

Fraternity & Sorority Recognition Policy

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PREAMBLE

The Department of Student Engagement and Activities (*hereinafter referred to as "SEA"*) is responsible for the oversight of the fraternity and sorority community at Stony Brook University (*hereinafter referred to as "SBU"*). Its primary duty is to serve the student organizations already established at the University and ensure all recognized student organizations receive equitable and sufficient access to resources and support. SEA reserves the right to restrict expansion of the fraternity and sorority community (*hereinafter referred to as "F&S community"*) based on a variety of factors, including but not limited to professional staffing levels, risk management concerns, and overall needs of the F&S community. The University does not support open expansion. These policies and procedures are reviewed periodically and are subject to change.

I. DEFINITIONS

- A. **Expansion:** The process through which an Inter/National organization is invited to establish a chapter at SBU's campus.
- B. **Reactivation:** The process through which an Inter/National organization that was previously established on SBU's campus is invited to re-establish a chapter.
- C. **Letter of Interest:** A letter from an Inter/National headquarters expressing their interest in either expanding or re-activating at Stony Brook University. The Letter of Interest section (pg. 6) outlines information that should be included.
- D. **Recognition Proposal:** A packet of information submitted by an Inter/National headquarters for review by the Recognition Committee. Proposals may be formatted as the organization sees fit, but should contain information outlined in the Recognition Proposals section (pg/s. 3-5).

II. FRATERNITY/SORORITY RECOGNITION COMMITTEE

The Fraternity & Sorority Recognition Committee (*hereinafter referred to "committee"*) shall review and manage all matters pertaining to potential expansion as they relate to the SBU F&S community. The committee is charged with determining a recommendation to accept, deny, or defer recognition proposals. All decisions require final approval from the Vice President for Student Affairs and Dean of Students (*hereinafter referred to as "VPSA/DOS"*) or their designee. The committee is chaired by the Associate Director for Student Engagement & Activities (*hereinafter referred to as "AD for SEA"*) or their designee and includes:

- The IFSC President, or their designated IFSC Executive Board member
- Two Stony Brook University faculty or staff members selected by the chair

- 4 chapter presidents (or designated members) from current chapters/colonies. Representatives must reflect at least 4 of the 7 established fraternal governing councils. These 4 positions are in addition to the IFSC President, or their designated IFSC Executive Board member
- Additional staff of SEA may be selected to serve in an ex-officio capacity when deemed necessary by the chair, but shall not hold voting rights

**The Committee Chair reserves the right to approve/deny the eligibility of those who serve on the committee based on a variety of factors including but not limited to:*

- *Individual/Organizational status and standing at the University*
- *Balance of representation between the F&S community*

A. Duties of the Fraternity/Sorority Recognition Committee

1. Determine if it is an appropriate time for fraternity/sorority expansion, and if so provide a timeline for such
2. Maintain a record of Letters of Interest from Inter/National Headquarters
3. Obtain Recognition Proposals and review materials from Inter/National Headquarters
4. Determine a timeline for reviewing proposals
5. Coordinate campus presentations (if applicable) for select invited Inter/National Headquarters
6. Provide VPSA/DOS or their designee with a recommendation on what organization(s) to invite to campus, if any

B. Fraternity/Sorority Recognition Committee Process & Procedures

Once per academic year the committee will convene to recommend whether it is an appropriate time for expansion in the F&S community. All decisions require final approval from the VPSA/DOS or their designee. As stated earlier, the University does not support open expansion. Additionally, in instances where University policy or practice is incongruent with that of an Inter/National Headquarter/s, University decisions take precedence.

