

Policy No:

Policy Name: Greek Life

Policy Subject: Greek Organizations

Date Revised: July 1, 2014

I. Purpose

The university recognizes and supports the member chapters of the social Greek community as an integral part of Tennessee Technological University's educational mission and objectives. Greek organizations enhance the quality of student life through co-curricular programs, contributing significantly to the educational, social, and personal growth of their members. This policy details the standards that Greek organizations are expected to maintain.

II. Review

This policy will be reviewed every two years or whenever circumstances require review, whichever is earlier, by the Coordinator of Greek Life with recommendations for revision presented to the Director of Student Activities.

III. Scope

These policies are applicable to all social fraternities and sororities and their governing councils. The university recognizes the autonomy of the governing councils; the Interfraternity Council, the National Pan-Hellenic Council, and the Panhellenic Council to regulate matters of Greek organization, subject to Office of Greek Life policy.

IV. Definitions

- A.** "Greek Organization" and "Chapter" – Any social fraternity or sorority affiliated with an Inter/national organization and recognized by the Office of Greek Life.
- B.** "Active Member" – Initiated member of a recognized Greek organization currently enrolled at Tennessee Technological University.
- C.** "New Member"- A currently enrolled student at Tennessee Technological University that has accepted a bid from a Greek organization and intends to be initiated into the organization upon completion of a new member association program.
- D.** "Alcohol Functions" - A function (i.e. party) is an activity associated with a chapter or interaction between chapters, where alcohol is present and/or expected to be present.

- E.** “BYOB”- A type of alcohol function where guests are permitted to bring one six-pack of 12-ounce beers or four 16-ounce beers to be consumed throughout the course of the function.
- F.** “Third Party Vendor”- A type of alcohol function where Greek organizations rent space in an establishment (bar or tavern) and guests may purchase alcohol from the establishment.
- G.** “Bid”- Bids are formal invitations to join a fraternity or sorority.

V. Policy/Procedure

A. Registration of Events and Functions

- 1.** All Greek organization events and functions, with the exception of chapter or new member meetings, must be registered with the Office of Greek Life. “General Request” forms are required for all events without alcohol including, but not limited to initiation, fundraisers, programming events, and mixers. “Philanthropy/Community Service” forms are required for service related events and “Notification of Alcohol Function” forms are required for all functions where alcohol is expected to be present.
- 2.** All forms are available in the Office of Greek Life.
- 3.** Registration forms must be submitted to the Office of Greek Life five (5) business days prior to any event or function.
- 4.** To receive approval of registration, all fields on the registration form must be complete and accurate.
- 5.** Registration forms must have a faculty advisor’s signature upon submission.
- 6.** All events without alcohol must be registered with the Office of Greek Life before advertisement may begin.
- 7.** Functions where alcohol is expected to be present are NOT permitted to be advertised by any medium including, but not limited to, flyers, banners, sidewalk chalk, websites, and social media.
- 8.** Any organization that fails to register an event or function will be subject to disciplinary sanctions imposed by the organization’s respective governing council or the Office of Greek Life.

- B.** Alcohol Policy: Tennessee Technological University has adopted the Fraternal Information and Programming Group, Inc. (FIPG, Inc.) Risk Management Manual, Policy on Alcohol and Drugs (January 2013).
- 1.** The possession, sale, use or consumption of alcoholic beverages, while on chapter premises or during a fraternity event, in any situation sponsored or endorsed by the chapter, or at any event an observer would associate with the fraternity, must be in compliance with any and all applicable laws of the state, province, county, city and institution of higher education, and must comply with either the BYOB or Third Party Vendor Guidelines.
 - 2.** No alcoholic beverages may be purchased through or with chapter funds nor may the purchase of same for members or guests be undertaken or coordinated by any member in the name of or on behalf of the chapter. The purchase or use of a bulk quantity or common source(s) of alcoholic beverage, for example, kegs or cases, is prohibited.
 - 3.** Open parties, meaning those with unrestricted access by non-members of the fraternity, without specific invitation, where alcohol is present, are prohibited.
 - 4.** No members, collectively or individually, shall purchase for, serve to, or sell alcoholic beverages to anyone under the age of 21.
 - 5.** No chapter may co-sponsor an event with an alcohol distributor (defined as an alcohol wholesaler that serves as the intermediary link between the manufacturer or importer and the retailer) or tavern (defined as an establishment generating more than half of annual gross sales from alcohol) at which alcohol is given away, sold or otherwise provided to those present. This includes any event held in, at or on the property of a tavern as defined above for purposes of fundraising. However, a chapter may rent or use a room or area in a tavern as defined above for a closed event held within the provisions of this policy, including the use of a third party vendor and guest list. An event at which alcohol is present may be conducted or co-sponsored with a charitable organization if the event is held within the provisions of this policy.
 - 6.** No chapter may co-sponsor, co-finance or attend or participate in a function at which alcohol is purchased by any of the host chapters, groups or organizations.
 - 7.** All recruitment or rush activities associated with any chapter will be non-alcoholic. No recruitment or rush activities associated with any chapter may be held at or in conjunction with a tavern or alcohol distributor as defined in this policy.

