

## The Compass Supplement for Fraternity and Sorority Life

The following social Greek-letter organizations are currently recognized by Allegheny College: Alpha Chi Omega (Delta chapter), Alpha Delta Pi (Eta Beta chapter), Delta Delta Delta (Epsilon Iota chapter), Delta Tau Delta (Alpha chapter), Kappa Alpha Theta (Mu chapter), Kappa Kappa Gamma (Gamma Rho chapter), Phi Delta Theta (PA Delta chapter), Phi Kappa Psi (Penn Beta chapter), Sigma Alpha Epsilon (PA Omega chapter), and Theta Chi (Beta Chi chapter).

While the Allegheny Student Conduct System found in The Compass applies to all students and student organizations, this is a set of standards and practices specific to social Greek-letter organizations. Below are the topics covered in this document with corresponding page numbers:

Topic	Page(s)
I. Mission Statement for Fraternity and Sorority Life	1
II. Allegheny College Statement of Community	1
III. College Recognition	2
IV. Membership	2
V. Hazing	2-3
VI. Houses and Suites	3-4
VII. Scholarship Reports	4
VIII. Event Registration	4-5
IX. Pinnings	5
X. Website Content	5
XI. Communication to Alumni/ae	5
XII. Organizational Conduct Policy from The Compass	6
XIII. Useful Resources	6
XIV. Chapter Checklist	7

### I. Mission Statement for Fraternity and Sorority Life

In the spirit of brotherhood and sisterhood, Allegheny College Fraternity and Sorority Life upholds a commitment to scholarship, leadership, and service while maintaining pride and respect between its members, the College, and local communities.

### II. Allegheny College Statement of Community

Allegheny students and employees are committed to creating an inclusive, respectful and safe residential learning community that will actively confront and challenge racism, sexism, heterosexism, religious bigotry, and other forms of harassment and discrimination. We encourage individual growth by promoting a free exchange of ideas in a setting that values diversity, trust and equality. So that the right of all to participate in a shared learning experience is upheld, Allegheny affirms its commitment to the principles of freedom of speech and inquiry, while at the same time fostering responsibility and accountability in the exercise of these freedoms.

### III. College Recognition

- A. General Policy: All social Greek-letter organizations (fraternities and sororities) recognized by Allegheny College must be affiliated with a national organization. In addition, all fraternities and sororities must be recognized by and remain in good standing with Allegheny College and Interfraternity Council (for fraternities) and Panhellenic Council (for sororities).
- B. Expansion: Any group with interest in chartering a chapter at Allegheny must consult with the Office of Student Involvement and adhere to the Allegheny College Expansion Policy and the Panhellenic Council bylaws or Interfraternity Council bylaws. To begin the expansion process (charter a chapter) for a chapter that is not directly affiliated with Panhellenic or Interfraternity Councils (a National Pan-Hellenic Council, National Association of Latino Fraternal Organizations, or other group) guidance will be provided by the Office of Student Involvement.
- C. Current Chapters:
  1. All fraternities and sororities must have at least one active advisor.
  2. Within the first two weeks of each semester, each chapter must submit the following information to the Office of Student Involvement:
    - An updated copy of the chapter constitution and bylaws
    - Contact information for all chapter officers (name, office held, e-mail and phone number)
    - Updated membership roster
    - Contact information for advisors and house corporation officers (if applicable)
    - Chapter GPA requirements for membership
    - Recruitment schedule for the upcoming recruitment periods
    - Updated new member education program and schedule (including initiation ceremony)
    - See Chapter Checklist (page 7)
    - Failure to submit this information will result in loss of chapter privileges until all information is submitted.

