CONSTITUTION
of the
STATE UNIVERSITY OF NEW YORK, COLLEGE AT PLATTSBURGH
INTER-SORORITY ASSOCIATION

Article I. NAME, PURPOSE, VISION, AND MISSION

Section 1. Name
A. The name of this organization shall be the SUNY Plattsburgh Inter-Sorority Association.
B. From here on in the SUNY Plattsburgh Inter-Sorority Association shall be known as “ISA”.

Section 2. Purpose
A. The purpose of the ISA shall be to empower sororities to be value-driven organizations.
B. The ISA shall develop and maintain sorority life and inter-fraternal relations at a high level of accomplishment and in so doing to:
a. Consider the goals and ideals of member groups as continually applicable to campus and personal life.
b. Promote superior scholarship as basic to intellectual achievement.
c. Cooperate with its member sororities and all fraternal organizations, in good standing with Plattsburgh State, in concern for and maintenance of high social and moral standards.
d. Recognize that the relationship between the member groups and the University is a valuable one and the ISA is committed to strengthening and supporting that relationship.

Section 3. Vision
A. The vision of the ISA shall be to create a values-driven culture that creates better women.

Section 4. Mission
A. The mission of the ISA is to create order by defining common values and community standards to guide and support fraternities and sororities in constancy of purpose.

Article II. MEMBERSHIP

Section 1. General Membership
A. The general membership of the ISA shall be composed of all chapter members in good standing with SUNY Plattsburgh and, where applicable, with the National Panhellenic Conference (NPC), National Association of Latino Fraternal Organizations (NALFO), the National Pan-Hellenic Council (NPHC), and the National Multicultural Greek Council (NMGC).
   a. Organizations in good standing with SUNY Plattsburgh include:
      i. National Panhellenic Conference (NPC)
1. Alpha Epsilon Phi
2. Alpha Phi
3. Delta Phi Epsilon
4. Sigma Delta Tau
5. Theta Phi Alpha

ii. National Association of Latino Fraternal Organizations (NALFO)
1. Omega Phi Beta Sorority Inc.
2. Sigma Lambda Upsilon/Señoritas Latinas Unidas Sorority, Inc.

iii. National Multicultural Greek Council (NMGC)
1. Theta Nu Xi Multicultural Sorority Inc.

iv. Local Sororities
1. Theta Alpha Lambda

v. Independent
1. Lambda Theta Alpha Latin Sorority Inc.

B. Active members are those matriculated SUNY Plattsburgh female students who hold a minimum cumulative GPA of 2.5 and have completed a minimum of 12 credit hours with no outstanding balances to the ISA.

C. Inactive members are those SUNY Plattsburgh students who fall under one of the following categories:
   a. Student Teaching
   b. Study Abroad
   c. Academic Inactive, i. Article II, Section 1.B.a

Section 2. Suspension Clause
A. Should at any time, a national or local sorority be placed on suspension by SUNY Plattsburgh ISA Standards Board, the organization will lose all executive council positions and voting rights in the ISA. The denial of these rights will remain in effect until the college and council again recognizes the organization.

B. The suspended organization must send representatives to all meetings of the ISA.

Article III. STRUCTURE OF THE ISA
Section 1. Functioning Structure
A. The functioning structure of the ISA shall be composed of three components.
   a. The Executive Council shall be composed of the following:
      i. President
      ii. Vice President of Standards
      iii. 2-6 General Vice Presidents
   b. One representative from each organization of the ISA
      i. This representative serves two consecutive semesters beginning in the Spring and continuing through the Fall.
Article IV. THE EXECUTIVE COUNCIL

Section 1. Process for the formation of the Executive Council
A. Interest forms shall be distributed to those members interested in holding an Executive position on the ISA Executive Council during the third week of September.
B. Interviews by the current Executive Council will then be conducted during the first week of October.
C. Current Executive Council members will then produce a slate of suggested officers.
D. The slate of suggested officers must then be presented to the representatives of each chapter at the following ISA meeting. The slate will be presented by the ISA delegate to their individual chapters for a vote to be held one week later.
E. A majority vote of the active voting representatives shall constitute a quorum for the transaction of business.

Section 2. Term of Office
A. All terms of office on the Executive Council will be one full year. (Spring to Fall).

Section 3. Responsibilities of the Executive Council
A. Presidential Responsibilities
   a. Have overall responsibility for the operation of the ISA.
   b. Call and preside at all meetings of the ISA Executive Council.
   c. Call and preside at all regular and special meetings of the ISA.
   d. Complete reports as required to the National Panhellenic Conference Area Advisor.
   e. Serve as member ex-officio of all ISA committees.
   f. Maintain a complete and up-to-date President’s file which will include:
      i. a copy of the current ISA constitution, bylaws and standing rules;
      ii. Current NPC Manual and related information;
      iii. Current correspondence from NPC;
      iv. All other pertinent materials.
   g. Represent the ISA to the Committee on Fraternal Affairs, University Administration and the Campus Community.
   h. Perform all other duties usually pertaining to this office.
   i. Shall not simultaneously serve as the President or Standards/Judicial chairman of her own sorority.