8. No member or pledge, associate/new member or novice shall permit, tolerate, encourage or participate in "drinking games." The definition of drinking games includes but is not limited to the consumption of shots of alcohol, liquor or alcoholic beverages, the practice of consuming shots equating to one's age, "beer pong," "century club," "dares" or any other activity involving the consumption of alcohol which involves duress or encouragement related to the consumption of alcohol.
 9. No alcohol shall be present at any pledge/associate member/new member/novice program, activity or ritual of the chapter. This includes but is not limited to activities associated with "bid night," "big brother – little brother" events or activities, / "big sister - little sister" events or activities, "family" events or activities and initiation.
- C. Procedures for Registration of Functions with Alcohol: The following procedures must be followed for each Greek organization function with alcohol. In addition, each organization is responsible for adhering to its own risk management policies and procedures.
1. NOTIFICATION OF FUNCTIONS INVOLVING ALCOHOL: Organizations that plan to hold functions involving alcohol must submit a completed "Notification of Alcohol Function" form for to the Greek Life office five (5) business days prior to the function.
 2. SPONSORING ORGANIZATIONS: Each Greek organization involved in hosting the function must submit a "Notification of Alcohol Function" form. No more than two Greek organizations may jointly sponsor a function with alcohol. Should policy violation(s) occur, all sponsoring groups are equally held responsible.
 3. TIME OF FUNCTIONS: A function where alcohol is present may take place for no more than four hours in any given twenty-four hour period. Weekday functions (Sunday –Wednesday) must end by midnight. Weekend functions (Thursday, Friday, and Saturday) must end by 2 a.m.
 4. MUSIC: Greek organizations will comply with all city laws and municipal ordinances with regard to noise levels and sound.
 5. THIRD PARTY VENDORS: If the function is held at a third-party vendor location, a third party vendor guidelines checklist, provided by the Office of Greek Life, must be completed and submitted with the Notification of Alcohol Function form. Third-party vendor locations are subject to review and approval of the Office of Greek Life for compliance with FIPG Policy.

- 6. GUESTS LISTS:** All members and guests **MUST** be listed on a guest list for the function and will not be permitted to enter the function unless their name appears on the guest list.
 - a.** Pre-Approval: Organizations must submit a guest list before the function 24 hours prior to the function. The list must be typed and alphabetized by guest's last name and will be used for check-in at the function.
 - b.** Number of Guests: Guests list should not exceed:
 - i.** 3:1 (three guests per one member) for functions hosted by one organization
 - ii.** 2:1 (two guests per one member) for functions hosted by two organizations
 - iii.** The capacity limits of the facility or chapter house's public areas as determined by the fire marshal.
- 7. SPECIAL GUEST LIST:** A special guest list may be created as visitors such as alumni or out-of-town friends or family arrive unexpectedly.
 - a.** These guests should sign-in on a separate list used only for special guests.
 - b.** The number of special guests that will be permitted to enter during the duration of the function will not exceed fifteen (15).
- 8. CHECK IN:** Guests must sign in on the guest list beside their name and are required to show valid state issued or military identification with a picture to the security officer in order to verify name and age.
 - a.** Guests who are 21 years of age and over may be given a wristband at this time.
 - b.** If the function is BYOB, the guest will check in any beer they brought to the function with the security officer and a sober monitor. The sober monitor is responsible for transporting the beer from the door to the bar area.
 - c.** Guests that are less than 21 years of age will not be permitted to drink alcoholic beverages at the function.
 - d.** There will be only one entrance into the function and once a guest leaves the function, they will not be permitted to re-enter. However, in case of emergency, exits must remain accessible and must not be blocked.
- 9. SECURITY OFFICERS:** Security officers are required at any function serving alcohol.

