



# FRATERNITY AND SORORITY AFFAIRS



**FRATERNITY AND SORORITY AFFAIRS COMMUNITY**

**GUIDELINES & EXPECTATIONS**

**2024 - 2025**

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The Fraternity and Sorority Affairs (FASA) staff is committed to providing educational opportunities to promote and develop the character of students while maintaining the goals and academic mission of the institution.

As members of the **Greek Council, Interfraternity Council (IFC), Multicultural Greek Council (MGC) National Association of Latino Fraternity Organizations (NALFO), National Pan-Hellenic Council (NPHC), Panhellenic Council (PHC),** and the **Professional Fraternity Council (PFC)** all must comply with the policies and standards listed in this document. Any violation may result in, but is not limited to, social probation or other University disciplinary action. The purposes of the document are:

- To promote and educate the fraternity and sorority community of its responsibilities in the area of risk management.
- To minimize risk to the safety or wellbeing of members of Greek organizations and the University community.
- To define the expectations of responsible decision making as well as promoting the goals, values, and missions of individual organizations and FASA.
- To improve the Greek community's relationship and image with the rest of the student body, the University administration, the Inter/national governing bodies, and Syracuse community.

The fraternity and sorority community includes those private, national, and international voluntary social and service associations that meet the following criteria:

- The sponsoring body is a legal corporation and a member of the appropriate national or international governing body.
  - Local fraternities and sororities are not permitted at Syracuse University.
- The organization is recognized by its respective governing body at Syracuse University.
- The organization is recognized by Syracuse University.
- The organization is formed around goals which are social, service, professional, and/or fraternal in nature, rather than honorary, religious, or political.
- The organization prohibits members from joining more than one fraternal organization at a time with the exception of most organizations affiliated with the Professional Fraternity Council. (i.e., If a student is a member of a PFC organization, they may join another FASA recognized organization and vice versa.)
- All recognized fraternity and sorority chapters are members of the Greek Council.

All fraternity and sorority community members, chapters, and councils must follow the FASA Community Guidelines & Expectations and the Syracuse [University Student Conduct Handbook](#).

## 2024 - 2025 CHAPTER/COUNCIL DEADLINES

DOCUMENT	DUE DATE(S)
<b>Cuse Activities Portal Registration Due</b>	Tuesday, September 3, 2024
<b>Chapter Insurance</b>	Tuesday, September 3, 2024
<b>Beginning of Semester Chapter Roster</b>	Tuesday, September 3, 2024 Friday, January 17, 2025
<b>Hazing Compliance Form</b>	Friday, September 6, 2024 Thursday, January 16, 2025
<b>Fire Inspections</b>	Monday, September 30, 2024 Friday, February 28 <sup>th</sup> , 2025
<b>Last Day to Submit Eligibility/Grade Release Forms</b>	Friday, November 1, 2024 Tuesday, April 1, 2025
<b>Potential New Member (PNM) Report</b>	Friday, November 22, 2024 Tuesday, April 15, 2025
<b>New Member Processes Completed</b>	Monday, December 2, 2024 Friday, April 25, 2025
<b>New Member Form</b>	Monday, December 2, 2024 Friday, April 25, 2025
<b>Chapter/Council Elections</b>	Friday, December 6, 2024 Monday, April 21, 2025
<b>Philanthropy &amp; Service Form</b>	Saturday, December 6, 2024 Friday, April 25, 2025
<b>End of Semester Chapter Roster</b>	Friday, December 6, 2024 Friday, April 25, 2025
<b>Last Day for New Member Presentations</b>	Saturday, December 7, 2024 Saturday, April 26, 2025

## CHAPTER RECOGNITION

The fraternities and sororities at Syracuse University have long been a vital part of the Syracuse University community promoting a collaborative and unified fraternity and sorority environment that values leadership, diversity, service, growth, and scholarship. The University has long supported and encouraged fraternity and sorority chapters in their efforts to improve both Syracuse University and local surrounding communities.

Membership in fraternities and sororities must be a safe and productive learning experience. This legacy should be preserved and nurtured by the best of those organizations and individuals who are supportive of the University's mission as well as its policies. All recognized fraternities and sororities have and must continue to work diligently with FASA to maintain their good standing.

### DEFINITION

Fraternal Organizations are defined as any group, social, service, civic, or professional in nature, that:

- Utilizes Greek letters in its nomenclature, with the exception of honor societies; or
- Maintains single-sex membership; or
- Has organization norms consistent with fraternal organizations such as but not limited to:
  - Ritual ceremony of initiation;
  - Membership recruitment and selection;
  - Big brother/big sister;
  - New member education/orientation/pledging;
  - Wearing Greek symbols/letters.

### ELIGIBILITY

To be eligible to receive consideration for University privileges, services, and resources, as outlined in documents from Fraternity and Sorority Affairs at Syracuse University, fraternal organizations must hold "recognized" status.

