Stony Brook University

Fraternity and Sorority Life

Five Star Program Overview

2020 – 2021
Five Star Program 2020–2021

Definitions & Five Star Program Updates

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<th>5-Star Chapter of Excellence</th>
<th>4-Star Chapter of Distinction</th>
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<td>15 Recognition Points + 12 Strategic Priority Points <em>(Chapter must have a 3.0 cumulative GPA Average)</em></td>
<td>15 Recognition Points + 6 Strategic Priority Points <em>(Chapter must have a 2.7 cumulative GPA Average)</em></td>
<td>15 Recognition Points</td>
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How to Reach Each Star Designation:

3-Star Chapter In Good Standing: For a chapter to meet minimum expectations, they must complete all of the fifteen (15) chapter minimum recognition standards throughout the 2020–2021 academic year.

4-Star Chapter of Distinction: For a chapter to achieve a 4-Star Chapter of Distinction, the chapter must complete all fifteen (15) chapter minimum recognition standards and complete a total of six (6) strategic priority points *(one point from each of the six strategic priority categories).*

5-Star Chapter of Excellence: For a chapter to achieve a 5-Star Chapter of Excellence, the chapter must complete all fifteen (15) chapter minimum recognition standards and complete a total of twelve (12) strategic priority points *(two points from each of the six strategic priority categories).*

How Will 2020–2021 Five Star Program Be Recorded:

- Five Star Chairs will complete a monthly report on SBEngaged at the end of each month. The monthly report is due for the previous month by the first full week Friday of the following month. For example: September’s monthly report is due on Friday, October 9th at 5pm (see page 11 for Fall Report Deadlines). The monthly report will let chapters share what they have done during the month and provide necessary verification for completed requirements. The monthly report will also let students share hardships or upcoming goals.
- Once monthly reports are submitted on SBEngaged, Five Star Chairs will attend an advising meeting with their SE&A Five Star Advisor to review their monthly progress and reflect on set goals.
- Chapters will be provided with a Five Star Tracker to view their progress. This tracker will be updated monthly after the completion of their SE&A Five Star Advisor meeting.

Please note:

- Chapters must be in compliance with all Department of Student Engagement and Activities (hereinafter referred to as ‘SEA”) policies, including regularly communicating with the department and meeting all deadlines in order to be considered a Chapter of Recognition *(i.e. a 3 star chapter)*
- Chapters who have had a conduct infraction during the academic year may receive a reduced ranking as a result of the infraction.
- Chapters who do not meet minimum requirements will not be eligible for awards with the exception of academic–related achievements.
2020–2021 Chapter Minimum Recognition Standards

1. **Scholarship:** Chapter maintains a minimum 2.5 cumulative grade point average each semester. This will be verified by the department.

2. **Scholarship:** Chapter has a faculty/staff advisor and the leadership meets with them at least once **per semester** to discuss chapter & academic scholarship plans. An attendance list and meeting agenda should be shared on the monthly SBEngaged report.

3. **Scholarship:** Chapter holds at least one (1) internal **virtual** scholarship workshop for their members once **per semester** – the topic can be specific to the needs of the chapter (i.e. time management, study skills). *Consultation with the appropriate campus department is highly encouraged.* The workshop must be created as an event and approved on SBEngaged to be conducted. Attendance must be tracked and shared on SBEngaged. A meeting agenda or presentation should be shared on the monthly SBEngaged report.

4. **Internal Operations:** Chapter meets to discuss chapter operations **virtually** at least once a month. All chapter meetings must be created as an event and approved on SBEngaged to be conducted. Attendance must be tracked and shared on SBEngaged.

5. **Internal Operations:** Chapter maintains an up-to-date membership roster and notifies SEA of any updates to the roster within one week (SBEngaged and an electronic copy). The Roster MUST match both the SBEngaged Roster and the Roster turned into SEA. Rosters must be submitted by the predetermined deadline to meet this standard.

6. **Internal Operations:** Chapter meets all criteria for recruitment and new member education/intake set forth by SEA and the University, including but not limited to: abiding by policies, meeting established standards, & attending required training sessions for active and new members.

7. **Leadership:** Chapter hosts or co–hosts a member development workshop covering a topic of **personal** or **professional development** (examples include: communication skills, professional readiness, diversity/multicultural awareness, etc.). *Consultation with the appropriate campus department is highly encouraged.* This is an educational program. The workshop must be created as an event and approved on SBEngaged to be conducted. Attendance must be tracked and shared on SBEngaged. A meeting agenda or presentation should be shared on the monthly SBEngaged report.

8. **Leadership:** Chapter officers acknowledge their roles and responsibilities by accepting the Terms & Conditions for their position on SBEngaged. This will be verified by the department.

9. **Community Building:** Chapter participates in the fraternal community by attending all Inter–Fraternity & Sorority Council (IFSC) general body meetings, programs, & training sessions, or provides proper notice of requested absence to the IFSC executive board.