- a. All security officers must be licensed, bonded, and insured and are subject to approval by the Office of Greek Life.
- b. No function may begin until a minimum of two security officers are present.
- c. An additional security officer is required for every 50 guests over 100.
- d. The security officers are responsible for:
 - i. Checking proper identification for name and age of the guest.
 - ii. Determining if a guest is intoxicated to enter event upon arrival.
 - iii. Ensuring guests do not bring in weapons, unchecked alcohol, and illegal items or substances into the function.
 - iv. Periodically checking the premises for underage drinking, behavior problems, and noise violations.
- 10. **ALCOHOL:** No one under the age of 21 is permitted to drink alcoholic beverages.
 - a. Greek organizations will not provide alcohol for guests to consume.
 - b. No liquor or glass containers are allowed at any function unless the function is held at a third party vendor location and alcohol is served by a third party vendor.
 - c. If the function is BYOB, every guest is limited to bringing one six-pack of 12-ounce beers or four 16-ounce beers throughout the course of the function.
 - d. Beer will be checked in at the door and taken to the bar by the sober monitor.
 - e. Guests may not leave the function with alcohol in their possession.
- 11. **WRISTBANDS:** Wristbands must be used at all alcohol functions to designate members and guests who are of legal drinking age and (if BYOB) document the number of beers they check in at the door.
- 12. **FOOD AND NON-ALCOHOLIC BEVERAGES:** Organizations must provide food and non-alcoholic beverages in a prominent location available to members and guests throughout the function.
- 13. **SOBER MONITORS - RESPONSIBILITIES AT THE PARTY:** All sober monitors must be initiated members of their respective Greek organization and must hold some elected or appointed position within the organization. President and Vice Presidents are preferred and strongly recommended as sober monitors. No new members may serve as sober monitors.

- a. Sober monitors may not consume any alcohol at least six hours before the function and throughout the entire duration of the function.
 - b. There must be two sober monitors on duty at every alcohol function and an additional sober monitor per every 25 guests.
 - c. Sober monitors are responsible for making sure the third party vendor (if applicable) and security officers follow all applicable policies as defined in Section 9. If a problem arises, sober monitors should inform security officers immediately.
 - d. For BYOB functions, sober monitors will be responsible for taking the guest's beer from the function entrance to the bar area.
- 14. SOBER RIDE:** If sober monitor has reasonable suspicion that someone has consumed too much alcohol to drive a vehicle, he/she will secure a taxi cab for that person.
- D. Illegal Drugs and Controlled Substances:** The possession, sale or use of any illegal drugs or controlled substances while on chapter premises or during a fraternity event or at any event that an observer would associate with the fraternity is strictly prohibited.
- E. Hazing Policy:** Hazing is strictly prohibited. An act may constitute hazing if it falls into any of the following definitions:
- 1. **FIPG Definition:** No chapter, colony, student or alumnus shall conduct nor condone hazing activities. Hazing activities are defined as: "Any action taken or situation created, intentionally, whether on or off fraternity premises, to produce mental or physical discomfort, embarrassment, harassment, or ridicule. Such activities may include but are not limited to the following: use of alcohol; paddling in any form; creation of excessive fatigue; physical and psychological shocks; quests, treasure hunts, scavenger hunts, road trips or any other such activities carried on outside or inside of the confines of the chapter house; wearing of public apparel which is conspicuous and not normally in good taste; engaging in public stunts and buffoonery; morally degrading or humiliating games and activities; and any other activities which are not consistent with academic achievement, fraternal law, ritual or policy or the regulations and policies of the educational institution or applicable state law." (adopted from Fraternal Information and Programming Group, Inc. "FIPG, Inc." Risk Management Manual Policy on Hazing, January 2013).

