**Minimum Standards for Fraternities and Sororities**

The Minimum Standards for Fraternities and Sororities is implemented to improve the management and the quality of the fraternity and sorority experience at the University of New Orleans (UNO). The agreement is between the member chapters of the InterFraternity Council, National Pan-Hellenic Council, and National Panhellenic Conference as a condition of registered status as a Greek organization through the Office of Student Involvement and Leadership. These shared standards will be implemented and documented by the chapters and governing councils in coordination with professional staff of the Office of Student Involvement and Leadership. All chapters are responsible to adhering to their national organization’s policy as well as the University of New Orleans’ Student Code of Conduct, UNO Student Organization Handbook, University Alcohol Policy and University of Louisiana System Anti-Hazing Policy.

**Purpose**

To improve the management and quality of fraternities and sororities at UNO by outlining a clear, comprehensive set of standards that each chapter must attain to be registered as a Greek organization through the Office of Student Involvement and Leadership at the University of New Orleans. This helps the office:

(1) to provide an annual evaluation tool in which fraternities and sororities participate in a self-evaluation process and receive recognition for surpassing minimum standards, and

(2) to empower the Greek community to be part of the decision making process in determining how they wish to function within the greater University community. The intent of the Greek minimum standards process is to provide a framework by which chapters can quantify and document their activities and successes, while creating a tool by which fraternities and sororities can be evaluated.

**Minimum Standards for recognized Greek Organizations**

1. **Membership**

* IFC chapters are required to maintain a chapter size at a minimum of 50% the size of the largest chapter in their council. This will be evaluated at the end of each fall and spring semester.
* Any IFC chapter (who is not at 50% of the size of the largest chapter in their council) are required to host recruitment activities each semester and initiate at least one new member. Chapters must submit plan for membership, retention, and visibility the first day of class each semester until the reach minimum number of members.
* NPC chapters are required to maintain chapter total that is set at the median. Chapter total is adjusted each semester. This will be evaluated at the end of each fall and spring semester.
* NPC organizations (who are not at chapter total) are required to host recruitment activities each semester and initiate at least one new member. Chapters must submit plan for membership, retention, and visibility the first day of class each semester until the reach minimum number of members.
* NPHC chapters are required to maintain a minimum of three members. This will be evaluated at the end of each fall and spring semester. Chapters must submit plan for membership, retention, and visibility the first day of class each semester until the reach minimum number of members.
* *Inactive Status of NPHC Organizations Due to Membership Attrition:* By definition, an undergraduate chapter must be comprised of enrolled collegiate members to remain active and in good standing. The chapter must re-generate membership on a continual basis in order to sustain itself long-term. When the situation arises where a chapter does not have any remaining undergraduate members, the chapter shall be immediately placed on “Inactive” status. Organizations who are "inactive" may host informationals/interest meetings or tabling events with special permission from the Office of Student Involvement and Leadership. These programs should focus on enhancing visibility of the chapter in order to increase membership. However, inactive organizations are ineligible to vote in NPHC Council, hold leadership positions, and participate in NPHC programming without special permission/invitation from the university.
* Three consecutive semesters under minimum numbers of members will result in meeting to discuss inactive status or recession of University registration.
* The Office of Student Involvement must be notified when potential new members are extended a bid by completing all new member forms (listed in Section 17).

**2. Scholarship**

* Chapters are to maintain at least a 2.75 cumulative GPA and a 2.5 semester GPA.
* If a chapter has below this requirement, they will be placed on probation for one semester. During this time, the chapter must pose and implement an approved action plan to the Assistant Director of Fraternity and Sorority Life for improving the organization’s academics. This must be turned in *14 business days* after receiving grade report. The Greek Life Office will inform you if this is required upon distribution of grades.
* If the chapter does not raise their GPA at the end of the following semester, their chapter will be placed on probationary status for additional semester(s).
* Chapters must request grade checks via form on greeklife.uno.edu for potential new members *3 business days* before offering bids/membership. Bids cannot be extended unless a grade check is sent back to the chapter.

**3. Finances**

* Chapters must meet all fiscal responsibilities. Such responsibilities include payment of all debts owed to the University of New Orleans, Greek Council, the Interfraternity Council, the National Pan-Hellenic Council, the National Panhellenic Conference, and the chapter’s National Association. Failure to pay dues by given date will result in disciplinary action.

**4. Housing Corporation**

* If a chapter is housed, it must have a Housing Corporation established and follow the laws of the State of Louisiana and the policies of its National organization.

**5. Chapter Advisor**

* A chapter must have an on campus faculty/staff advisor and an alumna/e advisor. The Alumna/e Chapter advisor must attend meetings as required through their responsibilities to their national organization.
* Chapter Advisors’ contact information must be updated and on file with Greek Life staff each fall and spring semester (or as necessary). This change must be made through the form on greeklife.uno.edu within *5 business days* of the change.

**6. Alumni**

* Alumni who attend any and all activities of the chapter are to adhere to all rules and regulations set forth by the University of New Orleans, Interfraternity Council, National Pan-Hellenic Council, and National Panhellenic Conference.

