Shippensburg University Inter-Fraternity Council Judicial Board Policy

Drafted/Passed: April 2007

I. Name

a. The judicial body of the Inter-Fraternity Council (IFC) shall be called the Peer Review Board and will be referred here in as the PRB

II. **Purpose**

- a. The PRB will be responsible for reviewing the cases involving chapters who have been charged with violating IFC policy and misconduct among fraternal organizations.
- b. The PRB will determine guilt or innocence and will suggest an appropriate punishment.

III. Membership

- a. The Vice President of the IFC shall preside over the meetings.
- b. All IFC delegates, excluding the representatives of the fraternity in question, will comprise the PRB jury.

IV. **Duties**

- a. The Vice President Will
 - i. Receive and review all cases and complaints pertaining to IFC iudicial matters
 - ii. Schedule all hearings
 - iii. Present appropriate evidence
 - Preside over all meetings iv.
 - v. Announce the final decision
 - vi. Adjourn the board
 - Remain neutral throughout the hearing. vii.
 - Take notes (excluding names of those on the board) viii.
 - Keep conversation moving during meetings ix.
 - Keep all matters and conversations during deliberation confidential Χ.

b. Delegates

- i. Determine Guilt or innocence
- Deliberate on a suggested punishment
- iii. Keep all matters and conversations during deliberation confidential

V. **Powers**

- a. The peer Review board has the power to determine guilt or innocence and recommend a punishment when:
 - i. An organization or member is accused of violating any IFC policy or

- Shippensburg University Policy
- ii. An organization or member is referred by the Dean of Students office or any other administrative office
- iii. When grievances have been brought fourth by any member of a recognized fraternity or sorority.
- b. Grievances may be heard when a member accuses another of:
 - i. Disruption of authorized fraternity activities
 - ii. Intentional infliction or threat of bodily harm
 - iii. Taking action with reckless disregard where bodily harm could result
 - iv. Threats to use force to inflict bodily harm
 - v. Intentional destruction of fraternity or sorority property
 - vi. Theft of property
 - vii. Forcible entry into fraternity housing or other premises
 - viii. Conduct unbecoming a gentleman as dictated by (Inter)National Office, Shippensburg University, or the Director of Fraternity & Sorority Life
 - ix. General misconduct

VI. Hearing Procedures

- a. Preliminary
 - The case will only be dismissed under the recommendation of the IFC executive board and three-fourths agreement among chapter delegates.
 - ii. The Vice President will immediately provide written notification of the charges pending to the president of the accused organization
 - iii. The Vice President will notify all parties, of the date, time, and location of the hearing giving a minimum notice of no less than 5 days.
- b. Procedures at hearing
 - i. The Vice President shall brief all involved parties on procedures
 - ii. In a case where a board member's chapter is involved, that member shall remove himself from that case. If it is the Vice President, he shall be replaced by another Executive Board member as suggested by the IFC President/Director of Fraternity & Sorority Life
 - iii. Parties involved have the right to call witnesses on their behalf
 - iv. The Vice President shall read the charges brought against the defendant and present evidence first
 - v. The chapter shall be given the opportunity to present their case
 - vi. Delegates shall have the opportunity to question the Vice President, Chapter, and witnesses on points of clarification
 - vii. The involved parties shall leave the room and the board shall deliberate the case under the supervision of the Vice President who will remain silent unless procedure is violated or clarification needed.

- viii. Immediately following deliberations a vote shall be taken to determine guilt or innocence
 - A Quorum shall consist of 2/3 of the delegates
 - o In the case of a vote, the majority shall rule
 - o Delegates may vote guilty, not guilty or abstain.
 - The Vice President shall vote in the case of a tie
- ix. After a verdict is reached, the delegates will deliberate on suggested sanctions to be levied in the case of a guilty verdict.
- x. When all business is concluded, the Vice President will verbally notify all involved parties within 24 hours and in writing within 5 days.
- xi. The Vice President shall verbally notify the Director of Fraternity & Sorority Life within 24 hours and in writing within 5 days
- xii. The Vice President will adjourn the hearing

c. Sanctioning

 The Director of Fraternity & Sorority Life will consult with the IFC President and together will officially sanction based on the suggestions given by the Peer Review Board.

d. Appeals

- Appeals may be submitted, in writing, to the Vice President and must be submitted within 5 days of the date of the announcement of official sanctions
- ii. Appeals may request that sanctions may be reduced or eliminated as a result of one of the following conditions:
 - Lack of substantial basis and fact to support sanction
 - Incongruity of sanction
 - Alleged unfairness in procedure (example: newly discovered evidence not known at the time of the hearing)