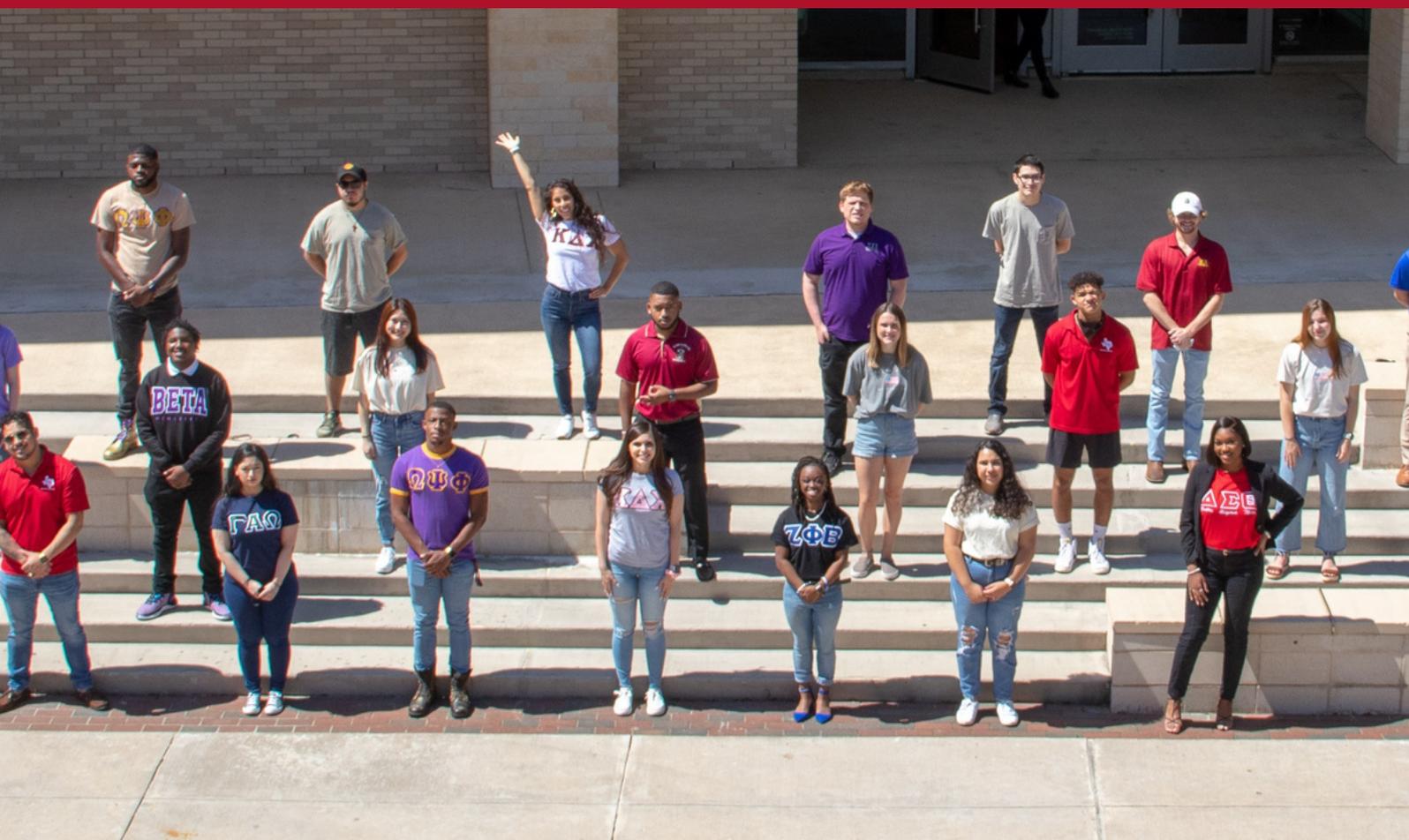




CENTER FOR FRATERNITY & SORORITY LIFE



POLICIES & RECOGNITION GUIDELINES

TABLE OF CONTENTS

MISSION STATEMENT.....	2
VISION STATEMENT.....	2
PURPOSE OF GUIDELINES.....	2
RECOGNITION	3
TITLE IX	4
GOOD STANDING.....	4
GUIDELINES & BASELINE EXPECTATIONS	4
GENERAL.....	4
ACADEMIC	6
EXPANSION.....	6
REINSTATEMENT.....	7
NON-COMPLIANCE & LOSS OF RECOGNITION	8
UNRECOGNIZED GROUPS	9
CFSL POLICIES.....	9
EVENT POLICIES	9
INDOOR SOCIAL EVENT POLICY	9
BAYOU OAKS EVENT POLICY.....	10
NEW MEMBERS RECRUITMENT POLICIES.....	10
CONTINUOUS OPEN BIDDING/365 RECRUITMENT (Primarily IFC, Panhellenic).....	10
MEMBERSHIP INTAKE (Primarily NPHC, MGC, UGC)	12
NEW MEMBER PRESENTATIONS.....	13

MISSION STATEMENT

The mission of the Center for Fraternity & Sorority Life is to enhance the fraternity/sorority member experience in order to elevate our Greek community. This mission is actualized through strategic effort in the following core areas:

- Center and Community Operations
- Advising and Coaching
- Educational Programming
- Planning and Assessment
- Stakeholder Development
- Fraternity/Sorority Housing

VISION STATEMENT

The Center for Fraternity & Sorority Life will provide a nationally recognized, urban, Tier-One fraternity & sorority experience that serves as the primary vehicle for student success.

PURPOSE OF GUIDELINES

The Center for Fraternity & Sorority Life at the University of Houston developed these policies and recognition guidelines to have a set of criteria and expectations that fraternities and sororities at the University of Houston are expected to follow to be and/or remain a recognized sorority or fraternity organization.

RECOGNITION

University of Houston may officially recognize and assist sororities and fraternities, and other similar organizations, herein referred to as "FSL Organizations," whose purposes and practices are, and remain, consistent with those of the University, and with University policy in respect to fraternities and sororities, are in accord with Title IX of the Education Amendments of 1972, of the United States Civil Rights Act.

