

Expansion Guidelines for  
Social Greek Letter Organizations  
at  
Ursinus College

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The following information contained in this document pertains to students who wish establish a new social fraternity/sorority here at Ursinus College. Ursinus College recognizes that fraternities and sororities can provide significant positive experiences for the development of student leaders through academic rigor, civil engagement, and social interaction. The procedures in this document will serve a guide to assist in the process of positive fraternal opportunity for any student hoping to take up the challenge of starting a new organization. Also it is important that any expansion of the greek system (new or reinstated) occurs in a manner that is consistent and conducive to the policies, practices, and mission of Ursinus College. Prior to an organization becoming a fully instated chapter at Ursinus College, the proposed greek letter organization must first become a colony. A colony is an approved student organization working toward recognition as a chartered chapter of a greek-letter organization. By following these guidelines, any group wishing to colonize on this campus will be provided with the opportunity for successful colonization through a process that is both meaningful and rewarding allowing for a betterment of the existing greek community.

A chartered chapter of a greek-letter organization is a campus group of a national organization. Within each organization, chapters are usually referenced via a greek-letter order. For example, the founding chapter would be the "Alpha Chapter," and the second chapter is usually the "Beta Chapter." Since local organizations are unique only to the institution, the term "chapter" refers to their recognition of the Inter-Greek Council at Ursinus College.

Chartering: For local organizations: obtaining permission from Ursinus College to become a recognized greek-letter organization. For national organizations: obtaining permission from their national affiliate to become a recognized greek-letter organization at the desired institution.

A colony (or colonization period) is a proposed greek-letter organization in the process of becoming a fully instated chapter for both local and national organizations.

### Criteria for Expansion:

For the addition of social greek letter organizations, the expansion process can begin by way of any of the following methods:

- 1) An interested group of at least ten students as determined by the Leadership Development and Student Activities Office submit a letter requesting to establish a new or previously recognized national/local chapter on our campus to the Leadership Development and Student Activities Office.
- 2) Through reviewing a formal petition for recognition by an organization coming off of a disciplinary sanction having resulted in the loss of the organization's charter and College recognition.
- 3) Formal expansion is requested by the Inter-Greek Council, and/or the Ursinus Student Gov't Association and an invitation to national Greek organizations will be extended by the College (LD/SAO) for participation in the expansion process.

## Process for Expansion:

### For a New International/National Organization:

Upon receiving a written request to establish a new organization, the Leadership Development and Student Activities Office will initiate the following:

- 1) Students, who are interested in starting a new International or National affiliated greek letter organization, must submit a letter of interest to the Leadership Development and Student Activities Office.
- 2) The LD/SAO will then review the submitted request to verify that the proposed group does have the appropriate number of interested members and understands the expansion process and established timeline.
- 3) Once there is approval from the Leadership Development and Student Activities Office, the Inter-Greek Council will be notified of the possible interest in expansion of the greek system.
- 4) Following, the interest group requesting a chapter will provide the LD/SAO with the Application for Recognition as a Greek Organization, which can be found on the last page of this packet.
- 5) The Leadership Development and Student Activities Office will review this information. It is the responsibility of the interest group applying for expansion to adhere to all college policies and regulations as outlined in the Ursinus College Student Handbook.
- 6) After reviewing the recommendation and consulting with the LD/SAO, the request will be presented to the Student Activities & Services Committee for final determination on the expansion request.
- 7) Each group wishing to start a new organization will make an open formal presentation the Ursinus community and the Inter-Greek Council concerning the proposed new organization.

### For an Organization that has had its Charter Revoked:

Greek organizations whose recognition was revoked due to disciplinary sanctioning will not be permitted to apply for renewal.

### To Gain Recognition for an Inactive Organization:

Greek organizations with no active members are deemed inactive. In order to regain active status the organization will need to do the following:

- 1) For an organization that has gone inactive, the organization will be required to recolonize following the process for expansion for new/international chapters.

### To Re-Gain Recognition for an Organization that has had its Charter Revoked due to Probationary Loss:

Greek organizations that have lost their charter due to probationary loss are not permitted to regain recognition and will not be permitted for a review.

### To Re-Gain Recognition for an Existing Organization on Probation

Greek organizations that have lost recognition from the Inter-Greek Council or have failed to meet the standards of the Five Star Program are considered on probation. The probationary period will last a total of one academic semester. These organizations will need to do the following in order to gain recognition from the Inter-Greek Council and remove the probationary status. Failure to meet these requirements will result in loss of the organizations charter.

- 1) The organization must attend every IGC meeting with at least two delegates from their organization.

