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Chapter One

Relationship Statement Between The State University of New York College at Brockport And Its Affiliated Fraternities and Sororities



SUNY College at Brockport affirms that social/service fraternities and sororities can have a positive impact on the educational and social experience of their membership and the campus community. As active partners in the process of developing student-learning communities, SUNY College at Brockport, through its Division of Enrollment Management & Student Affairs, seeks to ensure that these organizations function in a manner appropriate to the College's mission and congruent with established standards of individual and organizational conduct. This policy is designed to specifically articulate the expectations of fraternities, sororities, and the College once an organization has been granted recognition.

Philosophy and Commitment

The SUNY College at Brockport Fraternity and Sorority System has as its mission the success of students who choose to affiliate with fraternities and sororities, and promotes the entire system as an integral and productive part of the institution.

To accomplish this mission, the goals of the system include:

- Promoting the intellectual, social, recreational, spiritual, moral, civic, and career development of members;
- Providing training in leadership and other personal and social skills;
- Promoting member involvement in co-curricular activities;
- Promoting sponsorship of and participation in community service projects;
- Providing training in group processes and promoting loyalty to the organization, the College, and the community;
- Promoting positive educational outcomes;
- Promoting an appreciation for different lifestyles and cultural heritages, and
- Recognizing the positive cultural traditions in a diversity of fraternities and sororities.

Chapter Two

Recognition

Recognition is the formal process by which the College agrees that a fraternity or sorority chapter may function on campus, enroll members, and identify with the College. As is the case with College affiliation with any externally incorporated organization, chapters are expected to maintain consonance of goals and standards with those of the College, disclose principals of the organization, and provide mechanisms for accountability.

Commitments made by the College and the collective responsibilities assumed by each chapter are defined in this relationship statement. As in other instances, the College will provide support services for fraternities and sororities as they enhance the educational experience of members.

This relationship statement applies to all social/service fraternities and sororities with national affiliation. It is expected that each chapter will have a sponsoring body, which is a legal corporation external to the College. Membership is to be determined locally within the College's nondiscrimination policy although chapters may be single sex under Title IX.

Withdrawal of recognition, or other changes in recognition status, may result should standards decline as measured by failure to meet criteria for recognition, breaches of College policy, or violation of federal, state, or local law.

Criteria for Maintenance of Recognition

Each chapter must maintain and pursue goals that are in consonance with the mission of the College. These goals must be reflected in the following chapter documents that shall be submitted semestery as part of the maintenance of recognition:

- The most recent constitution, bylaws, and description of the governance structure for the national organization.
- The chapter-chartering document including the chapter constitution, bylaws, statement of purpose, and goals.
- The chapter must submit an Officer Roster (pg. 28), which includes the names and phone numbers of the College Faculty/Staff Advisor, the Local Chapter Advisor, and the National Headquarter contact.
- Participation in the programs and activities of the College specifically provided for fraternities and sororities.
- The statement of policies and standards for the recruitment, selection, education, and initiation of new members.

- Each chapter must participate in the Fraternity and Sorority Governance System.
- Each chapter is required to provide written acknowledgement of its responsibilities within the College community. Written acknowledgement is defined by signing the Statement of Understanding (pg. 27).
- Each chapter is to provide the College with full membership information, indicating that all members and potential new members meet College and chapter standards. A list of names, social security numbers, local addresses, phone numbers, and signatures authorizing grade releases must be submitted to the College's Fraternity & Sorority Advisor by the deadline designated for the given semester (To continue active membership, an individual must maintain a 2.25 cumulative grade point average. Individuals who fail to meet this criterion must limit fraternity/sorority involvement to activities that directly enhance scholarship and academic performance. In the case where an entire organization collectively earns below a 2.25 cumulative grade point average, the organization will be required to limit its activities to those that directly enhance scholarship and academic performance).
- All potential new members will be undergraduate SUNY Brockport matriculated students. Matriculated SUNY Brockport graduate students can be active members of their Chapters and listed on the roster, but will not be allowed to hold any offices within the organization or the Greek community, including IGC, Panhellenic Council, and the Fraternity and Sorority Advisory Board. Should a graduate student decide to become a member of a local alumni chapter, then they will be unable to serve as an active member of their Chapter.
- All members of the fraternity and sorority system must maintain full-time SUNY Brockport undergraduate or graduate student status to be considered an active member of their respective Chapter. If a student falls below full-time SUNY Brockport student status, they will be placed on "special status (see conditions below)" by the College and their respective Chapter. Active members can only be on special status for one semester; anymore than one semester that member will be suspended from all fraternal involvement until they have once again regained full-time SUNY Brockport student status. Only seniors in their final semester, who are taking only 9 SUNY Brockport credits and above can be considered eligible to hold a position in their Chapter or the College.
 - Any member placed on special status will have to adhere to the following guidelines:
 - Hold no positions on campus or within their Chapter.
 - Limited to attending only mandatory events (i.e.: can not attend social events)
- By the third week of classes of the fall semester, each chapter will inform the College, and schedule, as appropriate, plans for educational, social, charitable, scholarship, community and other services and activities for members.

The College's Fraternity & Sorority Advisor will conduct an annual review to include

compliance with College goals and standards, issues of collective responsibility, projected planning and programming needs, and specific advisory services by the College. A written summary of this review and copies of all documents will be submitted to the Fraternity & Sorority Advisory Board for review and recommendation to the Vice President for Enrollment Management & Student Affairs. A fraternity or sorority is assumed to be in good standing as long as the organization meets the expectations articulated in this relationship statement.

To be eligible for recognition, a chapter must be recognized by a national organization, have an active corporation board, and/or be independently incorporated. The Fraternity & Sorority Advisory Board, in collaboration with the College's Fraternity & Sorority Advisor, must also recommend the chapter to the Vice President for Enrollment Management & Student Affairs for recognition.

Types of Recognition for Recognized Fraternal Organization

In an effort to promote the growth and development of the SUNY Brockport recognized fraternal organizations, three types of recognition are available. An organization while recognized by SUNY College at Brockport will have one of three types of recognition: Full, Provisionary or Probationary Recognition.

Full Recognition

Accords all rights, privileges, obligations and College resources available under the recognition process. These are the following:

- Use of the College name along with, but not in place of, identification of the sponsoring body in accordance with College policy as approved by the College's Fraternity & Sorority Advisor.
- Acknowledgement by the College that fraternity and sorority life can provide a positive experience for members and that the chapter is meeting its obligations to the College and the community.
- Participation in new member intake as articulated and monitored by the Fraternity & Sorority Advisory Board.
- Participation in the programs and activities of the College that are provided for fraternities and sororities.
- Access to and use of College facilities for official governance or chapter functions as approved by the appropriate College offices under whose jurisdiction facilities are regulated.
- In order for any organization to maintain an active level of involvement in their fraternity or sorority on campus, all SUNY Brockport fraternal organizations must maintain a minimum membership of five to be recognized. Those organizations that do not have five active members will have two semesters to reach this goal. The College's Fraternity & Sorority Advisor will determine a timeline for which semesters an organization will have to obtain five active members.

Provisionary Recognition

Provides recognition approval for a specified period of time no shorter than one calendar year after fulfillment of the criteria for recognition. Provisionary Recognition may be extended in one-year intervals, but in no case will Provisionary Recognition be extended for more than a total of three cumulative years. During the period of Provisionary Recognition, all rights, privileges, obligations and College resources are available as decreed under Full Recognition. Provisionary Recognition is applied during establishment of a new fraternity or sorority chapter or the re-establishment of a formerly active fraternity or sorority chapter.

At any time prior to or during the probationary status period a fraternity or sorority organizes under the auspices of a local chapter, that fraternity or sorority will lose the opportunity for gaining full recognition at SUNY Brockport. THE COLLEGE DOES NOT RECOGNIZE LOCAL CHAPTERS.

Probationary Recognition

Entails conditional withdrawal of certain College services or benefits and/or application of specific sanctions by the College against the chapter for a specified period of time. Probationary Recognition is applied in an attempt to allow fraternity or sorority chapters to meet minimum standards as members of the fraternity and sorority system. For an outline of these minimum standards please refer to the chapter evaluation system on pages 8 and 9.

Recognition of New Fraternities/Sororities: Expansion & Colonization

As previously mentioned on page 4, Recognition is the formal process by which the College agrees that a fraternity or sorority chapter may function on campus, enroll members, and identify with the College. SUNY College at Brockport has as its intention the development of all of its students and organizations. If a moratorium on expansion should be in existence, each fall the Fraternity & Sorority Advisory Board, in collaboration with the College's Fraternity & Sorority Advisor will review the possibility of lifting the moratorium on expansion. A recommendation will then be made to the Vice President for Enrollment Management & Student Affairs, who will have final approval for lifting the moratorium.

There are four main steps to establish a new fraternity or sorority on the SUNY Brockport campus, and within each step there may be additional requirements. For an interest group to colonize on campus they must successfully complete all sections of this expansion and colonization policy.

A final invitation will be granted to a new fraternity/sorority when the Fraternity & Sorority Advisory Board has reached a 2/3-majority vote in support of recognition, and the College's Fraternity & Sorority Advisor and the Vice President of Enrollment Management & Student Affairs both support the invitation. All three constituencies must recommend the interest group for expansion and colonization.

Step One:

The interest group must complete a recognition application available from the Office of Campus Life. As part of the application, the interest group must identify a College faculty or staff member to serve as an advisor for the organization. Incomplete applications will be administratively withdrawn.

Step Two:

The interest group must provide an action plan along with the application to the College, which includes the following:

- a. A statement of policies and standards for the recruitment, selection, education and initiation of new members including anti-hazing regulations and procedures.
- b. Full membership information must be provided. Prospective membership must include at least five (5) full-time SUNY College at Brockport students. Each student must have earned a minimum of 12 credit hours at SUNY Brockport and have a minimum cumulative Brockport grade point average of 2.25. To continue active membership, an individual must maintain a 2.25 cumulative grade point average.
- c. A complete description of the chapter governance structure including policies and procedures regarding:
 - a. Compliance with the rules and regulations of the College, Inter-Greek Council, and appropriate national Greek governing councils (i.e. NPC, IFC, NPHC)
 - b. Chapter financial activities

- c. Participation in the Inter-Greek Council System
 - d. Program planning (see Program Planning section e for complete description of requirements)
 - e. Recruitment, orientation and selection of new membership
 - f. Risk management (refer to Appendix B – from FIPG)
- d. The interest group's national fraternal organization must acknowledge that its constitution and bylaws permit new members regardless of race, religion, or national origin.
- e. A programming plan to sponsor, during the period of one year, at least one event in each of the following categories for a total of seven events:
- a. At least, 1 on-campus & 1 off-campus philanthropic event per semester for a total of four events for the academic year.
 - b. At least, 1 educational/scholarship for the academic year, which can be co-sponsored with another fraternity, sorority, department, or club on campus. However, the interest group must take the active role (preparing & distributing publicity, room reservations and set-up, etc.) in participating in the event.
 - c. At least, 1 social event per semester

All events must follow SUNY College at Brockport guidelines and policies, which include alcohol free events and proper preparation. Throughout the recognition process, the interest group(s) must inform the College's Fraternity & Sorority Advisor of fall and spring semester projected services and activities for members.

Step Three:

The College's Fraternity & Sorority Advisor and the Fraternity & Sorority Advisory Board will review the application. The Fraternity & Sorority Advisory Board and the College's Fraternity & Sorority Advisor will make a recommendation based on the information received in the application about whether to allow the group to proceed with expansion on the SUNY Brockport campus. The Fraternity & Sorority Advisory Board needs a 2/3-majority vote for application approval. It is expected that this application process will take one semester.

Approval to be recognized:

The interest group must receive 2/3-majority vote from the Fraternity & Sorority Advisory Board to be recognized as a colony. In addition to the approval the Fraternity & Sorority Advisory Board, the Vice President has final approval.

Failure to be recognized:

If the recommendation is not to recognize the interest group it is the responsibility of the Fraternity & Sorority Advisory Board to prepare of list of areas needed for improvement. The interest group will be able to re-apply for recognition the following semester. However, if at that time the interest group is again not recommended, then the group will be denied indefinitely.

Step Four:

Upon approval of the interest group's application, the interest group will be granted colonization status and the following must be done:

- a. Schedule bi-weekly (every other week) meetings with the College's Fraternity & Sorority Advisor. These meetings will assist the interest group in preparation of presentations to the Greek and College community.
- b. Interest group must meet with the Vice President for Enrollment Management & Student Affairs within one month of the application being approved.
- c. A representative from the colony's national headquarters must set up a meeting with College's Fraternity & Sorority Advisor. This meeting time must be scheduled within one month of the interest group being recognized as a colony.
- d. A national representative and the interest group executive board must meet with the IGC Executive Board, the College's Fraternity & Sorority Advisor, Fraternity & Sorority Advisory Board and Director of Campus Life to discuss the organization and its fit with the College and its fraternal community. At this meeting, the interest group representatives must bring copies of their mission statement, constitution, by-laws, etc to the campus constituents.
- e. The interest group must schedule a presentation to address the entire Inter-Greek Council. During bi-weekly (every other week) meetings with the College's Fraternity & Sorority Advisor, the interest group and the advisor will work on an outline for the presentation to the IGC. After the presentation to the entire Inter-Greek Council and time for questions and answers, the Inter-Greek Council will vote and make a recommendation on recognition. This recommendation will be given to the Fraternity & Sorority Advisory Board, College's Fraternity & Sorority Advisor and the Vice President for Enrollment Management & Student Affairs.
- f. The recommendation of the Fraternity & Sorority Advisory Board will be communicated in writing to the interest group, their advisor and their national representative, the College's Fraternity & Sorority Advisor, the Director of Campus Life, and the Vice President for Enrollment Management & Student Affairs.

