

Greek Conduct Board Constitution

University of California, Santa Barbara

Revised November 8, 2007

- I. Overview of the Greek Conduct Board
 - i. The intent of the Greek Conduct Board (GCB) is to provide a positive atmosphere in which the values and standards of Greek Life are upheld. The Board attempts to do this through education and discipline. The three main goals of GCB are: problem solving through education, improving communication within the Greek system, and improving relations between the Greek and campus community. GCB is a sounding board for suggestions and problems that individuals may have involving the Greek community. We attempt to work with Chapters directly, discussing issues and solving problems through a variety of approaches, which include consultations, hearings, and mediation.
 - ii. It is recognized that University staff, and students are principally engaged in the business and the pursuit of education, and are not legally trained personnel. As such they should be guided more by principles of fairness and common sense than by formal rules of evidence or procedure. The Greek Conduct Board is not intended to parallel the legal system. We strive to be educational and not simply to discipline and punish.

- II. Jurisdiction
 - a. Acting under the direction of the Assistant Director of Judicial Affairs, the Greek Conduct Board may hear cases involving individual fraternity/sorority members and/or entire chapters charged with violating any policies contained in the following documents:
 - i. Greek Relationship Statement
 - ii. Risk Management Policies
 - iii. IGC Constitution
 - iv. UCSB Campus Regulations
 - b. Misconduct on the part of an individual fraternity/sorority member need not be officially sanctioned by the entire membership in order to be considered grounds for possible disciplinary action against a chapter.
 - c. There is no minimum number of fraternity/sorority members who must be involved in an incident in order for disciplinary action to be taken against a chapter. In some instances, the misconduct of a single member may provide sufficient grounds for action taken against an entire chapter.
 - d. A complaint may be considered a matter of referral to the Greek Conduct Board whenever the actions of fraternity/sorority members could reasonably be expected to reflect negatively upon, or cause conflict within, the Greek community.

- e. There may also be instances when the misconduct of individual fraternity/sorority members will be reviewed by the board but will not provide sufficient grounds for action to be taken against an entire chapter.

III. Membership

- a. Fraternity/sorority members shall comprise the Greek Conduct Board. Membership on the board will be limited to one member per chapter in order to ensure an equal and diverse membership, but not all chapters need to have a representative. Membership will not be open to Chapter Presidents or IGC executive officers.
- b. GCB may consist of a maximum of 14 members.
- c. Members will be selected by the GCB and Advisor on the basis of a written application and an interview with current members of the Board. Applications will be made available annually to any chapters who do not have representation on the board.
- d. Term of membership is for one academic year, but can extend for the period of enrollment at UCSB, as long as no violation of trust of the Board occurs.
- e. Eligibility requirements at time of selection:
 - i. Minimum cumulative GPA of 2.8
 - ii. Members must have been affiliated with their chapter for at least 2 quarters
 - iii. Members must be initiated active members
- f. The Assistant Director of Judicial Affairs will be the advisor to the board, and will serve as an ex-officio member to the Board. He/she will not participate in voting, but will attend all hearings and ensure due process. The Dean of Students Intern may also serve as an assistant to the board, but shall not participate in voting.
- g. GCB members shall elect officers within the first three meetings of the new term. If an officer fails to uphold his/her duties, a new one may be elected if the remaining delegates choose to do so.
- h. Officer Responsibilities
 - i. Chair
 1. Acts as a liaison to the Greek System, campus and community at large.
 2. Leads all hearings of the GCB.
 3. Responsible for all correspondence, including referral and recommendation letters should the results of a hearing deem it necessary.
 4. Responsible for recruiting new board members annually if vacancies occur.
 5. Keeps written records of all cases, as well as copies of all correspondence.
 6. Completes other duties as assigned by the GCB advisor.
 - ii. Vice Chair
 1. Trains new GCB members as needed.

2. Reads a summary of the case during hearings.
3. Completes other duties as assigned by the GCB advisor.
- iii. Secretary
 1. Takes minutes at all meetings and hearings.
 2. Completes other duties as assigned by the GCB advisor.
- iv. Treasurer
 1. Responsible for the GCB budget.
 2. Completes other duties as assigned by the GCB advisor.
- v. In case of permanent absence of the Chairperson, the Board will select a new Chairperson. In case of temporary absence, the Vice Chair will serve as the Chairperson pro-tem, followed by the Secretary and Treasurer.
- vi. Involvement of other GCB members will include outreach and liaison work to Greek chapters, as well as any other duties assigned by the GCB advisor.

IV. Voting

- a. A quorum shall consist of 50% of Board members eligible to participate in the hearing (GCB members who are also members of the accused chapter are not eligible to participate). There must be a quorum in order to conduct business and call for a vote.
- b. If a quorum cannot be established, the accused chapter may choose to reschedule the hearing or agree to go forward without a quorum.
- c. A majority vote will be required to pass any motions.
- d. Voting members shall be all members of the GCB, excluding the Chairperson.
- e. The Chairperson shall only vote in the case of a tie during a hearing situation.
- f. The standard of evidence for the Greek Conduct Board shall be “preponderance of the evidence.”