The official recognition of sororities and fraternities at the University of Houston may be conferred by the fraternity & sorority professional staff through the Center for Fraternity & Sorority Life (CFSL). The Center for Student Involvement (CSI) serves as the office of record for all registered student organizations, including fraternities and sororities. Organizations that are not registered/recognized will not be eligible to participate in recruitment efforts supported through the Center for Fraternity & Sorority Life (Membership Intake or Formal/Informal Recruitment).

Organizations that desire to be recognized/maintain recognition by the Center for Fraternity and Sorority Life must maintain membership in one of the established governing councils, as applicable: Interfraternity Council (IFC); Multicultural Greek Council (MGC); National Pan-Hellenic Council (NPHC); Houston Panhellenic Council (HPC); or United Greek Council (UGC). At a minimum, maintaining membership is participating in council-wide events and attending weekly council meetings.

Recognized FSL organizations will have access to campus organization resources, FSL programs, and FSL professional staff that will provide advice and counsel as chapter coaches to chapters and their membership. Campus organization resources will include promoting events on campus; use of facilities and services; appropriate use of the University name with actions, programs, and activities following prior approval; use of the University logo with proper branding approval; advice related to University policy, procedures, and regulations related to programming, campus policy and conduct; participation in University sponsored programs and activities in the same manner as other registered student organizations; organizational mailbox; eligibility to apply to funding through the Council for Cultural Activities and/or the Activities Funding Board; recruitment of enrolled students per provisions of Title IX, U.S. Education Act of 1972, and other resources as applicable.

The Center for Fraternity & Sorority Life Policies & Recognition Guidelines will be reviewed annually by students, FSL professional staff, and other campus stakeholders.

Recognized FSL organizations can be found at: <https://uh.campuslabs.com/engage/> or at uh.edu/cfsl/.

TITLE IX

FSL organizations are single-sex organizations. While FSL organizations may not discriminate on the basis of age, color, creed, disability, national origin, race, religion, or sexual orientation, University Policy and Title IX of the Education Amendments of 1972 do permit their selection of members on the basis of gender.