2. Tennessee Technological University Student Handbook: No student organization shall engage in, or condone, any form of hazing, including but not limited to harassment of any person by exacting unnecessary, disagreeable or difficult work, by banter, ridicule or criticism, or by abusive or humiliating acts (Tennessee Technological University Student Handbook, <http://www.tntech.edu/ttustudenthandbook/studentorgs/>)
3. Tennessee Board of Regents Policy: No student organization or individual shall engage in or condone any form of hazing. Hazing shall include, but is not limited to:
 - a. Any action taken, or situation created intentionally, to produce mental or physical discomfort, embarrassment or ridicule;
 - b. Any form of verbal or physical harassment or abuse; and
 - c. Engaging in public stunts, morally degrading or humiliating behavior or games, whether on or off campus.
 - d. Excessive demands on a student's time so as to interfere with academic performance are prohibited.
 - e. Threatening in any manner or form for the purpose of cajoling individuals into secrecy in regard to breaches (planned, threatened, attempted, or perpetrated) of hazing violations also is prohibited.
 - f. Hazing activity which is in violation of any other institution regulation such as the misuse of alcohol, drugs, institution property, etc., is strictly forbidden. (Tennessee Board of Regents Policy 3-01-01-00, <https://policies.tbr.edu/policies/student-organizations>)
4. Tennessee Code Annotated 49-7-123(a): “any intentional or reckless act...by one (1) student acting alone or with others, that is directed against any other student, that endangers the mental or physical health or safety of that student or that induces or coerces a student to endanger that student’s mental or physical health or safety.”
- F. Prohibition of Discrimination and Harassment: No Greek organization will deny membership to any person on the basis of age, race, religion, disability, veteran status, or national origin. No Greek organization will tolerate harassment on the basis of these protected categories or any other category protected by federal or state civil rights law. Social fraternities and sororities may have sex restricted membership in accordance with the provisions outlined in Title IX of the Education Amendments of 1972.

G. Prohibition of Sexual Harassment, Assault, or Abuse: No Greek organization associated with Tennessee Technological University will tolerate or condone any form of sexually abusive behavior on the part of its members, whether physical, mental or emotional. This is to include any actions, which are demeaning to women or men, such as verbal harassment.

H. Safety of Chapter Premises

1. All chapters should comply with applicable municipal codes in regard to health and safety of the occupants in the chapter house.
2. All chapter houses are required to submit to bi-annual fire inspections conducted by the City of Cookeville.

I. Inter/national Policy

1. Each chapter is responsible for complete knowledge of and adherence to their current International/national policies and by-laws. This includes, but is not limited to, those policies regarding:

- a. Alcohol and other drugs
- b. Risk management
- c. Hazing
- d. Recruitment and new member education
- e. Sexual assault/abuse
- f. Fire, health, and safety
- g. Education and academic requirements

2. If there is a discrepancy between the University Policy and the Inter/National alcohol/risk management policy, the more stringent policy will be followed.

J. Membership Records

1. Rosters: All Greek organizations are required to keep an updated, accurate membership roster on file with the Office of Greek Life.
2. Additions to Roster: Each new member must sign and submit a grade release form to the Office of Greek Life.

3. Revisions and Removal: To change membership status or remove members from a membership roster, Greek organizations must submit a “membership revision” form to the Office of Greek Life.

K. New Member Association

1. Recruitment

- a. All recruitment events must be alcohol free.
 - b. No alcohol may be in the presence of any potential new member.
 - c. Recruitment themes are subject to approval of the Office of Greek Life.
 - d. All potential new members must have their grades verified by the Office of Greek Life prior to the extension of a bid or intake.
 - e. Each potential new member must sign the grade release statement on the recruitment registration form to receive verification.
2. Formal Recruitment: All Greek organizations may participate in a formal recruitment in accordance with the rules, regulations, and guidelines set forth by their governing council (IFC, NPHC, NPC).
 3. Informal Recruitment: Greek organizations may engage in informal recruitment outside of the formal recruitment period with registration on a “General Request” form. Informal recruitment may not take place during the formal recruitment period or during any University break or holiday.
 4. Membership Intake: Membership intake is the process of selecting, educating, and initiating new members utilized by member groups of the National Pan-Hellenic Council at a time deemed by the specific organization. All membership intake activity must comply with the Office of Greek Life policies.
 5. Extension of Bids
 - a. Bids may be extended to any student enrolled in twelve (12) or more credit hours and has obtained a cumulative grade point average of 2.0 or greater in high school or college.
 - b. No bids will be extended during a University break or holiday.
 6. Acceptance of Bids: Bids may be accepted by Greek organizations in accordance with the rules, regulations, and guidelines set forth by the appropriate governing council (IFC, NPHC, NPC) provided that no bids may be accepted during a University break or holiday.