B. Vice President of Standards Responsibilities
   a. Perform the duties of the President in her absence, inability to serve, or at her call.
   b. Serve as chairwomen of the ISA Standards Board.
c. Shall convene a meditation body when disputes arise between member groups of the ISA.
d. Perform all other duties usually pertaining to this office.
e. Shall be responsible for overseeing the ISA Risk Management Policy.
f. Shall present all Risk Management violations to the Executive Council for further action.
g. Shall not simultaneously serve as the President or Standards/Judicial chairman of her own sorority.

C. General Vice Presidents will split the following responsibilities

1. Finances
   a. Be responsible for the general supervision of the finances of the ISA.
   b. Be responsible for setting a date for all dues to be paid.
   c. Be responsible for the preparation of each semester’s budget and following its approval by the ISA.
   d. Receive all payments due to the ISA, collect all dues, and issue receipts.
   e. Be responsible for the prompt payment of all bills of the ISA.
   f. Maintain up-to-date financial records; give an annual report at the close of her term of office.
   g. Responsible for organizing fundraising events.

2. Administration
   a. Sign ISA contracts when authorized to do so.
   b. Maintain correspondence between ISA and the University.
   c. Keep a current roll of the members of the ISA.
   d. Keep full minutes of all meetings (Executive meetings, Delegate meetings, and Joint Council meetings) of the ISA and distribute minutes to all members of the Executive Council and Director of Fraternity and Sorority Life.
   e. Maintain a complete and up-to-date file that will include the minutes of the meetings of the ISA from its date or organization; copies of all contracts made by the ISA and all current correspondence.
   f. Shall excuse absences with legitimate reasons.
   g. Shall be responsible for sign-ins at all mandatory events and providing the Fraternal Excellence Initiative Coordinators with a list of names of those who did not attend.

3. General Responsibilities
   a. Maintain continuous publicity about sororities.
   b. Coordinate an annual educational program about recruitment for all ISA member organizations.
   c. Shall be responsible for all publicity for the ISA.
   d. Shall work to promote the positive image of the ISA through media usage (i.e. television, radio).
4. Committees
   a. Shall serve as the head of two of the four ISA/IFC Committee Meetings, which are:
      i. Interfraternal Relations Committee;
      ii. Community Service Committee;
      iii. Hazing Prevention Committee;
      iv. Diversity Committee.
   b. Shall pick a Chairperson to facilitate different components of the Committee’s event planning or administrative needs (i.e. Diversity Cup, Greek Week, Minutes, Finances, etc.)
   c. Committees i,ii,iii,iv are given a budget decided on by the Executive Board of the ISA.
   d. A board will be selected through an application process and approved by the Up Til’ Dawn headquarters for the following Committee:
      v. Up Til’ Dawn Committee
   e. The delegates of the ISA are required to attend at least one of the Committee Meetings (i,ii,iii,iv) per week. They will be following the ISA attendance policy stated in Article VI, Section 2.

**Article V. NON EXECUTIVE POSITIONS**

**Section 1. Representative**

A. The Representative to the ISA shall be selected by their respective sorority chapters to serve for one year. (Spring to Fall)
   a. Failure to uphold a yearlong delegate will result in a monetary fine of $200 towards the accused organization. This includes unreasonable or unjustified reasons of changing the primary delegate for the ISA or committee meetings.

B. During the semester the Representative should be going to and participating actively in meetings.
C. The Representative shall be responsible for notifying her chapter of all news, discussions and educational programming to their chapters.
D. Representatives should be promoting the importance of the ISA.
E. The Representative shall serve as a member on one of the four committees listed in Article IV, Section 3. B. u.

**Section 2. Representative Vacancy**

A. When a representative vacancy occurs, it shall be the responsibility of the sorority concerned to select a replacement within one week and to notify the ISA Executive Board with her complete contact information.

**Article VI. MEETINGS AND FUNCTIONS**

**Section 1. Frequency of Meetings**
A. The ISA Executive Board will meet weekly (date and time to be determined within the first two weeks of the beginning of each semester).

B. The ISA Executive Board and IFC Executive Board will meet weekly at a Joint Council Meeting (date and time to be determined within the first two weeks of the beginning of each semester).

C. A member of the Executive Boards may call a special meeting of the ISA at any time, provided that they have prior approval of the President.

D. General Meetings will be held bi-weekly unless otherwise noted (date and time to be determined within the first two weeks of the beginning of each semester).
   a. Representatives from each member organization must be present at each general meeting. If an alternate is sent as the representative, an ISA General Vice President must be notified by that concerned organization prior to the general weekly meeting, no later than 24 hours prior to the meeting.
   b. The first week of every month will be a “closed” meeting for the assigned representatives of each member organization. The third week of every month will be an “open” meeting for all Sorority members. The representatives of each member organization must be in attendance for both the “closed” and “open” meetings.