**7. Council Participation**

* All chapters must be a member of their respective umbrella group (i.e., IFC, NPHC, and NPC) in order to be officially recognized by the University. Chapters must fully participate in Council events (both their respective Council’s and Greek Council’s), sending the appropriate number of representatives designated by the sponsored governing Council for each event.
* Chapters must adhere to the rules and regulations prescribed in the constitutions and by-laws of the respective umbrella organizations as well as the UNO Student Organization Handbook.

**8. Service Projects/ Philanthropy Projects**

* Chapters must contribute to the campus and community in the area of public service and will be required to support at least 6 other Greek organizations in their service initiatives. In addition, each chapter must host one philanthropic program per year.
* When hosting a service program, the chapters must register the initiative with the Assistant Director of the Fraternity and Sorority Life *14 business days* prior to the event via the event form on the website.
* There must be at least 3 direct service hours completed per chapter member, per semester.
	+ Service hours: volunteer work outside of your organization.
		- Examples: MLK Day of Service, service days offered by UNO organizations outside of the Greek community, SPCA, etc.
* Chapters must submit the Philanthropy report within *14 business days* after the event taking place.

**9. Campus and Community Involvement**

* Each chapter must have every member involved ONE other student organization at the University of New Orleans or serve as a continual volunteer at a nonprofit in the Orleans Community.
* The chapter must submit a list of members and their involvement along with their annual Greek Life Evaluation.

**10. Greek Unity**

* Chapters are expected to foster positive relationships with other Greek chapters. Each organization is expected to co-sponsor one program with a fellow chapter within their council or between IFC/NPC chapters and NPHC organizations each academic year.
* This must be reported in the Greek Life Evaluation.

**11. Requirements**

* Chapter presidents are required to meet with the Greek Advisor 3 times within the academic semester to discuss chapter progress. Chapter representatives (determined by the Assistant Director of Fraternity and Sorority Life) are required to attend the workshops and programs scheduled by the Greek Life Advisor.

**12. Expansion**

* If an organization wishes to become a Greek fraternity or sorority at the University of New Orleans, they must follow the guidelines as set forth by the University’s Guidelines for Expansion.

**13. Definitions**

* **Interim Suspension of Activities –** When an allegation against a student organization has been filed, the Dean of Students or the Director of Student Involvement & Leadership has the authority to temporarily suspend all or some activities of the accused organization.
* **Letter of University Reprimand** – Will not include forfeiture of privileges. The sanction will be placed on a chapter who is in violation of any Greek Life, Student Involvement and Leadership, or University policy.
* **Greek Life Warning Status-** The chapter shall be supervised and shall operate within specific condition as deemed appropriate and necessary by its respective umbrella organization, national organization and the Assistant Director of Fraternity and Sorority Life. Requirements set forth by UNO’s Office of Student Accountability will be upheld as well. The Chapter will receive written notification that they are on Warning/Probationary status. They will be asked to meet with the Assistant Director of Fraternity and Sorority Life to review their specific conditions to which to they may operate. The chapter must also work with the appropriate entities to determine a strategy to implement in order to meet and maintain Greek minimum standards. **Chapter Enhancement Plan will be set in place and reviewed each semester with the president, advisor, and Greek Life representative.**
* **Greek Life Probation** – may stipulate the forfeiture of specifically listed social and/or other privileges for a period of not less than three months, or more than three calendar years, and may also require specific performance during probation. **Chapter Enhancement Plan will be set in place and reviewed each semester with the president, advisor, and Greek Life representative.**
* **Chapter Enhancement Plan** -a mutually agreed upon plan of correction that is developed by chapter officers, stakeholders, advisors, Greek Life,Student Advocacy and Accountability, and council representatives to ensure that similar violations do not occur in the future.
* **Greek Life Suspension-** For a chapter has not met minimum standards for two reviews (two or more years). The Office of Student Involvement and Leadership, along with the chapter’s umbrella organization and national association will review the progress of the organization and determine the specific appropriate measures to occur. UNO Office of Accountability penalties will be enforced as well. **Chapter Enhancement Plan will be set in place and reviewed each semester with the president, advisor, and Greek Life representative.**
* **Rescission of University Registration** - this represents the most serious penalty that may be imposed on a registered student organization. It involves the revoking of the University's registration of the organization for a stated or an indeterminate period of time. If the organization also holds a charter from a national organization or association, the University may also request that the national organization or association revoke the organization's charter. Organizations that maintain a residence or meeting facility on University property may not occupy or utilize that facility unless and until the organization returns as a registered student organization in good standing.

**14. Racial and Sexual Discrimination**

* Any and all acts of racial or sexist behavior that may bring physical or mental harm or disgrace to another student or group of students will not be tolerated.

**15.** **Hazing**

**The University will not tolerate nor condone hazing in any form. As per the University of Louisiana System Policy and Procedures Memorandum:**

1. No student organization shall employ a program of student initiation/pledge education which includes “hazing.”
2. Hazing shall be defined as:
	1. Any action taken or situation created, whether on or off college or university

property, which is life-threatening to the individual or are intended to hurt or to humiliate physically or mentally.