GOOD STANDING

Good standing for a sorority or fraternity shall be defined as meeting the minimum baseline standards outlined in the **“Guidelines & Baseline Expectations”** section of this document and not be under sanctions imposed by the Dean of Students Office, the Center for Student Involvement, the Center for Fraternity & Sorority Life, nor sanctions imposed by inter/national organizations, or by their specific governing council.

All recognized Fraternity & Sorority Life organizations in good standing are expected to abide by all state, local, and federal laws, to understand and follow rules and regulations dictated in the [University of Houston Student Code of Conduct](#), [various Student Life Policies](#), [Registered Student Organization Policy](#), [Anti-Discrimination Policy](#), [Anti Hazing Policy](#), and the [Sexual Misconduct Policy](#).

Chapters are responsible for the actions of individual members within their organization and overall organizational behavior. Chapter members and organizations are expected to adhere to varying institutional regulations, sanctions, or probationary status set forth by Dean of Students office, the Center for Fraternity & Sorority Life, the Center for Student Involvement, inter/national organizations, and the councils under which a particular chapter is governed.

GUIDELINES & BASELINE EXPECTATIONS

GENERAL

Recognized fraternities & sororities at the University of Houston in good standing are expected to establish, maintain, enforce chapter bylaws/constitution and ensure that all members have a working understanding of chapter policies. Chapters are expected to have an internal judicial system to enforce the chapter bylaws/constitution.

Recognized FSL organizations are expected to:

- Annually register as a Registered Student Organization with the Center for Student Involvement (CSI).
- Have a working relationship with CFSL
 - Schedule and attend monthly one-on-one chapter coaching meeting with your assigned FSL professional staff member
- Accurately report all active and new members in the appropriate timeframe (April 15 & December 1).
- Attend required FSL programs (e.g. Fraternity/Sorority Presidents Leadership Summit, All Greek Speaker, Greek Week & Future Greek Leaders Academy).
- Log community and service hours for each member, each semester through Get Involved.
- Adhere to all anti-hazing policies. FSL organizations should not support, tolerate, nor participate in any form of hazing as described in University of Houston Student Code of Conduct and Anti-Hazing Policy.
- Full participation in the Fraternal Excellence Program (all narratives and interviews).
- Create and/or implement recruitment plans that are consistent with policies set forth by University, inter/national headquarters, and governing council. Alcohol should not be involved in any recruitment or new member programs, formally or informally.
- Update/provide the risk management policy of your organization.
- Submit contact information for chapter officers and alumni advisors. Updates of this information should follow chapter/council elections and/or occur no later than **one week after a change** to CFSL.
- Conduct its business in a lawful and ethical manner and conduct fiscal affairs in accordance as designated by its constitution/bylaws.
- Provide copies of information pertaining to their organization as requested by FSL professional staff members.
- Comply with Title IX policies.

Chapters who are unable to meet baseline expectations will not be provided access to the following:

- Departmental sponsorship
- Letters of good standing (Intake verification, chartering, national reporting, etc.)

'Baseline Standards' notification letters and/or chapter score cards are sent out at the close of each semester/beginning of the following semester. Chapters who fail to meet baseline standards and general expectations the previous semester will not be eligible for participation in both Cat's Back AND Greek-A-Palooza and could face additional sanctions from the Center for Fraternity & Sorority Life.

ACADEMIC

The primary purpose of attending the University of Houston is education and because of this, the campus has established academic performance standards for all FSL organizations. Students involved in FSL organizations demonstrate this purpose and focus on education by exemplifying high levels of individual and collective academic achievement and dedication to helping each member reach their academic potential.

Minimum Grade Point Average

In order to continue the development of our chapters and the FSL community, minimum requirements are expected of initiated members and chapters as a whole:

- **Individuals:** members of sororities/fraternities are expected to maintain a per-semester GPA above 2.0, the threshold for Academic Probation by the University. It is expected that chapter leadership will hold individual members accountable by respective standards and internal measures.
- **Chapters:** Chapters are expected as a whole to maintain a per-semester GPA at or above 2.5. FSL organizations that are below a 2.5 can be placed on a probationary status where they will be strongly encouraged to engage and develop academic improvement plans to significantly improve the academic performance of its membership. Improvement plans should include but are not limited to FSL organizations planning academic programs using University academic resources (e.g. LAUNCH, Challenger Program, Tutoring, or the Writing Center) and even limiting chapter social activities for the semester.

