



Fraternity/Sorority Recognition & Expansion Guidelines

Last Updated: April 16, 2018

According to The Student Handbook, recognition is a privilege awarded to student organizations that fulfill the educational mission of the institution and is the annual official acknowledgement of the organization by the University.

Recognized student organizations receive numerous benefits, including access to a multitude of University resources, spaces, and services. Drexel University reserves the right to deny recognition to any group that prohibits membership, discriminates against protected classes, violates through their mission and purpose Drexel University risk management guidelines, and/or is counter to the educational mission of the institution.

Operating an unrecognized student organization, including fraternities/sororities and sports clubs, organizing or sponsoring any event or activity that promotes or gives the impression or appearance that the unrecognized group is a viable organization, is prohibited. Moreover, these groups may not advertise, post, publish, solicit, recruit, pledge, or fundraise on and/or off University property. Unrecognized student organizations include those who applied for recognition and were denied, as well as those who never sought formal recognition with the University for the current recognition year.

Fraternities and sororities are a long-standing tradition on college campuses; with a history of scholarship and service, they provide students with an opportunity to participate in a well-rounded collegiate experience. Here at Drexel University, our fraternities and sororities are focused on what we call the four pillars: Academic Excellence, Brotherhood & Sisterhood, Leadership, and Service to the Community.

To be recognized as an organization in good standing by the Office of Fraternity and Sorority Life (FSL), the fraternity or sorority must meet the following standards:

- Be in good standing by their inter/national fraternity/sorority.
 - The only organization that will be recognized without an inter/national office is Alpha Pi Lambda due to their history as a local fraternity.
- Be registered and recognized with Student Involvement and Leadership in Campus Engagement, as outlined in the Student Organization Empowerment Guide.
- Be a member in good standing of one of the three Greek Councils: Interfraternity Council, Multicultural Greek Council, or Panhellenic Council.
- Comply with all submissions and attendance expectations required by FSL.

Initial recognition of a fraternity or sorority will be based on criteria formulated by Student Life / Campus Engagement and FSL staff and subject to approval by the Vice President and Dean of Student Life. Such criteria will be consistent with University goals and in accordance with the Constitution/Bylaws of the Interfraternity Council, Multicultural Greek Council, and/or Panhellenic Council.

The following guidelines and procedures have been set in place to ensure that fraternities and sororities will be successful and serve to enhance the fraternity/sorority community at Drexel University.

If an individual or group of students contact Student Life / Campus Engagement regarding starting a new fraternal Greek-letter organization at Drexel University the following will take place:

Interested Drexel students will meet with an FSL staff member and be referred to currently recognized organizations in an effort to ensure that they have all information regarding those groups.

If an inter/national organization contacts Student Life / Campus Engagement in regards to starting a new organization or reactivating a previously recognized chapter the following will take place:

The inter/national organization will submit a formal letter of interest along with the following documentation.

- a. National Bylaws and Constitution
- b. List of all currently recognized chapters and colonies
- c. List of local support, such as alumni, regional officers/advisors, or other local chapters
- d. Which council they are interested in joining

All organizations must maintain membership with one of the three governing councils. Determination of the appropriate council will be made based on the following:

- a. Interfraternity Council (IFC): Organizations affiliated with the North-American Interfraternity Conference (NIC), and other inter/national general men's fraternities, may be considered for Drexel IFC membership.
- b. Multicultural Greek Council (MGC): Organizations affiliated with the National Association of Latino Fraternal Organizations (NALFO), National Asian Pacific Islander Desi American Panhellenic Association (NAPA), National Multicultural Greek Council (NMGC), National Pan-Hellenic Council (NPHC) and other inter/national culturally-based and special interest fraternal organizations, may be considered for Drexel MGC membership.
- c. Panhellenic Council (PHC): Organizations affiliated with the National Panhellenic Conference (NPC) can only be considered for membership after fully participating in the NPC Extension Process. Other inter/national general sororities and women's fraternities may be considered for Drexel PHC associate membership if eligible.

On an annual basis, the readiness of the Drexel and fraternity/sorority community will be assessed by Student Life / Campus Engagement and FSL staff in consultation with the governing councils. This will help determine whether additional organizations should be considered for recognition.

1. If the campus is deemed ready, the appropriate governing council will follow the expansion/extension process as outlined by their council constitution/bylaws. If applicable, organizations will be notified and invited to begin the process to become a recognized organization and complete all requirements for recognition as defined by the appropriate governing council and University (see Appendix A).
2. The university holds the right to reject or defer recognition of new organizations based on community growth and presence/status of other newly chartered organizations. If this decision is made, it is the understanding of FSL and Drexel University that the individual or group of students will not function as an interest group, colony or chapter.
3. All recognized colonies and chapters must complete the Chapter Accreditation Program (CAP) annually. Groups that meet the defined minimum expectations will maintain fully recognized status. Groups that do not meet the minimum expectations will be required to create a plan of action to address deficiencies in collaboration with their alumni advisors and FSL staff.
4. Colonies or chapters that fail to meet the defined minimum expectations on two consecutive CAP submissions or that fail to follow the prescribed action plan will have their recognition at Drexel University suspended for at least one year.

