Shippensburg University Office of Fraternity & Sorority Life
Expansion & Recognition Policy
Updated 6.12.09

Relationship Statement

Shippensburg University recognizes that Greek social organizations are an integral part of the university community, and that they can make a positive contribution to the co-curricular environment of the campus and to individual students' growth and development.

It is further recognized that a special relationship exists between the University and the fraternities and sororities, and there is a need to define this relationship clearly, so both parties understand the rights and responsibilities of University recognized fraternities and sororities.

Recognition Policy

Recognition as a social fraternity or sorority is granted by Shippensburg University in conjunction with the Office of Fraternity & Sorority Life. University recognition is a privilege and thus involves certain rights and responsibilities.

Rights of recognition:

- To utilize the University name along with the organization's name
- The privilege of self-governing internal organization affairs
- To use University facilities
- To participate in new member recruitment and intake programs and processes
- To participate as an organization in University activities including, but not limited to, intramurals, Homecoming, Greek Week
- To receive assistance and support from University personnel and and access to University resources

In order for a fraternity or sorority to exist or operate at Shippensburg University the organization must be endorsed, recognized and chartered. Recognition is divided into three categories: Full, Provisional, and Probational. In addition, there are two categories in which a group can lose the privileges of recognition. Recognition can be Suspended or Withdrawn.

Types of Recognition:

1.) FULL RECOGNITION grants a fraternity or sorority in good standing all rights, privileges, obligations, and appropriate use of Shippensburg University Resources as listed above.

2.) PROVISIONAL RECOGNITION is granted to Interest Groups and Colonies and provides University recognition as groups work to fulfill *Expansion & Recognition*

Policy requirements. During this period the Interest Group or Colony has rights, privileges and responsibilities as outlined in the *Expansion & Recognition Policy* under Criteria for Continued Recognition and Expansion Guidelines.

3.) PROBATIONAL RECOGNITION may be applied to organizations that have previously been granted Full Recognition or Provisional Recognition or groups who wish to re-establish a previously chartered chapter. Probational Recognition may entail temporary withdrawal of certain University services and benefits. In addition, Shippensburg University may apply specific sanctions against a chapter for a specified period of time.

These sanctions involve the imposition of a schedule of corrective action or a judicial sanction. In the event that further infractions occur, or if the corrective actions or sanction(s) are not met, University recognition may be suspended or withdrawn.

Criteria for Continued Recognition

Each organization must maintain and pursue goals that are in support of the mission of Shippensburg University and the Inter/National Headquarters, and are consistent with policies established by the Shippensburg University Office of Fraternity & Sorority Life. These goals must be reflected in the following documents which must be submitted to the Office of Fraternity & Sorority Life as part of the information necessary for continued recognition.

Documentation includes:

- Organization information sheet which should include full and accurate names, phone numbers, e-mail, addresses, and membership status for ALL members
- Officer roster
- Advisor contact information
- Semester calendar of Chapter/Colony/Interest Group activities
- Updated chapter Constitution, Bylaws, Recruitment/Intake dates and programs, New Member/Associate Programs and other documents where applicable or upon request

To be eligible for Continued Recognition, a chapter must provide the following information to the Office of Fraternity & Sorority Life by the **second Friday** of each semester, or as indicated on the Office of Fraternity & Sorority Life calendar. Failure to provide this information will result in a review of the organizations status with the University and may result in judicial action.

- Signed copies of the *Shippensburg University Office of Fraternity & Sorority Life Anti-Hazing Agreement* must be on file in the Office of Fraternity & Sorority Life for ALL chapter members and new members.

- Signed copies of the *Shippensburg University Office of Fraternity & Sorority Life Eligibility/Grade Release Information Card* must be on file in the Office of Fraternity & Sorority Life for ALL chapter members and new members.

Additional Responsibilities Include:

- Comply with all National, State, Local, University and Inter/National Headquarters standards

Loss of Recognition:

1.) SUSPENSION OF RECOGNITION is loss of University recognition for a prescribed period of time during which certain activities and privileges may be suspended. Suspension of Recognition will involve the imposition of a schedule of corrective action or a judicial sanction. Should recognition be restored the chapters will be granted Probational Recognition for one year prior to the reinstatement of Full Recognition.

2.) WITHDRAWAL OF RECOGNITION revokes the recognition granted by Shippensburg University and requires the chapter to immediately cease all operations. Upon Withdrawal of Recognition the chapter shall be ineligible to apply for University recognition for a period of time based on a determination by the Office of Fraternity & Sorority Life and the Inter/National Headquarters.