10. **Community Building:** Chapter holds at least one (1) external **virtual** social or educational program **per semester** that is open to the campus community. All programs must be created as an event and approved on SBEngaged to be promoted and conducted. Attendance must be
tracked and shared on SBEngaged. Please note open recruitment events would meet this requirement.

11. **Philanthropy & Service:** Chapter organizes and executes at least one (1) **virtual** philanthropy program, **virtual** community service, or **virtual** fundraiser **per semester** that benefits an organization of their choice. If proceeds are collected, they must be donated to this organization. Proof of donations must be provided by a copy of a check, receipt of an online donation, or email confirmation from the charitable organization. The virtual program, service event, or fundraiser must be created as an event and approved on SBEngaged to be promoted and conducted. If virtual program, attendance must be tracked and shared on SBEngaged. Monetary donation proof should be shared on the monthly SBEngaged report. Any virtual community service hours should be uploaded by chapter members on SBEngaged.

12. **Risk Management:** All chapter members & new members must complete the Hazing Prevention 101 Fraternity & Sorority Life e-learning module, and PreventZone Module Training, as required by SEA. This will be verified by the department.

13. **Risk Management:** Chapter hosts or co-hosts a workshop for members on a risk management topic **per semester**. Topics include: alcohol awareness, hazing prevention, sexual assault prevention, mental health education, etc. Consultation with the appropriate campus department is **required**. The workshop must be created as an event and approved on SBEngaged to be conducted. Attendance must be tracked and shared on SBEngaged. A meeting agenda or presentation should be shared on the monthly SBEngaged report.

14. **Risk Management:** Chapter has a risk management chair who meets with SEA to discuss their role and risk management plan. The Risk Manager is responsible for ensuring that the chapter is compliant with all campus requirements regarding risk management including required training compliance. For example, ensuring that the chapter is in compliance with all active and new members completing their Red Watch Band requirement during the appropriate semester, or as outlined in campus policy. This will be verified by the department.

15. **Risk Management:** Chapter participates in National Hazing Prevention Week (NHPW). Participation should be tracked appropriately and included in the September Five Star Monthly Report. Participation criteria will be sent to chapter leadership.

**Please note:**

Organizations that do not achieve the chapter minimum recognition standards expectation at the completion of the 2020–2021 academic year will be required to meet with SEA to create an “Action Plan” to improve their performance. Organizations on an “Action Plan” will be required to meet with an SEA staff member bi-weekly to check in on their progress. Continued failure to meet minimum requirements may result in loss of campus recognition.
2020–2021 Additional Requirements for Distinction & Excellence Categorization *(Optional)*

Chapters have the **option** to complete additional requirements to reach a 4-Star Chapter of Distinction or 5-Star Chapter of Excellence chapter standing during the 2020–2021 academic year. Chapters can select options from our Five Star Program’s Six Strategic Priorities, which include:

- Scholarship
- Internal Operations
- Leadership
- Community Building
- Philanthropy & Service
- Risk Management

**Please note:**

- Chapters will need a **2.7 cumulative GPA average and must complete one (1) requirement from each of the Six Strategic Priorities** to earn a 4-Star Chapter of Distinction standing.
- Chapters will need a **3.0 cumulative GPA average and must complete two (2) requirements from each of the Six Strategic Priorities** to earn a 5-Star Chapter of Excellence standing.

Additional requirements can be found from the **Six Strategic Priorities** sections below.

**Scholarship Strategic Priority Additional Options**

Scholarship points towards Distinction & Excellence will be awarded from the examples below (**however**, if your organization would like to choose another option that is not provided, reach out to the department for approval).

- Chapter holds additional **virtual** scholarship workshops.
- Chapter maintains a written scholarship plan and meets with SEA to review their plan.
- Chapter encourages faculty interaction with a **virtual** chapter program.
- Chapter recognizes the academic accomplishments of members through a **virtual** internal program.
- Chapter has members involved in academically related pursuits outside of the classroom (research, teaching assistants, honor society involvement).

*All programs and workshops must be created as an event and approved on SBEngaged to be conducted. Attendance must be tracked and shared on SBEngaged. A meeting agenda or presentation should be shared on the monthly SBEngaged report.*
Internal Operations Strategic Priority Additional Options

Internal Operations Strategic Priority points towards Distinction & Excellence will be awarded from the examples below (however, if your organization would like to choose another option that is not provided, reach out to the department for approval).

- Chapters hosts a virtual retreat/workshop focused on internal chapter relations.
- Chapter maintains a written recruitment and retention plan for working with unique chapter culture, strengths, & challenges and meets with SEA to review their plan.
- Chapter discusses chapter budget and financial priorities with membership allowing for productive conversation and feedback on chapter’s financial wellness.
- Chapter has a peer-to-peer accountability system or standards process and holds a meeting to share the complete process and expectations with membership, as well as allow chapter members the opportunity to provide feedback and ask questions.