Appendix A

Fraternity/Sorority Recognition & Expansion Guidelines:

Colony Recognition Requirements

The requirements necessary to become recognized as a colony have been put in place to ensure the continued success and sustainability of the organization. It is the desire that all recognized colonies become fully functioning chapters at the University. FSL believes the fulfillment of the requirements listed below will help to create a foundation of excellence for our organizations.

The requirements necessary to be recognized as a colony with Drexel University include the following:

- 1) A formal request for colonization must be submitted by the inter/national fraternity/sorority to the FSL.
- 2) If applicable, organizations may be invited to provide an on-campus presentation. Invitations to view the presentation will go out to members of the governing council, fraternity and sorority community, faculty, staff, and alumni. Presentations should include the following:
 - a. Purpose, vision and values of the organization and how it relates to the purpose and values of Drexel University and the governing council it wishes to affiliate with and what the organization can bring to the Greek community at Drexel University.
 - b. Support systems in place to assist the success of the chapter (examples: membership/new member education program, academic plan, local alumni, advisors, etc.)
 - c. Organization minimum standards/requirements
 - d. Processes of the organization (new member education/intake, judicial board, etc.)
 - e. Programming information (inter/national philanthropy, goals, etc.)
 - f. Recruitment plan/goals
 - g. Success (or failure) of recent colonizations at other campuses
 - h. Any other information that would be of interest to the expansion/extension committee and Greek community
- 3) A recommendation will be made by the appropriate governing council based on their presentation and submitted documents which will aid FSL in determining the recognition status of the organization. Recommendation will be based off the criteria listed in *Appendix C*. Student Life / Campus Engagement will review the recommendation, and the organization will be informed of the final decision by FSL. Student Life / Campus Engagement holds the power to support or reverse the recommendation.
- 4) A preferred timeline for colonization/chartering must be submitted by the inter/national fraternity/sorority to the FSL staff for review, including inter/national chartering requirements.
- 5) Each fraternity and sorority must provide the University with a certificate of insurance demonstrating that the chapter carries general liability insurance in a minimum amount of \$1,000,000 per occurrence/ \$2,000,000 aggregate with such specific terms as required by the Office of Risk Management. Coverage is to include host liquor liability and should be noted on the certificate. It is a requirement of each chapter to name Drexel University as an additional insured. Each fraternity and sorority must provide a copy of their general liability insurance policy and its endorsements if requested by the University. The University reserves the right to require additional coverage. The requirements in this handbook are minimum requirements and

are in addition to any insurance requirements set forth in University housing/license agreements.

- 6) Once the organization is granted colony status, it will be permitted to reserve space on campus. The organization may post flyers on campus. The colony may host events on campus, including fundraising, philanthropy, and social events.
- 7) The Organization is given a period of up to 6 months in which to establish undergraduate colony membership and must submit the following:
 - a. Colony membership roster, including student ID numbers
 - b. Colony officer listing including current contact information
 - c. Signed *New Member Registration & Anti-Hazing Forms* for each member
- 8) It is expected that colonies will complete all inter/national chartering requirements and campus requirements within two years of colonization on campus (See Appendix B).
- 9) If requirements are not met by the end of the two year time limit, the organization will have the opportunity to present an action plan and goals to their governing council and FSL for a possible extension. A request for extension may be denied and an extension beyond two years is not guaranteed.

Appendix B

Fraternity/Sorority Recognition & Expansion Guidelines:

Chapter Recognition Requirements

After achieving recognition as a Colony, the organization will need to work with FSL and its respective Governing Council to achieve status as a recognized chapter with the University.

The requirements necessary to be recognized as a chapter with Drexel University include the following:

- 1) Work cooperatively with FSL to fulfill chartering requirements set by the inter/national organization.
- 2) Work collaboratively with the Governing Council to set and achieve goals to further the organization and prepare the colony for success once they receive chapter status.
- 3) Complete all required paperwork, rosters, and forms by the stated deadline each term, including new member registration and anti-hazing forms.
- 4) Attend all-Greek required programming and meetings.
- 5) Complete the Chapter Accreditation Program. The colony must meet the minimum expectations as defined in the CAP in order to gain/maintain fully recognized status. If they do not meet the minimum expectations, they will not receive full chapter status or will begin a probationary period. An action plan will be developed in collaboration with the organization and FSL staff. Colonies that fail to meet the minimum expectations on two consecutive CAP submissions or that fail to follow the prescribed action plan will lose recognition at Drexel University.
- 6) Submit the following:
 - a. Local Constitution and By-Laws
 - b. Local Crisis Management Plan
 - c. Risk Management Policy/Guidelines

It is expected that colonies will complete all inter/national chartering requirements and campus requirements within two years of colonization on campus. If requirements are not met by the end of the two year time limit, the organization will have the opportunity to present an action plan and goals to their governing council and FSL for a possible extension. A request for extension may be denied and an extension beyond two years is not guaranteed.