Recognition is granted at the discretion of FASA upon demonstrating that the organization is managed responsibly, fiscally reliable, a responsible steward of university and community property, and a constructive member of the university community that reflects the University's highest ideals and must also be registered under FASA in Cuse Activities

### EXPANSION CHAPTERS

Organizations seeking to obtain recognition through the expansion process are required to participate in the Fraternity and/or Sorority Expansion process to be considered for recognition.

More information on the Expansion process can be found on page [INSERT PAGE #] of this document.

## CONTINUING RECOGNITION

In the case of continuing recognition, chapters must:

1. Attend a FASA Registration Workshop every Fall semester
2. Complete the 'Cuse Activities Registration process for fraternities and sororities every Fall semester.
3. Chapter officers must attend a FASA Transition Workshop annually.
4. Submit a "Beginning of the Semester" and "End of Semester Roster" by the specified deadline.
5. Have a minimum of four (4) currently enrolled Syracuse University/SUNY ESF undergraduate members. <sup>1</sup> Exceptions may be recommended to the Director of FASA by the FASA chapter liaison, on a case-by case basis. Chapters that fall below four (4) members will be placed on a provisional status.
6. Have a minimum group Grade Point Average of 2.50 in the case of continuing recognition and ensure their chapter officers have a minimum Grade Point Average of 2.50.
7. Ensure their Chapter/Council Executive Board members have a minimum Grade Point Average of 2.50.
8. Be in good standing with their inter/national headquarters.
9. Have membership (provisional membership in the case of a new organization) in one (1) of the recognized fraternal governing councils.
10. Have fully complied with the Student Conduct Code, Fraternity and Sorority Affairs policies, and council's governing policies.
11. To be eligible for a council executive position:
  - a. Chapter must receive full chapter status from their national headquarters, or
  - b. Chapter has been recognized by FASA and have maintained the four (4) person membership minimum for one or more years to be eligible for a council executive position.
12. All chapter officers and members must be current undergraduate students enrolled at the Syracuse University or SUNY ESF. Neither Alumni/-ae nor graduate students may serve on the chapter Executive Board nor as New Member Educator or any role in the chapter outside the scope of advising.
  - a. Alumni/-ae and graduate members should not be listed on FASA paperwork unless they are an approved chapter advisor.
  - b. Alumni/-ae and graduate members should not hold any role in undergraduate chapter decisions.
13. A chapter member may not serve as the chapter's President and the chapter's Financial Officer.
14. Elected officers must reside in Syracuse and attend University classes.
15. Students traveling abroad may not serve in elected officer positions.
16. All new member processes must be no longer than six (6) weeks in length and may not take place when classes are not in session (ex. spring break).
17. If a chapter extends an invitation or bid to join the chapter or interest program, then the chapter is required to list those individuals on their Potential New Member (PNM) Report.
18. Every chapter and council President, Vice President, and Standards/Judicial officer are required to attend annual training regarding Title IX in accordance with the NYS Enough

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<sup>1</sup> Chapters must only be associated with the Syracuse University. City wide, county wide, area wide and or statewide chapters are not permitted. Only undergraduates from Syracuse University or SUNY ESF are permitted to participate in chapters chartered at Syracuse University.

Is Enough law.

19. All council and chapter financial officers must attend a Fiscal Agent Training hosted by Student Association in the Fall semester.
20. When chapters transition leadership, the President is required to complete the New President Form and before the first meeting with the FASA chapter liaison.
21. Only 30% of a chapter's new member class may consist of Seniors. Chapters who submit PNM Reports that show more than 30% of them as Seniors will not be approved by FASA.
22. Chapter leadership is required to coordinate a meeting with their Chapter Liaison and potential new members within ten (10) days of submitting the Potential New Member (PNM) Report.

#### PROVISIONAL STATUS

A chapter that is placed on provisional status is a chapter with less than four (4) members. These chapters are required to have recruitment or intake during the academic year every semester until they attain four (4) members and meet with FASA staff on a bi-weekly basis. Chapters that are provisionally recognized are still required to meet the expectations of participation from the Greek Council, their governing council, and FASA.

#### REVOCAION OF RECOGNITION

Recognition may be suspended on an interim basis by the Director of Fraternity and Sorority Affairs on matters pertaining to expansion, fiscal default, and fraternity/sorority events.

The Office of Community Standards may suspend or expel a chapter for a pattern or incident of misconduct, or criminal activity by:

- the undergraduate organization; or,
- an undergraduate officer or member of the organization when representing the organization; or,
- the housing or alumni corporation of the organization; or,
- a resident on premises owned, leased, or licensed by the organization; or,
- an invitee or guest of the organization, which in the judgement of the Assistant Dean, or designee, poses an unacceptable risk of harm to persons or property, including liability or financial loss to the University or community.

In accordance with the Student Conduct Code, violations of university policy involving students or student organizations, including Greek letter organizations, will be resolved through the Student Conduct System as administered Community Standards. Evidence of a suspended or revoked chapter functioning as an "underground" unrecognized organization may extend this period by a year for each violation.