*All programs and workshops must be created as an event and approved on SBEngaged to be conducted. Attendance must be tracked and shared on SBEngaged. A meeting agenda or presentation should be shared on the monthly SBEngaged report.*

Leadership Strategic Priority Additional Options

Leadership points towards Distinction & Excellence will be awarded from the examples below (however, if your organization would like to choose another option that is not provided, reach out to the department for approval).

- Chapter holds additional virtual internal or external leadership workshops. Consultation with the appropriate campus department is encouraged.
- Chapter holds a virtual program to engage senior chapter members in chapter operations.
- Chapter holds a virtual internal emerging leaders retreat for newer members discussing leadership opportunities and ways to get involved in chapter and community operations.
- Leadership provides an opportunity for members to get involved and share their feedback on chapter operations through a virtual internal workshop.
- The chapter has written goals set forth by the membership each year and provides updates on goals and shares them with SEA.
- Chapter has representation at their inter/national headquarters regional or national conferences and provides a one-page reflection on what was learned.
- Chapter has challenged at least one other organization to complete the Protect yOUR Health COVID Prevention training sponsored by the Center for Prevention and Outreach
- Chapter holds a virtual workshop to discuss a current social issue and share educational resources to learn more

*All programs and workshops must be created as an event and approved on SBEngaged to be conducted. Attendance must be tracked and shared on SBEngaged. A meeting agenda or presentation should be shared on the monthly SBEngaged report.*
## Community Building Strategic Priority Additional Requirement Options

Community Building points towards Distinction & Excellence will be awarded from the examples below (however, if your organization would like to choose another option that is not provided, reach out to the department for approval).

- Chapter participates in a **virtual** campus program sponsored by a student group or department that is not a fraternity or sorority.
- Chapter **co-hosts at least one virtual** program (of any type) with a student group on campus that is not a fraternity or sorority.
- Chapter co-sponsors at least one **virtual** program (on any topic) with a fraternity or sorority outside of their council.
- Chapter reaches out to a fraternity or sorority outside of their council to set up a **virtual** meeting to learn about the history and values of each of their organizations.
- Chapter publishes an article on SBEngaged that is reflective of the organization in a positive light (this can be in regard to any event or initiative that displays the values of your organization).

*All programs and workshops must be created as an event and approved on SBEngaged to be conducted. Attendance must be tracked and shared on SBEngaged. A meeting agenda or presentation should be shared on the monthly SBEngaged report.*

## Philanthropy & Service Strategic Priority Additional Options

Philanthropy & Service points towards Distinction & Excellence will be awarded from the examples below (however, if your organization would like to choose another option that is not provided, reach out to the department for approval).

- Chapter supports/attends one virtual philanthropy or service program put on by another fraternity or sorority.
- Chapter hosts a **virtual** program or outreach effort to educate the campus community on a philanthropic cause of their choosing.
- A majority (51%) of chapter members log virtual community service efforts via SBEngaged.
- Chapter seeks out an opportunity to learn about a philanthropic cause of their choosing.

*All programs and workshops must be created as an event and approved on SBEngaged to be conducted. Any monetary donations received should be shared in the monthly report. Attendance must be tracked and shared on SBEngaged. A meeting agenda or presentation should be shared on the monthly SBEngaged report.*
## Risk Management Strategic Priority Additional Options

Risk Management points towards Distinction & Excellence will be awarded from the examples below (however, if your organization would like to choose another option that is not provided, reach out to the department for approval).

- Chapter holds a **virtual** workshop to discuss chapter risk management plans and/or risk management equivalents for inter/national organization.
- Chapters hosts a **virtual** bystander intervention training for their members in partnership with the Center for Prevention & Outreach.
- Chapter participates in a program sponsored by the Center for Prevention & Outreach (this excludes bystander intervention training sessions).
- Chapter creates a social media campaign that promotes education, awareness, and resources for students on a risk management topic of their choosing including but not limited to: sexual violence, mental health awareness, hazing, alcohol and other drugs, etc. Consultation with the appropriate campus department is **required**.

*All programs and workshops must be created as an event and approved on SBEngaged to be conducted. Attendance must be tracked and shared on SBEngaged. A meeting agenda or presentation should be shared on the monthly SBEngaged report.*
The following table shares the monthly report Fall 2020 schedule for the Five Star Program. Spring dates for the Five Star program will be shared with chapters before the end of the Fall 2020 semester.

<table>
<thead>
<tr>
<th>Reporting Month &amp; Period</th>
<th>Deadline for Monthly Report on SBEngaged</th>
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<tbody>
<tr>
<td>September (August 24th–September 30th)</td>
<td>Friday, October 9th at 5pm</td>
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<tr>
<td>October (October 1st–October 31st)</td>
<td>Friday, November 6th at 5pm</td>
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<tr>
<td>November (November 1st–November 30th)</td>
<td>Friday, December 4th at 5pm</td>
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* There is no expectation or requirement that chapters are programming during Finals.