EXPANSION

Starting a new FSL organization at University of Houston is a partnership between inter/national organizations and the University. The University of Houston seeks organizations whose ideals are consistent with the University and that are willing to commit the resources necessary to cultivate a strong, sustainable organization. The University of Houston recognizes that fraternities and sororities are a valuable component of the undergraduate experience and the growth of fraternity/sorority life serves to advance the University's mission and goals.

A collaborative relationship between the university, the governing council, and the

organization is necessary to promote a positive experience for undergraduates and to ensure the success and sustainability of the chapter. The organization must be affiliated with an inter/national fraternity or sorority and must have three (3) or more currently enrolled students in order to be a registered student organization at the University of Houston.

Interested organizations should contact the CFSL Director to share their interest in starting a new FSL organization at University of Houston. After contact has been established, individuals will be asked to review the [Expansion Guidelines website](#) and submit a packet. Guidelines for Expansion will also include a meeting between CFSL and the interested organization to discuss their desire to start a recognized FSL organization.

Afterwards, the FSL professional staff will follow up with on-campus stakeholders and constituents to discuss the meeting (included but not limited to inter/national headquarters staff, regional representatives, council executive members, etc.), viability of starting a chapter at the University, and expansion expectations. The FSL professional staff will provide feedback to interested organization about proceeding with the expansion process with such feedback based on the initial meeting, discussions with intern/national, regional, or local organization representatives, and review of the requested information. Materials requested for expansion can included but is not limited to: policies of the interested organization, letter of intent, local alumni that may be willing to support, proof of liability, recent expansions, operating procedures, chartering requirements, expansion/extension plan; organizational constitution, anti-hazing policy, risk management information, academic support, member development programs, and contact information for advisors.

The FSL professional staff will work with interested organizations to create a timeline for expansion. Registration as a Registered Student Organization with the Center for Student Involvement and affiliation with the Center for Fraternity & Sorority Life will take place after the organization has been established.

The Center for Fraternity & Sorority Life office will notify the interested organization of their expansion status.

REINSTATEMENT

FSL organizations that have been dismissed and have lost recognition may wish to petition for reinstatement. Such petitions must be submitted by headquarters staff and/or active alumni of the organization to the Center for Fraternity & Sorority Life for initial review. Petition consideration will occur when all active students affiliated with the organization that resulted in the revocation of charter/dismissal/loss of

recognition have **graduated**.

The petition for reinstatement will include but is not limited to:

- Written request and support for a chapter by the National Office including structure and support, resources of support, tentative timeline of reinstatement process, and chapter reinstatement team including consultants, field representatives or alumni volunteers.
- Vision, purpose, and activities of the organization. These should be in alignment and compatible with the mission of the University and ultimately the Center for Fraternity & Sorority Life.
- Faculty/Staff member to serve as on campus advisor for the FSL organization.
- Plan for transitions within the organization to ensure continuity and longevity.
- Revision of constitution of organization to assure challenges and concerns will not be repeated.
- Statement affirming alcohol and anti-hazing policy consistent with the University's policy and Student Code of Conduct.

NON-COMPLIANCE & LOSS OF RECOGNITION

Recognized FSL organizations that are non-complaint with the expectations outlined in the CFSL Policies & Recognition Guidelines will have their recognition reviewed by the office.

The Dean of Students Office will adjudicate recognized FSL organizations who violate the University of Houston Policies applying to Registered Student Organizations as outlined in the Student Handbook. Recognized FSL organizations that violate governing council policies can also be adjudicated through the judicial process outlined in the applicable council's judicial procedures for specific violations.

Recognized FSL organizations who fail to comply with sanctions imposed by the office, by campus, community stakeholders, intern/national organizations, risk losing their status as an officially recognized FSL organization and can also be referred to the Dean of Students Office.