#### UNRECOGNIZED ORGANIZATIONS

Unrecognized organizations are those that are not associated with the University. They do not receive support from FASA. They are not permitted to use campus facilities, and their recruitment processes and new member activities are not monitored nor allowed by Syracuse University.

Students are prohibited from organizing or affiliating with unrecognized fraternities and sororities. Individual students who are determined to be in violation of this policy may be placed on a university disciplinary status up to and including suspension or expulsion. Chapters or chapter members who participate in activities and/or promote unrecognized organizations will be referred to the Office of Community Standards. Actions that constitute

promotion and participation include but are not limited to:

- posting group photos with members of unrecognized organizations

## MEMBERSHIP REQUIREMENTS

Syracuse University is committed to supporting the academic success of the students who join our fraternities and sororities. Joining a fraternity or sorority requires a substantial time commitment. In order support academic success of our members, students seeking membership in a fraternity or sorority must meet all of the following requirements:

- Be a regularly enrolled, full-time undergraduate student in good standing with Syracuse University or SUNY ESF.
- Have earned at least 12 credit hours at Syracuse University or SUNY ESF.<sup>2</sup>
- Have earned a 2.5 or better cumulative GPA.
- Attend a Greek 101 session.
  - Information for Greek 101 will be found on FASA's website and social media.
- In partnership with Barnes Center and Stop Bias, potential new members must attend the following workshops:
  - Alcohol Safety 101
  - Stop Bias
  - Hazing Prevention
  - Potential new members will receive more information on these workshops.
- All students listed on the Potential New Member Report must meet with the Chapter Liason with in 10 days of the form's submission, and the chapter leadership is responsible for coordinating this meeting.

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<sup>2</sup> Students who transfer to Syracuse University after having earned 12 transferable credit hours at another college or university are permitted to join a fraternity or sorority in the Professional Fraternity Council (PFC).

# SYRACUSE UNIVERSITY ANTI-HAZING POLICY

Syracuse University is dedicated to promoting a safe and healthy campus environment for its students, faculty, staff and visitors. In addition, Syracuse University is committed to promoting an environment that fosters respect for the dignity and rights of all its community members. As such, the University will not tolerate hazing activities by any individuals, groups, teams, or recognized student organizations. For more information regarding Syracuse University's Statement of Community Standards, call Community Standards at 315.443.3728 or the Office of the Senior Vice President for the Student Experience at 315.443.4357 for more information.

Definitions (as of August 13, 2018): Hazing is punishable under New York State Law as follows:

New York Penal Law 120.16; Hazing in the First Degree: A person is guilty of hazing in the first degree when in the course of another person's initiation into or affiliation with any organization when such person engages in intentionally or recklessly conduct. This includes engaging physical contact or requiring physical activity during the initiation or affiliation ceremonies, which creates a substantial risk of physical injury to such other person or a third person and thereby causes such injury. Hazing in the First Degree is a class A misdemeanor.

New York Penal Law 120.17; Hazing in the Second Degree: A person is guilty of hazing in the second degree when, in the course of another person's initiation or affiliation with any organization, he intentionally or recklessly engages in conduct, including, but not limited to, making physical contact with or requiring physical activity of such other person, which creates a substantial risk of physical injury to such other person or a third person. Hazing in the Second Degree is a violation.

In addition, Syracuse University defines hazing to include any action that intentionally or recklessly causes or poses a substantial risk of harm to the mental or physical health or safety of one or more persons. Subjecting any person to and/or encouraging any person to commit an act that violates human dignity, the Code of Student Conduct, or the law for the purpose of initiating, promoting, fostering, or confirming any form of affiliation with a group or organization is prohibited. The express or implied consent of participants or reporting individuals will not be a defense.

## **You may report hazing the following ways:**

- **Department of Public Safety (315) 443 – 2224**
- **Fraternity and Sorority Affairs at (315) 443 – 2214**
  - [Fraternity and Sorority Affairs Hazing Reporting Form](#)
- **Anonymous reporting via (315) 443 – 8477 (TIPS)**
- **Students, faculty, and staff may report hazing via the Hazing Flag in Orange Success**
- **Community Standards (315) 443 – 3728**
  - [Hazing Report Form](#)

## **CHAPTER INSURANCE**

A certificate of commercial general liability insurance (with no liquor liability exclusions) to the University's satisfaction in the amount of \$1,000,000 per occurrence, \$2,000,000 aggregate, name Syracuse University as an additional insured, using the following language in the certificate:

"Syracuse University is hereby declared to be an additional insured under the terms of this policy. This insurance will not be canceled, non-renewed or modified without thirty (30) days written notice to Fraternity and Sorority Affairs at Syracuse University."

All fraternity/sorority insurance policies must cover incidents of assault, battery, and sexual misconduct.

If a chapter does not have the required coverage, they will have 30 business days from notification to update their insurance to the appropriate coverage.