1. The committee will consider the following factors when determining a recommendation as to whether it is an appropriate time for fraternity or sorority expansion, broadly, or within a specific council:
 - a. Recruitment trend data
 - b. Health of current colonies and/or chapters, and councils. Health will be defined as membership size relative to the average fraternity/sorority size, in addition to status with regard to meeting/exceeding University standards
 - c. Current conduct trends within the community
 - d. Current invitations to expand/reactivate (if any)
 - e. Staffing levels of SEA
 - f. Representation of diverse populations in the F&S community
2. If the University designee determines it **is not an appropriate time** (via a simple majority vote) for fraternity/sorority expansion, the following procedures will occur:
 - a. SBU will be considered closed to fraternity/sorority recognition proposals
 - b. The University designee will provide a written statement explaining their decision
 - i. The statement will be provided to current fraternity and sorority presidents
 - ii. The statement will be provided to any Inter/National Headquarters staff members that inquire about expanding/re-activating at SBU's campus
 - c. The committee will reconvene the following academic year to reevaluate the potential for expansion
 - d. The committee will continue to maintain Letters of Interest from Inter/National Headquarters
3. If the University designee determines it **is an appropriate time** (via a simple majority vote) for fraternity/sorority expansion, the following procedures will occur:
 - a. Stony Brook University will be considered open to fraternity/sorority recognition proposals
 - b. The committee will convene and determine deadlines for receiving and reviewing proposals
 - c. The committee will contact Inter/National Headquarters with current Letters of Interest on file and invite them to submit expansion/reactivation proposals
 - d. The committee will review proposals. Following deliberation, the committee will review and may or may not determine a list of potential new organization finalists
 - e. The committee may decide not to invite any Inter/National organizations to campus based on their proposals

- f. The committee may then choose to either solicit other Inter/National organizations for submissions, or may end their search with no planned expansion. If the committee ends their search, SBU will be considered closed for fraternity/sorority recognition proposals.
- g. The committee reserves the right to host on-campus visits when deemed appropriate.
 - i. On-campus visits may consist of the following:
 1. Meeting between the committee and Inter/National Headquarters representatives
 2. Meeting between available governing council executive board, chapter leadership, and Inter/National Headquarters representatives
 3. Meeting between SEA Staff and Inter/National Headquarters representatives
 4. Meeting between key constituents and Inter/National Headquarters representatives
 5. A presentation open to any SBU students, staff, and faculty
 6. A tour of campus
 - ii. The committee may solicit feedback from attendees of each campus visit meeting/presentation to be used during deliberations
 - iii. The committee reserves the right to add/remove meetings to campus visits
- h. Once the committee believes they have sufficient information on all potential finalists, they shall make a recommendation on which Inter/National organization(s) should be invited to campus, if any
- i. The committee will recommend the organization(s) to be approved to the VPSA/DOS, or their designee. Upon approval, the committee will provide a set timeline for start of on-campus activities. The University reserves the right to schedule inclusion of new organization(s) on a timeline they deem fit. The AD for SEA, or their designee will notify the Inter/National organization contact with the invitation and preferred timeline for expansion/reactivation. The organization will be asked to file a local constitution, list of officers, and faculty/staff advisor with SEA and will be moved to full recognition status, thus affording them all the rights and responsibilities of registered clubs and organizations. To gain full University recognition new fraternal organizations must reach and maintain a roster of at least 5 active members.
- j. Those not selected or deferred for recognition will be notified by the chair of the committee or their designee upon final decisions being made.
- k. After recommendations are made, SBU will be considered closed for expansion. The committee will determine a future date to reconvene to recommend the next appropriate time for expansion, with approval from the VPSA/DOS, or their designee.

III. REQUIREMENTS FOR FRATERNITY/SORORITY RECOGNITION

Fraternities and Sororities that wish to establish/reactivate on Stony Brook University's campus must adhere to this policy. SBU does not permit new, local fraternities or sororities to gain recognition as student organizations. SBU does not recognize citywide, regional, or metropolitan chapters and thus, all chapters must be based and chartered exclusively at SBU. Each fraternity and sorority must have a sponsoring body on the National or International level which is a legal corporation external to the University. It is highly preferred that the organization is affiliated with a national fraternal umbrella organization (NALFO, NAPA, NIC, NMGC, NPC, or NPHC). Additionally, recognized fraternities and sororities must limit membership to currently enrolled students at SBU. The committee, and the AD for SEA or their designee are responsible for providing a formal recommendation on all matters pertaining to expansion. All decisions require final approval from the VPSA/DOS or their designee.

Students that wish for a particular fraternity or sorority to be recognized on Stony Brook University's campus should reach out to Inter/National headquarters staff members and ask them to submit a Letter of Interest.

A. Recognition Proposals

Inter/National Headquarters that wish to expand to SBU's campus must submit a Recognition Proposal at the request of the committee. For organizations requesting reactivation following a period of loss of recognition please refer to the timeline and process outlined by the university in your official correspondence received. It is important to acknowledge that the length of time University Recognition was withdrawn is only the minimum duration for which the organization will not be eligible for recognition. The conclusion of that disciplinary period is not the date upon which the organization can return or regain recognized status.