- a. The organization will not be allowed to vote on any motions presented at the IGC meetings.
- 2) The organization will not be allowed to participate in Homecoming, Greek Week, or Formal Recruitment.
- 3) The organization will not be allowed to host parties.
- 4) The organization will not be allowed to participate in intermural sports as an organization.
- 5) The president of the organization must attend bi-weekly progress meetings with the Assistant Director of Leadership Development and Student Activities.
- 6) The organization must plan and implement a campus wide service event that demonstrates the importance of community.
  - a. Organization must have 75% or more membership attendance.
  - b. The event must be approved by the UCARE and Leadership Development and Student Activities Office.
  - c. The event must benefit the Ursinus Community.

If the request is denied at any stage in the process, the interest group will not be permitted to reapply for at least one calendar year from the initial request date. The Inter-Greek Council will recognize no more than one interest group for each gender as a colony within the governing body/council at one time. Therefore, the governing body/council will not be allowed to expand further until the colony has become a chartered chapter or has been disbanded.

The interest group members, representatives from the National Organizations, or local alumnae will work with the Leadership Development and Student Activities Office regarding the fulfillment of the Colony/New Organization requirements.

There are three major National Fraternity and Sorority affiliations. Below are their mission statements as well as a link to direct you to the standards set forth by the affiliations. In addition to the three mentioned below, there are several other organizations that provide membership to multicultural greek letter organizations. Those include:

National Association of Latino Fraternal Organization  
National Multicultural Greek Council  
United Council of Christian Fraternities and Sororities  
National Association of Asian Pacific Islander Pan-Hellenic

## National Pan-Hellenic Conference

[www.npcwomen.org](http://www.npcwomen.org)

Established in 1995, The National Pan-Hellenic Conference Foundation continues to promote values and ethics in women's fraternities and encourages all members to be active and responsible leaders in their respective communities. Our mission is supported through the sponsorship of National Pan-Hellenic Conference educational and charitable programs addressing health, safety, education, leadership and general women's issues in today's society. The Foundation was incorporated in August, 1995, in the State of Indiana and is a 501 (c) (3) public educational charity. To advance the 26 women's organizations of the National Pan-Hellenic Conference and their commitment to personal growth by underwriting initiatives that launch and sustain women leaders

## National Pan-Hellenic Council

[www.nphcq.org](http://www.nphcq.org)

The National Pan-Hellenic Council, Incorporated (NPHC) is currently composed of nine (9) International Greek letter Sororities and Fraternities: Alpha Kappa Alpha Sorority, Inc. Alpha Phi Alpha Fraternity, Inc., Delta Sigma Theta Sorority, Inc., Zeta Phi Beta Sorority, Inc., Iota Phi Theta Fraternity, Inc., Kappa Alpha Psi Fraternity, Inc., Sigma Gamma Rho Sorority, Inc. Phi Beta Sigma Fraternity, Inc. and Omega Psi Phi Fraternity, Inc. NPHC promotes interaction through forums, meetings and other mediums for the exchange of information and engages in cooperative programming and initiatives through various activities and functions. All 9 organizations are historically African American greek letter organizations.

## Northern American Inter-Fraternity Council

[www.nicindy.org](http://www.nicindy.org)

The North-American Inter-fraternity Conference (NIC) is a voluntary trade association and membership in the NIC requires each member organization to adhere to the following Standards of Membership, known as the NIC Standards. Undergraduate chapters are self-governing. Nothing in the NIC Standards shall be interpreted to imply that a member organization has a duty to provide day-to-day supervision or direction, or control the daily activities of undergraduate chapters and/or individual members associated with that member organization. However, member organizations are expected to provide appropriate follow up with their chapters on compliance with NIC Standards to the same extent they follow up with chapters on compliance with the policies of the member organization and to provide its undergraduate chapters with ongoing education on the NIC Standards. Failure of a member organization to provide appropriate follow up with their chapters on compliance with NIC Standards shall subject the member organization to appropriate action by the NIC, up to and including suspension or expulsion of membership in this voluntary trade association.

## The Five Star Program

In addition to the guidelines mentioned above, currently the Inter-Greek Council institutes the “5 Star Standards Program” for all fraternities and sororities. This plan will require all groups to participate in benchmarking activities including community service, membership levels, risk management, scholarship, campus leadership, and greek community accountability. Below are the current standards that the IGC requires for recognition:

### Scholarship Development:

- 1) Organization grade point average had met or exceeded Ursinus College men’s/women’s grade point average
- 2) Organization has appointed a scholarship officer who is responsible for the organizations scholarship program and their academic achievement.
- 3) The organization has a written scholarship program that includes academic policy or procedures for those members not meeting the required GPA to be in “good standing.”
- 4) The scholarship officer has written academic goals for the organization.

- 5) The organization, at least one member, has attended academic success programming efforts on campus to ensure academic success.

#### Organization Development

- 1) Organization has bylaws and advisor information on file in the Leadership Development and Student Activities Office.
- 2) Organization participated in IGC and can confirm delegate attendance.
- 3) Organization supported campus involvement through clubs, organizations, and athletics with at least 75% of organization members belong to another.
- 4) The organization president has met with the Director or Assistant Director of the Leadership Development and Student Activities as least four times throughout the academic year.
- 5) Participated in all community education events throughout the year including Greek Forums with at least one member in attendance.
- 6) The organization included values of its organization in the programming it conducts. The organization promoted lifelong membership especially through alumni events.

