

Sorority and Fraternity Life Expansion Procedures Dean of Students Office, Illinois State University

I. PURPOSE

The purpose of this document is to provide guidelines, procedures, and support for an effective expansion process that strengthens the sorority and fraternity community. This will ensure expansion of sororities and fraternities occurs in a carefully developed manner conducive to the educational mission of Illinois State University and provides specific guidance and support for new fraternities and sororities. This provides maximum opportunity for successful establishment and a meaningful and rewarding experience for the students within the fraternal community.

II. DATE OF EFFECTIVENESS

This procedure shall be effective upon the approval of the Dean of Students Office through the Sorority and Fraternity Life unit. All organizations going through the process of expansion prior to this document approval shall continue to expand based on the past procedures.

III. PROCEDURE

All inter/national social, single-sex, membership-exclusive fraternal organizations seeking to expand to the Illinois State University campus shall be required to follow the procedures set forth. All fraternities, sororities, and interest groups must be recognized by Sorority and Fraternity Life and one of the four governing councils – Interfraternity Council, National Pan-Hellenic Council, College Panhellenic Council, or United Greek Council. Sorority and Fraternity Life will only grant recognition to inter/national fraternities or sororities.

IV. FREEDOM OF ASSOCIATION AND AGREEMENTS

Students have the right to freely associate as organizations as protected by the Constitution of the United States. This allows the formation of organizations for the purpose of affiliating with an inter/national fraternity or sorority. An expansion schedule for the governing councils is maintained by the Sorority and Fraternity Life unit of the Dean of Students Office.

- A. A new request will be considered if there are no organizations scheduled to expand and/or return during the time period requested.
- B. The timeline can be appealed if all required documents are submitted in accordance with Sorority and Fraternity Life Expansion Procedures and approved under the guidelines of the respective governing council. Students cannot affiliate with organizations that are currently dismissed or suspended from campus.

V. TITLE IX

Title IX prohibits discrimination on the basis of sex in educational institutions. A special exemption is granted through the Education Act of 1972 that allows fraternities and sororities to form as single sex entities. Illinois State University strongly encourages all new chapters to adopt local membership requirements that do not discriminate based on gender identity.

VI. PROCEDURES FOR EXPANSION

Expansion for inter/national fraternities or sororities can occur in the following ways:

- A. Through a formal petition for recognition by an Illinois State University student interest group associated with a inter/national organization approved by one of the four governing councils.
- B. Through a formal expansion proposal from an inter/national organization approved by one of the four governing councils.
- C. Through a council-initiated process by which the council invites inter/national organizations to allow more opportunities for ISU students considering affiliation.

- D. Through an agreement to return between the inter/national organization and Sorority and Fraternity unit when a chapter loses recognition.

VII. PROCEDURES FOR PETITIONING AS A STUDENT INTEREST GROUP

- A. The student interest group will meet with the Assistant Dean and appropriate staff in Sorority and Fraternity Life to discuss the goals of the interest group and potential inter/national organizations for affiliation.
- B. A staff member in Sorority and Fraternity Life assigned by the Assistant Dean assists students with contacting the inter/national organization about the possibility of expansion and explains the expansion procedures.
- C. The inter/national organization submits a written request to expand as outlined in section XIII of this document to Sorority and Fraternity Life and the appropriate governing council for review.
- D. The inter/national organization and representative of the interest group presents to the appropriate council general body and other audiences as determined by the council.
- E. The governing council votes to allow the proposed organization to expand to Illinois State.
- F. If approved the organization will receive a letter from the president of the council and the Assistant Dean of Sorority and Fraternity Life stating when the organization may officially expand to campus.