Proposals must contain the following information:

a. Logistical Information:

- i. Name of proposed organization
- ii. Founding date and location
- iii. Verification of which National Umbrella Organization the group belongs to (i.e. NALFO, NAPA, NIC, NMGC, NPC, NPHC, Other). If none indicated, must state reason for non-affiliation
- iv. Council the organization intends to affiliate with. **Must be affiliated with a registered campus council*
- v. Name, Phone Number, and Email Address for Contact Individual
- vi. Name, Phone Number, and Email Address of Intern/National contact (if different than above)
- vii. Membership statistics:
 1. List of all chapters and locations
 2. Nearest chapter(s)/colonies
 3. Current number of active chapters and colonies, as well as inactive
 4. Current number of undergraduate members and alumni/ae
 5. Average chapter size
 6. Number of chapters closed in the last five years and their reasons for closing (if applicable)
 7. Membership costs: new member, initiation fees, insurance, regular dues, etc.

b. Organizational Support:

- i. Responsibilities of Inter/National Headquarters staff members
- ii. Explain the Inter/National support structure for chapters
- iii. Describe the staff support available to the group during the expansion/reactivation period
- iv. Describe the staff support available once the group is a fully chartered chapter
- v. Describe the process by which the organization works with chapters that are struggling
- vi. Volunteer support at the district and local level
- vii. Describe the procedure/schedule for chapter visitation
- viii. Statement on the Inter/National Headquarters' philosophy on the relationship with the host institution

c. Alumni Information:

- i. Number of local alumni/ae in the Long Island area
- ii. Contact information of alumni/ae committed to supporting the chapter
- iii. Procedures and resources for alumni/staff advisors or advisory boards

d. Information on National Strength:

- i. Number of alumni nationally
- ii. Number of undergraduate members nationally
- iii. GPA statistics
- iv. Information on the five most recently established colonies

e. Interest Group Information (if applicable):

An official letter of intent on letterhead from the Inter/National organization acknowledging their awareness of the interest group and outlining the support they will give the group, along with the Inter/National organization's requirements for chartering. Information on the interest group should include:

- i. A list, in alphabetical order, of each eligible individual's name, class year, and email address.
 1. *Interest group members must be in good standing with the University, as well as any of the fraternal governing bodies currently represented on campus. Individuals must have a minimum 2.5 cumulative GPA and 12 credits earned while matriculated at a college/university. Any interest group member that has been previously initiated into any fraternity/sorority at the University, whether currently affiliated or disaffiliated, shall be deemed ineligible to participate in the new member orientation process of any organization unless the current membership allows dual affiliation (i.e. co-ed professional fraternities).*
- ii. Leadership of the interest group must submit responses to the following:
 1. Define fraternity or sorority. What are the components of a successful fraternity or sorority?
 2. Rationale for starting a new fraternity or sorority
 3. Reason for not wanting to join already existing groups

Adapted from: Rutgers University, Syracuse University, & James Madison University; Last Edited: May 2020

4. Rationale for selecting chosen Inter/National organization (if applicable)
5. Proposed benefits the group would provide to students, F&S community, and University at large
6. A summary outline of the organization's mission and values and how the interest group plans to uphold them (if applicable)
7. An outline of the interest group's goals

f. Policies and Procedures:

- i. National and Local Bylaws and Constitution
- ii. Code of Conduct/Standards/Judicial Procedures
- iii. Policies, resources, positions, and educational program offerings that are congruent with University policy, and in support of University Standards for the following (include any supportive statistics or data):
 1. Alcohol and Substance Prevention and Education
 2. Risk Management
 - a. Describe the Inter/National organization's risk management policies and programs
 - b. What is the Inter/National procedure for handling violations of this policy?
 3. Sexual Harassment/Assault Prevention and Education
 4. Hazing Prevention and Education
 5. Member and Leadership Development
 - a. How often does the Inter/National organization sponsor national and regional conferences/conventions? Are subsidies provided for local chapters to attend?
 6. Philanthropy and Community Service
 - a. Describe the Inter/National organization's record of philanthropic activity?
 - b. How are local chapters encouraged to be active in community service?
 7. Academics and Scholarship
 - a. Nationally, what percent of all chapters rank above the all male or all female averages for their chapters?
 - b. How will scholarship and academic performance be promoted?
 8. New Member Education/Intake policies and guidelines, including:
 - a. Philosophy of new member education program
 - b. Outline of new member education/membership intake program
 - c. Minimum standards for potential new members
 - d. How does this program/process conform to guidelines established by SBU?
 9. Expansion, Reactivation, Recruitment, and Chartering Procedures, including:
 - a. Procedures and timelines for expansion/reactivation/chartering
 - b. How will representatives of the Inter/National organization be involved in the recruitment and selection of the chartering group?
 - c. What is the maximum length of time a colony may remain in colony status?
 - d. How are colonies having trouble meeting benchmarks supported?