### IV. Membership

- A. A student must complete one semester at Allegheny in order to be eligible for membership in an Allegheny College social fraternity or sorority.
- B. A student may NOT accept a bid for membership until they have begun his/her second semester as a fully matriculated Allegheny student.
- C. Students accepting a bid for membership to a fraternity or sorority must have a cumulative GPA at or above that individual fraternity or sorority's requirements as defined by either the Allegheny chapter's bylaws and/or the national headquarters. No chapter may extend a bid for membership to a student if his/her cumulative GPA is below a 2.25.
- D. Scholastic Record Releases for potential new members are due to the Office of Student Involvement BEFORE a chapter may extend a bid to a potential new member.
- E. It is the responsibility of chapter leadership to submit the names of those new members that have accepted a bid for membership to their chapter within two weeks of their acceptance to the Office of Student Involvement.
- F. All new members are required to attend the Greek 101 program sponsored by Office of Student Involvement, and Panhellenic and Interfraternity Councils.
- G. All new members must be initiated as active members of the chapter they have joined within 10 weeks of their acceptance of a bid for membership.

### V. Hazing

Allegheny student organizations are responsible for upholding Pennsylvania State Law (P.L. 1595, NO. 175), a copy of which is below and additional copies can be obtained in the Office of Student

## Involvement.

“Hazing:” Any action or situation which recklessly or intentionally endangers the mental or physical health or safety of a student or which willfully destroys or removes public or private property for the purpose of initiation or admission into or affiliation with, or as a condition for continued membership in, any organization operating under the sanction of or recognized as an organization by an institution of higher education. The term shall include, but not be limited to, any brutality of a physical nature, such as whipping, forced consumption of any food, liquor, drug or other substance, or any other forced physical activity which could adversely affect the physical health and safety of the individual, and shall include any stress, such as sleep deprivation, forced exclusion from social contact, forced conduct which could result in extreme embarrassment, or any other forced activity which could adversely affect the mental health or dignity of the individual, or any willful destruction or removal of public or private property. For purposes of this definition, any activity as described in this definition upon which the initiation or admission into or affiliation with or continued membership in an organization is directly or indirectly conditioned shall be presumed to be “forced” activity, the willingness of an individual to participate in such activity notwithstanding.

## VI. Houses and Suites

## A. Fraternity houses owned by Allegheny College (Delta Tau Delta, Phi Kappa Psi)

In order for a chapter that occupies a house owned by Allegheny College to be eligible to house chapter members, hold social functions, and remain in good standing with the College, it must adhere to the policies outlined by their housing contract. Each chapter should be knowledgeable of their specific policies and requirements listed in their housing contract. A copy of a housing contract is available from the Office of Student Involvement.

## B. Fraternity houses NOT owned by Allegheny College (Sigma Alpha Epsilon, Theta Chi)

In order for a fraternity chapter that occupies a house not owned by Allegheny College to be eligible to house Allegheny students, hold social functions at the chapter house, and remain in good standing with the College, it must adhere to the following guidelines:

1. Have annual code inspections conducted in accordance with the State Fire Marshal's Uniform Fire Safety Standards. A member of the Office of Student Involvement shall be present at the time of the inspection. At the conclusion of the inspection, the chapter is responsible for the following:
  - Filing a copy of the written report with the Office of Student Involvement
  - Assigning a reasonable “correct by” time for any violations
  - Having any violations re-inspected before the “correct by” time has expired
  - Re-filing a report with the Office of Student Involvement after all violations have been corrected
2. Have emergency numbers posted by common telephones
3. Have evacuation routes posted on the back of every door
4. Housing and Meal Plan Rosters MUST be submitted to the Office of Student Involvement before February 1 (for upcoming fall semester) and November 1 (for upcoming spring semester).
5. Arrangements for summer lawn care must be made prior to the last day of finals in the spring semester and communicated to the Office of Student Involvement

## C. Residency Requirements for Fraternity Houses

1. Sophomore and junior students may fulfill their on-campus residency requirement by living in a fraternity house if they are initiated brothers.

2. Fraternities must have ALL executive officers reside in the chapter house and must make every effort to fill their house with active brothers.
  3. Fraternities may consider housing up to 5 uninitiated men provided all other measures have been exhausted. Permission must be granted by the Offices of Student Involvement and Residence Life and the uninitiated men must meet residency and scholarship requirements.
  4. Housing and Meal Plan Rosters MUST be submitted to the Office of Student Involvement before February 1 (for upcoming fall semester) and November 1 (for upcoming spring semester).
- D. Sorority Suites in Brooks Hall
1. Each sorority has a suite on the fourth floor of Brooks Hall for use by members and for chapter activities.
  2. Each chapter is responsible for signing an annual use agreement and paying a rental fee to the College for use of the space.
  3. Keys to the suites are made available to each chapter through the Office of Student Involvement. The chapter and individual persons who sign out keys are responsible for the cost for lost keys.
  4. In the interest of mutual respect and community for the residents of the fourth floor of Brooks, all chapters are responsible for upholding any applicable Residence Life policies, quiet hours and prohibited use of open flames (candles).
  5. Work orders for issues with suites must be reported to the Office of Student Involvement to file with Physical Plant.