L. Academic Requirements for Greek Organizations

- 1.** Greek organizations are expected to maintain, at minimum, a combined semester grade point average of a 2.3 on a 4.0 scale. This is a weighted average, based on semester course hours, of all active and new members' academic performance for the given semester.
- 2.** Each Greek organization must update their membership roster on or before the last of classes each semester to ensure the academic report is an accurate reflection of the chapter's average scholastic performance.
- 3.** At the conclusion of the fall and spring semesters, the Office of Greek Life will calculate the combined member GPA of each Greek organization and provide academic reports to their respective chapters.
- 4.** Failure to maintain a 2.3 combined grade point average will result in academic probation or suspension.
- 5. Academic Probation:**
 - a.** First Semester Chapter GPA between 2.0 and 2.29:
 - i.** The organization will be limited to one (1) social function with alcohol during the semester.
 - ii.** A written scholarship plan will be required to be reviewed and approved by the Office of Greek Life.
 - iii.** The organization will conduct a scholarship meeting or workshop with at least 80% of membership in attendance as evidenced by registration of a programming event and member signed roster confirming attendance.
 - iv.** Notification of academic probation will be sent to the organization's chapter advisor, faculty advisor, and Inter/national headquarters.
 - b.** Second Semester Chapter GPA between 2.0 and 2.29:
 - i.** The organization will conduct no social functions with alcohol.
 - ii.** The organization will not participate in intramural sports, mixers, step shows or similar events.
 - iii.** The organization will review the written scholarship plan with Office of Greek Life and make revisions as needed.

- iv. The organization will conduct a scholarship meeting or workshop with at least 80% of membership in attendance as evidenced by registration of a programming event and member signed roster confirming attendance.
 - v. The Office of Greek Life will send a letter of censure to the organization's chapter advisor, faculty advisor, and Inter/national headquarters.
 - c. Third Semester Chapter GPA between 2.0 and 2.29: Any Greek organization with a semester grade point average between 2.0 and 2.29 for the third consecutive semester will be considered an inactive chapter and will not be recognized by the Office of Greek Life or Tennessee Technological University.
- 6. Academic Suspension**
- a. First Semester Chapter GPA below 2.0:
 - i. The organization will conduct no social functions with or without alcohol, intramural sports, step shows, or similar events.
 - ii. The functions of the organization will be limited to chapter meetings, educational programming, and philanthropic events/community service.
 - iii. The organization will submit a detailed scholarship plan to the Office of Greek Life and review the plan with the Greek advisor bi-weekly.
 - iv. The organization will conduct a scholarship meeting or workshop with at least 80% of membership in attendance as evidenced by registration of a programming event and member signed roster confirming attendance.
 - v. The Office of Greek Life will send a letter of censure to the organization's chapter advisor, faculty advisor, and Inter/national headquarters.
 - b. Second Semester Chapter GPA below 2.0: Any Greek organization with a semester grade point average below 2.0 for the second consecutive semester will be considered an inactive chapter and will not be recognized by the Office of Greek Life or Tennessee Technological University.
- M. Required Programming:** The Office of Greek Life has the authority to require attendance for chapters and their members or officers at events such as speakers, conferences, retreats, etc. Exceptions will always be considered for class conflicts, previously scheduled events, and possibly work schedules. In the event that requirements are not fulfilled, the Office of Greek Life has the authority to impose sanctions, including, but not limited to community service, social probation, etc.

N. Faculty Advisors: Each chapter must have a faculty advisor. A faculty advisor must be a full time faculty or administrative employee of Tennessee Technological University. Faculty advisors are not required to belong to a Greek organization, but are encouraged to be involved with chapter events and activities as much as possible. Responsibilities are as follows:

1. Familiarity with and adherence to the Office of Greek Life policies and procedures.
2. Available to review and sign registration forms on a regular basis.