Chapters who do not submit a certificate of insurance to FASA or do not have the required coverage are prohibited from hosting any events.

Chapters are expected to update their insurance documents when they register their chapter's portal in Cuse Activities every year at the beginning of the Fall semester.

## **EXPECTATIONS FOR FRATERNITIES & SORORITIES with OFFICIAL CHAPTER FACILITIES**

1. Official chapter facilities are separate entities from Syracuse University.
2. Fraternity and sorority housing agreement stipulations are separate from Syracuse University.
3. If a chapter member has an issue regarding their fraternity/sorority housing agreement, they must contact the fraternity/sorority advisory board or housing corporation. FASA cannot assist members with housing agreement issues.
4. All official chapter facilities must meet all local fire and health codes and standards.
5. Official chapter facilities must have completed and passed fire inspection with the Syracuse Fire Department every semester (by September 30<sup>th</sup> and February 28<sup>th</sup>).
6. Chapters that have not passed the semesterly fire inspection that semester may not host any events at the chapter facility until the chapter can pass the fire inspection.
7. It is the fraternity or sorority's responsibility to schedule these inspections with the Syracuse Fire Department.
8. Housing Exemptions are available to chapter members who are rising Sophomores.
9. Housing Exemptions must be submitted by the Chapter President to FASA by the expected deadline which is set by Housing, Meal Plan, and ID Card Services.
10. Housing Exemptions are reviewed by FASA and processed by Housing, Meal Plan, and ID Card Services.
11. Housing has final authority in all housing exemptions.
12. One (1) semester Housing Exemptions are not permitted.
13. If chapters are hosting an event (council or chapter) at their chapter facility, all sidewalks in front of chapter facility and steps leading up to chapter facility must be shoveled and salted when there is snow outside.
14. All events held at official chapter facilities should be registered through FASA and/or the chapter's governing council's event registration process.
15. Chapters and chapter members are responsible for the behavior of their guests.
16. Chapter members are responsible for informing all guests of University policies and local laws.
17. If a fraternity/sorority requires a purchase of a meal plan through the national/international headquarters, this does not absolve the student from purchasing the SU meal plan requirement.
  - If this is an issue, then the student must handle this matter with their national/international headquarters and housing corporations.

## **GUIDELINES for PRESENTATIONS of NEW MEMBERS/NEOPHYTES**

All fraternities and sororities at Syracuse University must adhere to the following guidelines when presenting new members post-membership intake process to the campus community:

### FASA COMMUNICATION

1. A FASA staff member must have the presentation information on file when filing intake paperwork at the beginning of the semester; if this date should change FASA staff must be notified of the date, time, and location of the show no less than two weeks in advance.
2. Presentation shows are not to be scheduled on the same time as:
  - a. FASA scheduled programming i.e., Chapter Leadership Retreats, FASA keynote speaker;
  - b. Tradition weekends (e.g., Orange Central, Parent & Families Weekend, Otto-THON, Relay for Life);
  - c. MGC, NALFO, and NPHC council events
  - d. An event registration must be on file with the Fraternity & Sorority Affairs detailing the event and its attendees at least three (3) business days prior to the new member presentation.
  - e. A FASA staff member must be in attendance for the entirety of the New Member Presentation. The host chapter is responsible for verifying the timeframe of the show and will work within the schedule of the staff member.
  - f. If an organization decides to cancel a show, the chapter's FASA chapter liaison must be notified via email within 24 hours of the decision.
  - g. The host chapter must secure an inclement weather (below 35 degrees, snow, rain) location for every new member presentation.

### SHOW GUIDELINES

1. Presentation of new members must take place no more than ten (10) calendar days after the members have been initiated into the organization (per the registered initiation date submitted at the beginning of the semester).
2. The duration of the presentation must be no longer than one hour total. Shows must not be scheduled to begin after 9:00pm and must start within 10 minutes of scheduled and advertised time. Chapters whose presentations are delayed beyond the 10 minute grace period will be assessed \$5.00 per additional minute, for a maximum of 10 additional minutes. Presentations that have not begun after the additional 10 minute assessment period will be cancelled, and the chapter will be referred to the United Standards Board. Following the show, all members, guests and home institution members, of the presenting organization must vacate the area within 20 minutes. Failure to vacate the space will result in referral to council standards board. The presenting organization will be responsible for ensuring the site used is left in its original state after use, removing any litter left by guests.
3. The presentation must be moved to an inclement weather location if it is raining, snowing, and/or the outside temperature falls below 35 degrees.