Appropriate on and off campus partners will be notified about FSL organizations that lose their status as an officially recognized FSL organization.

FSL organizations can jeopardize their status by:

- Receiving a sanction of suspension or greater through the Dean of

Students Office. FSL organizations are also subjected to sanctions by on-campus partners when applicable (e.g. Center for Student Involvement, Student Housing & Residential Life).

- Violating local, state, and national laws.
- The revocation of a chapter charter from their inter/national headquarters.
- Not registering as a campus organization with the Center for Student Involvement.

FSL organizations that lose recognition are expected to cease all activities and abide by all terms and conditions formally communicated to the organization by the University pertaining to participation in FSL activities and University sponsored events as a sorority/fraternity organization.

UNRECOGNIZED GROUPS

Unrecognized sorority and fraternity groups have no affiliation with or supervision from the Center for Fraternity & Sorority Life. Some groups were at one time recognized and affiliated with inter/national organizations, councils, and University of Houston campus. Students that operate outside of the scope of Center for Fraternity & Sorority Life do so at their own risk. The University of Houston reserves the right to hold outside groups accountable through legal action if necessary, in the event of inappropriate behavior within an unauthorized group or organization.

CFSL POLICIES

The Center for Fraternity & Sorority Life has several policies around events and recruitment that recognized organizations are expected to adhere to remain in good standing. Organizations who do not follow policies are subject to review and/or sanctions by the Center for Fraternity & Sorority Life.

EVENT POLICIES

INDOOR SOCIAL EVENT POLICY

The RSO Indoor Event Policy pertains to those on-campus events sponsored by a registered student organization at the University of Houston meeting two of the three following criteria:

- Includes admissions, cash donations at the door, or advanced ticket sales
- Attracts persons who are not currently enrolled UH students
- Is a social event: to include, but not limited to mixers, dances, parties, performances, concerts, etc.

Organizations interested in hosting events that fall under this policy must complete the appropriate reservation request and submit the Get Involved event registration fifteen (15) business days prior to the event. They will then be prompted to meet with the Activities Coordinator for Registered Student Organizations for the Center for Student Involvement (CSI) as well as additional stakeholders (including but not limited to CARS, CFSL, & UHPD). Wristbands will be required for the event and organizations will receive the wristbands from the Center for Student Involvement.

The full policy can be found [here](#).

BAYOU OAKS EVENT POLICY

The Bayou Oaks Townhouse Event Policy pertains to registered social events sponsored by fraternities/sororities within their townhomes and fraternities/sororities hosting off-campus social events with the intent to transport attendees to/from Bayou Oaks.

The full policy can be found [here](#).

NEW MEMBER RECRUITMENT POLICIES

CONTINUOUS OPEN BIDDING/365 RECRUITMENT (Primarily IFC, Panhellenic)

In order for CFSL to properly assist chapters with the recruitment process and avoid potential issues, all chapters conducting recruitment during a non-formalized recruitment period must adhere to the below process. As your chapter proceeds through its Continuous Open Bidding/365 Recruitment process, please make sure that you complete the items below. The checklist should be completed in its entirety and by all deadlines. Failure to submit paperwork and conduct meetings on time may result in the suspension of activities.

1. After formal recruitment, if you intend to recruit for additional members, you must inform the VP of Recruitment for the Council, as well as the Recruitment Advisor/IFC Advisor of your intent to continue to recruit.

2. [Fraternity/Sorority Recruitment Request Form](#) - This form informs CFSL of a chapter's planned recruitment process timeline, calendar of events, officers responsible for recruitment, and expectations of the process. The calendar of events must include:

- Dates, times, and locations of all new member activities
- Start Date of Education
- Initiation Date
- Any additional or pertinent dates to the organization or process

- **DATE DUE:** To be completed **AND** approved before the start of any additional recruitment activities.
- **COMPLETED BY:** Chapter President and/or Recruitment Chair or New Member Educator.
- [Example](#)

Once approved, chapter may begin additional recruitment up to/through the selection of potential new members. This can include recruitment events, interest meetings/informationals, educational programs, etc. **DO NOT EXTEND BIDS.**

3. Fraternity/Sorority PNM Verification - Have PNMs complete [FERPA form](#) and upload forms to the [Fraternity/Sorority PNM Verification Form](#).