* 1. Kidnapping, paddling, slapping, branding, burning with cigarette, or any such activities which are life-threatening to the individual or are intended to hurt or to humiliate physically or mentally.
1. Hazing may include but is not limited to the following activities when these activities are life-threatening or intended to hurt or to humiliate physically or mentally:
	1. physical exercise, scavenger hunts, road trips, any activity resulting in excessive fatigue, physical or psychological shocks;
	2. wearing apparel which is uncomfortable to the individual or, if worn publicly, is conspicuous or not normally in good taste;
	3. engaging in public stunts or buffoonery, hair cutting, morally degrading or humiliating games or activities, giving of food or drink (alcoholic or nonalcoholic) which is distasteful or designed to provoke nausea or inebriation;
	4. any form of verbal harassment, any action or situation which subjugates an individual to a condition where he/she might tend to lose self-respect or suffer injury to personal or religious values;
	5. any activities which interfere with the student’s scholastic responsibilities
	6. the use of obscenities and vulgarities in dress, language, or action
2. It shall be the duty of all current and potential student organization members and pledges to report immediately, in writing, any violation of this policy to the appropriate institution administrator. Any violation of this policy shall be investigated and appropriate disciplinary action taken.

**17. Greek Life Required Events/Attendance**

* **Greek Awards:** This event will take place during Greek Week and each chapter must have 75% of their chapter in attendance.
* **Alcohol Training:** The chapter president, advisor (or any advisor chaperoning events), social chair, and standards chair must complete this training each semester.
* **Minimum Standards Review:** The chapter president, advisor (or any advisor chaperoning events), social chair, and standards chair must complete this training each semester.
* **Hazing/Academic/Alcohol Workshop:** The Greek Life Office will host one event each semester pertaining to the listed topics and each chapter must have 75% of their members in attendance.
* **Greek Leadership Retreat:** Each chapter is required to have 5 (3 must be on the exec board) members attend the annual Greek Leadership Retreat.

**16. Social Events**

* For every 75 people in attendance, one advisor or alumni/ae must be present that has completed alcohol policy training. In addition, for every 75 people in attendance, one security guard must be present (UNOPD is required for on-campus events with alcohol).
* At least 14 business days before events with alcohol, liability paperwork, event contracts (for venue, food, and alcohol), security contracts, and contact info for venue/security must be submitted to greeklife@uno.edu.
* Events with alcohol will require submission of the guest list *7 business days* prior to the event taking place. A guest list of actual attendees must be submitted the first business day following the event. These lists should be sent to greeklife@uno.edu.
	+ The guest list should list name, age, attendance status, and contact number.

**17. Records**

* Each chapter must submit to the Assistant Director of Fraternity and Sorority Life the following

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| **Required Forms and Activities** |
| **Name** | **Due Date** | **Frequency** | **Location** |
| Student Organization Registration Form | July 31st by 11:59pm. | Fall | Sil.uno.edu |
| Proof of Insurance | October 15th by 11:59pm | Fall  | Receipt of your chapter dues to their Nationals |
| Chapter/Executive Board Roster | Friday after first week of classes by 11:59pm  | Fall AND Spring  | See Requirements on Greeklife.uno.edu |
| Semester Calendar | July 15th and December 15th by 11:59pm | Fall AND Spring | Template will be emailed to presidents |
| Annual Evaluation | Friday following Finals Week by 11:59pm. | Spring  | Greeklife.uno.edu |
| University Alcohol Policy Training | After new president takes office & before events with alcohol  | Each fall and spring | Contact Amy King for Moodle Training  |
| Greek Social or Philanthropy Program Notification Form | 14 business days prior to the event | As needed | Greeklife.uno.edu |
| Philanthropy & Volunteerism Report | 14 business days after the event (max) | As needed | Greeklife.uno.edu |
| Member Removal Form | 5 business days of removal (max) | As needed | Greeklife.uno.edu |
| Verification of New Members/Aspirants Form (Grade Release) | Within 5 business days of bid acceptance (IFC/NPC) or application submission (NPHC) | As needed  | Greeklife.uno.edu |
| Change of Officers Form | 5 business days | As needed | Greeklife.uno.edu |
| Change of Advisor Form | 5 business days | Annually, or as needed | Greeklife.uno.edu |
| Anti-Hazing Statement | 5 business days (IFC/NPC). Within 24 hours of submission of application (NPHC) | As needed | Greeklife.uno.edu |
| NPHC Notice of Intake | 14 business days prior | As needed | Greeklife.uno.edu |
| NPC Continuous Open Bidding Acceptance Agreement | Within 24 hours of bid acceptance | As needed | Greeklife.uno.edu |

*I understand that I am responsible for informing my chapter of these standards. I also understand that failure to comply with any of the above standards shall result in disciplinary action taken against the chapter by the respective umbrella organization and/or the Office of Student Involvement and Leadership.*

Organization \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

President’s Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_

Advisor’s Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_

Greek Life Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_