O. Awards Evaluation

1. All Greek organizations will be evaluated annually on each of the six areas of the Five Star Awards evaluation. Participation in the Five Star evaluation is MANDATORY. Failure of any chapter to submit the Five Star Evaluation will result in immediate social probation as defined by cessation of all social events and activities until the packet is completed and submitted.
2. It is the responsibility of the chapter president to ensure that each of the area's components has been completed and that the necessary forms, reports, and verification are submitted by the deadline set by the Office of Greek Life.
3. Each area will be evaluated separately with the possibility of receiving commendations in the individual areas of evaluation. Area commendations will be awarded to those chapters receiving 90% of the total possible points in the area of evaluation.
4. Chapters that receive commendations in all of the six areas will be awarded Five Star Chapter status.'
5. Greek organizations will be recognized in the spring of each academic year for their efforts and accomplishments as evidenced in their Five Star evaluation.

P. Violations of Policy/Procedures

1. Judicial Policy
 - a. The Office of Greek Life recognizes the autonomy of the governing councils (Interfraternity Council, the National Pan-Hellenic Council, and the Panhellenic Council) to regulate matters that pertain to their respective member organizations, subject to Office of Greek Life policy.
 - b. Each governing council has jurisdiction and may adjudicate violations of their respective constitutions and by-laws.

- c. To ensure fairness of the sanctions imposed by governing council judicial boards, the Office of Greek Life requires governing councils to submit a recommendation of sanctions in writing for approval before they are enacted and may require judicial bodies to reformulate judicial sanctions if they are deemed to be unfair, unreasonable, and/or inappropriate.
- d. The Office of Greek Life will have jurisdiction in all cases where a violation of the Greek Life policies and procedures has occurred.
- e. In cases where a governing council's constitution or by-laws and Greek Life policies and procedures have been violated simultaneously, the offending chapter may be subject to sanctions from both entities.

2. Judicial Procedures

- a. To file a complaint against a Greek organization, the complainant must submit a "Complaint Form" to the Office of Greek Life. The form is available in the Office of Greek Life or on the Greek Life website: tntech.edu/greek/reports/
- b. When the complainant becomes aware of a violation, it must be reported to the Office of Greek Life within 10 business days of when the violation becomes known.
- c. The Office of Greek Life will give notice in writing to the alleged offending chapter that a complaint has been filed.
- d. If the complaint is within the jurisdiction of the governing council, the complaint form and any supporting materials submitted with the complaint will be forwarded to accused Greek organization's governing council for investigation and adjudication.
- e. If the complaint alleges a violation of Greek Life policy, the Office of Greek Life will be responsible for investigation and adjudication of the alleged violation.
- f. Depending on the severity of the complaint, including but not limited to, hazing, alcohol, and illegal actions, the Office of Greek Life has the authority to direct an accused chapter to cease chapter operations until the complaint has been adjudicated. During this period, a chapter may only conduct chapter meetings.

3. Governing Council Judicial Boards:

- a. Upon the completion of adjudication, the governing council judicial board will submit a judicial report to the Office of Greek Life for review. The judicial report will include the following information:

- i.** Date, time, and location of hearing along with list of those attending the proceedings
- ii.** Witnesses called during the proceedings
- iii.** Detailed account of the proceedings
- iv.** Sanctions imposed
- b.** The Office of Greek Life will review the judicial report. Based on the report, sanctions will be accepted or rejected.
- c.** If accepted, sanctions will go into effect immediately.
- d.** If rejected, the governing council judicial board will reconvene to formulate new sanctions and resubmit the judicial report for approval.
- 4.** Appellate Procedures
 - a.** An organization that has been sanctioned by a governing council judicial board or the Office of Greek Life may appeal the sanctions to the Director of Student Activities.
 - b.** A written appeal to the Director of Student Activities must be filed within 10 business days of the receipt of notice that sanctions have been enacted.
 - c.** The Director of Student Activities may change, lessen, increase, or eliminate sanctions.
 - d.** An organization that has been sanctioned by the Director of Student Activities may submit a written appeal to the Vice President of Student Affairs. The written appeal must be submitted within ten (10) business days of the Director of Student Activities' decision has been officially reported and received by the sanctioned organization.
 - e.** The Vice President of Student Affairs will review the appeal and make the final decision.
- 5.** Enforcement: The Office of Greek Life and their designated authorities at Tennessee Technological University will enforce the policies and procedures outlined above. Any violation of the policy, procedures, or judicial sanctions will be justification for further disciplinary action to be taken by the Office of Greek Life and/or the designated governing council.
- Q.** Expansion Policy/Procedures: The following policies and procedures apply to groups petitioning to become recognized social Greek organizations at Tennessee

Technological University. All petitioning groups must affiliate with one (1) governing council (i.e. the Interfraternity Council, the National Pan-Hellenic Council, or the Panhellenic Council).