Approval to be recognized:

The colony must receive 2/3-majority vote from the Fraternity & Sorority Advisory Board to be recognized. In addition to the approval the Fraternity & Sorority Advisory Board, the Vice President has final approval.

Failure to be recognized:

If the recommendation is not to grant the colony full recognition status, it is the responsibility of

the Fraternity & Sorority Advisory Board to prepare of list of areas needed for improvement. The colony will be able to re-apply for full recognition the following semester. However, if at that time the colony is again not recommended then the colony will be denied indefinitely.

Levels of Recognition during the Expansion/Colonization Process

The three (3) levels of recognition for group seeking recognition from the College; probationary, provisional, and full.

1. Probationary Recognition (Interest Group)

Probationary Recognition is granted to an interest group during step one, two and three of the expansion/colonization process. It entails limited services or benefits until Inter-Greek Council, Fraternity & Sorority Advisory Board, and the College's Fraternity & Sorority Advisor review the application, interest group's action plan, and approves it. Interest groups requesting the use of certain services or benefits must present them in writing signed by their advisor during this period of recognition.

2. Provisional Recognition (Colonization)

Provisional Recognition is granted to an interest group after they have successfully completed steps one, two and three of the expansion/colonization process. It is during this part of the process that the interest group receives colony status on the campus. The following terms of Provisional Recognition are granted:

- Provides approval for a specified period of time no shorter than one year after fulfillment of the criteria for recognition described above. Provisional recognition may be extended in one-year intervals, but in no case extended for more than a total of two years.
- When commercial activities and projects are involved, the name of the College can be used along with, but not in place of, identification of the national body in accordance with SUNY College at Brockport policy as approved by the College's Fraternity & Sorority Advisor, Director of Campus Life and Vice President for Enrollment Management & Student Affairs.
- Participation in the New Member intake process, as defined and monitored by the Fraternity & Sorority Advisory Board and national governance system.
- Participation in programs, activities, leadership and student development opportunities provided by the Office of Campus Life and the Division of Enrollment Management & Student Affairs.
- Access to and use of College facilities for official governance functions as approved by the Office of Campus Life.

3. Full Recognition (Chartered)

After successfully completing step four and the conditions set forth below of the

expansion/colonization process, Full Recognition is granted to a colony. The colony will then be considered a chartered fraternal organization.

The following conditions must be met to receive Full Recognition status:

- Officially chartered by a national organization.
- 2/3 majority affirmative vote of confirmation by the IGC general body for the colony to receive Full Recognition status.
- 2/3 majority affirmative vote of confirmation by the Fraternity & Sorority Advisory Board for the colony to receive Full Recognition status.
- Full participation in all facets of the College's fraternity/sorority governance system.
- Affirmative vote of confirmation by the College's Fraternity & Sorority Advisor, Director of Campus Life and the Vice President for Enrollment Management & Student Affairs.

Chapter Three

Chapter Evaluation Process

Each academic year during the month of April, the College's Fraternity & Sorority Advisor will meet with local representatives and confer with national representatives of the chapters recognized at the SUNY College at Brockport. The purpose of the meeting, to be scheduled by the organization, is to discuss and review the prior year's activities and plans followed by a discussion of goals and objectives for the coming year's activities and plans. The respective fraternity or sorority officers will advise the College's Fraternity & Sorority Advisor of the attainment of these goals, problems encountered, and operational efforts.

Following the annual review, the College's Fraternity & Sorority Advisor and Fraternity & Sorority Advisory Board will confer. Fraternities and sororities with minimal or extremely poor records for the prior year will be placed on probationary recognition for the ensuing academic year. Probation is not confidential. The chapter and national office are apprised of steps that must be taken to meet the minimum standards of the fraternity and sorority system. Such concerns may include, but not be limited to: Chapter and potential new member academic records, membership strength, fiscal responsibility, neighborhood/community relations, community service, adherence to SUNY Brockport policies, social responsibility and individual leadership growth.

A satisfactory review in April of the following spring semester will remove the organization from probationary status. An unsatisfactory review will result in withdrawal of recognition as an invited Fraternity or Sorority at the State University of New York College at Brockport. The Fraternity & Sorority Advisory Board, in collaboration with the College's Fraternity & Sorority Advisor, will make recommendation for withdrawal of recognition to the Vice President for Enrollment Management & Student Affairs. The recommendation will be based upon the degree of progress made by the chapter in meeting the minimum standards of the fraternity and sorority system.

All SUNY Brockport fraternities and sororities must meet the following five requirements in order to receive a satisfactory review:

1. The chapter grade point average is equal to or exceeds a cumulative grade point average of 2.5.
2. The chapter conducts one on-campus community service/philanthropic project each semester.
3. The chapter is a member of and actively participates in the appropriate governing councils. Compliance with other criteria for participation is outlined by the governing councils must also be adhered to.
4. All new members are required to attend new member education programs as sponsored by the Inter-Greek Council, Panhellenic Association and/or the College.
5. The chapter has certified that they have no outstanding debts to the Inter-

Greek Council, Panhellenic Association, National Pan-Hellenic Association, the College and/or other campus agencies.

During the evaluation process, a recognized fraternity or sorority can achieve extraordinary status if they obtain standards beyond the five required standards for a satisfactory review. For a complete outline of the chapter evaluation system and the standards set forth by the College and the Fraternity & Sorority Advisory Board, please review the Chapter Evaluation System on pages 15 and 16 of this Relationship Statement.

A fraternity or sorority will be placed on Probationary Recognition by the Fraternity & Sorority Advisory Board and the Vice President for Enrollment Management & Student Affairs if the organization has not met the five required standards for satisfactory review. Through recommendations of the Fraternity & Sorority Advisory Board and the Vice President for Enrollment Management & Student Affairs, the College's Fraternity & Sorority Advisor will outline the specific terms of the probationary period to the organization before the end of the spring semester of that academic year.

If a chapter's recognition status is probationary, they must fulfill the following requirements to be considered for a satisfactory review at the end of their probationary term with the College and the SUNY Brockport fraternal system.

1. Provide a written proposal to the Fraternity & Sorority Advisory Board and the Vice President for Enrollment Management & Student Affairs asking that probationary recognition status be revoked. Minimumally, the proposal to the Fraternity & Sorority Advisory Board and the Vice President for Enrollment Management & Student Affairs should contain the following:
 - a. Evidence that the organization has fulfilled the conditions and terms of its probation, both with the College and the national affiliation (if also placed on probation by the organization's national headquarters).
 - b. Proof that the organization or that any member acting on behalf of the organization has not violated any of the College's Student Codes of Conduct (copies of Your Right to Know, which contains the Student Codes of Conduct can be obtained from the Office of Campus Life).
 - c. Provide examples of how the organization helped to improve the campus environment during its probationary period.
 - d. A letter from the organization's on-campus advisor about the activities and his/her opinion on the fraternity or sorority's growth during the probationary period.
 - e. Fulfill the five required standards of the chapter evaluation system.

At any time prior to or during the probationary status period a fraternity or sorority organizes under the auspices of a local chapter, that fraternity or sorority will lose the opportunity for gaining full recognition at SUNY Brockport. The College does not recognize local chapters.

SUNY College at Brockport Fraternity and Sorority Affairs

Chapter Evaluation System*Required evaluation standards are in bold***Academic**

It is the position of the Fraternity & Sorority Advisory Board that the fraternal community places a strong emphasis on academics. It is the obligation and expectation of a sorority or fraternity to provide an environment that will be conducive and supportive of the strong academic performance of its members.

Standard	Received/Verified by	✓ + -
The chapter grade point average is equal to or exceeds a cumulative grade point average of 2.5.		
All chapter members possess above a 2.25 cumulative each semester.		
The chapter has submitted all required chapter documentation in compliance with the expectations as set forth in the Relationship Statement between SUNY Brockport and its Affiliated Fraternities and Sororities		

Service and Leadership

A fraternity or sorority chapter image is formed by its involvement in campus and community activities. Co-curricular involvement of chapter members, chapter participation in annual campus events, campus leadership positions held by chapter members, and inter-Fraternity and Sorority relations are only some of the ways in which a chapter may contribute to this image.

Standard	Received/Verified by	✓ + -
The chapter has not been sanctioned for violation of the College's code of conduct or other campus policies.		
The chapter participates in Make a Difference Day during the Fall semester. Attendance by 50% of the chapter is required.		
The chapter conducts one on-campus community service/philanthropic project each semester.		
The chapter is a member of and actively participates in the appropriate governing councils. Compliance with other criteria for participation as outlined by the governing council must also be adhered to.		
The chapter significantly participates in campus events such as Homecoming and Family Weekend Greek Week.		
Each member of the executive board of the chapter attends at least one leadership development program or workshop during the year. The name, social security number, and workshop title will be recorded for each board member.		
At least 30% of the chapter attends Fraternity and Sorority Planning Day held in the spring semester		

New Member Recruitment and Education

Appropriate new member recruitment and education is essential to the positive development of chapter members. New member programs must be conducive to the strong academic performance of every new member.

Standard	Received/Verified by	✓ + -
All new members have a 2.25 grade point average or higher.		
The chapter initiates at least 90% of the individuals who accepted offers of membership.		
The chapter utilizes a positive and appropriate marketing plan in the recruitment of new members.		
All new members are required to attend new member education programs, as sponsored by the IGC, Panhellenic Association, and/or the College.		

The chapter submits a copy of the new member education program that promotes scholarship and academic achievement, offers leadership opportunities, encourages campus involvement, clearly expresses values and expectations for conduct and provide opportunities for personal development. The new member education program must be in compliance with the expectations as set forth in the <i>Relationship Statement between the State University of New York College at Brockport and its affiliated fraternities and sororities</i> .		
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Financial Management

Financial management of a chapter effects chapter productivity. Chapters are encouraged to exercise discipline in maintaining appropriate records and conducting business in a professional manner.

Standard	Received/Verified by	✓ + -
The chapter has submitted an annual financial report to the College's Fraternity & Sorority Advisor, which has been endorsed by the chapter advisor and national headquarters, where required.		
The chapter has certified that they have no outstanding debts to Inter-Greek Council, Panhellenic Association, Nation Pan-Hellenic Association, the College and/or other campus agencies.		
The chapter has certified that they have no outstanding debt to the National Organization or had made satisfactory arrangements.		

Extraordinary Status

Chapters able to demonstrate attainment of the following items will be eligible for designation as an Extraordinary Fraternity or Sorority at the SUNY College at Brockport.

Standard	Received/Verified by	✓ + -
Chapter has earned award/s from National Organization.		
Chapter has at least 25% of membership who have earned a Passport to Leadership certificate of completion.		
Per member who successfully completes the Citizens Police Academy.		
Per member inducted into an academic honor society during the current academic year.		
For development and maintenance of a chapter Web page that is linked to the SUNY Brockport homepage.		
Members participating in various regional and national fraternity and or sorority conference/s.		
Per member inducted into the National Order of Omega.		
Per member holding executive office in a non-fraternal organization.		
33% of members who are on the Dean's List.		
Members in athletics, club sports, ROTC, RA, OSA's, Who's Who and Better Community Coalition		

Chapter Four

Potential New Member Education

All SUNY Brockport recognized fraternities and sororities would be permitted to conduct new member education programs during the fall and spring semester of each academic year provided that the following guidelines are met:

- Recruitment of Potential New Members can begin each semester on the 7th day of class.
- Prospective membership will only be open to full-time matriculated students who have completed a minimum of 12 credit hours during matriculation at SUNY College at Brockport prior to becoming a prospective new member, and have a minimum cumulative grade point average of 2.25. A list of the names, social security numbers, local addresses, and a grade release for each potential new member shall be submitted to the College's Fraternity & Sorority Advisor for verification of eligibility prior to the beginning of New Member Education Orientation.

Exception to this rule is as follows:

Transfer students with at least a 2.8 GPA and 12 credit hours that transferred from another institution may appeal these guidelines by meeting with the College's Fraternity & Sorority Advisor at least 72 hours prior to accepting a bid from a recognized SUNY Brockport chapter. They may not begin a new member education program until they have received clearance, in writing, from the College's Fraternity & Sorority Advisor or their designee.

- All potential new members will be undergraduate students.
- Prospective members must register for and participate in Fraternity and Sorority Potential New Member Orientation conducted by the College's Fraternity & Sorority Advisor. New members who do not participate in this orientation will not be allowed to be recognized by the fraternity or sorority and the College until they have done so.
- An outline of the new member/intake education program must be filed with the Fraternity & Sorority Advisor, and must adhere to the timeframes as set by the Fraternity & Sorority Advisory Board, must meet all national guidelines, and must be no longer than eight weeks in length. This outline must demonstrate the chapter's commitment to academic excellence, and define the programs and activities new members will be participating in, plus the date when final initiation will be held.
- If a fraternity or sorority does not attend New Member Education because they failed to recruit potential new members within the allowable timeframe, that organization will not be allowed to take in a new member class that semester. Students will not be allowed to participate in a fraternal organization if they have not attended all New Member Education requirements.