4. Presentation of new members cannot take place after the last Friday of the week of academic classes.

#### EVENT REGULATIONS

1. No excessive use of profanity or derogatory comments will be tolerated in speeches, chants, or music before, during or after the New Member Presentation. This includes lyrics of neophyte-created songs.
2. No active members, alumni, attendees, or honored guests are to be present in the vicinity under the intoxication of alcohol or drugs. The Syracuse University chapter is responsible for all guests and those who demonstrate intoxication will be subject to removal by DPS.
3. Absolutely no abuse will be tolerated. This includes, but is not limited to:
  - a. Slapping
  - b. Kicking
  - c. Punching
  - d. Pushing
  - e. Caning
  - f. Verbally or psychologically abusive language including degrading comments, profanity, insults, etc.
  - g. No references to hazing and/or other illegal activities.
4. Disruptions by other attending organizations will not be tolerated. This includes but is not limited to walking through the presenters' show, talking over the presenting organization, etc.
5. Chants/sayings/songs will not allude to any other Greek organization, individual, or student group in a disparaging manner or using profanity. All actions of the organization and new members must adhere to the Student Conduct Code and FASA Community Policies & Expectations. Violation of these guidelines will result in referral to council standards board or the Fraternity/Sorority United Standards Board or possibly Community Standards.

#### SCHEDULING

1. Chapters are expected to consult the FASA New Member Presentation Calendar found on FASA's website when scheduling their new member presentations. Presentation of new members cannot take place after the last Friday of the week of academic classes.
2. Chapters are expected list their new member presentation date on the Hazing Compliance Form to secure a new member presentation date.
3. A maximum of two (2) new member presentations can occur on the same day, and must be at least two (2) hours apart.
4. Chapters must to register their new member presentations with their council on Cuse Activities at least three (3) days in advance. Councils are not authorized to modify new member presentation dates & times.
5. FASA may modify or cancel presentations at any time if these guidelines are not adhered to, or if University needs arise.

## SOCIAL EVENT POLICIES

Chapter social events are defined as, but are not limited to the following:

- Events for which information about the event were announced at a chapter meeting, posted to the chapter's social media, emailed to a chapter distribution list, or sent out via text message or via other applications that sends messages to the chapter members.
  - Events which are hosted at a chapter house and/or off-campus property.
  - Events that are attended by many members of the chapter.
  - Any event which a reasonable observer would associate with a fraternity or sorority chapter.
1. All chapters are required to register all events through the Cuse Activities Event Registration process.
    - The designated council officer will approve a chapter's event in Cuse Activities.
  2. If a chapter is hosting an event where tickets are sold through the SU Box Office and have sold less than twenty-five (25) tickets, they must postpone or cancel the event within 24 hours of the event
  3. The chapter must be in good standing with the University and must be a recognized student organization per University and the Fraternity and Sorority Affairs (FASA) policies.
  4. The chapter must be in good standing with its national, regional and local officials.
  5. The chapter MUST have a chapter advisor. This advisor must be in good standing within the national organization and recognized by the national organization as the chapter's advisor. The chapter advisor must be at least two years removed from their undergraduate experience, and this person must be able to attend FASA advisor meetings. The chapter and/or provider of the premises must have an up-to-date fire insurance/inspection certificate from the Syracuse Fire Department.
  6. No event can happen on or after the last day of class of the Fall and Spring semester.
  7. The chapter President, Vice President, Judicial Officer, and Social Chair must participate in their council's event manager training in order to host/co-host social events of any kind (party, presentation to campus show, concert, etc.).
  8. Chapters/members attending unregistered parties may also be sanctioned by the Fraternity/Sorority United Standards Board.
  9. FASA reserves the right to deny or cancel any social event.
  10. Decorations must meet all fire code regulations.
  11. Prohibited party themes include any suggestion of discrimination based on sex, race, color, sexual orientation, gender identity and expression, religion, age, marital status, national origin, disability, or veteran status. . This also applies to event advertisements and apparel. Party themes which degrade the humanity of others or attempts to ridicule or stereotype any protected class or culture is also prohibited.
  12. The maximum number of attendees cannot exceed fire safety regulations for the room in which the party is being held, including chapter members.
  13. Chapters must handle complaints from neighbors and police in a cooperative and respectful manner.
  14. Social events may not occur on Sunday nights.

