



Fraternity and Sorority Standards and Expectations Phase One – 2008

Introduction

The 2007 Presidential Task Force on Alcohol, Personal Responsibility and Student Life established several recommendations for immediate implementation within the Rider Community. Among these recommendations is the following:

“Establish a rigorous set of expectations of Greek chapters and individual members that support chapters’ missions and values. Annually assess chapters and members according to this set of standards and implement and enforce appropriate action plans when annual expectations are not met. Establish a Greek life advisory committee, comprised of faculty and staff, to provide oversight for this annual assessment process and to serve as a resource to the Office of Greek Life.”

To this end, the Office of Greek Life Staff, in consultation with students, staff, alumni, advisors, and examples from other Universities, has established the following based on these beliefs:

- that all chapters and individuals therein are interested in being acknowledged for their achievements and that they understand the positive relationship required for continued recognition at Rider University
- that an annual assessment process should be an evaluative tool which provides an opportunity to all chapters to express the ways in which they live up to their core principles and values
- that this tool should provide chapters with a clear set of expectations that are easy to understand and non-subjective when reviewed by an external panel of judges
- that the process should be conducted over the full course of a year and celebrate small wins rather than utilizing final project that is cumbersome and easily falsified
- that throughout the process, regular feedback is provided to chapters and that the process culminates in providing a personalized response to chapters regarding their accomplishments and improvements needed
- that the process establishes the fundamental requirements for a chapter to succeed and also recognizes and rewards chapters that achieve a higher level of performance
- that those chapters falling short of the fundamentals be given a clear and attainable action plan to assist in their future success
- that the assessment process should not be the responsibility of one person but that the entire chapter should understand the expectations and play an active role in ensuring they are upheld

Assessment Process

The standards have been developed in conjunction with the long range plan and seven focus areas of Greek Life at Rider: Potential Members, New Members, Collegiate Members, Alumni Members, Organization Management, Values Integration, and Housing. To make the standards document somewhat digestible, we have organized the standards into the following six sections to be evaluated:

1. Academic Achievement
2. Leadership Development
3. Programming
4. Chapter Operations
5. Risk Reduction
6. Housing (only relevant for chapters with designated residential space)

Each section has a specific rubric to utilize when evaluating a chapter so that there is little room for subjectivity. Chapters will know exactly what is expected and what is needed to succeed.

Timeline – Phase 1

Because this process will be very new to our chapters, we would like to provide them with an evaluation that will occur half way through the annual process. This will be a “practice run” for the chapters as well as the Office of Greek Life and the Greek Life Advisory Team (Judges Panel).

- All activity occurring between January 1 and May 6, 2008 will be included
- Spring semester assessment information will be due by May 16, 2008
- Judges panel will meet to review printed materials the week of May 19-23, 2008
- Chapters may conduct presentations the week of May 27-30, 2008 (we may choose not to conduct presentations this first semester)
- Feedback will be provided to chapters the week of June 2-6, 2008
- At this time, chapters will have a clear understanding of the process and where they stand in relation to the standards for 2008

The annual process will continue through the fall semester based on this timeline:

- All activity occurring between January 1 and December 16, 2008 will be considered
- Final assessment information will be due by January 9, 2009
- Judges panel will meet to review printed materials the week of January 12-16, 2009
- Chapters will conduct presentations the week of January 19-23, 2009
- Feedback will be provided to chapters the week of January 26-30, 2009

Greek Life Advisory Team – Phase 1

The advisory team is a group that will meet on a regular basis to review the status of the Greek Community and make recommendations for continuous improvement. This team will be comprised of the following members:

- Director of Greek Life (chair, vote only in a “tie”)
- Director of Community Standards (ex-officio, non-voting member)
- 1 representative from the Dean of Students Leadership Team
- 1 representative from the Student Affairs Division
- 2 representatives from the Faculty on the Lawrenceville Campus
- 3 representatives from the Greek Alumni Board (appointed by the Director of Greek Life, candidates must be an alumnus on an active chapter advising roster, candidates do not need to be Rider graduates, the ideal group makeup will be 1 IFC chapter advisor, 1 PHC chapter advisor, and 1 IGC chapter advisor)
- 3 representatives from the Greek student body (appointed by the Director of Greek Life, candidates must hold a position on an active chapter or council executive board, candidates may not be a chapter or council president, the ideal group makeup will be 1 IFC chapter member, 1 PHC chapter member, and 1 IGC chapter member)
- 1 representative from the leadership of the Presidential Task Force on Alcohol, Personal Responsibility and Student Life (phase one implementation only)

This group will meet as needed and at least monthly during the first semester to conduct business. Each member is asked to make a commitment to the team for at least two consecutive years except for the students who may be appointed annually. During the assessment process, the team will review all documents submitted by each chapter, bear witness to all chapter presentations, determine the accreditation of each chapter and submit recommendations for each chapter’s action plans. It is also recommended that team members are replaced on a rotating basis in order to keep continuity and consistency.