- The New Member Educator of each chapter must meet with the College's Fraternity & Sorority Advisor to review college guidelines, hazing policies, personal safety issues, and other related information and/or procedures prior to the start of each new member education period.
- The chapter's New Member Educator must complete all of the necessary final full membership paperwork and have it turned into the College's Fraternity & Sorority Advisor no later than 24 hours after new members have received full membership status, or on Monday following a Friday or Saturday initiation.
- New Member Intake programs shall not interfere with classes, academic activities or requirements, and/or students' work schedules. Those potential new members, whose class and work schedules conflict with the scheduled new member activities, must be excused from these activities and/or those activities must be rescheduled for such a time when they do not interfere with a potential new members work and/or class schedule.
- Each potential new member activity must be purposeful in keeping with the College's mission of success. (Reference College Mission)

No New Member Education activities are to occur until the above conditions have been met and the organization has received its copy of the confirmed and approved Potential New Member Education Activity Form (pg. 34) from the College's Fraternity & Sorority Advisor.

Written notification of the New Member Program completion must be made to the College's Fraternity & Sorority Advisor within 24 hours of such occurrence. Exceptions to these membership recruitment policies and procedures will rarely be considered, only under extremely extenuating circumstances, and only when submitted in writing to the College's Fraternity & Sorority Advisor. Requests regarding deadline date alterations must be submitted at least 10 working days prior to the deadline date in question or they will not be considered.

Anti-Hazing Regulations and Procedures

SUNY College at Brockport policy specifically prohibits any student organization from collectively or individually engaging in the following practices in connection with initiation into or affiliation with any organization. The following are provided as specific examples of hazing activities, but are not considered to be all-inclusive of activities that may be considered hazing since it is impossible to anticipate every situation that may involve reckless or intentional endangering of a persons mental and physical health.

- Forced or required participation in physical activities such as calisthenics, exercises, or "make work" activity.
- Forced, required or condoned application of foreign substances to the body resulting in lewdness or a potential for ridicule or bodily harm (such as tattooing or branding).

- Participation in activities, which involve illegal acts, such as ditches and kidnappings.
- Creation of excessive fatigue and stress through deprivation of privacy or sufficient sleep (defined as a minimum of six consecutive hours per day) or decent and edible meals.
- Deprivation of access to means of maintaining a normal schedule of bodily cleanliness (including a minimum of one shower per day).
- Forced or required consumption of any food, liquor/alcohol, drug, or any other substance (including raw meat, onions, salt water, etc.).
- Forced or required conduct that would embarrass or negatively affect the dignity of the individual, such as forced nudity or partial nudity, including coercing or allowing an individual to dress in a degrading manner as part of initiation or affiliation with an organization.
- Use of, permissiveness, or witness to physical brutality (including, but not limited to, paddling; striking with fists, open hands, or objects; and branding).
- Participation in or creation of situations which cause psychological harm or substantial emotional strain, such as causing a potential new member and others to be the object of malicious amusement or ridicule or other verbal abuse, causing embarrassment or shame to a potential new member and/or others, or compromising the dignity of a potential new member, and others.

Hazing conduct may result in charges under the rules for “Maintenance of Public Order” (Education Law, Section 6450), withdrawal of chapter recognition as described in this document, campus judicial charges against individuals and/or an organization, and/or the arrest of individuals.

New York State Law

120.16 Hazing in the first degree.

A person is guilty of hazing in the first degree when, in the course of another person’s initiation into or affiliation with any organization, he/she intentionally or recklessly engages in conduct which creates a substantial risk of physical injury to such other person or a third person and thereby causes such injury. Hazing in the first degree is a class A misdemeanor.

120.17 Hazing in the second degree.

A person is guilty of hazing in the second degree when, in the course of another person’s initiation or affiliation with any organization, he/she intentionally or recklessly engages in conduct that creates a substantial risk of physical injury to such other person or a third person. Hazing in the second degree is a violation.

For a complete description of College policies, particularly those dealing with drugs and alcohol, refer to SUNY Brockport’s Student Codes of Social Conduct, Your Right to Know. Copies of Your Right to Know may be obtained in the Office of Campus Life. It is the responsibility of SUNY Brockport students to obtain their own copies of Your Right to Know and be familiar with its contents and associated College policies.

Chapter Five

Governance

The Fraternity and Sorority System at SUNY College at Brockport has been established to provide its recognized organizations with the opportunity to function on the campus while maintaining a number of mechanisms for accountability.

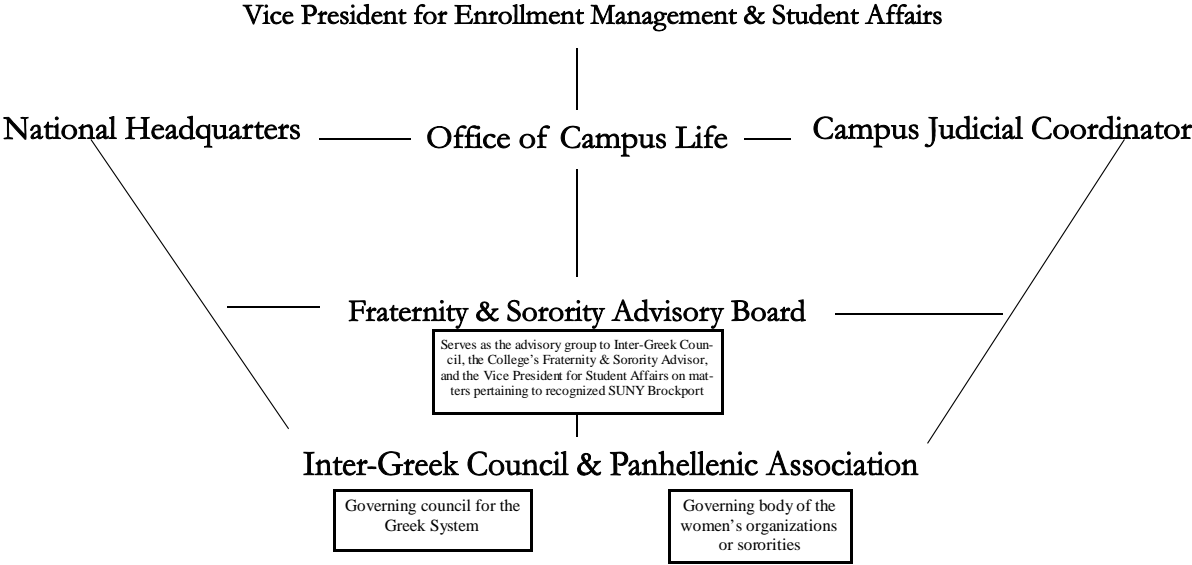
In an attempt to allow for self-governance and accountability of member organizations, the Fraternity & Sorority Advisory Board, the various Governing Councils and the Codes of Student Social Conduct shall govern the fraternity and sorority. It is assumed that the Governing Councils will self govern in a manner that allows the organization to maintain minimum standards. The Fraternity & Sorority Advisory Board provides the College's Fraternity & Sorority Advisor with advice on operational items. Lastly, organizations that are recognized by the College will be held to the Codes of Student Social Conduct both as individuals and as an organization both on and off campus. It is with this system of accountability that the Fraternity and Sorority System at SUNY College at Brockport will achieve its goals, objectives, philosophy and commitment. When there is a violation of any policy, standards, and/or laws, the Fraternity & Sorority Advisor in consultation with the Fraternity & Sorority Advisory Board will refer the matter to the appropriate governing body.

Fraternity & Sorority Advisory Board

The Fraternity & Sorority Advisory Board and its chair will be appointed by the Vice President for Enrollment Management & Student Affairs, and will serve as an advisory body to the fraternity and sorority system and to the Vice President for Enrollment Management & Student Affairs and College's Fraternity & Sorority Advisor on matters pertaining to the operation and development of fraternities and sororities recognized by SUNY College at Brockport.

In addition to providing general advice on policy matters pertaining to fraternities and sororities, the board will have specific duties, as described in the Relationship Statement, with regard to initial recognition, maintenance of recognition status changes in recognition status, and sanctions. The board will also establish the general parameters each year for fraternity/sorority new member intake process. The Fraternity & Sorority Advisory Board serves as the primary College-wide body advising the chapters and the fraternity and sorority system and recommending disciplinary action against chapters when there are violations of the Relationship Statement.

SUNY Brockport Fraternity & Sorority Governance Structure



Governing Councils

The College believes that fraternity and sorority chapters are more successful when they become active participants in the campus fraternal governance system. Because of this belief, all recognized chapters are required to be active members of the Inter-Greek Council (IGC). In addition, individual chapters that are affiliated with the larger national governing bodies, National Panhellenic Conference (NPC) and National Pan-Hellenic Council (NPHC), are required to be active participants in the respective campus governing body.

Inter-Greek Council

The Inter-Greek Council (IGC) at the SUNY College at Brockport is the local governing body for all Greek letter organizations on campus. This council is not affiliated with a national governing body. The council's purpose is to serve as the legislative, standard-setting, and coordinating body for all fraternities and sororities at the SUNY College at Brockport. The SUNY College at Brockport Inter-Greek Council Constitution and by-laws dictate the structure and operating procedures of IGC.

Membership at SUNY College at Brockport includes the following organizations:

Alpha Chi Rho	Kappa Alpha Psi*
Alpha Phi Alpha*	Phi Sigma Sigma*
Alpha Phi Omega	Pi Kappa Phi
Delta Phi Epsilon*	Sigma Phi Rho*
Delta Sigma Theta*	

*Indicates organizations belonging to an additional governing body/council at SUNY College at Brockport.

Panhellenic Association

The Panhellenic Association (PHA) is the local governing body for organizations affiliated with the National Panhellenic Conference (NPC). The NPC consists of representatives from all 26-member women's fraternities or sororities. This conference body meets once every two years, with representative delegations from each of the member organizations. National member organizations include:

Alpha Chi Omega	Delta Delta Delta
Alpha Delta Phi	Delta Gamma
Alpha Epsilon Phi	Delta Phi Epsilon*
Alpha Gamma Delta	Delta Zeta
Alpha Omicron Pi	Gamma Phi Beta
Alpha Phi	Kappa Alpha Theta
Alpha Sigma Alpha	Kappa Delta
Alpha Sigma Tau	Kappa Kappa Gamma
Alpha Xi Delta	Phi Mu
Chi Omega	Phi Sigma Sigma*
	Pi Beta Phi

Sigma Delta Tau

Theta Phi Alpha

Sigma Kappa

Zeta Tau Alpha

Sigma Sigma Sigma

*Denotes NPC organizations that are recognized at SUNY College at Brockport.

Panhellenic organizations adhere to the NPC UNANIMOUS AGREEMENTS (non-optional rules) and strive to achieve the NPC RECOMMENDATIONS (highly recommended suggestions). The structure and operating procedures of the Panhellenic Association (PHA) are dictated by the SUNY Brockport Panhellenic Association Constitution and by-laws. The Panhellenic Creed summarizes the purpose of the Panhellenic Association (See Appendix for the Panhellenic Creed).

National Pan-Hellenic Council (NPHC)

The SUNY College at Brockport NPHC is the local governing body for all organizations affiliated with the National Pan-Hellenic Council (NPHC). The National Pan-Hellenic Council (NPHC) is a conference body composed of the nine historically, predominantly Black Greek letter fraternities and sororities. NPHC was designed in 1930 as a means by which cultural interaction and community service could be maintained.

Member organizations include the following National organizations:

Alpha Kappa Alpha Sorority, Inc.

Phi Beta Sigma Fraternity, Inc.

Alpha Phi Alpha Fraternity, Inc.*

Sigma Gamma Rho Sorority, Inc.

Delta Sigma Theta Sorority, Inc.*

Zeta Phi Beta Sorority, Inc.

Iota Phi Theta Fraternity, Inc.

Kappa Alpha Psi, Fraternity, Inc.*

Omega Psi Phi Fraternity, Inc.

*Denotes NPHC organizations that are recognized at SUNY College at Brockport

The SUNY College at Brockport Pan-Hellenic Council Constitution and by-laws dictates the structure and operating procedures of NPHC. NPHC organizations embrace a service for life philosophy and aim to assure the continuance of social action, political empowerment, and economic development. Projects sponsored by NPHC organizations include voter registration and education, programs to eliminate illiteracy, legislative briefing, career training, fellowships and scholarships for educational study and research, economic development seminars, health care awareness programs, tutorial programs, and support of civil rights, educational, and community service organizations.

Chapter Six

Advisors

There are three different categories of advisors for SUNY Brockport Greek-letter organizations, faculty/staff advisors, local chapter advisors, and the College's Fraternity & Sorority Advisor. It is required that each SUNY Brockport Greek-letter organization has an officially designated faculty/staff advisor. The College's Fraternity & Sorority Advisor is the official advisor to all of the SUNY College at Brockport Greek-letter organizations.

College's Fraternity & Sorority Advisor

The Vice President for Enrollment Management & Student Affairs will appoint the College's Fraternity & Sorority Advisor. This individual will serve as the Official College advisor to all of its affiliated fraternities and sororities. This person reports to the Director of Campus Life and to the Vice President for Enrollment Management & Student Affairs on matters pertaining to the operation of SUNY Brockport fraternities and sororities.