V. Complaint Procedures

- a. Complaints must be filed in writing and submitted to the Greek Conduct Board Chair or Advisor in the Office of Student Life, 2260 Student Resource Building.
- b. Complaint forms shall be made available in the Office of Student Life, the Greek Resource Center and on the Greek Life website, and will also be distributed to chapter presidents annually.
- c. Complaints may also be forwarded to the GCB from the Director of Greek Affairs, University and local law enforcement agencies, and outside parties (landlords, facility owners, etc).
- d. Complaints will be reviewed by the GCB and a consensus will determine whether the case will go to mediation, to hearing, or will be dismissed.
- e. If a hearing is deemed necessary, parties involved and their Chapter Presidents will be notified in writing at least 2 weeks prior to the hearing, unless the matter is deemed urgent by the GCB advisor.

- f. If a hearing is deemed necessary, the chapter involved may have a pre-hearing meeting with the Greek Conduct Board Advisor to review the procedures and due process.
- g. Should a hearing be necessary, it will take place at a time set by the GCB.
- h. The liaison will be responsible for communicating with the Chapters involved to review hearing procedures and due process.
- i. Anonymous complaints will not be accepted, but may be forwarded to another authority.

VI. Hearing Procedures

- a. All hearings shall be closed to the public.
- b. Attendance by Chapter Presidents, other designated officers, and involved individuals is requested. If the parties involved choose not to attend the hearing, or voluntarily leave at any point during the hearing, the case may be heard in their absence.
- c. In the case of a board member's chapter involvement, that member shall not participate in the deliberations of that case, and may not testify on behalf of his/her Chapter, unless directly involved. Presence is considered influential, so Board members may not attend their chapter's hearing. If it is the Chairperson's chapter that is involved, the Vice-chair will preside over the hearing.
- d. Rights of the accused chapter or individual during hearings:
 - i. Chapter Presidents of the charged fraternity/sorority and individual members involved have the right to present evidence, ask questions, and examine all evidence, including written documentation presented to GCB.
 - ii. The parties involved have the right to produce evidence relevant to their case.
 - iii. The parties involved have the right to provide witnesses on their behalf. Witnesses should be those with direct knowledge of the facts; character witnesses will not be permitted.
 - 1. Any party providing witnesses other than their own chapter members must notify the GCB Chair or advisor at least 24 hours prior to the hearing.
 - iv. The charged party has the right to have an advisor present during the hearings. An advisor (including attorneys) may not present evidence or make motions. His/her role is simply to advise the chapter or individual.
 - v. The charged party shall not make arguments concerning the legality or fairness of University or Greek Life policies or regulations at any time during the hearing process.
 - vi. The complainant shall have the same rights as the accused (i.e. the right to bring witnesses, and the right to have an advisor present), but shall not have the right to appeal the decisions of the GCB.
 - vii. Involved parties (accused and complainant) shall not be present during deliberations.

- e. Witnesses may also be called by the GCB for attendance at a hearing. Individuals will be given notice to appear at least 48 hours before the hearing takes place.

VII. Sanctions

- a. The application of sanctions regarding the fraternity and sorority community will be a joint discussion between the GCB and the University. The Greek Conduct Board Chair in cooperation with the Advisor will promptly notify the respective inter/national organization, the chapter advisor(s), and the Director of Greek Affairs of conduct violations and disciplinary action taken.
- b. The following are GCB guidelines for disciplinary sanctioning. In all cases the sanction should fit the offense. The GCB strives to maintain consistency in its sanctioning, but will also consider each case individually.
 - i. Warning: A written reprimand to the offending individual(s) and/or chapter and chapter advisor for the violations specified, including notice that repeated violations may be cause for further disciplinary action.
 - ii. Probation: Defined as a period of time, determined by the Board, during which a chapter must abide by all established policies and regulations, with the knowledge that more severe disciplinary actions will be taken as a result of further misconduct.
 - iii. Social Probation: Defined as a period of time determined by the Board, during which a chapter may not sponsor or participate in any social events, on or off campus.
 - iv. Education: Programs either created by the chapter for the benefit of the Greek system, or educational resources provided by the campus and community to the chapter.
 - v. Creative Projects: A social service or educational project that will be determined by the GCB.
 - vi. Restitution or reimbursement.
 - vii. Recommendation to the UCSB Office of Judicial Affairs, that the case be referred to the Student Faculty Committee on Student Conduct (in cases against individual students).
 - viii. Recommendation to the Director of Greek Affairs (in cases against chapters).
- c. The GCB will recommend a sanction that will be reviewed and implemented by the Associate Dean of Students for Judicial Affairs.
- d. A sanction letter will be sent out under the Chairperson's signature.
- e. The GCB will send a copy of the sanction letter to the applicable national or international parent organization, as well as any other involved parties on a "need-to-know" basis.

VIII. Appeals

- a. Appeals must be made in writing and must be submitted to the Dean of Students in the Office of Student Life within one week of notification of sanctions
- b. An appeal may request that the sanctions be reduced or eliminated or that the case be referred to the Board for further review, as a result of one or more of the following conditions:
 - i. Lack of substantial evidence to support the sanction (invoked or proposed).
 - ii. Severity of sanction does not match the severity of the infraction.
 - iii. Alleged procedural violation.
 - iv. Newly discovered evidence that was not available at the time of the hearing.
- c. Appeals should be addressed to the Dean of Students.
- d. Involved parties may request an opportunity to study the minutes of the hearing before submitting an appeal. Viewing of the minutes can take place within three days following the hearing, and requests can be made by contacting the Greek Conduct Board Advisor.