Accreditation Levels and Responsibilities – Phase 1

Excellent Chapters

- Chapter has scored at least 116 (130 for housed chapters) on the overall assessment or;
- Chapter has achieved “excellent” rating on all 5 sections (6 sections for housed chapters)
- Chapter is functioning at the highest level of achievement
- Chapter will receive recognition and awards
- Chapter will be given a “sustainability plan” to assist them in maintaining their success and helping others to make the community stronger

Distinguished Chapters

- Chapter has scored at least 82 (93 for housed chapters) on the overall assessment or;
- Chapters that have achieved “distinguished” rating on all 5 sections (6 sections for housed chapters)
- Chapter is functioning on a very high level of achievement
- Chapter will receive some recognition and awards
- Chapter will be given a “focused improvement plan” to assist them in maintaining their success and setting new goals for higher achievement

Fundamental Chapters

- Chapter has scored at least 44 (51 for housed chapters) on the overall assessment or;
- Chapter has achieved “fundamental” rating on all 5 sections (6 sections for housed chapters)
- Chapter is meeting all basic expectations of recognition
- Chapter will be given a “quality improvement plan” to assist them in maintaining their success and setting new goals for higher achievement

Improving Chapters

- Chapter has achieved “fundamental” rating on at least 4 of the 5 sections (6 sections for housed chapters)
- Chapter is not meeting all basic expectations of recognition and is placed on probation
- Chapter will be given a “corrective action plan” that focuses on the two areas not achieved and will be reviewed quarterly throughout the next assessment cycle

Show Cause Chapters

- Chapter has not achieved “fundamental” rating on 3 or more areas
- Chapter is not meeting basic expectations of recognition and is required to participate in an immediate “show cause hearing”
- If chapter passes the “show cause hearing” it will be placed on a “corrective action plan” that focuses on the areas not achieved and will be reviewed monthly throughout the next assessment cycle
- If chapter does not pass the “show cause hearing” it will lose recognition immediately for at least 3 years
- Show Cause Hearing Timeline
 - o All Show Cause Hearings must be completed and outcomes determined before room selection
 - o If determined that the Show Cause Hearing should occur prior to the Formal Recruitment Period, it should be conducted during the 3rd week of the spring semester and results should be communicated by the 5th week of the spring semester. In this case, the chapter would not be permitted to distribute bids or conduct intake until after the hearing results are determined

Accreditation Rewards and Recognition

*Note: These are recommendations. Final lists will be provided prior to the completion of the “Phase 1” assessment.

Excellent Chapters (in addition to recognition for “Fundamental Chapters”)

- Financial incentive set aside in a University account to be used for leadership development, house beautification, or programming
- Dinner with President Rozanski for executive board members
- Introduction during ½ time during the 1st home basketball game of the spring semester
- A plaque of the names and year of all chapters of excellence in a visible location on campus
- Article of recognition submitted to the Rider News
- Recognition on the RUNN at the beginning of each semester
- Recognition at the Greek Awards Reception
- Letter to National Headquarters informing of chapter achievements
- Letter to members parents informing of chapter achievements
- Mention on the Rider Website and Rider Newswire
- Mention in the Alumni magazine
- Mailing to all chapter alumni

Distinguished Chapters (in addition to recognition for “Fundamental Chapters”)

- Financial incentive (1/2 of “Excellent Chapters”) set aside in a University account to be used for leadership development, house beautification, or programming
- Dinner with Dean Campbell for executive board members
- Advertisement submitted to the Rider News

- Recognition on the RUNN at the beginning of each semester
- Recognition at the Greek Awards Reception
- Letter to National Headquarters informing of chapter achievements
- Mention on the Rider Website and Rider Newswire
- Mention in the Alumni Magazine
- Mailing to all chapter alumni

Fundamental Chapters

- Full rights and privileges of a recognized student group at Rider
- Ability to reserve space on campus
- Ability to apply for funds from the Student Activity Fee
- Ability to access Greek Rebate funds for chapter house beautification
- Website space through Office of Information Technology
- Listing in the club directory and brochures
- Ability to recruit new members
- Ability to apply for awards during the awards reception
- Ability to apply for chapter specific housing