The roles of the College's Fraternity & Sorority Advisor are, but are not limited to, as follows:

- Advisor, counselor, educational programmer, and representative of the College in assuring policy compliance;
- Manager of related business issues;
- Public Relations specialist with issues pertaining to the Greek community; and
- Leader of the Greek organizations in pursuing the goals, objectives, philosophies, and commitment of Greek life and the mission of SUNY Brockport.

Responsibilities of the College's Fraternity & Sorority Advisor are, but not limited to, as follows:

- Leads the process in the development, review, and commitment of the mission and specific goals for member development within the Greek system.
- Promotes and encourages positive and realistic self-appraisal of the system.
- Assists members in programming that enhances member's knowledge, understanding, and skills essential for academic success, personal development, and the exercise of leadership.
- Assures compliance with Relationship Statement and all other campus, local, state, and federal policies.
- Adheres to the spirit and intent of equal opportunity laws in all activities.
- Creates and maintains relationships with national officers, relevant campus officials, and external agencies.
- Helps provide educational opportunities that focus on awareness of cultural differences, self-assessment of possible prejudices, and desirable behavioral changes.
- Encourages professional staff and members to maintain the highest standards of ethical behavior.
- Evaluates and assesses the overall fraternity and sorority system to determine whether the educational goals and need of members are being met.

Faculty/Staff Advisor

It is imperative that Greek chapters become invested with the larger campus community. Of particular importance is developing relationships with faculty and staff. Toward this end, all Greek organizations are required to have an involved faculty/staff advisor who has been approved by the College's Fraternity & Sorority Advisor and Vice President for Enrollment Management & Student Affairs. Faculty/staff advisors must be employed by the SUNY College at Brockport. The faculty or staff advisor need not be an alumnus or alumna or any fraternity, and need not even be of the same gender as the organization he/she advises. The faculty/staff advisor will be required to attend a minimum of two chapter events or meetings each semester and meet yearly with the College's Fraternity & Sorority Advisor. The College will assist chapters as they attempt to identify a faculty/staff advisor. The choice of a specific faculty/staff advisor is the prerogative of the chapter, however appointment must be approved by the Vice President for Enrollment Management & Student Affairs. Once chosen, the faculty or staff member should make sure to include the advisor responsibility in their performance program and/or ask for a letter from the College's Fraternity & Sorority Advisor about their responsibilities for their personnel file.

The responsibilities of the faculty/staff advisor are threefold: responsibility to the College, responsibility to the organizations, and responsibility to the members. These responsibilities include, but are not limited to the following:

Responsibility to the College:

- Collaborates with the College's Fraternity & Sorority Advisor and other campus officials regarding any activity related to the activities of the chapter.
- Should be aware of the organization's financial status. Encourages the maintenance of efficient and legible financial records. The Office of Campus Life may be utilized in this matter.
- Assists the College's Fraternity & Sorority Advisor in the enforcement and implementation of all campus, local, state, and federal laws and policies. Should be familiar with these policies.

Responsibility to the organizations:

- Recognizes and promotes opportunities for the educational and personal development of members.
- Is well informed about plans and activities of the organization. This may be achieved through regular attendance at meetings and/or frequent consultation with student officers.
- Concerns himself/herself with the maintenance of group process. At meetings or events, the advisor observes how the members interact, encourages all members to communicate their opinions and ideas, and discourages domination of the organization by any individual or subgroup.
- Is responsible for providing the long-term continuity within the organization, and should be familiar with its history.

- Should assist in the transition of new officers for the organization.
- ***When appropriate***, should attend events sponsored by the organization and assist in setting the tone of the occasion.
- Acts as a facilitator when the organization is problem solving and assists the organization's members in identifying the central cause of problem situations. Attempts to structure the problem solving environment so that as many alternatives as possible are considered.
- Should encourage members to promote all campus events to the entire student body.
- Urges the student organization to utilize campus resources, such as the Office of Campus Life.
- Assists the organization in the filing of the required paperwork as outlined in the 'criteria for recognition' section of the relationship statement.
- Encourages the organization to recruit and openly accept new members from all segments of the campus community.
- Becomes familiar with their respective organizations local and national rules, regulations, guidelines, purposes and operations.

Responsibility to the members:

- Organization members may need guidance as they try to decide what degree they should participate in activities. The advisor should seek to assist the members in maintaining a balance between the academic and co-curricular aspects of student life.
- Should encourage members to accept responsibility for specific parts of the program, helping them to recognize the importance of their role in relation to organization goals.
- Gets to know the members belonging to the organization and builds a rapport with them so that communication can be open and honest.
- Works with the individual members to assist them in their personal growth and their development of leadership skills.

Local Chapter (Alumni) Advisor

The College believes that an active, involved chapter advisor is a key ingredient to a successful chapter. Because of this, it is recommended that each chapter have a chapter advisor who either lives or works within the immediate metropolitan area, and who has the support of the inter/national organization. The advisor shall be an alumnus of the fraternity or sorority, should have some form of active Greek experience, and shall provide the chapter and its membership with continuing advice and support. The advisor should attend chapter meetings on a regular basis, become a participating member of the respective Alumni organizations, meet regularly with the College's Fraternity & Sorority Advisor, and assist with special events and programs and the implementation of Greek standards. The College will work with chapters and their inter/national organizations to locate potential chapter advisors, and will provide orientation to the local chapter advisors.

Chapter Seven

Amendments or Alterations of the Relationship Statement

Recommendations for amendments to or alterations of this document may originate with an individual fraternity or sorority, the fraternity and sorority governance system, the Fraternity & Sorority Advisory Board or the College's Fraternity & Sorority Advisor. The Fraternity & Sorority Advisory Board shall review suggested amendments or alterations. Suggestions for changes in this document will be prepared by the Fraternity & Sorority Advisory Board and submitted to the College's Fraternity & Sorority Advisor for recommendation to the Vice President for Enrollment Management & Student Affairs for approval.

The College's Fraternity & Sorority Advisor shall issue any amendments or alteration to this College policy in writing. Notice of changes will be delivered to each recognized chapter, faculty/staff advisor, national offices, the fraternity/sorority governance system, and the Fraternity & Sorority Advisory Board.

Chapter Eight

SUNY College at Brockport Mission Statement

The State University of New York College at Brockport

Is committed to providing a liberal arts and professional education--at both the undergraduate and graduate level--for those who have the necessary ability and motivation to benefit from high quality public higher education;

Has the success of its students as its highest priority, emphasizing student learning, and encompassing admission to graduate and professional schools, employment, and civic engagement in a culturally diverse society and in globally interdependent communities; and

Is committed to advancing teaching, scholarship, creative endeavors, and service to the College community and the greater society by supporting the activities of an outstanding faculty and staff.

Approved by Faculty Senate 11/30/98

Approved by President Paul Yu 12/2/99

Office of Campus Life Mission Statement

The Office of Campus Life advances the College's mission of student success through collaborative efforts with faculty, staff and students. With student success as our highest priority, the Campus Life personnel share the responsibility with the campus community in creating facilities, programs and services that allow students diverse opportunities for personal growth and development.

Campus Life Components:

- Seymour College Union management including Information Desk operation
- Coordination of Welcome Weekend
- Coordination of Homecoming and Family Weekend
- Campus-wide weekend programming
- Advise BSG Programming Board
- Coordinate/advise Fraternities & Sororities Life
- Coordinate off-campus student services
- Management of WBSU, 89.1 The Point
- Reservations
- Manage the Event Policy

Letter to new student families

August 2005

Dear Parents/Family:

Very soon we will be welcoming a member of your family as a new student on the SUNY Brockport campus. It is an exciting and exhilarating time for every student, managing a challenging academic program, making new friendships, and choosing activities from a seemingly endless number of extracurricular options. Like you, we want students to be sure they make academic studies their first priority. We also know how important it is to make wise choices outside the classroom. It is with that in mind that I am writing to you today.

It is important that you know during their first semester, new students are not eligible to become members of fraternal organizations. Their first semester is too critical to divert attention to these organizations. We want their primary focus to be on adapting to the high demands of the college classroom. However, once students complete twelve of Brockport's academic credits and achieve a minimum cumulative 2.25 grade point average (GPA), they become eligible to join a fraternity or sorority. Participating in Greek life can be both a rewarding and an exciting experience. Membership can help individuals learn essential leadership and communication skills, plus help them establish a strong networking base.

Enclosed is a fact sheet giving you an overview of fraternity and sorority life at SUNY Brockport. Only six fraternities and four sororities are recognized by the College and afforded the rights and privileges associated with approved recognition status. They have undergone a campus review of their educational and social programming, as well as their recruitment practices. In addition, each of these organizations is a chapter within national or international "parent" organizations that provide guidance and support.

You may be aware that Greek organizations are at times the target of negative publicity, particularly with regard to hazing incidents. SUNY Brockport seeks to promote a safe environment where students may participate in activities and organizations without compromising their health, safety and welfare. Hazing is contrary to the principles upon which SUNY Brockport's Greek system is built. More information about hazing is provided to students in the *Your Right to Know & Academic Policies Handbook*, Chapter 6, pages 70-72.

If you learn that your student is pledging with a sorority or fraternity during this first semester, please be aware that the organization is 1) not recognized by the College, 2) has no liability insurance coverage, and/or 3) has no national affiliation. Neither SUNY Brockport nor its InterGreek Council sanctions these actions.

Should you have any questions or concerns regarding our recognized Greek organizations, please feel free to contact the Office of Campus Life, at (585) 395-5646 for assistance.

We look forward to the start of this new academic semester working with our new students, helping them fulfill their dreams.

Sincerely,

Jill F. Campbell, Ph.D.
Assistant to the Vice President for Student Affairs

Chapter Nine

SUNY College at Brockport
Office of Campus Life
Division of Enrollment Management & Student Affairs

Statement of Understanding
For
Fraternities and Sororities

I have read the Relationship Statement between the State University of New York College at Brockport and its Affiliated Fraternity and Sororities and agree that my organization will comply with the policy. I will inform the members of my organization about these policies. I will also inform my national organization about these policies and provide my national with a copy of this policy.

I certify that the constitution, by-laws, policies, regulations, and practices of my organization do not restrict membership on the basis of race, creed, national origin, age, sexual orientation, or disability, except as may be specifically exempted by Federal or State laws/regulations. I further certify that the active membership of my chapter has authority independent to any national organization to determine campus membership in keeping with the State University of New York Board of Trustees Resolution.

I attest that I am the principal officer of my organization at this time. I will uphold the principles of my national organization as well as those of SUNY College at Brockport. My term of office concludes on _____.

Organization

President's Signature

Local Address

Local Phone Number

Date

SUNY Brockport FRATERNITY AND SORORITY REPORT AND OFFICER LIST

Due Date: _____

Fraternity/Sorority	Date Completed	Date of next election
Chapter Address _____	Chapter Phone _____	Web address _____
Name of person completing this form _____		Phone _____
Number _____		

Officers	Full Name	Address	Phone	Student ID #	E-Mail Address
President					
Vice President					
Treasurer					
Secretary					
Recruitment Chair					
Scholarship Chair					
New Member Educator					
Philanthropy Chair					
Public relations Chair					
IGC Representative					
Panhellenic Rep					

Officers	Name	Address	Home Phone	Work Phone
Chapter Advisor				
Faculty/Staff Advisor				

President's Signature

Advisor's Signature

Due Date: mm/dd/yy
4:00 p.m.

SUNY College at Brockport
Office of Campus Life
Division of Enrollment Management & Student Affairs

Member Roster and Grade Release Form

Sorority/Fraternity:

Semester: _____ 20____

Number of New Member/Associate Member Candidates: _____

Please provide name, local address and phone number, social security number, and signature of all chapter members in the spaces below. In signing below, I am authorizing the Office of Campus Life to verify and record my grade point average. ***The information obtained will remain confidential, except for the following cases: information given to my national sorority or fraternity, the president of my organization, and used to compile the semester grade point average of my organization.***

Name	Local Address	Local Phone	Student ID #	E-Mail Address	Signature

Due Date: mm/dd/yy 4:00 p.m.

SUNY College at Brockport
Office of Campus Life
Division of Enrollment Management & Student Affairs

Potential New Member/Associate Member Report and Grade Release Form

Sorority/Fraternity:

Semester: _____ 20____

Number of New Member/Associate Member Candidates: _____

Please provide name, local address and phone number, social security number, and signature of all chapter members in the spaces below. In signing below, I am authorizing the Office of Campus Life to verify and record my grade point average. *The information obtained will remain confidential, except for the following cases: information given to my national sorority or fraternity, the president of my organization, and used to compile the semester grade point average of my organization.*

Name	Local Address	Local Phone	Student ID #	E-Mail Address	Signature

Due Date: mm/dd/yy
4:00 p.m.

SUNY College at Brockport
Office of Campus Life
Division of Enrollment Management & Student Affairs

Fraternity/Sorority Potential New Member Statement

Name of New Member:	
Local Address:	
Local Phone Number:	
E-Mail Address:	
Permanent Address:	
Permanent Phone Number:	
Organization	

HAZING – Any mental or physical requirement, request or obligation placed upon any person (potential new member, associate member, member, affiliate, guest) which could cause discomfort, pain, fight, disgrace, injury or which is personally degrading or which violates any federal, state, local statute or University policy (Hazing is further defined in the Codes of Student Conduct).