Appendix C

Fraternity/Sorority Recognition & Expansion Guidelines:

Criteria for Colony Status

Each organization requesting recognition will be assessed based on the following criteria:

- A. Alumni Support
Based on strength of alumni associations, number of local alumni, alumni support in establishing a chapter, selection and training of alumni volunteers, and potential house corporation/advisory board members
- B. Inter/National Organization Strength
Assessed by number of active chapters, quality and success of chapters, financial security, and regional and/or inter/national structure and support
- C. Support Staff
Based on availability of consultants/field representatives (or alumni acting as organization representatives) as well as a colonization team
- D. Success (or Failure) of Recent Colonizations
- E. Chapter Development/Programs
Based on the quality of the organization's programs and methods of implementation for scholarship development, character development, leadership, recruitment and membership selection and broad based involvement of membership in chapter responsibilities, as well as formal as new member/member education/intake program and policies and education regarding hazing, alcohol and drug use
- F. Quality of Proposed Colonization Procedure
Evaluated on the following:
 - a. Organization of colonization procedure, outlined in writing and previously tested on other campuses
 - b. Plan for recruiting alumni volunteers
 - c. Financial backing for colony establishment
 - d. Plan for colony officer and member training
- G. Vision, purpose and values
Based on the quality of the inter/national organization's purpose, vision and values and how they relate to the purpose and values of Drexel University and the governing council it wishes to affiliate with
- H. Minimum Standards & Expectations
Based on the quality of organization minimum standards/requirements for colonization and chapter evaluation, as well as judicial procedures
- I. Value to Campus
Based on the chapter's value to Drexel University and the Greek community as a whole

Appendix D

Privileges of Recognized Fraternities/Sororities (Colony & Chapter Status)

Recognized Greek-letter organizations will be afforded the following:

Privileges awarded to all recognized student organizations

1. Increased visibility and accessibility
2. Access to available services and equipment on the University's campus with costs associated covered by the organization
 - a. Room and space reservation through Event Services
 - b. Access to services provided by Drexel University Student Technicians (DUST)
 - c. Catering services from Sodexo
3. Permission to use the University name and logo when identifying the organization in accordance with University regulations and policies on their use
4. Access to funds from student activity fees (SAFAC) and other university funding opportunities in accordance with established policies and procedures
5. Access to an organizational mailbox in the Creese Student Center
6. Leadership training, retreats, and programs offered through Student Life / Campus Engagement
7. Leadership materials, educational resources, and mailings from Student Life / Campus Engagement
8. Opportunity to participate in the Activities Unlimited student organization promotion and recruitment fair during the fall and spring terms
9. Opportunity to participate in New Student Orientation, New Student Days and Welcome Back Week events
10. Opportunity to acquire office/storage space on a yearly basis for student organizational use (as available through application process)
11. On-campus student financial accounts for fund development and dues collection
12. Large and small event planning assistance

Privileges awarded to all recognized fraternities & sororities

1. Opportunity to participate in community-wide Greek Week events
2. Off-campus banking option
3. Support from council and all rights and privileges associated with council membership in accordance with their bylaws
4. Opportunity for members to hold leadership positions within the Greek community
5. Listing of organization information on the FSL website and all official publications
6. Leadership training, advising, retreats, and programs offered through FSL

Appendix E

Responsibilities of Recognized Fraternities/Sororities

Recognized fraternities and sororities at Drexel University are to assume and accept the following responsibilities:

1. Accept responsibility for the supervision and safe operation of all sponsored programs and events
2. Accept responsibility for reimbursing Drexel University for damage to University-owned property or facilities, including items such as cleanup costs, damaged property, or other contingencies related to the utilization of the facility
3. Assure that all promotion and advertisement of events involving the use of University facilities shall identify the group sponsoring the event
4. Maintain active and up-to-date files (membership information, constitution, and related recognition materials) with the FSL
5. Maintain the non-profit volunteer status of the student organization
6. Elect president, vice president, secretary, and treasurer who are currently and actively enrolled undergraduate students in good academic standing
7. Send all officers to BOLD training through Student Involvement and Leadership
8. All members and officers of the student organization must be currently and actively enrolled Drexel University students
9. Must comply with all University policies and procedures as defined in the *Drexel University Student Handbook* as well as organization and FSL policies, local, state, and national laws
10. Have a faculty/staff advisor who is an affiliated administrative, faculty, or professional staff member of the University in addition to an inter/national alumni volunteer of their organization. The role of the alumni/chapter advisor is such that he or she should:
 - a. Have basic knowledge as to the history, structure, and purpose of the group
 - b. Be aware of the group's finances and budget, as his or her approval is needed for financial transactions
 - c. Provide useful guidance to help the student organization identify and attain its goals
 - d. Be knowledgeable of University policies and regulations, civic ordinances, and state and federal laws that affect the activity of the organization
 - e. Maintain on-going contact with the officers of the organizations
11. Agree to a membership that is open to all students who meet the organization's prescribed membership criteria without regard to race, religion, national origin, gender expression (except as permitted by law), sexual orientation, or physical disability.