15. Events may not occur during Coming Back Together (CBT) and Orange Central weekends.
16. Events that occur on Monday, Tuesday, and Wednesday nights must begin after 9 PM and end by 11:30 PM.
17. Events that occur on Thursday night must begin after 9 PM and end by 1:30 AM and may be no longer than three (3) hours in duration.
18. Events that occur on Friday and Saturday night must begin after 9 PM and end by 2 AM and may be no longer than four (4) hours in duration.
19. All social events must be registered three (3) business days prior to the event.
20. Chapters must designate one clearly defined entrance where IDs are checked, and guests are signed in. There must be a minimum of ONE (1) event manager per chapter checking IDs for events with multiple chapters present.
21. Anyone under the age of 18 will not be admitted unless they are an SU student.
  - SU students, regardless of age, cannot bring someone under 18 as a guest to a fraternity/sorority event, and the expectation is the SU student and their guest be turned away.
22. Guests and attending chapter members must sign in at the entrance and show a valid ID.
23. Council officers will monitor compliance with social event policies during social events. Immediate access to facilities is required. Event managers are expected to meet council officers at the entrance door to the facility and walk the officers around the social event. Event managers, servers, and chapter executive board members are required to provide any information related to the safety of the event as requested by the council officers. Additionally, chapter members and event attendees are expected to comply with any requests made by the council officers related to the safety and security of the social event. Event managers and servers are required to have their government issued identification available to show council officers if requested.
  - Council officers have the right to inspect any part of the premises where guests are during the social event including, but not limited to spaces on the main floor of a house, basement, and upstairs spaces if guests are in them.
    1. FASA advises chapters to clearly mark the areas of the social event if the entire the facility is not open to event attendees.
24. The hosting chapter has the exclusive right and responsibility to deny admittance to anyone impaired by alcohol and other drugs.
25. Attendance by non-members at any event must be by invitation only and the chapter/organization must use their council's sign-in system. Attendance at events is limited to a 3:1 maximum guest-to-member ratio and must not exceed local fire or building code capacity of the chapter/organizational premises or host venue. If a chapter's national policies require a guest-to-member ratio less than 3:1, the chapter is required to follow their national policy.
26. Philanthropy/community service events (regardless of location) must NOT involve alcohol and must be registered and approved.
27. Events that are hosted on the Syracuse University campus must be registered in Cuse Activities.
28. If a chapter is co-hosting an event with another chapter or organization, then both Presidents must be present the entirety of the event for all registered events.

## POLICIES FOR EVENTS WITH ALCOHOL

For any activity or event sponsored or endorsed by the chapter/organization, including those that occur on or off organizational/chapter premises during which alcohol will be served:

1. No person under the legal drinking age may possess, consume, provide, or be provided alcoholic beverages.
2. Chapters may not sell or charge for alcohol because that is a violation of the Student Conduct Code and NYS Liquor law because chapters do not have a liquor license.
3. To host a registered social event with alcohol, the chapter president, vice president (2<sup>nd</sup> officer in charge, standards officer social chair, and servers must participate in the following trainings to sponsor/co-sponsor, social events of any kind (party, presentation to campus show, concert, etc.):
4. [NYS Alcohol Training and Awareness Program \(ATAP\)](#). Proof of completion certificate will need to be on file in FASA, and
5. Event Manager Training sponsored by the governing council.
6. Participating chapters must designate at least two (2) servers from each organization. Servers must be 18 years of age or older and with membership in their chapter for a minimum of one (1) year. Servers are prohibited from consuming alcohol before or during events at which they are serving as servers.
7. Alcoholic beverages must either be provided and sold on a per-drink basis by a licensed and insured third- party vendor (e.g., restaurant, bar, caterer, etc.); or, brought by individual members and guests through a "bring your own beverage" ("BYOB") system. The presence of alcohol products above 15% alcohol by volume ("ABV") is prohibited on any chapter/organization premises or at any event, except when served by a licensed and insured third-party vendor.
8. Guests may bring a maximum of six (6) beverages none of which can exceed a 15% ABV. Containers cannot exceed twelve (12) ounces.
9. Common/open sources of alcohol, including bulk quantities, which are not being served by a licensed and insured third party vendor, are prohibited (i.e., amounts of alcohol greater than what a reasonable person should consume over the duration of an event).
10. Chapters must establish one (1) clearly defined area where alcohol is collected and distributed to the event guests who brought it. If a fraternity and sorority chapter would like to separate their BYOB alcohol distribution centers, and the facility affords enough space to do so, they may follow through and indicate both clearly defined service areas on the event registration form. Upon arrival, each guest must give their name and their alcohol to the server at the alcohol distribution location.
11. Guests may only retrieve alcohol from the serving area.
12. Chapters are responsible for disposing of any remaining alcohol immediately after the event is concluded.
13. The chapter must provide non-alcoholic drinks and beverages equal to the number of underage guests at the event. This station must be clearly labeled and in a common location where all guests can access the food as well as beverages provided.
14. No members, collectively or individually, shall purchase for, serve to, or sell alcoholic beverages to any minor (i.e., those under legal drinking age).
15. Any event or activity related to the new member joining process (e.g., recruitment, intake, rush, etc.) must be substance free. No alcohol or FEDERALLY ILLEGAL drugs (marijuana) may be present if the event or activity is related to new member activities, meetings, or initiation into an organization, including but not limited to "bid night," "big/little" events or activities, "family" events or activities and any rituals or ceremonies of any kind.
16. Chapters that violate any of these policies may be referred to Community Standards

for violations of the Student Conduct Code.

POLICIES FOR FORMALS OUTSIDE OF ONONDAGA COUNTY

1. In addition to University policies, Chapters should comply with all (inter) national organization policies when planning formal events.
2. Registration of formal outside of Onondaga County must comply with the [Student Travel Policy](#) found on the Syracuse University website.
3. Formals outside of Onondaga County must be registered at least 60 days in advance of the event with FASA through the FASA Event Registration process.
4. Formals must have a ratio of one member per guest with a maximum guest list of twice the membership.