## VII. Scholarship Reports

- A. Fraternities and sororities must submit their GPA requirements and current membership rosters to the Office of Student Involvement at the beginning of each semester and no later than two weeks after the first day of classes.
- B. The last day of classes in a given semester is the last day to make changes to a chapter roster. To avoid confusion, no changes are made to the rosters unless there is written documentation submitted to the Office of Student Involvement (changes that involve de-activation/disaffiliation/withdraw from must include written documentation). All members on a chapter roster on the last day of classes are the members that will be included in the Scholarship Report.
- C. Scholarship Reports will be compiled at the beginning of each semester for the previous semester and will be distributed through the Office of Student Involvement.
- D. Students who withdraw from school after the completion of the semester are still considered chapter members (and are included in Scholarship Reports) because they were registered at the College during that semester and included on the chapter roster, thus still being chapter members for that semester. Students studying abroad for the semester are NOT included in the Scholarship Report since they were not participating in fraternity/sorority activities. Scholarship Reports will not be re-calculated due to roster changes that were not properly submitted prior to the last day of classes in a given semester.

## VIII. Event Registration

- A. All social events hosted by a fraternity or sorority that will be open to Allegheny students and held on campus or on chapter property must be registered through the Office of Student Involvement.

- B. No events may be registered prior to the first day of classes and no events may be registered after the last day of class (study days, final exam period). No events may be held during Orientation or during college breaks without approval from the Office of Student Involvement.
- C. All chapter events (open and closed to non-members) must be in compliance with all College policies and the national risk management guidelines for the chapter(s) hosting the event.
- D. Chapter events are defined as events where chapter members are present and the general perception is that the event is chapter-related. In order to assist in understanding what could be considered a Chapter event, please consider the following questions:
- Was it planned or pre-meditated?
  - Was it discussed during a Chapter meeting?
  - Did the majority of the Chapter know about the event?
  - Were a significant number of members present at the event?
  - Were a significant portion of those who attended the event invited by members?
  - Were Chapter funds used in any way (e.g. entertainment, food, beverages, decorations, etc.)?
  - Did the Chapter officers help plan the event or have knowledge of the event?
  - Did it coincide with a chapter function (big/little night, initiation, bid day, etc.)?
- E. Outdoor events: Approval for holding outdoor events can be obtained by calling the Office of Student Involvement (332.2754) at least two weeks prior to the event. To register an outdoor event, be aware that these are some pieces of information your organization will want to prepare:
- Establish an ending or significant noise reduction time for outdoor events (9 p.m. shall be rule of thumb)
  - Phone number and name(s) of event point person listed with Security for handling concerns
  - Reasonable steps to inform surrounding residents as to event time and contact persons prior to the event must be taken
  - Plans for clean up must be in place

#### IX. Pinnings

- A. In order to reserve Brooks Balcony for a pinning, chapters must use the online scheduling system, Scheduler (<http://scheduler.alleggheny.edu/>). Chapters are also encouraged to contact the Office of Residence Life at 332.3865 to get in touch with the Area Coordinator that will be able to work out the logistics for using the balcony.
- B. Due to the 24-hour quiet hour policy that is in effect during study days and finals, no pinnings may be scheduled on study days and during the final examination period; therefore the last possible day to have a pinning is on the last day of classes.

#### X. Website Content

All chapter websites must be in compliance with the Allegheny College Computing Policies found at <http://www.alleggheny.edu/resources/computing/computingpolicies.php>, applicable policies in The Compass and Allegheny's Statement of Community.