I hereby certify that I have read and understand the stated rules and expectations of the college relative to hazing. As a new member, I not only am protected from these activities, but also share the responsibility for seeing that hazing is not a part of the new member education program in which I am participating. Any complaints may be filed with the Judicial Coordinator or University Police.

I further understand that I and the organization I am a new member in will use the utmost discretion in all new member education activities to promote the objective of building brotherhood and sisterhood as prescribed by the Inter-Greek Council, our chapter, our National Office, and SUNY College at Brockport.

Signature, New Member

Date

Signature, New Member Educator

Date

Signature, College Fraternity & Sorority Advisor

Date

Potential New Member Activity Form

Organization _____
Recruitment Chair _____
Telephone Number _____

Please complete this form indicating each new member education activity. Outlines should include description of activity, date, location, time, purpose, participants, and comments about each activity.

Month _____ Year _____
Week of _____

Omission of necessary information will delay approval of new member education activities

Sunday	
Monday	
Tuesday	
Wednesday	
Thursday	
Friday	
Saturday	

<p>For Office Use Only: Received by: _____ Date: _____ Approved: ____ Denied: ____ Comments:</p>
--

Full Membership Completion Form

The chapter's New Member Educator must complete all of the necessary final full membership paperwork and have it turned into the College's Fraternity and Sorority Advisor no later than 24 hours after new members received full membership status, or on Monday following a Friday or Saturday initiation.

When and where was the ceremony for full membership status held: _____

Names of those individuals receiving full membership into the chapter:

<i>NAME</i>	<i>SOCIAL SECURITY NUMBER</i>
1.	
2.	
3.	
4.	
5.	
6.	
7.	
8.	
9.	
10.	

<p><i>For Office Use Only: Received by:</i> _____ <i>Date:</i> _____</p> <p><i>Comments:</i></p>
--

Chapter Evaluation Document

Organization: _____

April 20____

Discussion and review of prior year's activities and plans: _____

Discussion of goals and objectives for the coming year's activities and plans: _____

Following the annual review, the Fraternity and Sorority Advisory Board will confer to recommend status for following academic year.

Recommended Status:

_____ Extraordinary Review/Full Recognition

_____ Satisfactory Review/Full Recognition

Comments: _____

_____ Probationary recognition

Items that need to be addressed to meet the minimum standards of the fraternity and sorority system:

_____ Chapter and potential new member academic records

_____ Membership strength

_____ Fiscal responsibility

_____ Neighborhood/community relations

_____ Community service

_____ Adherence to SUNY Brockport policies

_____ Social responsibility and individual leadership growth

**SUNY Brockport Office of Campus Life
Fraternity & Sorority Summer Emergency Contact Information**

Please supply the following information in case we need to contact someone over the summer break. This form must be turned in to 203 Seymour College Union by the end of the last week of classes, Spring Semester! (Fax 585-395-2567)

Fraternity/Sorority Name _____

Emergency Contact Person for the Summer

Name _____ **Phone** _____
Address _____
City, State _____ Zip _____

President

Name _____ **Phone** _____
Address _____
City, State _____ Zip _____

Faculty/Staff Advisor

Name _____ **Phone** _____
Address _____
City, State _____ Zip _____

**Person responsible for encumbrances
(This information is only required if you have outstanding encumbrances)**

Name _____ **Phone** _____
Address _____
City, State _____ Zip _____

Person Responsible for Outstanding Bills

Name _____ **Phone** _____
Address _____
City, State _____ Zip _____

Office of Campus Life/Division of Enrollment Management & Student Affairs
203 Seymour College Union
Brockport, NY 14420
(585) 395-5646
Fax (585) 395-2567
www.brockport.edu/campuslife

Chapter Ten

Addendum

V

Constitution of the Inter-Greek Council
State University of New York at Brockport
Revised Spring 2006

Article I – Name

Section 1: The name of this organization shall be Inter Greek Council (IGC) of SUNY College at Brockport, Brockport, New York.

Article II - Purpose

Section 1: To establish a body composed of all recognized fraternities and sororities on campus.

Section 2: To work for the betterment of all.

Section 3: The Advisory Board (made up of College faculty and staff and at least one representative from each recognized fraternity and sorority will function as a discipline board in case of Inter-Greek Council or organizational violations of the IGC and SUNY Brockport.

Section 4: To serve as a liaison to the campus community.

Section 5: To record the activities of the fraternities and sororities.

Section 6: In conjunction with the Advisory Board, to review and recommend approval or disapproval of new fraternities and sororities.

Section 7: In conjunction with the Advisory Board, to establish/review guidelines for new member and new member programs.

Section 8: To coordinate fraternities and sororities participation in joint events sponsored by the Inter Greek Council.

Article III – Policies

Section 1: All fraternities and sororities are expected to abide by the Inter Greek Constitution, the Relationship Statement between the State University College at Brockport and its Affiliated Fraternities and Sororities, the policies set forth by the State University College at Brockport and New York State Law.

Article IV – Rules of Order

Section 1: Robert's Rules of Order shall govern IGC.

Article V – Membership

- Section 1:** Membership of Inter Greek Council shall consist of every member of any national sororities and fraternities recognized by SUNY Brockport.
- Section 2:** All fraternities and sororities recognized, as official campus organizations shall be required to have one, official representative attend IGC. If the representative is unable to attend the IGC meeting then it is up to that fraternity/sorority to send an alternate. At any given point, any person representing their fraternity/sorority as the official representative shall have all the same rights and privileges. It is encouraged that more than one person attend IGC from each fraternity/sorority.
- Section 3:** To be a fraternity/sorority's official representative, a person must be active within his/her fraternity/sorority for at least one full semester.
- Section 4:** Any fraternity/sorority placed on semester probation due to a violation of College policy shall be required to attend all meetings and can still be advertised with IGC.
- Section 5:** Any fraternity/sorority placed on suspension due to a violation of College policy shall not be members of IGC.

Article VI – Voting

- Section 1:** The Executive Board of IGC will not be allowed to vote. Each fraternity/sorority shall have one vote.
- Section 2:** A fraternity/sorority may have more than one person attend IGC; however that fraternity/sorority will still only have one vote.

Article VII – Officers

- Section 1:** The executive officers of IGC shall be the President, Vice President, Parliamentarian, Secretary/Treasurer, and Public Relations.
- Section 2:** The duties of these officers shall be as follows:
- A. The President shall preside over all IGC meetings and have the authority to call Executive Board meetings; assign duties and appoint committees as needed; perform such other duties as the Office of the President demands; and meet with the College's Fraternity and Sorority Advisor or his/her designee as needed. The President shall create the agenda for the weekly IGC meetings.
 - B. The Vice President shall take the President's place at regular meetings in the case of absence. The Vice President shall attend both IGC meetings as well as Advisory Board meetings.
 - C. The Parliamentarian shall sit on Executive Board, but will not have the power/privileges as the other Executive Board members. The Parliamentarian will be knowledgeable of the IGC Constitution and Bylaws and the Roberts' Rules of Order. The Parliamentarian shall sit to the right of the President at all IGC meetings and shall make the president aware of any discrepancies with any actions during the IGC meetings and the Roberts' Rules of Order. If the President has any questions regarding parliamentary procedure or constitutional issues during an

IGC meeting, the President may question the Parliamentarian quietly during the meeting. The Parliamentarian will be appointed by the Executive Board and approved by the College's Fraternity/Sorority Advisor or his/her designee.

- D. The Secretary/Treasurer shall record the minutes of each meeting, typing them and filing them within one week of the last meeting and putting them in each fraternity's/sorority's mailbox. He/she will also keep all financial records up to date and be responsible for all sales and collection at all IGC events. Both the Secretary/Treasurer and the IGC Advisor must authorize a joint request for funds from the treasury only after a majority vote from the body has approved the usages of said funds. The Secretary/Treasurer must present a budget at the first meeting of each semester and give regular treasury updates at all meetings. He/she will collect dues and issue fines according to constitutional rule.
- E. The Public Relations Officer shall maintain strong relations with the Campus Public Relations Office. The officer shall correspond with local and campus media in regards to advertising and publicity (i.e., newspaper, radio).

Section 3: In order to hold an executive office the candidate must be active and in "good standing" which is defined as an undergraduate member of any Greek organization, who has a minimum of 2.25 cumulative grade point average of Brockport credits, but not a member of a fraternity/sorority who has associate status.

Section 4: No organization shall have more than one representative holding office on the IGC Executive Board. Although in the case that one of the seats is not filled, there may be two members from the same organization.

Section 5: In the event of an officer's two unexcused absence, which makes him/her unable to fulfill his/her responsibilities, the officer shall recommend a replacement subject to the approval of the Executive Board.

Section 6: The Executive Board members are not representatives from his/her fraternity/sorority when doing IGC business.

Section 7: Election of Officers:

- A. Nominations for officers shall be taken during the Spring semester, the first meeting in April.
 - 1. Verification of nominations will be done by the Office of Campus Life.
- B. Officers shall be elected at the second meeting in April.
- C. The duration of those elections shall be for the next fall and the following spring semesters.
- D. Officers shall be chosen from people whom have been active in the SUNY College at Brockport fraternal system for at least two semesters and have represented their fraternity/sorority organization in IGC for at least one semester or attends more then half of the IGC meetings one semester.
- E. Replacement elections will take place the first meeting following the vacancy of the office.
- F. If the President does not return, the Vice President shall automatically assume the Office of the President and a vote shall be taken to fill the Vice President position.

Section 8: Installation of new IGC Executive Board Members

- A. Installation will take place at the last IGC meeting of the Spring semester.
- B. Campus officials and other guests may be invited to share their own Greek experiences and expectations of IGC.
- C. A model of an officer installation ceremony will be used as a guide.

Article VIII – Greek Judicial Board

Section 1: Impeachment and Removal

- A. Charges regarding impeachment or removal of person(s) in question from the Greek Judicial Board will be presented to the person(s) and IGC one week prior to the impeachment hearing.

Section 2: When and if a fraternity/sorority or officer of the College feels they have a legitimate grievance against a fraternity/sorority, the following procedures should be used:

- A. A written grievance form shall be submitted to the Greek Judicial Board. Forms are available in the Office of Campus Life.
- B. The Greek Judicial Board shall convene and review the form. Upon review, the Advisory Board shall inform the sorority/fraternity that a complaint has been filed against them and they will be given one week (7 consecutive days) to reply.
- C. When the Greek Judicial Board receives the reply, the Greek Judicial Board will again convene and review the reply to the complaint.
- D. A review, the Greek Judicial Board shall take appropriate action, if any. Examples of such disciplinary action are denial or restriction of the use of college facilities, social restriction, or suspension.
- E. Should the fraternity/sorority disagree with the Greek Judicial Board decision, the organization can appeal to the College's Fraternity/Sorority Advisor or his/her designee.
- F. The Director of Campus Life and/or his/her designee shall act as arbitrator.
- G. The college maintains the right and responsibility to hold additional hearings and invoke additional sanctions as deemed appropriate (See Relationship Statement between SUNY College at Brockport and Its Affiliated Fraternities and Sororities).

Article IX – Advisor

Section 1: The Director of the Office of Campus Life or his/her designee shall serve as the advisor to IGC.

Section 2: The Director of the Office of Campus Life and his/her designee shall be a non-voting member of IGC and shall have the power to veto legislation, which is not consistent with college policy.

Section 3: The Director of the Office of Campus Life or his/her designee shall be expected to attend all meetings of the Executive Board, General body and all IGC mandatory events.

Section 4: The Director of the Office of Campus Life or his/her designee will be responsible for communication between the individual advisors of the fraternities/sororities of IGC.

Article X – Financial

- Section 1:** IGC shall obtain its funding through semester dues per sorority or fraternity, fundraising projects and fines.
- Section 2:** Bills for semester dues will be distributed at the second meeting of each semester and collected at the third meeting of each semester. Failure to pay dues on time will result in loss of voting privileges until it's paid in full. This will not excuse the said fraternity or sorority from representation at the meetings.
- Section 3:** Dues are four dollars per active member to be paid by each social fraternity and sorority at the third meeting of each semester.
- Section 4:** Any dues, fines, or debts owed to IGC by any fraternity/sorority that are delinquent by more than two weeks will be assessed a \$10 charge per group per week until the debt is paid in full. After two weeks of non-payment, that fraternity/sorority will lose all campus privileges until the debt is paid in full.
- Section 5:** IGC Executive Board in consultation with the College's Fraternity and Sorority Advisor or his/her designee has the authority to impose fines.
- Section 6:** The Secretary/Treasurer shall record the minutes of each meeting, typing them and filing them within one week of the last meeting and putting them in each fraternity's/sorority's organizations mailbox as well as putting them on the Greek Listserv. The Secretary/Treasurer will keep all financial records up to date and be responsible for all sales and collection at all IGC events. Both the Secretary/Treasurer and the IGC Advisor must authorize a joint request for funds from the treasury only after a majority vote from the body has approved the usages of said funds. The Secretary/Treasurer must present a budget at the first meeting of each semester and give regular treasury updates at all meetings. He/she will collect dues and issue fines according to constitutional rule.