#### Risk Management

- 1) The organization has a risk management chair and risk policy on file in the Leadership Development and Student Activities Office.
- 2) Organization attended educational programs that promote healthy lifestyles with an 70% attendance rate. These include self-care programs, speakers, and health/wellness programs.
- 3) The organization attended all risk management programs including Anti-Hazing Prevention Awareness Week, put on by the IGC governing board.
- 4) The organization did not have any members with risk management related disciplinary infractions on file.

#### New Member Development

- 1) Organization has at least 80% retention rate of its new member class each semester.
- 2) The new member class semester grade point average met or exceeded the all sorority/fraternity semester average.
- 3) Hazing Compliance Forms are on file in the Leadership Development and Student Activities Office and signed by all new members, new member educator, and president.
- 4) Organization has a New Member Education Program on file. The program emphasizes the importance of ritual and values and assists in developing its newest members into excellent lifetime initiates.
- 5) The organization abided by all policies/procedures set forth by the Leadership Development and Student Activities Office and their governing council regarding recruitment, new member education, and initiation.
- 6) The organization participated in Recruitment and distributed at least 5 bids.

#### Service to the Campus

- 1) The organization demonstrated commitment to service on campus by participation in at least 4 (greek and non-greek) service events.
- 2) At least 75% of active members participated in at least 3 of the 4 events.
- 3) The organization conducted one philanthropic event each year with at least 80% of their organization participating.
- 4) The organization collaborated with another organization (greek or non-greek) to conduct a service event.

- 5) The organization participated in at least one IGC service event per semester with at least 75% participating from organization population.

\* The criteria for the Five Star Program overlap under each category. Please remember that most of these events can be used under several categories.

<b>APPLICATION FOR RECOGNITION AS A GREEK ORGANIZATION</b>	
<b>FOLLOWING APPROVAL FROM THE COLLEGE THAT AN EXPANSION REQUEST WILL BE REVIEWED AND NOTIFICATION TO THE INTER-GREEK COUNCIL, THE FOLLOWING INFORMATION MUST BE SUBMITTED TO THE LEADERSHIP DEVELOPMENT AND STUDENT ACTIVITIES OFFICE FOR REVIEW.</b>	
<b>*PLEASE USE A SEPARATE SHEET AS NECESSARY</b>	
<b>LOGISTICAL INFORMATION</b>	
Name of the Organization:	
Statement of Purpose:	
Founding Date of the Organization:	
Current Number of Chapters:	Total Membership Costs:
Please provide a list of your interest group members along with their class status.	
<b>PROGRAM POLICIES</b>	
*Please provide a brief summary of the following programs that will be implemented within your organization	
Position on Risk Management/Hazing	
Length and Focus on the New Member Education Program	
Minimum Standards for Potential New Members (must abide by minimum as stated in the IGC Charter)	
Scholarship Program	Average National GPA:
Community Service Program	Average number of hours completed in one year nationally:
Philanthropy Program	Average amount of money raised for national philanthropy in one year:
Constitution and By-Laws	
Plan to meet the 5 Star Program	
<b>ORGANIZATIONAL STRUCTURE</b>	
List of Nearby Chapters and Locations:	
*Please provide a list of Executive Officers and the Goals for each officer	
*Please provide a Judicial Board Structure	

# APPLICATION FOR RECOGNITION AS A GREEK ORGANIZATION

## STATEMENT CONCERNING THE CONTRIBUTIONS TO THE GREEK COMMUNITY

Describe how this organization will contribute to the existing Greek Community and the campus community at Ursinus College


## POTENTIAL ACTIVITIES, PROGRAMMING, AND PROJECTS

Please describe any events that your organization will be planning for the upcoming school year


## SHARE

Use this opportunity to tell us more about your organization and why we should approve it. This portion is completely optional.




### Colony/New Organization Requirements

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- I. Within one month of the commencement of colonization, an anticipated timeline for the chartering of the colony at Ursinus College must be provided to the Leadership Development and Student Activities Office.
- II. Colonies will be afforded all of the privileges associated with membership in the Inter-Greek Council with the exception of voting privileges. Colonies will be allowed to participate in all IGC functions, activities, and events along with all of other recognized greek organizations who are in good standing. The LD/SAO will discuss expectations concerning recruitment and membership intake activities, prior to chartering, with representatives of the colony. As least one representative of the colony must attend all IGC meetings. It will be encouraged for colonies to participate in common greek sponsored activities. All colonies are considered probationary until then are approved for chartering by college.
- III. The group must remain a colony for at least one fall or spring academic semester.
- IV. Failure to meet any of the aforementioned requirements within one year of colonization will result in a review by the Leadership Development and Student Activities Office.