- **DATE DUE:** To be completed and approved before the start of membership education (Allow at least 2 business days for verification)
- **COMPLETED BY:** Chapter President and/or Recruitment Chair or New Member Educator

Once PNMs are verified, chapter may extend bids to their eligible PNMs, and begin their Candidate Education process leading towards initiation.

4. Please submit signed MRABAs/Finalized accepted Bid Lists to CFSL no later than 2 days before new member education begins.

It is important to remember that new member education cannot take place during breaks or the summer. Education can occur only in the Fall and Spring of each semester. All New Members must be initiated by the CFSL deadline for each semester (usually the last Friday before finals).

In the event any information needs to be updated or changed, chapter members in charge of the process will need to notify the Center for Fraternity & Sorority Life in writing no less than 2 business days prior to the new event time. These documents must be submitted prior to the start of additional New Member Education.

Without the submission of the required paperwork new membership education will not be approved. In the event that additional new membership education activities begin without the knowledge and approval of CFSL and/or the chapter has not adhered to these written new member education guidelines, new membership education activities will cease immediately.

MEMBERSHIP INTAKE (Primarily NPHC, MGC, UGC)

The [Membership Intake Process](#) is meant to educate UH fraternity and sorority members, their advisors, and potential new members about the Membership Intake expectations, policies, and procedures of the University of Houston's Center for Fraternity & Sorority Life. As chapters proceed through the Membership Intake process, please make sure that each of the items on the [Membership Intake Process Flowchart](#) are complete. The checklist should be completed in its entirety and by all deadlines. Failure to submit paperwork and conduct meetings on time may result in the suspension of Membership Intake activities.

The process is as follows:

1. [Membership Intake Request Form](#) - This form informs CFSL of a chapter's planned intake timeline, officers responsible for membership intake, and expectations of the membership intake process.
 - **DATE DUE:** To be completed **AND** approved before the start of any membership intake activities.
 - **COMPLETED BY:** Chapter President and/or Membership Intake Coordinator.
 - **Membership Intake Process Outline Example**
2. Schedule and attend a meeting with Chapter Coach
 - **DATE DUE:** To be completed before the start of any membership intake activities.
 - **COMPLETED BY:** Chapter President and/or Membership Intake Coordinator.
3. Bring (inter)national or regional membership intake paperwork to be signed by CFSL staff.
 - **DATE DUE:** Meeting with Chapter Coach
 - **COMPLETED BY:** Organization representatives designated on the form

Chapter may begin membership intake up to/through the selection of aspirants. This can include interest meetings/informationals, educational programs, and interviews of aspirants/interests/potential members.

4. Aspirant/Interest Verification Form

- **DATE DUE:** To be completed and approved before the start of membership education (Minimum 5 business days)
- **COMPLETED BY:** Chapter President and/or Membership Intake Coordinator

Chapter may begin their Aspirant/Interest/Candidate Education process leading towards initiation

5. New Member Presentation Registration

New Member/Neophyte Presentations must be registered through the GetInvolved Event Registration Process.

- **DATE DUE:** 3 weeks (15 business days) before the scheduled presentation
- **COMPLETED BY:** Chapter President and/or Membership Intake Coordinator

Usually for the Indoor Social Event Policy the Center for Student Involvement will coordinate the meeting, however for New Member Presentations, the meeting is coordinated by the Center for Fraternity & Sorority Life. See policy regarding New Member Presentations below.

NEW MEMBER PRESENTATIONS

The New Member Presentation Policy pertains to the planning and coordination of new member presentations by fraternities and sororities.

Organizations interested in hosting events that fall under this policy must complete the appropriate reservation request and submit the Get Involved event registration fifteen (15) business days prior to the event. They will then be prompted to meet with their Chapter Coach in the Center for Fraternity & Sorority Life as well as additional stakeholders (including but not limited to CARS, CSI, & UHPD). Wristbands will be required for the event and organizations will receive the wristbands from the Center for Fraternity & Sorority Life.

The full policy can be found [here](#).