## **PHILANTHROPY & SERVICE POLICIES**

### Philanthropy

1. Philanthropy is defined as an event or act to raise money or goods for a 501(c)(3) non-profit organization.
2. Chapter and council philanthropy events must be registered at least three (3) days in advance in Cuse Activities with FASA.
3. Chapters must disclose how much of the proceeds earned will go to the 501(c)(3) non-profit organization on all advertisements, social media, at the time the event is registered.
4. FASA has the right to deny or cancel any philanthropy event.
5. Chapters must submit a letter from the non-profit organization that will be receiving the raised funds or goods.
6. All philanthropy events must be alcohol and drug free.
7. All philanthropy events must be open to the entire fraternity/sorority community.
8. Eating contests or the rapid consumption of food or beverages is prohibited.
9. Philanthropy events may not be advertised or promoted until they receive approval from their governing council and FASA.
10. Acts of philanthropy do not count as community service.
11. Chapters must provide information and literature related to the 501(c)(3) non-profit organization at the philanthropy event.
12. Unrecognized organizations and their members are not permitted to participate in fraternity/sorority philanthropy events. If a chapter does this, they will be referred to Community Standards.
13. Fraternity and sorority members will not wear shirts, jewelry, hoodies, etc that are affiliated with an unrecognized organization. If a fraternity/sorority member is caught doing this, they will go before the FASA United Standards Board and be referred to Community Standards.
14. Chapters must complete the Philanthropy/Service form at the end of each semester.
15. Philanthropy events may not occur during Coming Back Together (CBT) and Orange Central weekends unless it is applicable to the weekend's official events.

### Service

1. Service is defined as partaking in an activity to provide a service for an organization, cause, or local community.
2. Collecting items for an organization or cause is considered a philanthropy and not an act of service.
3. All service events must be registered at least 3 days in advance in Cuse Activities with FASA.
4. Chapters must complete the Philanthropy/Service form at the end of each semester.

## EXPANSION PROCESS

### *Expansion Information Form*

To begin the expansion or re-chartering process at Syracuse University, Fraternity and Sorority Affairs (FASA) must receive a completed [Expansion Information Form](#). Once FASA has received this form then they will notify the submitter of the next steps involved in the expansion & re-chartering process which can also be found below.

### *For Chapter Return After Suspension*

To begin the re-chartering process at Syracuse University, the national headquarters must contact Community Standards to review necessary sanctions. FASA will not approve of the re-chartering until this is completed

### *Letter of Intent*

Any fraternity or sorority seeking recognition at Syracuse University must file a letter of intent that provides rationale for expanding to Syracuse University. This letter must explain how the organization can fulfill the needs of the SU community and how it will be able to differentiate itself from the other chapters that are currently recognized. Lastly, the fraternity or sorority can articulate the reasons why the organization will fit well within the selected governing council.

### *Required Documentation*

- A statement and pledge of sponsorship by an established National/International organization;
- A statement of programs and goals including but not limited to academic support, diversity and inclusion education, philanthropy development, service initiatives, and membership development;
- The identification of an alumni/-ae advisor that lives within a four-hour radius of campus. Expectations for this advisor are to be outlined;
- The identification of a faculty/staff advisor that will assist with the operations and activities of the undergraduate group. Expectations for this advisor are to be outlined;
- Recruitment or intake curriculum for the fraternity/sorority that is not longer than six weeks in length and does not occur when classes are not in session.
- A list of six (6) SU/ESF undergraduate students interested in joining the organization.
  - Only 30% of the prospective new member class may consist of Seniors.
  - Students interested in joining the organization must have a cumulative GPA of 2.5 and have earned 12 SU/ESF credit hours.
- Plan of action and timeline for the expansion/re-chartering including support for the organization by the headquarters and alumni; identification of and length of time be present, and functions to be performed by national, regional, and/or state staff in support of the process; and the level of support and plan for ongoing consultations and supervision for the chapter;
- An outlined risk management policy including but not limited to anti-hazing policies, internal conduct board procedures, risk reduction education, and proof of liability insurance;
- Source of support from alumni association for the entity regarding chartering, housing, and financial resources;
- History of organization, if previously established at Syracuse University;
- Documentation of a 501 (c)(7) tax status by the Internal Revenue Service.

Upon receiving the letter of intent and formal documentation, Fraternity and Sorority Affairs will respond in writing to each organization to confirm receipt. After formal review of all documentation, FASA will initiate a discussion with the respective governing council's Executive Board regarding the expansion of the prospective group. All documentation must be submitted at least six (6) months in advance.

### *Initial Review*

The Council Executive Board shall discuss upcoming expansions in August and January. If it is determined that the expansion/re-chartering is not advisable during the timeline requested by petitioning organizations, FASA will communicate that decision to the respective organizations. When communicating the decision, FASA may propose a later date for expansion/re-chartering to the petitioning organizations.

