

# Clayton State University

## Department of Campus Life

### Policies and Procedures for Social Fraternity and Sorority Organizations at Clayton State University

---

#### I. Definition of Social Fraternity and Sorority

Social fraternities and sororities are student organizations distinguished by Greek-letter names, often called “Greek” organizations because of this designation, whose primary purpose is to cultivate members scholastically, socially, and civically. Fraternities are organizations for men designed to promote scholarship and leadership, stimulate social interaction, and offer the opportunity for development of meaningful relationships. Similarly, sororities are organizations for women which promote scholarship, service to campus and community, development of strong long-lasting friendships, and promotion of leadership opportunities.

*Auxiliary Groups:* Clayton State University does not authorize, recognize or approve of the existence of any Chapter affiliated Auxiliary Organization (sweethearts, diamonds, little sisters/brothers, courts, kittens, etc). Students are encouraged to report any solicitation of any fraternity and sorority to join an Auxiliary Organization (sweethearts, diamonds, little sisters/brothers, courts, kittens, etc) to the Greek Life Coordinator immediately.

Auxiliary Organizations are not the same as a fraternity or sorority and should not be considered and/or treated as such.

#### II. Criteria for Membership

Clayton State University requires that a potential initiate or candidate for membership be a regular, matriculating student of the University and be in good academic and judiciary standing. Additional membership requirements are governed by the individual fraternity and sorority national membership intake guidance. Clayton State University respects the right of the recognized fraternity and sorority chapters to select its membership as outlined in its membership intake procedures, so long as these procedures do not violate state and federal discrimination laws.

#### III. Governing/Coordinating Councils

All recognized social fraternities and sororities must affiliate with one of the national governing councils listed below and have completed the appropriate expansion process:

- **Interfraternity Council (IFC)**- Governing council for national fraternities
- **National Panhellenic Conference (NPC)**- Governing council for national sororities
- **National Pan-Hellenic Council (NPHC)**- Governing council for historically African-American national fraternities and sororities
- **National Association of Latino Fraternal Organizations (NALFO)**-Governing council for Latino Greek-letter organizations
- **Multicultural Greek Council (MCGC)**- Governing council for multicultural Greek-letter organizations

#### **IV. Fraternity and Sorority Council (FSC)**

The Fraternity and Sorority Council (FSC) is the coordinating body for all social fraternities and sororities at Clayton State University. The FSC functions to foster positive Greek Life relations on campus through programming and service initiatives; and assisting each represented organization with achieving and maintaining high standards of scholastic, moral and social deportment. The FSC consists of one representative from each recognized social fraternity and sorority on the Clayton State University campus. The FSC is advised by the Greek Life Coordinator and is governed by the FSC Constitution.

The FSC:

1. Conducts a minimum of seven formal meetings of the Council
2. Promotes positive Greek Life relations by sponsoring or cosponsoring at least two (2) education programs during each of Fall and Spring semesters
3. Promotes philanthropy and civic engagement by participating in at least two (2) volunteer/community service events during each of Fall and Spring semesters
4. Recommends disciplinary action, with advisement and final authority from the Greek Life Coordinator, for chapters who fail to abide by University or Department of Campus Life policies and guidelines

#### **V. Chapter Advisors**

Each recognized social fraternity and sorority will designate at least two (2) advisors, one primary and one secondary. One of the selected advisors must be a member of the Clayton State University faculty or staff, but is not required to be a member of the organization s/he advises. Advisors who are not affiliated with the organization do not have to be a part of private/ritual events; however, the advisor must be aware of when such events will take place. It is the preference of the Department of Campus Life that the advisor, if a member of an alumni/graduate chapter of the advising organization, not also serve as an Executive Officer in the alumni/graduate chapter. The advisor should also be at least two years removed from his/her undergraduate graduation.