VIII. PROCEDURES FOR PETITIONING AS AN INTER/NATIONAL ORGANIZATION

Fraternities and sororities seeking to expand to Illinois State University must petition Sorority and Fraternity Life and the governing council in which they seek to affiliate as outlined below:

- A. If removed from campus through campus disciplinary action, the time period as outlined must be completed. In addition, the following written documentation must be provided:
 - a. A statement from Student Conduct and Community Responsibilities stating sanctions have been completed.
 - b. A plan of action to prevent the same actions from occurring.
 - c. If the organization was removed by the inter/national fraternity or sorority then a letter of support for return must be submitted by the organization leadership.
- B. The organization meets with the Assistant Dean of Sorority and Fraternity Life to discuss the expansion calendar and current climate of sorority and fraternity life.
- C. The organization submits a written request to expand/extend following the guidelines in section XIII of this document to Sorority and Fraternity Life and the appropriate governing council for review.
- D. The organization presents to the appropriate governing council general body.
- E. Additional presentations may be scheduled with other campus audiences.
- F. The governing council votes to allow the organization to expand to Illinois State.
- G. If approved the organization will receive a letter from the president of the council and the Assistant Dean of Sorority and Fraternity Life stating when the organization may officially expand to campus.

IX. PROCEDURES FOR COUNCIL INITATED EXPANSION

- A. Determine the need for expansion.
- B. Gain approval from the general membership of the respective council and the Sorority and Fraternity Life unit for expansion/extension.
- C. Determine number of organizations to be involved in the expansion/extension effort based on needs and resources. Consideration may be given to fraternities or sororities who previously had a chapter on Illinois State University campus.

- D. Extend invitations to national organizations following inter/national guidelines and/or guidelines established by the governing council.
- E. Follow procedures for section VIII of this document.

X. PROCEDURES FOR ORGANIZATIONS WITH RETURN AGREEMENTS

Organizations which have lost recognition on campus must adhere to this document in addition to the following before being considered for return to Illinois State University as a recognized fraternity or sorority:

- A. If removed from campus through campus disciplinary action, the time period as outlined must be completed. In addition, the following written documentation must be provided:
 - a. A statement from Student Conduct and Community Responsibilities stating sanctions have been completed.
 - b. A plan of action to prevent the same actions from occurring.
 - c. If the organization was removed by the inter/national fraternity or sorority then a letter of support for return must be submitted by the organization leadership.
- B. If removed from campus for other reasons, the items listed in the return agreement must be completed.

XI. CITY WIDE/LOCAL/REGIONAL ORGANIZATIONS

Illinois State University only recognizes inter/national sororities and fraternities. City-wide, local, and regional sororities and fraternities and their chapters cannot expand to Illinois State.

XII. UNDERGROUND ORGANIZATIONS

Any organization operating in an unrecognized manner shall be considered an underground organization and runs the risk of not being considered for expansion until the group ceases to exist and all members of the underground group have left the University.

XIII. REQUIRED MATERIALS TO PETITION FOR EXPANSION/EXTENSION

The governing council and Sorority and Fraternity Life reserves the right to deny an organization's request for expansion if required materials are not provided. The governing council and Sorority and Fraternity Life also reserves the right to waive required documentation and supporting materials if there are extenuating circumstances surrounding the request for expansion.

- A. A brief explanation detailing how the organization upholds and furthers the values of the Illinois State University Sorority and Fraternity community: academic and scholarship, brotherhood/sisterhood, service and philanthropy, and leadership.
- B. Alumni Information:
 - a. Total number of alumni within a 100-mile radius of Bloomington/ Normal, IL.
 - b. Interest and support of the alumni in establishing a chapter.
 - c. Nearest alumni club/organization/graduate chapter.
- C. A copy of the inter/national organization constitution/bylaws.
- D. A copy of the following inter/national policies:
 - a. Hazing education and prevention program
 - b. Risk management procedures and program
 - c. Sexual misconduct education and prevention program
 - d. Alcohol and other drug education and prevention program
 - e. Scholarship program
 - f. Financial obligation of members including but not limited to dues, insurance costs, initiation fees, active member fees, and installation fees
 - g. New membership education procedure and program

