

# Fraternity/Sorority Leadership Team Constitution

## PREAMBLE

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The Fraternity/Sorority Leadership Team (FSLT) serves as the primary leadership group for the fraternal community at Babson College. The team is representative of the Interfraternity Council, Panhellenic Council, and the individual chapters at the college. This body exists to unite the fraternal community and address issues and challenges impacting the community as a whole.

## ARTICLE I: NAME

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The name of this organization shall be the Fraternity/Sorority Leadership Team hereafter referred to as "the FSLT" within this Constitution.

## ARTICLE II: PURPOSE

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1. To discuss and address issues and challenges impacting the fraternal community at the College
2. To unite the chapters and provide a support network to the chapters and councils at the College
3. To coordinate community wide programming for all fraternities and sororities at Babson

## ARTICLE III: MEMBERSHIP

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### Section 1: Representatives

In order to be a representative body, the Interfraternity Council (herein IFC), the Panhellenic Council (herein Panhel) and each individual member chapter will make up the entirety of the FSLT. Select IFC and Panhel executive board officers will hold the leadership positions and the presidents of each chapter will serve as the delegates for their chapters and as voting members of the leadership team. There will also be an administrative professional appointed by the College to advise the FSLT.

### Section 2: Member Responsibilities

The Members of the FSLT have a set of responsibilities. These include but are not limited to:

Attend meetings: Members are allowed up to two (2) excused absences of regular meetings after proper notification has been provided to the FSL Advisor. If a chapter president is unable to attend a meeting he/she will be expected to send another executive board member in his/her place.

Represent your council/chapter: It is the responsibility of the member to represent the feelings and sentiment of the council/chapter for which they serve. The chapter presidents will also serve as the voting delegates and should vote in accordance with the beliefs/desires of their chapter.

Represent all of FSL: It is the responsibility of the member to make suggestions and decisions based on what is best for the fraternal community as a whole.

Represent the College: It is the responsibility of the member to keep in mind the best interests of the College community as a whole.

Report back to represented organization: It is the responsibility of the members of the FSLT to report back the work of the FSLT to their represented chapter or council.

### Section 3: Good Standing

In order to remain in good standing all members of the FSLT must:

- Fulfill the membership responsibilities outlined above
- Be in good financial standing with their governing council
- Be in good standing with their governing council and Community Standards

### Section 4: Chairs

Each position will be co-chaired by an IFC and Panhellenic Officer. The positions will be as follows:

- Co-Chairs (IFC and Panhel Presidents)
- Standards Chairs (IFC VP Standards and Panhel VP Membership)
- Leadership and Programming Chairs (IFC EVP and Panhel VP Campus Relations)
- Communications Chairs (IFC VP Communication and Panhel VP Records)

Note: the Treasurers of both councils and the Vice Presidents of Recruitment shall all attend the meetings but hold no formal position as the Leadership Team will not sponsor or oversee recruitment or finances directly.

### Section 5: Chair Responsibilities

#### Co-Chairs

- Maintain overall responsibility for the operations of FSLT including oversight of chairs
- Call and preside over all meetings
- Work with the FSLT advisor to create agendas for FSLT meetings and send them out in advance of the meeting
- Maintain communication and openness with all chairs, chapter presidents, as well as all members of FSL
- Oversee the revision of these Governing Documents each year with FSLT
- Establish specific written goals for the FSLT and the community at the beginning of each academic year, with input from the Chairs and Chapter Presidents. Distribute these by the third week of the semester.
- Maintain a manual of duties, responsibilities and tips for next officer to hold this position
- Perform all other duties usually pertaining to this office

#### Standards Chairs

- Perform the duties of the Co-Chairs in his/her absence, inability to serve
- Assist the Co-Chairs as needed.
- Uphold and maintain the FSLT Constitution and Bylaws
- Serve as mediators when conflicts arise between Panhellenic and IFC organizations
- Communicate with chapters and councils as problems arise as to manage them effectively and to learn from one another's experiences and mistakes
- Work with Community Standards to increase collaboration and support of the College Honor Code
- Work with the FSL Advisor to coordinate semesterly mentor trainings for standards boards
- Maintain a manual of duties, responsibilities and tips for next officer to hold this position

#### Leadership and Programming Chairs

- Oversee all aspects of Greek Week including the committee
- Shall oversee the planning and implementation of Greek Week
- Shall be the primary contact for Greek Week for administration, committee members, FSLT members, and executive board members
- Work with the councils to develop a budget for Greek week
- Oversee the FSL Mentors
- Work with the FSLT Advisor, and FSL Mentors, in organizing Greek Life Welcome and Orientation seminars for chapter new members
- Organize all resources and persons necessary to plan community strengthening events and programs
- Abide to a pre-set budget for all events and programs
- Book spaces and oversee the planning and coordination of all FSL wide events and programs
- Submit all events to EMS
- Maintain a manual of duties, responsibilities and tips for next officer to hold this position