Improving Chapters

- Chapter will be given a “corrective action plan” that focuses on the two areas not achieved and will be reviewed quarterly throughout the next assessment cycle
- Chapter must focus on improvement and will lose some rights and privileges of recognition
- Listing on website as probationary chapter
- Letter to National Headquarters informing of chapter status and “corrective action plan”
- Prohibition from applying for awards
- Limited social privileges i.e. sweetheart weekend, bid day, Greek week participation, intramurals, etc.
- Limited access to Greek Rebate funds where applicable
- Loss of Kitchen privileges where applicable
- Limited ability to host events in house
- Chapter may lose group specific housing

Show Cause Chapters

- If chapter passes the “show cause hearing” it will be placed on a “corrective action plan” that focuses on the areas not achieved and will be reviewed monthly throughout the next assessment cycle
- Chapter must focus on improvement and will lose some rights and privileges of recognition
- Listing on website as show cause chapter
- No access to Greek Rebate funds
- Limited ability to host events in house
- Limited availability to kitchen privileges
- Letter to National Headquarters informing of chapter status and “corrective action plan”
- Request for chapter consultant visits from National Headquarters
- Prohibition from applying for awards
- Chapter may lose group specific housing
- Chapter may lose recruiting privileges for student with 12 rider credits
- Chapter may lose 1 or more weeks of new member education
- Chapter may lose social privileges (i.e. sweetheart weekend, bid day, Greek week participation, intramurals, etc.)

Reporting Mechanics

Provided by the Office of Greek Life

1. Grade reports
 - a. chapter members grades
 - b. chapter averages
 - c. comparisons statistics to non-affiliated students
 - d. new members grades
 - e. new member group averages
 - f. comparisons statistics to non-affiliated students

- g. comparison statistics to students before joining
- 2. Efficiency tables
 - a. Attendance at retreats, trainings, meetings, programs and events
 - b. Submission of mandatory reports, forms, paperwork, etc.
 - c. Judicial and Social Code of Conduct violations
 - d. Certificate of liability insurance coverage
 - e. Housing statistics, forms, paperwork, etc.

Provided by the Chapter

- 1. Program reports submitted by chapter officers for the following:
 - a. Chapter and executive board retreats
 - b. Participation in national fraternity & leadership conferences
 - c. Recruitment program and activities
 - d. New member programs and activities
 - e. Personal development programs
 - f. Risk management/reduction programs
 - g. Intramural sport involvement
 - h. Community building events and programs
 - i. Relationship building / outreach events and programs
 - j. Citizenship building events and programs
 - k. Hands-on service events and programs
 - l. Philanthropy events and programs
 - m. Housing information meetings and programs
- 2. Reports submitted by the chapter president verifying the following:
 - a. Officer job descriptions
 - b. Constitution and bylaws
 - c. Officer transition
 - d. Goal setting
 - e. Advisor contact information
 - f. Executive board contact information
 - g. Chapter roster
 - h. Member involvement in non-Greek organizations
 - i. Chapter retention
 - j. Judicial / Standards board information
 - k. Crisis management protocol
- 3. Reports submitted by the academic coordinator providing information on the following:
 - a. Academic coordinator job description
 - b. GPA requirements for membership
 - c. GPA requirements for holding chapter leadership positions
 - d. Proof the use of an academic expectation system
- 4. Reports submitted by the chapter treasurer verifying the following:
 - a. Spending policies re: alcohol, check signing, etc.
 - b. Outstanding balances due
 - c. Budget with dues breakdown
 - d. Participation in web based dues collection services
- 5. Reports submitted by the recruitment coordinator verifying the following:
 - a. Recruitment chair job description
 - b. Recruitment plan
 - c. Recruitment calendar of events
 - d. Number of students recruited
 - e. Public relations materials
 - f. Recruitment retreat information
 - g. Recruitment evaluations
- 6. Reports submitted by the new member educator verifying the following:
 - a. Number of new members retained through process
 - b. Correspondence with new members parents
 - c. New member program and timeline
 - d. Chapter hazing prevention workshop
 - e. Hazing prevention agreement

f. Initiation information

Provided by the National Organization

1. Letter from National Organization verifying the following:
 - a. Chapter recognition standing
 - b. Application for and/or receipt of awards
 - c. Payment of national dues

Provided by the Governing Councils

1. Reports verifying the following:
 - a. Executive board roster
 - b. Meeting attendance
 - c. Dues received
 - d. Participation in structured rush
 - e. Participation in sweetheart weekend
 - f. Participation in step show
 - g. Participation in Greek week
 - h. Recruitment policy violations
 - g. Attendance at Greek 101
 - h. Attendance at new member synergies/programs
2. Order of Omega end of semester report on membership