Advisors must adhere to the following:

1. Complete and submit the Advisor Agreement Form
2. Meet regularly with chapter members and executive officers
3. Be aware of University policies governing social fraternities and sororities and ensure that the chapter members comply with these policies
4. Be familiar with the *Student Code of Conduct* and ensure that chapter members comply with policies and guidelines
5. Assist University officials with isolated situations or challenges that arise involving the chapter
6. Attend periodic advisor meetings at the request of the Greek Life Coordinator
7. Provide the Department of Campus Life with updated contact information as needed

## **VI. Behavioral Standards**

Social sororities and fraternities are expected to adhere to University regulations as defined in the *Student Code of Conduct*, the FSC Constitution, and the policies and procedures set forth by the Department of Campus Life. Fraternities and sororities are expected to behave in a respectable and courteous manner towards each other in verbal and electronic communication, and physical interactions. Each organization will be held responsible and accountable for their actions and may be sanctioned by the FSC and/or the Department of Campus Life for inappropriate conduct or activity in violation of University or Department of Campus Life policies.

### Property Defacement and Damage

Social fraternities and sororities will not deface University buildings, sidewalks, streets or other public or private property by painting, drawing or chalking their Greek symbols or letters in these areas unless otherwise permitted to do so. Fraternities and sororities that damage University property by defacement or engaging in reckless behavior will repair the damage or provide the University with financial restitution within a reasonable timeframe, not to exceed one academic semester.

### Other Organization's Property

Social fraternities and sororities will not engage in theft, attempt to steal, or tampering with other organizations' property or belongings.

### Step Shows/Probate Shows

Probate shows (introduction of new members) hosted by a social fraternity or sorority must be approved by the department of campus life at least ten days prior to the event date. The sponsoring organization must abide by the regulations governing the content of the probate show and will assume responsibility for informing guest performers and invited guests of these policies. All primary advisors are required to screen probate shows and step shows to ensure that policies and procedures are followed.

1. The Department of Campus Life must approve all probate shows and campus step shows at least ten (10) days prior to performance
2. Probate shows can only be performed in the designated areas of the Green (behind the SAC) or the Amphitheater unless otherwise granted special permission to perform in another area.
3. Under no circumstances will degrading or negative sentiment towards another chapter or another chapters members be permitted. \*Degrading or negative sentiment shall be defined as mocking signature steps or calls, etc. in order to cause laughter or poke fun, etc.
4. Under no circumstances will profanity, racism, sexual innuendos, obscene gestures or hate towards another culture, gender, orientation, etc. be permitted.

### Hazing

No Clayton State organization (includes departments, athletics, etc.) or student shall condone, encourage, or require unlawful acts by its members at any time. All organizations shall be responsible for observing all University policies.

The University defines **hazing** as any situation, circumstance, or environment created by an organization or student that is purposefully instigated to illicit mental or physical discomfort, embarrassment, harassment or ridicule to aspiring members on or off university premises.

All rites and ceremonies of introduction, initiation, or orientation into college life which tend to occasion or allow unreasonable physical or mental suffering are prohibited. Any orientation which in part takes place in public, which in any way involves persons outside the organization or is not confined to a single building must be approved by the Department of Campus Life prior to the ceremony.

Hazing may include (but is not limited to): paddling, caning, whipping, forced calisthenics, tattooing / branding, forced consumption (of any food, alcohol or related substance), coercion to perform dangerous acts, or the issuance of assignments that could adversely affect the physical health or safety of the individual.

Hazing may also include any activity that would subject students to mental stress, such as: sleep deprivation, forced exclusion from social contact, conduct that result in extreme embarrassment, public servitude, giving money to older members of the organization, destroying public or private property, and performing unauthorized scavenger / treasure hunts.

Clayton State University strictly adheres to state legislation outlawing hazing. Students involved in **any** aspect of hazing are subject to both institutional disciplinary action and prosecution by local and state authorities.

**Georgia Code Section Prohibiting Hazing (Code 1 98 1, Section 16-5-61, enacted by Georgia Legislature in 1988)**

**The appropriate legislation is reprinted below:**

- As used in this Code section, the term: Haze means to subject a student to an activity which endangers or is likely to endanger the physical health of the student, regardless of a student's willingness to participate in such activity.
- School means school, college, or university in this state.
- School organization means any club, society, fraternity, sorority, or group living together which has students as its principal members.
- Student means any person enrolled in a school in this state.
- It shall be unlawful for any person to haze any student in connection with or as a condition or precondition in gaining acceptance, membership, office, or other status in a school organization.
- Any person who violates this Code section shall be guilty of a misdemeanor punishable by a fine not to exceed \$500.