#### Communications Chairs

- Take and distribute minutes of FSLT
- Maintain and share as appropriate the complete and up-to-date files of:
  - The minutes of all FSLT meetings
  - Copies of all contracts made by the FSLT
  - The current number of initiated and new members in each chapter
  - Accurate chapter member, chapter executive board, and governing council contact information
- Make major college deadlines known including re-registration, and major campus events
- Work with the FSLT Advisor to compile and send out "Greekly Weekly" newsletters to the entire FSL Community
- Work with the chapters and councils to create and maintain a master FSL calendar with minimal conflict
- Communicate all scheduled events to chapters and councils
- Maintain the FSLT Life@Babson page
- Maintain and update FSLT's Social Media
- Maintain a manual of duties, responsibilities and tips for next officer to hold this position

#### Section 6: Committee Responsibilities

##### Greek Week Committee (1 per chapter):

###### The Greek Week Committee

- Serve as the primary planner or co-planner for one Greek Week Event
- Work with the chair to develop and implement rules and tally points for their respective day
- Communicate all plans, events, and policies, to his/her chapter
- Assist with set up for all events

##### FSL Mentors (10 students):

Serve as mentors to new members of the FSL community assisting with the New Member Welcome, Orientation, and serving as a point of contact and support for a group of new members

Support the Student Activities & Leadership Office in creating and delivering additional leadership training for FSL members

Serve as facilitators for various FSL Leadership trainings

Work with Student Activities & Leadership to design and host monthly leadership round tables

Work with the Leadership & Programming chairs to design and implement programming to unite and strengthen the community

#### ARTICLE IV: MEETINGS

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##### Section 1: Regular Meetings

The FSLT shall hold monthly meetings with place and time established at the beginning of each calendar year by the Co-Chairs, Advisor, and confirmed by the membership.

The time and place of these meetings shall be agreed upon by the membership so that no Chapter shall be adversely affected.

Chapter advisors are always welcome to attend these meetings.

Any member of the FSL Community may be present at meetings of the FSLT with permission from the co-chairs.

If this member wishes address the FSLT, that member must contact the Co-Chairs a minimum twenty-four hours prior to the meeting with the nature of the address.

##### Section 2: Special or Emergency Meetings

A special meeting of the Babson College Greek Council is defined as any meeting not held at the regular meeting time. Either one of the co-chairs, the advisor, or two thirds of the board not including the co-chairs may call a special meeting.

##### Section 3: Voting

Two-thirds of the voting members (chapter presidents) of the FSLT shall be required when amending this Constitution and Bylaws. A majority vote shall be required to carry all other proposals.

#### ARTICLE V: STANDARDS PROCEEDURES

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##### Section 1: Jurisdiction

As the unifying body for the entire fraternal community at Babson College, the FSLT first and foremost supports the judicial procedures of the IFC and Panhellenic Councils. The FSLT will intervene if it is deemed necessary by either the Panhellenic Council or the Interfraternity Council.

##### Section 2: Procedures

The Standards Chairs need to be notified in writing about the conflict or policy violation  
The Standards Chairs will then review the scenario and reach out to the involved chapter presidents

The Standards chairs will first sit down with the two chapter presidents and other involved and necessary parties in order to try to mediate the situation  
If this mediation is unsuccessful, all parties will reschedule to meet at a later date and try again  
If the mediation is still unsuccessful, the group will connect with Community Standards to enlist their support in managing the conflict

Note: This process should in no way impact the IFC and Panhellenic Judicial proceedings and should occur concurrently with any procedures.

#### **ARTICLE VI: FINANCES**

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The FSLT will not collect dues and will finance all activities with proportionate funding from the governing councils who will also collect dues from member chapters. The IFC and Panhellenic Councils will make all financial decisions as outlined in their governing documents.

#### **ARTICLE VII: CONSTITUTIONAL AMENDMENTS**

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Changes to this Constitution may be suggested by any of the governing bodies (IFC/Panhel) to the FSLT. In addition, the FSLT may also suggest changes. Changes should be for the benefit of the whole fraternal community and/or may be needed to reflect changes in the fraternal community. The constitution may be amended by a two-thirds vote of the voting members of the FSLT, provided the notice of the proposed amendment have been given in writing at the preceding meeting.