E. Committee Meetings will be held once a week (date and time to be determined within the first two weeks of the beginning of each semester).

Section 2. Functions

A. Executive Board Members
   a. Attendance at all meetings is mandatory. In order to be excused, the member must turn in a written excuse at least 24 hours in advance. Failure to do so will result in a warning for the first meeting missed unexcused upon the absence from a third meeting excused, dismissal from the executive position will occur.

B. Representatives & Chapter Members
   a. Attendance at all ISA mandatory events, committee meetings, and general meetings is required. In order to be excused, the member must email an excuse at least 24 hours in advance to a General Vice President; failure to do so will results in a warning email to the Representative and President of the given organization. A fine of $50.00 will be assessed after the second missed event. After the third missed event, the organization will be fined $50.00 and will result in an immediate suspension from ISA and all privileges therein. The Executive Council will meet to determine length of suspension. Notice of this suspension will be forwarded to the Dean of Students. All absences are counted on a yearly basis.
i. ISA Executive Board will notify each member organization of the required number of members that needs to be present at each mandatory event at the general ISA meeting held before the scheduled event.

b. Attendance at all ISA mandatory events, committee meetings, and general meetings are required; however, if an organization has ten members or less, that organization will be allowed some leniency. The organization will be allowed two unexcused absences, with a warning email being sent to the Representative and the President. After the third missed event, that organization will be fined $50.00. After the fourth missed event, the organization will be fined $50.00 and will result in an immediate suspension from ISA and all privileges therein. The Executive Council will meet to determine length of suspension. Notice of this suspension will be forwarded to the Dean of Students. All absences are counted on a yearly basis.

Section 3. Voting
A. The voting member of the ISA shall be the Representative of each sorority holding regular membership. If she is absent, an alternate member of her sorority (whose credentials have been presented in writing to the President prior to the meeting) shall cast the vote for her sorority
B. A majority vote of the active voting Representatives shall constitute a quorum for the transaction of business.
C. If a member organization does not vote, that organization has no input against the action.
D. In the event of a tie, the deciding vote is the choice of the ISA Executive Board.
E. If and when a vote is presented to the ISA Delegation Board, the vote will require a three-fourths vote of the voting delegate members of the ISA.

Article VII. REMOVAL FROM POSITION
Section 1. Removal of an Executive Board Member
A. Removal of President
   a. In the event that the President of the ISA has to be removed from her position, unable to serve, or absent, the Vice President of Standards shall perform her duties.
B. Removal of Vice President of Standards
   a. In the event that the Vice President of Standards of the ISA has to be removed from her position or unable to serve, one of the General Vice Presidents shall perform her duties.
C. Removal of a General Vice President
In the event that a General Vice President of the ISA has to be removed from her position or unable to serve, another General Vice President shall perform her duties.

Section 2. Removal of a Representative
A. In the event that a Representative of the ISA has to be removed from her position or unable to serve, it shall be the responsibility of the sorority concerned to select a replacement within one week and to notify the ISA Executive Board with her complete contact information.

Article VIII. MEMBERSHIP DUES
Section 1. Amount
A. Each sorority member shall pay the set amount for dues
   a. Spring Semester Dues shall be set at $22.50 per member
   b. Fall Semester Dues shall be set at $22.50 per member
B. Dues will be paid each Spring and Fall semester.
C. Dues must be paid by the date set by the ISA General Vice President. If dues are not paid within a two week time period, a 10% increase of the unpaid fine will be given and will be given each week thereafter until the fine is paid.

Article VIII. UNANIMOUS AGREEMENTS AND POLICIES
Section 1. Unanimous Agreement
A. All members of the ISA shall act in the spirit of the fundamental guidelines established by the Umbrella Organization, which includes, but is not limited to NPC, NALFO, and NMGC in the Unanimous Agreements.

Section 2. Policies
A. Any dispute growing out of the violation of the ISA rules and regulations shall be adjusted through the ISA Standards board.

Article IX. HAZING
Section 1. Guidelines
A. Hazing in every form is prohibited. Hazing is considered to be interference with personal liberty of others and includes any act of domination by some students over others that may lead to injury, emotional disturbance, physical discomfort or humiliation.
B. Hazing which involves the forced consumption of any substance for the purpose of initiation or affiliation with any member organization is specifically prohibited.
C. It is understood that SUNY Plattsburgh prohibits hazing in accordance with items listed in Section 16: Hazing, of the Student Conduct Manual, under College Regulations, and also in accordance with the New York State Law.
Article X. VIOLATIONS
   A. Violation of any regulations of this Constitution or its related Bylaws shall be the occasion for penalties established by the ISA involving the ISA Standards board.

Article XI. AMENDMENTS
   A. This constitution may be amended by three-fourths vote of the voting delegate members of the ISA, provided notice of the proposed amendment has been given in writing at the preceding regular ISA meeting.

Revised 2017