Article XII – Reviewing of IGC Constitution and Bylaws

- Section 1:** The IGC Constitution and Bylaws will be reviewed/revised every (2) years
- A. Review will take place in the spring semester
 - B. Recommendations for revisions will be made by the IGC Executive Board, the IGC Constitution and Bylaws review committee and the College's Fraternity/Sorority Advisor or his/her designee.
 - C. All recommended changes will be voted on by IGC and approved with $\frac{3}{4}$ majority vote.

Bylaws

1. **Voting Procedures** (will be done by Parliamentary procedure)
 - A. Voting on items/policies/procedures etc.
 1. All decisions shall be determined by a $\frac{3}{4}$ majority vote and by silent ballot when appropriate.
 - B. Voting for Officers
 1. Elected delegates will be presiding over the voting procedures.
 2. When nominees are delivering their speech, all other nominees will be

outside the voting room. After speeches are over for the given IGC position, open discussion will take place amongst the voters.

3. All voting for Officers will be done by silent ballot.

2. Dues and Fines

- A. Four dollars per active member are to be paid by each social Fraternity and Sorority at the third meeting of each semester. The amount due will be given to each Fraternity and Sorority at the second meeting of each semester
- B. Any organization not paying dues will lose its voting privileges until the debt is paid in full.
- C. Any dues, fines, or debts owed to IGC by any fraternity/sorority that are delinquent by more than two weeks will be assessed a \$10 charge per group per week until the debt is paid in full. After two weeks of non-payment, that fraternity/sorority will lose all campus privileges until the debt is paid in full.

3. Impeachment and Removal

- A. At the impeachment hearing the person(s) in question shall be permitted to present a defense on their behalf.
- B. Any officer may be removed from office by a ¾ vote of all voting representatives for not adhering to the duties per office as stipulated by Article VII, Section 2 of the Constitution.

4. New Member Recruitment (NMR)

- A. Those eligible to participate in NMR must meet the following criteria:
 - 1. Second semester freshmen and transfers with at least 12 completed SUNY Brockport credits.
 - 2. Brockport Minimum GPA is 2.25

Before new member education begins, each fraternity and sorority must submit a list of current members and officers and an outline of potential new member programs to the Office of Campus Life. If an organization does not do this by 7am on the first day of publicity they will not be allowed to post any advertisements, banners etc.

- B. New member recruitment will begin on the 7th day of classes at 7 am counting the days Monday-Friday. Formal new member, informal new member and extension of bids shall be subject to the jurisdiction per fraternity/sorority constitution and approval of Office of Campus Life designee.
- C. New member recruitment is a time of social activities during which fraternity/sorority members and prospective fraternity/sorority members become acquainted.
 - 1. The social activities during new member recruitment shall be known as new member events. (formal/informal)
 - 2. 75% of new member activities are to be held on campus, the other 25% of new member activities may be held off-campus at an appropriate location with approval by the College’s Fraternity and Sorority Advisor or his/her designee.
 - 3. The College’s Fraternity and Sorority Advisor or his/her designee shall be present at all new member events if permitted by the governing constitution per

fraternity /sorority.

4. There will be no alcohol served/consumed at recruitment events or new member education events.

5. New Member Education

- A. New member education shall be subject to the jurisdiction of each fraternity/sorority constitution and be in consonance with the mission statement of SUNY College at Brockport.
- B. No fraternity/sorority may engage in any form of hazing, whether that is activities in initiation/pledging ceremonies, or including the assignment of menial or subservient duties, including mental activities that cause undue stress or tension. The Inter Greek Council adheres to the National Interfraternity Conference resolution against hazing and recognizes its responsibilities under New York State penal Law.
- C. A New Member will become an active member upon completion of the new member education of the fraternity/sorority and the College.
- D. The new member education will end by the date and time specified by the Office of Campus Life, to be determined at least one semester in advance in consultation with IGC.

6. Membership in Inter-Greek Council

- A. Full Membership
 1. Voice and vote on all issues
 2. Dues paid per semester
 3. Eligible for IGC office
 4. Fulfill requirements for admittance in IGC
- B. Associate Membership/Starting a New Fraternity/Sorority
 1. Voice, but no vote, on all issues.
 2. Not eligible for IGC office.
 3. Fulfill a list of requirements from IGC.

7. New Interest Groups

New Interest Groups must follow expansion guidelines set forth by the Relationship Statement Between the State University of New York College at Brockport and its affiliated fraternities and sororities. Any fraternity/sorority wishing to start a colony/chapter may do so with the approval and recommendation of the Inter Greek Council and subsequent approval through the Director of Campus Life or his/her designee. The Vice President of Enrollment Management/ Student Affairs has final approval.

- A. Requirements for admittance into IGC for Associate membership.
 1. Submit a constitution and by-laws with purposes and clarification.
 2. Initiate at least 10 members during the semester. In the case of National sorority/fraternity, the National policy will stipulate the number to be initiated.
 3. Sponsor at least one community and one campus service project.
 4. Sponsor at least one social event
 5. Attend all IGC meetings during the semester with voice but no vote on issues and items of business.
 6. Abide by all College policies regarding sororities and fraternities and, specifically, abide by all hazing laws.
 7. Sponsor at least one reputable charity event.

8. Submit a semester report to the Office of Campus Life.
9. Select or appoint an advisor.
10. Promote Greek life in a favorable fashion.
11. The IGC Executive Board and College's Fraternity and Sorority Advisor or his/her designee will monitor all events.

8. Grievances

- A. The following will be considered grievances against a fraternity/sorority:
 1. Vandalism
 2. Recruitment violations
 3. Failure to comply with the College policies
 4. Inter Greek organization difficulties, i.e., non -friendly contests, non-friendly house wars etc.
 5. Hazing
 6. Any other activity deemed not proper per the College Fraternity and Sorority Advisor.
- B. The Advisory Board will review all grievances and the procedures outlined in the constitution.

9. Mandatory Events

1. Can be defined as those events in which every active member of each fraternity and sorority at SUNY Brockport are responsible for attending. The IGC Executive Board along with the College's Fraternity and Sorority Advisor or his/her designee can deem mandatory events mandatory.
2. If a member cannot attend a mandatory event due to extenuating circumstances, the mandatory event release form must be filled out and approved by the IGC advisor no later than five o'clock one day prior to the event.
3. For each individual that is not at the mandatory event and has not turned in an excuse by the deadline (or does not have an excuse), a five-dollar fine per individual will incur.
4. In instances where less than 50% of an organization fails to attend a mandatory event and is not properly excused, will be required, in conjunction with any other organization experiencing the same situation, to hold a fundraiser for IGC within two weeks of notice.

8. Attendance Policy

- A. Executive Board:
 1. Gets one excused absence per semester or relinquishes their position
 2. An alternate is not allowed for Executive Board members
- B. IGC Delegates
 1. Each member organization shall be afforded one unexcused absence for IGC meetings per semester
 2. If a member organization is absent for more than one meeting (unexcused), it will be subject to an additional fine for each additional missed meeting. To be determined by the IGC Executive Board in consultation with the College's Fraternity and Sorority Advisor or his/her designee.
 3. If a member organization is absent for more than half of the semester's meetings, it will be subject to probation for the following semester.

The details of the probation will be decided by the IGC Executive Board in consultation with the College's Fraternity and Sorority Advisor or his/her designee.

Chapter Eleven

**STATE UNIVERSITY OF NEW YORK COLLEGE AT BROCKPORT
PANHELLENIC ASSOCIATION
CONSTITUTIONAL & BYLAWS**

[Revised Fall 2006]

CONSTITUTION

ARTICLE I. NAME

The name of this organization shall be the State University of New York College at Brockport (SUNY College at Brockport) Panhellenic Association.

ARTICLE II. OBJECT

The object of the Panhellenic Association shall be to develop and maintain fraternity life and interfraternity relations at a high level of accomplishment and in so doing to:

1. Consider the goals and ideals of member groups as continually applicable to campus and personal life.
2. Promote superior scholarship as basic to intellectual achievement.
3. Cooperate with member fraternities and SUNY College at Brockport administration in concern for and maintenance of high social and moral standards.
4. Act in accordance with National Panhellenic Conference UNANIMOUS AGREEMENTS and policies.
5. Act in accordance with such rules established by Panhellenic Council as to not violate the sovereignty, rights and privileges of member fraternities.
6. Act in accordance with the University Board of Trustees, SUNY College at Brockport College Council and university/campus administrative policies and procedures.

ARTICLE III. MEMBERSHIP

There shall be three classes of membership: Regular, Provisional and Associate.

1. The REGULAR membership of the SUNY College at Brockport Panhellenic Association shall be composed of all chapter members in good standing of National Panhellenic Conference fraternities at SUNY College at Brockport.
2. The PROVISIONAL membership of the SUNY College at Brockport Panhellenic Association shall be composed of all chapter members in good standing of National Panhellenic Conference colonies and pledged chapter at SUNY College at Brockport.
3. The ASSOCIATE membership of the SUNY College at Brockport Panhellenic

Association shall be composed of all members in good standing of local sororities or interest groups or national or regional non-National Panhellenic Conference member groups that have met the requirements for membership in SUNY College of Brockport Panhellenic Association.

a. Criteria for Associate membership

- Associate members must not be member of any other group currently in the Panhellenic Association
- Associate members must have a minimum membership size of five.
- Associate member organizations must have existed for at least two semesters before being eligible to apply for Associate Member status.
- Associate member organizations must provide the Panhellenic Association a copy of their internal governance policies. These policies must minimum ally include statements on risk management, alcohol, social functions, hazing. These policies must also comply with the requirements of the National Panhellenic Council and SUNY College at Brockport policies and applicable laws.
- The College Panhellenic must have a 2/3 majority vote to approve Associate Member applications.

Privileges and Responsibilities

- Associate Members must abide by all NPC UNANIMOUS AGREEMENTS and be subject to the SUNY Brockport Panhellenic Associate Constitution and Bylaws, recruitment rules, and risk management policies.
- Associate members will have the following privileges:
 1. Be allowed to serve on committees and/or serve as officers of the College Panhellenic.
 2. Have voice and/or vote in Panhellenic meetings, with no vote allowed on extension matters.
 3. Pay full or partial dues.
 4. Be allowed or required to participate in any or all Panhellenic and Greek programming.
 5. Be subject to judiciary proceedings.
 6. Be allowed or required to participate in organized recruitment and, if not, any restrictions on the timing and/or manner of Associate member recruitment.
- Associate membership does not confer or imply any guarantee that an Associate member will be permitted to affiliate with a NPC group, such as authorization being conveyed only on a separate extension vote of the Regular members of the College Panhellenic when campus numbers warrant a vote to open for extension.

ARTICLE IV. OFFICERS

1. The officers of the SUNY College at Brockport Panhellenic Association shall be President, Vice President, Recording Secretary, Treasurer, Membership Recruitment Chairman and Co-Membership Recruitment Chairman.

2. The officers shall be delegates from fraternities holding Regular membership in the SUNY College of Brockport Panhellenic Association. Delegates from fraternities holding Associate membership shall not be eligible to hold office unless such privileges are granted in the Constitution and Bylaws.
3. The officers shall serve for a term of one year, the term of office to begin no later than four weeks before the end of the school year.
4. Any officer failing to perform her duties as outlined shall resign and a successor will be designated by election or as provided in Article VI, Section 3.
5. If an officer is unable to complete her term her successor shall be designated by election or as provided in Article VI, Section 3.

ARTICLE V. MEETINGS

1. Regular. It is the policy of the SUNY College at Brockport Panhellenic Association to hold bi-weekly meeting during the collegiate calendar year. The SUNY College at Brockport Panhellenic Association shall hold bi-weekly meetings during the collegiate calendar year.
 - a. First meeting of a semester must be held within the first 2 weeks of classes.
2. Special. A special meeting of the SUNY College at Brockport Panhellenic Association may be called by the President when necessary and shall be called by her upon the written request of any regular or associate member of fraternity at SUNY College at Brockport.
3. The delegate from each regular, provisional or associate member fraternity shall be responsible for notifying her chapter members of all regular and special meetings of the SUNY College at Brockport Panhellenic Association.

ARTICLE VI. THE PANHELLENIC COUNCIL

The administrative body of the SUNY College at Brockport Panhellenic Association shall be the SUNY College at Brockport Panhellenic Council.

It shall be the duty of the Panhellenic Council to administer all business related to overall welfare of the SUNY College at Brockport Panhellenic Association and to compile rules governing the Panhellenic Association, including membership recruitment and the potential new member process, which do not violate the sovereignty, rights and privileges of member fraternities.

1. MEMBERSHIP

- b. The SUNY College of Brockport Panhellenic Council shall be composed of one delegate and one alternate delegate from each Regular, Provisional and Associate member group at SUNY College of Brockport as identified in Article III.
- c. The SUNY College of Brockport Alumnae Advisory Council shall be composed of one alumna advisor from each Regular, Provisional and Associate member group at SUNY College at Brockport as identified in Article III.