- 1.** Expansion/extension must be initiated one of three ways:
 - a.** A student interest group can approach the Office of Greek Life and/or a local governing council for recognition.
 - b.** An Inter/national organization can contact the Office of Greek Life to express interest in the starting a chapter.
 - c.** A governing council may petition to the Office of Greek Life when they would like to expand.
- 2.** Expansion Committee: When interest is expressed in any of the three ways, an expansion committee consisting of at least two (2) members from each of the governing council and the Office of Greek Life staff will examine the following factors to determine the need or ability to expand within the council:
 - a.** The current balance of chapters among the governing councils
 - b.** Student trends in recruitment over the past three to five years
 - c.** Size of the undergraduate student population
 - d.** Potential housing/meeting space availability comparable to other existing Greek organizations
- 3.** Expansion Committee Recommendation
 - a.** If the expansion committee recommends no expansion, the petitioning group will be notified within five (5) business days of the decision's rendering. If the committee votes against extending an invitation to a potential chapter, a letter briefly stating the committee's rationale will be send to the interested potential organization.
 - b.** If the expansion committee recommends expansion, the petitioning group will be required to submit an expansion/extension packet with the following information.
 - i.** Inter/National risk management policies
 - ii.** Proof of liability insurance
 - iii.** Letter of Inter/national support

- iv.** List of chapters the Inter/national organization has closed within the past five (5) years and reasons for each closure
- v.** Academic requirements and policies
- vi.** Description of educational programs available to the potential chapter. Applicable topics include, but are not limited to, alcohol, hazing, and sexual assault.
- vii.** New member education process
- viii.** Proposed Constitution
- ix.** List of interested students with their T numbers
- x.** List of potential Alumni Advisors and Faculty Advisor
- xi.** Names of alumni contacts in the area
- xii.** Proposed timeline for expansion
- xiii.** Letter of support for the Greek community's values and policies
- xiv.** Letter of support for the local governing council constitution and by-laws
- xv.** Philanthropy and community service information
- xvi.** If the organization had been recognized by Tennessee Technological University in the past, the potential organization must provide proof that the organization is in good standing with the university regarding judicial and financial matters.
 - c.** Once the expansion/extension packet is received, the committee will meet to discuss the submitted information and decide if they would like to invite the organization to make a presentation to the committee and representatives from the recognized Greek organizations.
 - d.** After the presentation, the committee will elicit feedback from Greek organizations in attendance. The committee will take this feedback into consideration in their deliberations.
 - e.** If the committee votes by two thirds (2/3) majority to extend an invitation to colonize, the committee will submit a recommendation to the Vice President of Student Affairs for his/her approval.
 - f.** The Vice President of Student Affairs will approve or reject the recommendation.
 - g.** If expansion is rejected by the Vice President of Student Affairs, the potential organization may send a written appeal to the Vice President of Student Affairs

within ten (10) business days, absent good cause, of the receipt of the Vice President of Student Affairs’ determination. The appealing party must explain why the factual information was incomplete, the analysis of the facts was incorrect, and how this would change the decision. Failure to do so will result in denial of the appeal. The Vice President of Student Affairs’ decision will be final.

- h.** If expansion is approved by the Vice President of Student Affairs, the Office of Greek Life and the expanding governing council will assist the incoming organization in accordance with the governing council’s constitutional provisions for colonization.
- 4.** Recognition: Once the potential organization has satisfied the above requirements the organization will be a recognized social Greek organization at Tennessee Technological University.

VI. Interpretation

The Vice President for Student Affairs or his/her designee has the final authority to interpret the terms of this policy.

VII. Citation of authority for policy

TBR Policy 3-01-01-00

RESPONSIBLE PROPOSER(S) AND REVIEWER(S)

<div>_____</div> <div>Coordinator of Greek Life</div>	<div>_____</div> <div>DATE</div>
<div>_____</div> <div>Director of Student Activities</div>	<div>_____</div> <div>DATE</div>
<div>_____</div> <div>Vice President for Student Affairs</div>	<div>_____</div> <div>DATE</div>

REVIEWED

University Counsel

DATE

REVIEWED

Administrative Council

DATE

REVIEWED

University Assembly

DATE

APPROVED

PRESIDENT

DATE