g. Certificate of General Liability Insurance:

Submit a Certificate of Insurance as proof of current liability insurance with a minimum of \$1,000,000 in Combined Single Limit, and \$2,000,000 general aggregate. If approved for recognition, the insurance certificate must name The State of New York, The State University of New York, and the State University of New York at Stony Brook as additional insured, and state the insurance coverage is primary over other collectible insurance.

h. Proof of 501(a) or 501(c) status [or demonstration that 501 status has begun]:

Social/cultural fraternities and sororities are entitled to single-gender membership, provided they qualify under the provision of Section 86.14 of the regulations promulgated under Title IX of the U.S. Education Act of 1972, which require that the organizations be exempt from taxation under section 501(a) of the Internal Revenue Code of 1954.

i. Resources:

- i. Grants provided for travel to events such as conferences and conventions
- ii. Scholarships
- iii. National Publications

**To gain University recognition new fraternal organizations must reach and maintain a roster of at least 5 active members.*

B. Letters of Interest

Inter/National Headquarters that are interested in expanding to Stony Brook University's campus, but have not received a request to submit Expansion Proposals may submit a Letter of Interest to studentengagement@stonybrook.edu. A Letter of Interest is a formal expression of the Inter/National Headquarters desire for expansion. Letters of Interest should contain the following information:

1. General membership statistics
2. Number of chapters nationally and locally
3. Number of members and alumni nationally
4. Number of local alumni
5. GPA statistics
6. A statement on why the Inter/National headquarters wishes to expand to SBU and how they see themselves positively contributing to the community.
7. A letter of petition explaining the purpose and intent of the organization and interest in affiliation with SBU, as well as a mission statement outlining the group's goals, outstanding characteristics, ability to support the organization in maintaining/exceeding University Standards, and potential benefits to the campus community.
8. Certificate of General Liability Insurance with a minimum of \$1,000,000 in Combined Single Limit, and \$2,000,000 general aggregate. The insurance certificate must name The State of New York, The State University of New York, and the State University of New York at Stony Brook as additional insured, and must state the insurance coverage is primary over other collectible insurance. The General Liability insurance must also include Host Liquor Liability.
9. Verification the Inter/National organization is affiliated with any of the following:
 - i. National Pan-Hellenic Council (NPHC)
 - ii. North-American Interfraternity Conference (NIC)
 - iii. National Association of Latino Fraternal Organizations (NALFO)
 - iv. National Multicultural Greek Council (NMGC)
 - v. National Asian Pacific American Panhellenic Association (NAPA)
 - vi. If the organization is not a member of one of these organizations, documentation must be given as to the reasoning for this
10. Information on any existing interest group, if applicable. An official letter of intent on letterhead from the Inter/National organization acknowledging awareness of the interest group and outlining the support they will give the group, along with the Inter/National organization's requirements for chartering. Information on the interest group should include:
 - a. A list, in alphabetical order, of each eligible individual's name, class year, and email address.
 - i. Interest group members must be in good standing with the University, as well as any of the fraternal governing bodies currently represented on campus. Individuals must have a minimum 2.5 cumulative GPA and 12 credits earned while matriculated at a college/university. Any interest group member that has been previously initiated into any fraternity/sorority at the University, whether currently affiliated or disaffiliated, shall be deemed ineligible to participate in the new member orientation process of any organization unless the current membership allows dual affiliation (i.e. co-ed professional fraternities).

IV. APPLICATION INSTRUCTIONS

All submissions must be delivered via email to the Associate Director for Student Engagement & Activities, Samantha Thompson at samantha.thompson@stonybrook.edu by the designated deadline. Applications received after the required date will not be accepted. All applicable applications deadlines will be available on the Student Engagement & Activities website, stonybrook.edu/studentengagement.