2. **SELECTION OF DELEGATES AND ADVISORS.** Delegates and alumnae advisors to Panhellenic Council shall be selected by their respective fraternity chapters to serve for a term of one year commencing no later than four weeks before the end of the school year. Whenever possible, the alternate delegate of one year shall be the delegate for the succeeding semester.
3. **DELEGATE/OFFICER VACANIES.** When a delegate vacancy occurs, it shall be the responsibility of the fraternity concerned to select a replacement within two weeks and to notify the Panhellenic Council Recording Secretary of her name, address and telephone number. When an officer vacancy occurs, it shall be the responsibility of the fraternity concerned to select a replacement within one week and to notify the Panhellenic Council Recording Secretary of her name, address and telephone number. When a meeting of Panhellenic Council occurs while a delegate/officer vacancy exists, the alternate delegate of the fraternity concerned shall fulfill the duties of the delegate in all cases, except that of the President. The Vice President shall fulfill the duties of the President.
4. **OFFICERS.** The Officers of the SUNY College at Brockport Panhellenic Association shall serve as the officers of it Panhellenic Council. These officers shall serve as the Executive Board of the Panhellenic Council and shall have such powers and duties as are prescribed in the Bylaws of the SUNY College at Brockport Panhellenic Association.
5. **MEETINGS.** Regular meetings of the Panhellenic Council shall be held at a time and place established at the beginning of each college term or semester.

SPECIAL MEETINGS of the Panhellenic Council may be called by the President when necessary and shall be called by her upon the written request of any member delegate of the Panhellenic Council.

QUORUM. Two-thirds [2/3] (or three-quarters [3/4]) of the member fraternities shall constitute a quorum for the transaction of business.

- If quorum is not met than voting cannot take place.

6. **VOTING.**

- a. The voting body of the SUNY College at Brockport Panhellenic Association shall be it Panhellenic Council
- b. The voting members of the Panhellenic Council shall be the delegates of each fraternity holding Regular membership. The delegate from each group holding Associate membership shall be a voting member if the right is granted by the College Panhellenic Council as outlined in Article III. If a delegate is absent, the vote of her fraternity shall be cast by its alternate Provisional members will not be allowed to vote.
- c. Executive Board Members will be allowed to vote as an E-board; one vote as a tie breaking vote.
- d. Two-thirds [2/3] (or three-fourths [3/4]) of the voting members of the Panhellenic Council shall be required to establish membership recruitment rules, to determine Quota and to establish total chapter size, to set the structure for recruitment and pledging and to add a chapter. A majority vote shall be required to carry all other questions.

7. **VOICE.** The alternate delegates and members of the Alumnae Advisory Council shall have voice but no vote.

ARTICLE VII. PANHELLENIC ADVISOR

1. The Panhellenic Advisor shall be appointed by:
 - a. The SUNY College at Brockport administration and
 - b. The Panhellenic Council or
 - c. The Alumnae Advisory Council
2. The Panhellenic Advisor shall serve in an advisory capacity to the SUNY College at Brockport Panhellenic Association and it's Council.

ARTICLE VIII. STANDING COMMITTEES

The Panhellenic Council Executive Board shall appoint standing committees to carry out the work of the Panhellenic Council and Association.

ARTICLE IX. UNANIOUMOUS AGREEMENTS AND POLICIES

1. All members of the SUNY College at Brockport Panhellenic Association shall act in accordance with fundamental Panhellenic policies established by National Panhellenic Conference in the UNANIMOUS AGREEMENTS.
2. All SUNY College at Brockport Panhellenic Association rules and policies shall be in harmony with those currently established by National Panhellenic Conference.
3. All members are to review UNANIMOUS AGREEMENTS each semester and submit paperwork to the Panhellenic President that they have.

ARTICLE X. VIOLATIONS

Violations of the National Panhellenic Conference UNANIMOUS AGREEMENTS, any regulations of this Constitution or its related Bylaws, of membership recruitment rules, of rules concerning matters other than membership recruitment, shall be adjudicated through the NPC Judicial Procedure as presented in NPC Manual of Information.

ARTICLE XI. AMENDMENTS

This Constitution may be amended by two-thirds [2/3] (or three-fourths [3/4]) vote of the voting members of SUNY College at Brockport Panhellenic Council, provided notice of the proposed amendment has been given in writing at the preceding regular meeting.

STATE UNIVERSITY OF NEW YORK COLLEGE AT BROCKPORT

PANHELLENIC ASSOCIATION

Constitutional Bylaws

BYLAWS

ARTICLE I. FINANCE

1. **FISCAL YEAR.** The fiscal year of the SUNY College at Brockport Panhellenic Association shall be from July 1 to June 30 inclusive.
2. **CONTRACTS.** The signatures of the President, Treasurer and Advisors (as witness) shall be required to bind the SUNY College at Brockport Panhellenic Association.
3. **CHECKS.** All checks issued on behalf of the SUNY College at Brockport Panhellenic Association shall be signed by Advisor and witnessed by the President and/or Treasurer.
4. **PAYMENTS.** All payments due to the SUNY College at Brockport Panhellenic Association shall be given the Treasurer, who shall record them. The Treasurer will forward payments to the Advisor to deposit into the Panhellenic Association account. Checks for payments shall be made payable to the SUNY College at Brockport Panhellenic Association.
5. **DUES.**
 - a. NPC College Panhellenic dues are paid semesterly as invoiced by the NPC Office.
 - b. Panhellenic Association membership dues shall be an assessment per member and new member.
 - i. The amount of such dues shall be determined by Panhellenic Council at its first meeting of the semester.
 - ii. Active Member dues of each Panhellenic Association fraternity shall be payable on or before the second meeting of the semester. (Potential New Member dues shall be payable on or before Mandatory New Member Orientation.
 - c. Fines past due date stated

ARTICLE II. SELECTION OF OFFICERS

1. The office of President of the SUNY College at Brockport Panhellenic Association shall be held in rotation by each National Panhellenic Conference fraternity chapter in order of its installation at SUNY College at Brockport, or a Panhellenic Association may select officers by election or a combination election-rotation plan. (Refer to College Panhellenic Organization, Selection of Officers section.) If the delegate from the fraternity shall relinquish its place to the next fraternity in order of rotation. The fraternity so passed may resume its place the following year and normal rotation shall be resumed.

2. The President and the Membership Recruitment Chairman, delegate, alternate, committee head or Executive Board position should have served on the Panhellenic Council for at least one year.
3. The offices of Vice President, Recording Secretary, Treasurer, Membership Recruitment Chairman and Co-Membership Recruitment Chairman also shall be held in rotation by each National Panhellenic Conference fraternity chapter or by election or a combination election-rotation plan.
4. This rotation shall be in the order of installation at SUNY College at Brockport:
 - a. Phi Sigma Sigma – Delta Sigma Chapter: January 31, 1987
 - b. Delta Phi Epsilon – Epsilon Mu Chapter: November 22, 1986
5. Officer rotation shall occur at the second to last meeting held in the spring semester and the new officer positions will commence at the last meeting held in the spring semester.

ARTICLE III. OFFICER DUTIES

The President shall:

1. Have overall responsibility for the operation of the Panhellenic Council.
2. Preside at all regular meetings of the Panhellenic Council and call and preside at its special meetings
3. Call and preside at all Panhellenic Council Executive Board meetings.
4. Review, approve and sign all Panhellenic Association checks and contracts involving the SUNY College at Brockport Panhellenic Association (if provided for in Article I, Finance), upon consultation with the Advisor.
5. Serve as member ex-officio of all Panhellenic Council Committees with voice but no vote.
6. Complete the NPC Annual Report and send it to the NPC Area Advisor.
7. Communicate regularly with the NPC Area Advisor.
8. Maintain a complete and up-to-date President's file, which will include a copy of the current SUNY College at Brockport Panhellenic Association Constitution, Bylaws and Standing Rules; the current Panhellenic Association budget; the current NPC Manual of Information and related materials, current correspondence and materials received from NPC Area Advisor; copies of the College Panhellenic reports to the Area Advisor and other pertinent materials. This file shall be kept in the Panhellenic Advisor's office.
9. Perform all other duties usually pertaining to this office.

The Vice President shall:

1. Perform the duties of the President in her absence, inability to serve or at her call.
2. Oversee the work of all standing committees.
3. Perform all duties usually pertaining to this office.
4. In charge of coordinating, collecting information and distributing calendar of semester activities of each Panhellenic Association.

The Recording Secretary shall:

1. Keep an up-to-date roll of the members of Panhellenic Council and call it at all Council meetings.
2. Keep current statistics concerning the number of initiated members and new members of each Panhellenic Association member fraternity.
3. Keep full minutes of all meetings of the SUNY College at Brockport Panhellenic Association, the Panhellenic Council and a record of all action taken by the Executive Board.
4. Maintain a complete and up-to-date file that will include the minutes of meetings of the SUNY College at Brockport Panhellenic Association and its Panhellenic Council from date of its organization; copies of all contracts made by the Panhellenic Council unless provided for otherwise. This file shall be kept in the Panhellenic Advisor's office.
5. Be responsible for the official correspondence of Panhellenic Council unless provided for otherwise.
6. Send meeting minutes to the NPC Area Advisor.
7. Perform all duties usually pertaining to this office.
8. Prepare room reservations for all Panhellenic meetings and activities.

The Treasurer shall:

1. Be responsible for the general supervision of the finances of the SUNY College at Brockport Panhellenic Association.
2. Be responsible for the preparation of the annual budget and, following its approval by the Panhellenic Council, for providing a copy to each SUNY College at Brockport Panhellenic Association member fraternity.
3. Receive all payments due to the Panhellenic Association, collect all dues and give receipts.
4. Be responsible for the prompt payment of the annual NPC dues and all bills of the SUNY College at Brockport Panhellenic Association.
5. Maintain up-to-date financial records; give a financial report at each regular meeting of the Panhellenic Council and an annual report at the close of her term of office. A copy of which will be given to the Panhellenic Advisor.
6. Sign Panhellenic Association contracts when authorized to do so.
7. Perform all other duties usually pertaining to this office.

The Membership Recruitment Chairman and Co-Membership Recruitment Chairman:

1. Be responsible for all Panhellenic Council matters related to membership recruitment.
2. Be responsible for reviewing and developing membership recruitment rules, submitting them for discussion and approval to the Panhellenic Council (before the end of the term preceding the formal membership recruitment).
3. Distribute copies of membership recruitment rules to the delegates of member fraternities, when approved.
4. Present a full report, including recommendation, the Panhellenic Council based on an analysis of the recruitment statistics, recruitment evaluations from new members, potential new members who withdrew, each member group and chapter advisor and the Alumnae Advisory Council following each membership recruitment period.

5. Serve as Chairman of the Membership Recruitment Committee.
6. Perform all other duties usually pertaining to this office.

NOTE: Where it is advisable or necessary to provide for additional officers, their duties shall be outlined in this Article.

ARTICLE IV. THE EXECUTIVE BOARD

The Executive Board shall:

1. Appoint Standing and Special Committees and their chairmen and, in making these appointments, recognize representation from all member fraternities.
2. Administer routine business between meetings of the Panhellenic Council when advisable and such other business as has been approved for action by Panhellenic Council vote.
3. Report all action taken by the Executive Board at the next regular meeting of the Panhellenic Council through the Recording Secretary, and record the action in the minutes of that meeting.

ARTICLE V. STANDING COMMITTEES

The Standing Committees of the SUNY College at Brockport Panhellenic Council shall be Judicial/Standards, Membership Recruitment, Public Relations, Academic Excellence/Scholarship, Fundraising and any other committees depending on the size and needs of the Panhellenic Council.

The Standing Committees shall serve for a term of one year. Such term of office is to begin no later than second to last meeting before the end of the school year. A committee chairman or member may be elected to serve for a further term of office. Immediately following the selection of officers for the ensuing year, the President-elect shall call a meeting of the Executive Board and elected committee chairmen and members.

1. Judicial Board/Standards Committee
 - a. Membership. (See National Panhellenic Conference Judicial Procedure for the composition of the Judicial Board.)
 - b. Duties. It shall be the Judicial Board's duty to adjudicate violations of the NPC UNANIMOUS AGREEMENTS, Constitution, Bylaws, Standing Rules and membership recruitment regulations of the SUNY College at Brockport Panhellenic Association. The committee shall be responsible for accenting high social and moral values in the lives of women and in the lives of the Panhellenic Association member fraternities at SUNY College at Brockport.
2. Membership Recruitment Committee
 - a. Membership. The Membership Recruitment Committee shall consist of a chairman, co-chairman and no fewer than 2 collegiate members plus 1 alumna advisors.
 - b. Duties:

- Be responsible for all Panhellenic Council matters related to membership recruitment.
 - Be responsible for reviewing and developing membership recruitment rules, submitting them for discussion and approval to the Panhellenic Council (before the end of the term preceding the formal membership recruitment).
 - Distribute copies of membership recruitment rules to the delegates of member fraternities, when approved.
 - Present a full report, including recommendation, the Panhellenic Council based on an analysis of the recruitment statistics, recruitment evaluations from new members, potential new members who withdrew, each member group and chapter advisor and the Alumnae Advisory Council following each membership recruitment period.
 - Serve as Chairman of the Membership Recruitment Committee.
 - Perform all other duties usually pertaining to this office.
 - Prepare and reserve all space on campus for recruitment activities.
- c. Recruitment Plan for formal recruitment in the spring semester is due for review by the Executive Board by the last meeting in October during the academic year. Following approval by the Executive Board; Full Board will review and have final approval. The recruitment plan needs to be completed by November and should include, but is not limited to the following:
- Date, Time, Place of the event
 - Theme/Slogan
 - Copy of Publicity
 - Recruitment Rules
 - Overview of the Event (e.g.: DJ, Food, Decorations, etc.)
3. Public Relations Committee
- a. Membership. The Public Relations Committee shall consist of a chairman and two collegiate members.
 - b. Duties. The Public Relations Committee shall be responsible for all forms of publicity dealing with the SUNY College at Brockport Panhellenic Association. This committee shall work closely with the Executive Board and all committees to make certain that the media is kept informed of the positive events and favorable publicity of the Panhellenic Association and its member fraternities.
 - c. Must put out 1 form of public relations material every other week concerning the Panhellenic Association and/or its member chapters.
 - d. Responsible for updating and maintaining the sorority showcase in the Seymour College Union.
4. Academic Excellence/Scholarship Committee
- a. Membership. The Academic Excellence/Scholarship Committee shall consist of a chairman and one representative from each Panhellenic Association member fraternity.
 - b. Duties. The Academic Excellence/Scholarship Committee shall be responsible for all matters pertaining to the promotion of superior scholarship as basic to intellectual achievement. The committee shall be responsible for having at least one event during

- each academic semester. (Include programs such as Month of the Scholar and Academic Challenge.)
5. Fundraising Committee
 - a. Membership. This Committee shall consist of a chairman and two members.
 - b. Duties. This Committee shall be responsible for raising all funds needed for the SUNY College at Brockport Panhellenic Association events and services. Plus responsible for all money raised for philanthropic activities.
 - c. The Fundraising committee shall be responsible for having at least 2 events per academic year

 6. Community Service/Event Committee
 - a. Membership. This Committee shall consist of a chairman and two members.
 - b. Duties. This Committee shall be responsible for planning and supervising all community service and events of the SUNY College at Brockport Panhellenic Association.
 - c. The Community Service/Event committee shall be responsible for having at least 2 events per academic semester, 1 – community service event and 1 social, non-alcoholic event.

