: Thursday 10-11am and Friday 12-1pm
 - b. Introduction: Member of Phi Delta Theta, third year major in finance and international business, and I am from Castle Rock, CO
 - c. Joint Judicial Board Application:



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- 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, January 27, 2022.*
 - d. Conduct Updates:
 - i. No current fraternal conduct updates.
5. VP Risk Management: Ethan Stroh, ifcCSUriskmanagement@gmail.com,
 - a. Office Hours: Tuesday 1-3 p.m.
 - b. Introduction:
 - c. Risk Management OWS:
 - i. Officer Workshop Series Kick-Off
 - 1. Sunday, January 29, 2023
 - 2. 1-3p.m., LSC 300
 - ii. Sexual Assault Prevention OWS
 - 1. Wednesday, March 29, 2023
 - 2. 6pm, LSC 304
 - d. 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 Vender 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.*
 - e. 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.
6. VP Recruitment Operations: Hunter Hammerschmidt, ifcCSUrecruitment@gmail.com,
 - a. Office Hours: Mondays 11-12 PM Thursdays 4-5PM
 - b. Introduction: I am apart of Sigma Phi Epsilon, and I love the outdoors
 - i. Chapter Recruitment Expectations:
 - 1. Recruitment Compliance Roundtable



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- Follow up email went out earlier today
- Alpha Tau Omega President - needs to make-up roundtable
- Alpha Epsilon Pi - President & Recruitment Chair need to make-up roundtable
 - i. Make-ups must occur prior to your chapter's first large-scale recruitment event
- 2. Spring 2023 Recruitment Calendar:
 - **Large Scale events can begin on Saturday January 28, 2023**
 - Bid distribution can begin at 8am on Friday February. 10th, 2023
- 3. Updates to existing recruitment events:
 - Please email Andrew or I if your recruitment events change
 - Updated the shared IFC recruitment calendar to ensure PNMs have the correct information:
https://docs.google.com/document/d/1gy6VMZZ7xdSQ_r3DB8qqbT1gjmwrnlvwRpWCTSuK2BE/edit?usp=share_link
- 4. IFC Recruitment Policy:
<https://fsl.colostate.edu/wp-content/uploads/sites/12/2023/01/IFC-Recruitment-Policy-Updated-11.7.22-1.pdf>
- 5. IFC Recruitment Bid List Submission Form:
<https://fsl.colostate.edu/ifc-recruitment-chapter-bid-list-submission-form/>
- 7. VP Recruitment Outreach & Marketing: Andrew Cummins, ifcCSUrecruitedirector@gmail.com,
 - a. Office Hours: monday 4-5 friday 11-12
 - b. Introduction:
 - c. Recruitment Updates:
 - i. IFC Interest List:
 - 1. The Spring 2023 interest list was included in today's recruitment roundtable follow up email.
 - ii. Recruitment Marketing & Outreach:
 - 1. IFC Recruitment Kick-Off:
 - Wednesday, January 25, 2023, 5:45p.m. Johnson 222
 - Every chapter will have a table
 - Cane's Chicken Fingers will be provided
 - Please share the event flyer on your social media
 - 2. Lots of chapters have been doing a great job at advertising their recruitment events on social media.
 - 3. Let us know how we can support your chapter recruitment efforts! Looking like we are going to have a great Spring Rush!
 - iii. PNM Grade Verification:
 - 1. Submit full names and CSU ID numbers, allow for 72 hours for response
<https://fsl.colostate.edu/ifc-recruitment-pnm-grade-verification-request-form/>

Lastly there are a few rush events on the calendar that says TBD make sure to fill those in as soon as possible so recruitment flyers can be posted- Phi Kappa Theta and Lambda Chi Alpha



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8. VP Scholarship: Hudson Byers, ifcCSUScholarship@gmail.com
 - a. Office Hours: Wednesday 12pm-2pm
 - b. Introduction:
 - a. Scholarship OWS:
 - i. Officer Workshop Series Kick-Off
 1. Sunday, January 29, 2023
 2. 1-2:30pm., LSC 308-10
 - ii. Scholarship OWS 2
 1. Tuesday, March 28, 2023
 2. 6pm, Eddy 10
 - 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 Friday, February 17, 2023
 1. Chapters under the AMA:
 - a. To be announced following the release of the Fall 2022 grade report.
9. VP Membership Development: Lukas Wright, ifcCSUmemberdevelop@gmail.com,
 - a. Office Hours: Tuesday & Thursday 11-12pm
 - b. Introduction:
 - a. New Member Education OWS
 - i. Officer Workshop Series Kick-Off
 1. Sunday, January 29, 2023
 2. 1-2:30pm., LSC 312
 - ii. New Member Education OWS 2
 1. Tuesday, March 21, 2023
 2. 6pm, LSC 322
 - b. IFC New Member Program
 - i. Wednesday, March 29, 2023; 6-8pm, Johnson 222
 - ii. Required for 80% of new members and all new member educators
 - c. Programming Board Updates:
 - i. Programming Board's first meeting is Friday Jan. 27, 2023
 10. VP Community Service & Philanthropy: Kellen Parrish, ifcCSUservicephilan@gmail.com,
 - a. Office Hours: Mon. & Wed. 12-1 pm
 - b. Introduction: I'm a brother of Sigma Phi Epsilon and I use he/him/his as my pronouns. I really enjoyed meeting a lot of you last weekend at FSLi, and I look forward to meeting more of you in the future!
 - c. Community Service & Philanthropy OWS
 - i. Officer Workshop Series Kick-Off
 1. Sunday, January 29, 2023
 2. 3-4:30 p.m., LSC 312
 - ii. Service & Philanthropy OWS 2
 1. Tuesday, March 7, 2023