### Disciplinary Action Procedure

If a social fraternity or sorority is deemed in violation of University policies, the following sanctions may apply based on the severity of the violation. The Department of Campus Life reserves the right to determine additional sanctions as warranted and reasonable:

1. Oral or written reprimand
2. Probation- a chapter may not host or participate in social activities on or off campus; for duration of 30-45 academic days
3. Suspension- a chapter may not host or participate in any (social, education, civic, membership intake) activities on or off campus; may not have representation on the FSC; and may forfeit rights to University issued funds for a minimum duration of one full semester
4. Charter Revocation- a chapter will lose its charter and will no longer be recognized as a campus organization

In all instances, the Greek Life Advisor will arrange a meeting with the primary chapter advisor and the chapter President to develop an action plan for chapter progress.

### **VII. Membership Intake Process**

Each social fraternity and sorority will adhere to all University recruitment policies as well as membership intake guidance established by the fraternity/sorority national organization.

The Department of Campus Life and the Greek Life Coordinator must be notified in writing when a fraternity or sorority will participate in a membership intake process at least fourteen days prior to the start of the intake. Notification must include the approximate dates of intake, the names of the students participating in intake, and the date in which membership intake participants will officially become members of the organization. At least one advisor must participate in the membership intake process of a chapter. An updated chapter roster including new members is due to the Greek Life Advisor within fourteen (14) days of membership intake completion.

### **VIII. Registration and Recognition**

Each social fraternity and sorority must register with the University through the Department of Campus Life by the designated deadline each fall and spring semester. In registering with the Department of Campus Life, the chapter must complete the following:

1. Student Organization Registration Form
2. The Chapter Information Sheet
3. Submit an updated copy of the chapter certificate of liability insurance reflecting coverage in the amount of at least \$1 million and names the chapter as an additional insured
4. Submit a letter from the advisor verifying the chapter's active status with the national organization
5. Submit an updated roster of active members and executive officers
6. Submit a completed and signed Information Release form from each active member within the chapter

## **IX. Other Applicable Policies and Procedures**

### Expansion Process

In order to protect Clayton State University, extension guidelines must be met in order to establish and/or charter a chapter on campus. Failure to obtain University approval before recruiting new members will warrant sanctioning and expulsion. Please request a copy of the full Extension Policy from the Department of Campus Life or visit our website at <http://admins-services.clayton.edu/campuslife/>.

### Relationship Statement

Clayton State University will provide advisory guidance, direction, and support for all fraternities and sororities.

Clayton State University asks that all fraternities and sororities uphold the mission, purpose and policies outlined by their national constitution including general mandates and expectations regarding behavior and academic achievement.

If Clayton State University determines that a fraternity or sorority is not acting in the best interest of the community (example: violating a University policy, inappropriate behavior, etc.) or are defiant and/or non-compliant with University administration, the status of the fraternity or sorority as a recognized organization may be terminated.

### Rush/Information Session Posting

Effective February 2007, all fraternities and sororities are required to post and circulate information regarding their upcoming Rush or Information Session a minimum of five (5) days before the scheduled date; this excludes weekends.

No fraternity or sorority will be permitted to host a Rush or an Information Session (and under extreme circumstances – membership in-take) without the aforementioned requirement being met.

### Standard Academic Expectation

Effective August 2008, Clayton State University requires each fraternity and sorority to maintain a minimum chapter cumulative grade point average of a 2.50.

In instances where the chapter's cumulative grade point average falls below a 2.50, the fraternity or sorority will be notified and placed on temporary academic probation. During the temporary academic probation period, the University and the fraternity or sorority Advisor will collaborate to develop a plan of action to help the chapter increase the cumulative grade point average.

Failure to meet the minimum grade point average for consecutive semesters may result in suspension. Suspension may also include but is not limited to not being permitted to host events, meetings, programs, membership intake or participate in Fraternity and Sorority Council events, meetings or initiatives. Clayton State University will calculate each chapter's cumulative grade point average at the beginning of each new semester.