- h. Recruitment/intake procedure and program
 - i. Organization non-discrimination statement
 - j. Equity, diversity, and inclusion education
 - k. Leadership development and officer transition programs
- E. A description of the policies, procedures, and plans for housing (including temporary and permanent plans within the next five years).
- F. A copy of the inter/national magazine/publication.
- G. Establishment procedures and standards for chartering a chapter, including the following specific information:
 - a. Expectations for establishing a new organization and chartering.
 - b. Anticipated timeline for the establishment of a new organization at Illinois State University and chartering.
- H. Involvement and membership details with NPHC, NPC, NMGC, NIC, NAPA or NALFO.
- I. Statistical information on inter/national strength:
 - a. Total number of chapters nationwide and distribution area.
 - b. Total number of chartered chapters and established organizations in Illinois and Midwest region, specifically listing each location.
 - c. Total number of established organizations and chartered chapters during the past five (5) years, including location, number chartered, number failed and reasons behind closures. Include the number of members started and the current size of the chapter where applicable.
 - d. Total number of initiated members inter/nationally.
 - e. Total number of new organizations anticipated this year and location, including timeline for establishment and chartering for each.
 - f. The number of chapters closed during the last three (3) years, including location, date closed, reason for closure, and number of years the chapter was functioning.
 - g. The number of active chapters not recognized by a college or university.
 - h. Average size of chapters on campuses similar to Illinois State University.
 - i. Information on inter/national support and assistance:
- J. Number of traveling consultants, description of program, and commitment of time for Illinois State University organization.
- K. Advisor support, training, and expectations, specific to Illinois State University.
- L. Description of inter/national staff assistance to new organizations and established chapters (i.e., while developing, after chartering, etc.).
- M. Description of conventions, leadership schools, or programs available to members who join the organization.
- N. A summary of the organizational structure at the chapter and inter/national levels.
- O. Established chapter purposes and goals, including a description of how these goals were formulated:
 - a. Short term goals (while a new organization).
 - b. Goals for within two years of chartering.
 - c. Long term goals, within five to ten years.
- P. If a group is returning to campus or from a disciplinary action, describe the following:
 - a. When the chapter was closed and why.
 - b. Steps the organization/member will take to ensure the reason for closure does not occur in the future.

XIV. NEW CHAPTER REQUIREMENTS

- A. The new organization is responsible for adhering to all requirements as outlined for Registered Student Organizations according to the Dean of Students Office.

- B. Representatives of the established organization must attend all governing council meetings and are encouraged to participate in all fraternity and sorority community activities.
- C. The established organization shall maintain an active Advisory Committee, consisting of at least four alumni or volunteers, with one being designated as the chapter advisor and a faculty advisor. The Advisory Committee shall be trained by the inter/national fraternity. The chapter advisor needs to attend all meetings as scheduled for advisors by Sorority and Fraternity Life, the respective governing council, or the University.
- D. During the establishment period, the organization should develop programming in the following areas, with copies provided to the staff liaison for Sorority and Fraternity Life:
 - a. Fraternity/Sorority education
 - b. Recruitment/membership intake
 - c. Scholarship/academic success
 - d. Officer training and transition
 - e. Financial responsibilities and personal financial management
 - f. Alumni relations
 - g. Social programming (to include substance use and risk management education)
 - h. Community service
 - i. Sexual misconduct and prevention
 - j. New member education and hazing
 - k. Local council involvement
 - l. Equity, diversity and inclusion
 - m. Other activities as outlined by the organization and the University
- E. The organization shall have an inter/national or regional representative visit at least once each semester for as long as the establishment period exists. This representative shall meet with the staff liaison from Sorority and Fraternity Life each semester.
- F. The officers of the established organization shall be responsible for keeping all records current and complete each semester.
- G. The established organization must file a current certificate of insurance verifying liability and social host insurance coverage at the required amount with Sorority and Fraternity Life.
- H. Failure to meet any of the above requirements within one year of establishment shall result in a review by the governing council and Sorority and Fraternity Life to determine status of recognition.

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