#### XI. Communication to Alumni/ae

Requests for alumni mailing labels can be made by contacting the Alumni Affairs Office at 332.5384. All materials to be mailed to alumni must be approved by the Director of Alumni Affairs and the Office of Student Involvement and any necessary corrections must be made before the mailing labels will be released to the chapter. The Alumni Affairs Office can also send out e-mails to alumni, the timing of which may be dependent on other e-mail communication from the Alumni

Affairs Office. The Director of Alumni Affairs and Office of Student Involvement must also approve any e-mail communication sent to alumni and any necessary corrections must be made by the chapter before the email will be sent by the Alumni Affairs Office.

- XII. Organizational Conduct Policy from The Compass (Article V)
- A. Upon recognition by the College, student organizations become responsible for acting in accordance with College policies and all other applicable College regulations. The College may take action when the behavior of the members of a student organization violates College policy. Both individual and organizational disciplinary action may be pursued for the same conduct.
  - B. Student organizations may be held responsible for the acts of individual members when some of its members act together or when the members are acting on behalf of the organization. These acts include, but are not limited to, the following categories:
    1. When a member is in violation of College policy and other members present, by failing to discourage such activity, tacitly condone the violation
    2. When the violation is directly related to the organization's activities or an environment created by the organization.
  - C. Alleged violations will be adjudicated as outlined in Article VI of this process. [Article VI of the process can be found on pages 103-104 of the 2009-2010 edition of The Compass]
  - D. The following sanctions may be imposed upon student organizations found to have violated College policy:
    1. The sanctions of Warning and Probation plus other Educational Sanctions as outlined in Article VI of this process;
    2. Deactivation which entails loss of privileges, including College recognition and funding, for a specified period of time.
  - E. Fraternities and Sororities must follow all provisions of "The Compass Supplement for Fraternity and Sorority Life." (this document). Any violation of these policies may be enforced under College Policy #19, prohibiting the violation of other published College policies.

Please note that violations of College policies, including the policies listed in this document may result in sanctions from the College, Interfraternity or Panhellenic Council, inter/national headquarters and/or the chapter itself.

- XIII. Useful Resources:
- A. Allegheny Fraternity and Sorority Life website: <http://studentactivities.allegheny.edu/greek.php>
  - B. Allegheny Master Calendar: <http://calendar.allegheny.edu>
  - C. National Panhellenic Conference (NPC) website: <http://www.npcwomen.org/>
  - D. North-American Interfraternity Conference (NIC) website: <http://www.nicindy.org/>
  - E. Fraternal Information and Programming Group (FIPG) website: <http://www.fipg.org/> (Alpha Chi Omega, Delta Tau Delta, Delta Delta Delta, Kappa Alpha Theta, Phi Kappa Psi and Theta Chi are all members of FIPG)
  - F. The Compass can be found online at <http://www.allegheny.edu/campus/policies/handbook.pdf>

## XIV. Chapter Checklist

What needs to be on file in the Office of Student Involvement and when to submit it.

Date Completed	What	When
	Updated copy of chapter constitution and bylaws	Within the first 2 weeks of the semester
	Contact information for all chapter officers (name, office held, e-mail, phone number)	
	Updated membership roster	
	Contact information for advisors and house corporation officers (if applicable) (name, position, address, e-mail and phone number)	
	Chapter GPA requirements for membership	
	Recruitment schedule for the upcoming recruitment period	
	Updated new member education program and schedule (including initiation ceremony)	
	Fraternity Housing/Meal Plan Rosters (if applicable) for upcoming semester	February 1 <sup>st</sup> (for fall semester) November 1 <sup>st</sup> (for spring semester)
	Scholastic Record Releases – to verify that potential new members' grades meet College and chapter requirements	Must be submitted AND verified before a bid for membership can be extended to a potential new member
	Names of new members that have accepted a bid (so that they can be added to the chapter roster)	Within 2 weeks of their acceptance
	Any changes to chapter roster that occur throughout the year (changes that involve deactivation/withdraw from chapter/alumni status/etc. Must include written documentation	Within 2 weeks of status change. Must be reported the last day of class for Scholarship Report

Failure to submit this information will result in loss of chapter privileges until all information is submitted.