After the specified period of time has elapsed, the organization must meet the requirements for starting a new fraternity or sorority as specified in the *Expansion & Recognition Policy*. If a previously dismissed local fraternity or sorority applies for recognition, they will not be permitted to return to Shippensburg University as a recognized organization.

Expansion Guidelines

Individuals wishing to form a new fraternity or sorority must follow the guidelines established by the Office of Fraternity & Sorority Life. In order to be considered for recognition by Shippensburg University, a new fraternity or sorority must meet the following requirements:

- Be affiliated with an Inter/National fraternity or sorority
- Maintain appropriate group liability insurance as determined by Shippensburg University
- Adhere to risk management policies as established by Shippensburg University and the Inter/National Headquarters.
- Have members that are eligible to join a fraternity or sorority as defined by Shippensburg University

- Organizations must also refer to appropriate governing council documents for additional requirements or restrictions

Expansion Procedure

Before an organization may colonize and receive official recognition as a member of the fraternity and sorority community it must meet the guidelines set forth by the Office of Fraternity & Sorority Life.

Groups wishing to start a fraternity or sorority must proceed through three phases of expansion: interest group, colony and chapter.

Phase One: Interest Group

1.) Individuals interested in starting a fraternity or sorority must contact the Office of Fraternity & Sorority Life in writing. In order to be considered for approval as an interest group all group members must meet Shippensburg University eligibility requirements (2.0 QPA and 12 completed credits or eligible transfers).
2.) No more than two Interest Groups will be permitted at one time under any governing council (Inter-Fraternity Council, Multi-Cultural Greek Council, Pan-Hellenic Council and Women's Panhellenic Council).
3.) The Interest Group is eligible to host informational meetings on campus in order to determine interest in the proposed organization, not to exceed four consecutive semesters.
4.) If the Interest Group has not colonized within a year, the group must resubmit a request to the appropriate governance council. Requests for additional time may only be submitted once.
5.) Upon meeting the requirements of Shippensburg University, the Office of Fraternity & Sorority Life, the appropriate governing council (where applicable) and specific Inter/National Headquarters, Interest Groups may proceed to the second phase of expansion.

Phase Two: Colonization

1.) After achieving Colony status groups will be given two years to become a chartered chapter. Extensions to this timeline may only be granted by Shippensburg University via the Office of Fraternity & Sorority Life.
2.) Colonies are granted all rights and responsibilities as outlined in this document
3.) While a Colony, a group must remain in good standing with the Office of Fraternity & Sorority Life, their appropriate governing council and Inter/ National Headquarters.
4.) Colonies must acquire and maintain a colony advisor approved by the Office of Fraternity & Sorority Life.
5.) Upon meeting the requirements of Shippensburg University, the Office of Fraternity & Sorority Life, the appropriate governing council and specific Inter/National Headquarters, Colonies may proceed to the third phase of expansion.

6.) Failure to comply with any of the above stated stipulations may result in the revocation of recognition. Colonies whose recognition is revoked must cease all operations and are ineligible to reapply for a period of time determined by the Office of Fraternity & Sorority Life and the Inter/National Headquarters.

Phase Three: Chartering

1.) Prior to formal chartering, representatives from the Colony in conjunction with representatives from the (Inter) National Office will make a formal presentation to a board comprised of at least seven of the following individuals:
    - Director of Fraternity & Sorority Life
    - Graduate Assistant for Fraternity & Sorority Life
    - Dean of Students
    - University Police
    - Associate Dean, Judicial Affairs
    - Chapter advisor
    - President, or representative from, Multi-Cultural Greek Council
    - President, or representative from, Inter-Fraternity Council
    - President, or representative from, Pan-Hellenic Council
    - President, or representative from, Women's Panhellenic Council
    - Faculty/staff member

    The presentation must be both written and oral and should encompass the Colony's efforts and progress from the formation of the Interest Group.

2.) A formal chartering ceremony/schedule of events will be scheduled by the Office of Fraternity & Sorority Life in conjunction with the Colony and the Inter/National Headquarters.

Violations of the Social Events Policy will be adjudicated by the process outlined in Swataney, the Shippensburg University Student Handbook. Organizations found to be in violation may also face additional sanctions from their governing council and/or Inter/National Headquarters.