ARTICLE VI. ADMINISTRATION OF MEMBERSHIP RECRUITMENT

The National Panhellenic Conference outlines four recruitment styles that may be used by College Panhellenic Associations. All aspects of recruitment shall be evaluated and a style selected that fits the needs of the campus. The specifics of the administration of membership recruitment shall be determined by the style chosen. Refer to the Membership Recruitment Handbook for information on determining the recruitment style to be used.

Continuous Open Bidding (COB) is a process that allows chapters to fill vacant membership spaces to reach Quota and/or Total.

The following items are appropriate for all styles.

1. A fall membership recruitment shall be held. (Continuous Recruitment should start in the fall.)
2. All membership events shall be held in the chapter room, house, lodge, suite, or campus facilities.
3. Every regularly enrolled new member, initiate or affiliate of a chapter shall be counted in the Chapter Total.
 - a. A list of pledged, initiated and affiliated members shall be filed with the President of the Panhellenic Association and with the Panhellenic Advisor on the first day of classes in each semester (term, quarter).
 - b. Any depledging, termination or other change in membership shall be reported to the President of the Panhellenic Association and the Panhellenic Advisor no later than 24 hours after it has occurred.

4. Summer contacts (state plan). (Note: NPC recommends a cooperative Panhellenic effort in contacting prospective members during the summer months.)

ARTICLE VII. NEW MEMBER EDUCATION AND INITIATION

1. A woman must be a regularly matriculated student to be eligible for membership recruitment and education.
 - a. A potential new member must attend SUNY College at Brockport for one semester as a full-time student or have accumulated a minimum of 12 credit hours at SUNY College of Brockport prior to new member recruitment and education.
 - b. A potential new member must have a minimum GPA of a 2.25 at SUNY College of Brockport to be eligible for membership recruitment and education.
2. A Panhellenic Association member fraternity may not issue an invitation to membership or formally recruit a woman during any school recess.
3. A new member may be initiated whenever she has met the requirements of the fraternity to which she is being educated.

ARTICLE VIII. HAZING

All forms of hazing, pledge day and/or pre-initiation activities that are defined as hazing shall be banned.

Hazing is defined as any action or situation with or without consent that recklessly, intentionally or unintentionally endangers the mental or physical health or safety of a student, or creates risk of injury, or causes discomfort, embarrassment, harassment or ridicule or that willfully destroys or removes public or private property.

SUNY College at Brockport endorses the definition of hazing as any mental or physical requirement, request or obligation placed upon any person (new members, associate members, members, affiliates or guests) which could cause discomfort, pain, fright, disgrace, injury or which is personally degrading or which violates any federal, state or local statute or university.

Such activities and situations include, but are not limited to, creation of excessive fatigue; physical and psychological shocks; wearing apparel that is conspicuous and not normally in good taste; engaging in public stunts and jokes; participating in treasure or scavenger hunts; morally degrading or humiliating games and activities; late night sessions that interfere with scholastic activities or normal sleep patterns; and any other activities that are not consistent with fraternal law, ritual or the regulations and policies of the member fraternity or the educational institution. All member groups will affirm their policies on hazing and inform their membership of this NPC position on hazing through mailings and through their inter/national magazines.

ARTICLE IX. EXTENSION

1. When all NPC chapters at SUNY College of Brockport are close to or over Total, the Panhellenic Council shall consider raising Total or adding another chapter. Extensions

shall be initiated and approved by the Panhellenic Council and recommended to the Panhellenic Advisor.

2. Such a chapter shall be organized through colonization by an NPC fraternity or through organization of a local sorority, which may petition an NPC fraternity for a chapter.
3. Consideration should be given to NPC fraternities that have previously had chapters on the campus and to those NPC fraternities which have filed letters expressing an interest in the campus. (See UNANIMOUS AGREEMENTS – Agreement of Extension.)
4. Only Regular members of the College Panhellenic Council shall vote on extension matters.

ARTICLE X. VIOLATIONS

Any dispute arising out of the violation of the NPC UNANIMOUS AGREEMENTS, the Panhellenic Constitution and Bylaws, Standing Rules and membership recruitment rules and regulations shall be addressed through the NPC Judicial Procedure as included in the SUNY College at Brockport Panhellenic Constitutional Bylaws as adopted on _____(date).

College Panhellenics that have only two member groups should contact their NPC Delegates and NPC Area Advisor to negotiate a resolution to the matter in conflict if the matter cannot be resolved through mediation or a judicial hearing before filing an Appeal to the NPC College Panhellenics Judicial Appeals Committee.

1. Any disputes arising out of the violation of the Panhellenic Association rules and regulations shall be addressed through mediation.
2. If an agreement is not met/reached through the mediation process, the matter shall be referred to the Judiciary Board/Standards Committee.
3. If the decision of the Judiciary Board/Standards Committee is not acceptable, the matter may be appealed. Notice of the intention to appeal shall be given to the Panhellenic Council President. All requirements as stated in the NPC Manual of Information shall be met. (See UNANIMOUS AGREEMENTS – The College of Panhellenic Agreement.)

ARTICLE XI. RULES OF ORDER

The SUNY College at Brockport Panhellenic Association and its Panhellenic Council shall be governed by Robert's Rules of Order Newly Revised except in matter specifically provided for in this Constitution, Bylaws and Standing Rules.

ARTICLE XII. AMENDMENTS

These Constitutional Bylaws may be amended by two-thirds [2/3] (or three-fourths [3/4]) vote of the voting members of Panhellenic Council, provided notice of the proposal amendment has been given in writing at the preceding regular meeting.

Notes

Expansion – SUNY College at Brockport has as its intention the development of all of its students and organizations. At the current time, there is a moratorium on expansion. Each fall the Fraternity & Sorority Advisory Board, in collaboration with the College's Fraternity & Sorority Advisor will review the possibility of lifting the moratorium on expansion. A recommendation will then be made to the Vice President for Enrollment Management & Student Affairs.

Inactive Status – Any inactive organization wishing to become active at SUNY College at Brockport must petition the Fraternity & Sorority Advisory Board by the 10th business day of a semester to be considered for a change in status the following semester. A recommendation will be made to the Vice President for Enrollment Management & Student Affairs on the matter.

Definition of Terms

Active – A fully initiated member of a fraternity or sorority.

Alumni – Fraternity or sorority members who have graduated from the College.

Associate Member - organizations that have not gained full recognition by the Greek Advisory Board.

Badge – Fraternity or sorority pin signifying full membership.

Bid – A formal invitation to become a new member of a fraternity or sorority.

Brother/Sister – A term used by active fraternity or sorority members when referring to one another.

Chapter – The local collegiate members of a national sorority or fraternity.

Continuous Open Bidding (COB) – The period of time, beyond new member, in which sororities invite women to become potential new members of their organization.

Disaffiliation – The period of time during formal recruitment in which selected Recruitment Counselors temporarily disconnect themselves from their respective chapters.

Greek – A member of a fraternity or sorority.

Initiation – The formal ritual of potential new members being accepted into the chapter as active members.

Legacy – A person whose father, mother, sister, or brother is or was an active member of a certain fraternity or sorority.

Member - individuals who are active members of a fraternity or sorority.

National – A term referring to the central organization of a given fraternity or sorority.

Order of Omega – A national honor society recognizing the outstanding fraternity and sorority leaders in the Greek community.

Philanthropy – A fraternity or sorority service project or program.

Potential New Member – A person who is interested in becoming an active member of a fraternity or sorority.

Quota – The number of women a sorority may allow to become potential new members.

Rho Chi – Panhellenic new member counselors.

Ritual – A traditional secret ceremony of a fraternity or sorority.

Recruitment – The mutual process of membership selection consisting of scheduled functions in which active members and potential new members become acquainted. (Formal recruitment takes place in the spring semesters and informal recruitment takes place in the fall semesters.)

Office of Campus Life
Division of Enrollment Management & Student Affairs
SUNY College at Brockport

FIPG RISK MANAGEMENT POLICY

The Risk Management Policy of FIPG, Inc. includes the provisions, which follow and shall apply to all fraternity entities and all levels of fraternity membership.

ALCOHOL AND DRUGS

The possession, sale, use or consumption of ALCOHOLIC BEVERAGES while on chapter premises, or during a fraternity event, in any situation sponsored or endorsed by the chapter, or in any event an observer would associate with the fraternity, must be in compliance with any and all applicable laws of the state, province, county, city, institution of higher education, and must comply with either the BYOB or Third Party Vendor Guidelines.

No alcoholic beverages may be purchased through chapter funds nor may the purchase of same for members or guests be undertaken or coordinated by any member in the name of or on behalf of the chapter. THE PURCHASE OR USE OF A BULK QUANTITY OR COMMON SOURCES OF SUCH ALCOHOLIC BEVERAGE, I.E., KEGS, CASES, TRASH CAN PUNCH, ETC. IS PROHIBITED. OPEN PARTIES, meaning those with unrestricted access by non-members of the fraternity without specific invitation, where alcohol is present, shall be prohibited. No Members, collectively or individually, shall purchase for, serve to, or sell alcoholic beverages to any minor (those under the legal drinking age).

The possession, sale or use of any ILLEGAL DRUGS or CONTROLLED SUBSTANCES while on chapter premises or during a fraternity event, or at any event that an observer would associate with the fraternity, is strictly prohibited.

No chapter may co-sponsor an event with a distributor of alcohol, charitable organization or tavern (tavern defined as an establishment generating more than half of annual gross sales from alcohol) where alcohol is given away, sold, or otherwise provided to those present.

No chapter may co-sponsor or co-finance a function where alcohol is purchased by any of the host chapters, groups, or organizations.

All rush activities associated with any chapter will be DRY rush functions.

No member shall permit, tolerate, encourage or participate in drinking games.

No alcohol shall be present at any pledge/associate member/novice program activity or ritual of the chapter.

HAZING

No chapter, colony, student or alumnus shall conduct nor condone hazing activities. Hazing activities are those defined as:

“Any action taken or situation created, whether on or off fraternity premises, for the purpose of or which is likely to produce mental or physical discomfort, embarrassment, harassment or ridicule. Such activities may include but are not limited to the following: use of alcohol and/or drugs; paddling in any form; creation of excessive fatigue, including sleep deprivation; physical and psychological shocks; the deprivation of food and/or water; quests, treasure hunts, scavenger hunts, road trips or any such activities carried on outside or inside the confines of the chapter house; kidnappings of any sort, whether by initiated members or pledges; wearing of public apparel which is conspicuous and not normally in good taste; engaging in public stunts and buffoonery; morally degrading or humiliating games and activities; and any other activities which are not consistent with academic achievement, fraternal law, ritual or policy or the regulations and policies of the educational institution, or applicable state law.”

SEXUAL ABUSE AND HARRASSMENT

The fraternity will not tolerate or condone any form of sexist or sexually abusive behavior on the part of its members, whether physical, mental or emotional. This is to include any actions which are demeaning to women and men, including but not limited to, date rape, gang rape or verbal harassment.

FIRE, HEALTH AND SAFETY

All chapter houses should meet all local fire and health codes and standards.

All chapters should have posted by common phones emergency numbers for fire, police and ambulance and should have evacuation routes from chapter houses, common areas and sleeping rooms posted in said areas and on the back door of each sleeping room.

All chapters should comply with engineering recommendations as reported by the insurance company.

The possession and/or use of firearms or explosive devices of any kind within the confines and premises of the chapter house is expressly forbidden.

EDUCATION

Each fraternity shall annually instruct its students and alumni in the Risk Management Policy of FIG, Inc. Additionally, all students and alumni/alumnae members and national volunteers and advisors shall annually receive a copy of said Risk Management Policy.