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2. 6:30pm, LSC 322

d. Registered events:

- i. Phi Mu: Walrus Ice Cream for CMNH - **11am-10pm 1/26/2023** - 10% of profits from Walrus Ice Cream go towards Children's Miracle Network Hospitals
- ii. Lambda Theta Nu Inc.: Jibbitz Sale - **11am-4pm 2/2/2023** - Selling Jibbitz at the LSC flea market to support graduating sisters
- iii. Nu Kappa Alpha Inc.: Pins and Bracelets Sale - **8am-4pm 2/7/2023** - Making and selling custom bracelets and pins at LSC flea Market
- iv. Sigma Omega Nu Inc.: Panda Express Fundraiser - **11pm-7pm 2/9/2023** - Percentage philanthropy at Panda Express, LSC location
- v. Phi Mu: Noodles for CMNH - **4pm-8pm 2/9/2023** - Percentage philanthropy at Noodles & Co. at the 3518 S College location to support CMNH

e. 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: Austin Clapp, ifcCSUpublicrelations@gmail.com,

a. Office Hours: Thurs 11-12pm, Fri 2-3pm

b. Introduction: Hey I'm Austin Clapp and I'm a brother of Sigma Pi. It was a great meeting all y'all at FSLI and I'm excited to represent y'all and reach out whenever you need something posted!

c. External Relations OWS:

i. Officer Workshop Series Kick-Off

1. Sunday, January 29, 2023
2. 3-4:30 p.m., LSC 308-312

ii. External Relations OWS 2

1. Tuesday, February 9, 2023
2. 6pm, LSC 308-10

d. External Relations Updates:

- i. If you haven't already sent me your recruitment flyers please send them ASAP

e. 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. 27, 2023. Please email natalie.padron@colostate.edu if you have any questions.



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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. Who's going to win the superbowl?
 - 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 coffee meeting with me:
- 2) Elevation Accreditation:
 - a) Calendar RSO Re-registration due this Friday Jan. 27, 2023
 - i) All re-registration steps are outlined [here](#) including the direct links to the president and financial officer orientations. These steps include the following:
 - (1) Updating membership materials (including roster containing new president and financial officer *with* colostate.edu email addresses)
 - (2) Officer orientation and quiz completion (for chapter president and financial officer – links included on website)
 - (3) RamLink registration form
 - ii) If groups would like to see an overview of the RamLink re-registration form including the step-by-step visuals for how to find the form on RamLink, they can review the [Student Org Registration Process](#). In this document there is guidance on how to check the status of a form.
 - (1) Chapter Status:
 - (a) Alpha Epsilon Pi (not started)
 - (b) Alpha Tau Omega (not started)
 - (c) Delta Chi (re-registration needed, quizzes complete)
 - (d) Delta Tau Delta (not started)
 - (e) FarmHouse (not started)
 - (f) Kappa Sigma (not started)



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- (g) Lambda Chi Alpha (\$5 and advisor not in directory) *confirm cycle
 - (h) Phi Delta Theta (not started)
 - (i) Phi Gamma Delta (not started)
 - (j) Phi Kappa Theta (not started)
 - (k) Sigma Nu (only president complete)
 - (l) Sigma Phi Epsilon (not started)
 - (m) Sigma Pi (\$5 and FO needs CSU email)
 - (n) Sigma Tau Gamma (not started)
 - (o) Theta Chi (no quizzes of \$5)
- b) Academic Year: (Alpha Sigma Phi & Nu Alpha Kappa Fraternity, Inc.)
- i) January 27, 2023:
 - (1) [Finance & Facility Form](#)
 - (2) [Roster Update](#)
 - (3) [Contact Form](#)
 - (4) [Hazing Compliance Form](#)
 - (5) [Notice of Membership Intake/Recruitment Intent](#)
 - (6) [Priority Area Action Plan Revisions](#)
 - (a) You must use the newly updated [Elevation Action Plan Revision Template](#)
 - (7) [Web Update Form](#)
- c) Calendar Year:
- i) January 27, 2023:
 - (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](#)
 - (a) You must use the newly updated [Elevation Assessment Template](#)
 - (7) [Risk Management Policy and Emergency Procedures](#)
 - (8) [Web Update Form](#)
 - ii) February 17, 2023:
 - (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) Taking advantage of Opportunities for Involvement
 - (1) JJB Applications
 - (2) FSL Ambassadors
 - iv) Officer Workshop Series Kick-Off - Sunday Jan. 29, 2022
 - (1) 1-2:30pm
 - (a) Scholarship Officers (LSC 308-310)
 - (b) New Member Education Officers (LSC 312)
 - (2) 1-3pm **Note the longer time for this group of officers*
 - (a) Risk Management Officers (LSC 300)



- (3) 3-4:30pm
 - (a) External Relations Officers (LSC 308-310)
 - (b) Service & Philanthropy Officers (LSC 312)
- (4) Presidents you should be sharing this in chapter TODAY! It is your responsibility to ensure your officers have OWS information.

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



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