If it is determined that expansion/re-chartering is advisable during the timeline requested by petitioning organizations, the respective governing council shall extend a formal invitation to the organization to make a formal presentation to its council's constituents.

### *Formal Presentation Day*

When invited, an organization shall meet with members of all six governing councils, FASA staff, and possibly a member of the senior leadership within the Student Experience division. The organization will deliver a formal presentation to the respective council's constituents. Following the presentation, the respective council must vote on whether the presenting fraternity/sorority would be a beneficial addition to the fraternity/sorority community at Syracuse University. Based on the council's votes, the council Executive Board shall make a recommendation to FASA for review and approval on whether an invitation for registration as a fraternity/sorority should be extended to the petitioning organization. Once a final decision has been made, all participating petitioning organizations shall be notified in writing and the selected organization shall be invited to register as fraternity or sorority at Syracuse University.

## **SECTION III: REQUIREMENTS**

A new fraternity/sorority that registers at Syracuse University through the expansion/re-chartering process, hereafter referred to as an entity, must complete the following:

- A one (1) year probationary period with its respective governing council.
  - During the probationary period, the entity will have voting privileges in and will be assessed dues as permitted in the council's bylaws.
  - An entity may not serve on the council's Executive Board until they are a chapter.
- Must complete the fraternity/sorority registration process on Cuse Activities by the designated deadline.
- Must participate in their council's required programming;
- Maintain a consistent active membership of at least six (6) undergraduate members;
- Must participate in all FASA programming (i.e. Chapter Leadership Retreat, Event Manager Training).
- Must meet FASA's administrative expectations (roster submission, new member process forms) by the designated deadlines.

If an entity does not meet these requirements, it will remain on probationary status for an additional year. If the probationary organization fails to meet the requirements for its first two (2) years, the entity's status will be under review by FASA and the status may be revoked.

## **SECTION IV: CHAPTER RECOGNITION**

Once an entity has completed their probationary period they will be recognized as a

fraternity/sorority chapter. After being recognized as a fraternity/sorority at Syracuse University, a fraternity/sorority is assumed to be in good standing if the fraternity/sorority upholds the standards of its national/international headquarters, the Student Conduct Code, FASA's Community Guidelines and Expectations, and all federal, state, and local laws.

Any violation of standards, policies, regulations will be remedied through the respective governing council, Fraternity/Sorority United Standards Board, or Community Standards. While the governing council can choose to recommend that such action be taken by the University. Fraternity and Sorority Affairs reserves the right to stop an expansion process if they feel hazing may be occurring and/or the prospective new members may be in danger.

## DISAFFILIATION

A fraternity or sorority member may choose to disaffiliate from a fraternity and sorority at any time at Syracuse University.

- To disaffiliate from a fraternity or sorority means that the member wants to permanently remove themselves as a member from the chapter.
- When a member disaffiliates, they are not permitted to do the following with their former chapter:
  - May not attend their former chapter's events that are not open to the public unless they have clear permission from their former chapter;
  - May no longer wear any apparel and paraphernalia that is related to their former chapter;
  - May not serve in leadership roles for their former chapter.
- To disaffiliate from a fraternity or sorority, the disaffiliating member must complete the Disaffiliation Form.
- If the disaffiliating member does not complete the Disaffiliation Form then FASA will still include the member on all grade reports and rosters.

## UNITED STANDARDS BOARD (USB)

- The USB will hear and adjudicate alleged violations by recognized FASA organizations of FASA and Council policies at the governing council's discretion.
- The USB is comprised of the judicial/standards officer of each fraternity/sorority governing council who will serve on the USB during their judicial term.
- The USB may not adjudicate any violations regarding hazing, sexual assault, bias, discrimination, or allegations of alcohol or drug distribution.
- The United Standards Board may not override, or veto sanctions or outcomes placed on chapters and/or fraternity/sorority members from Community Standards.
- The USB may not excessively fine a chapter or fraternity/sorority member.
  - Fines are limited to no more than \$50 per policy violation for a fraternity/sorority member or \$100 per policy violation for a chapter who violated a council or FASA policy.

### Process

- If a fraternity/sorority member would like to submit a FASA or council policy violation, they must complete this [USB Report Form](#).
- Once a report is placed, the report will be reviewed by the Advisor to the USB.
- The Respondent will be notified by a Greek Council officer to schedule a hearing.
- The Respondent is permitted to bring two witnesses to the hearing.
- The Respondent is permitted to have their chapter's Primary Advisor present.
  - The Primary Advisor may not address the USB and may only communicate with the Respondent.
- The Respondent will receive the USB outcome within five (5) business days of the hearing.
- The Respondent may appeal the outcome by submitting a letter to the Director of FASA within seven (7) business days of receiving the outcome.
  - The Director of FASA will meet with the USB Appeals Board to determine the final outcome of the case.
  - The USB Appeals Board is comprised of the Director of FASA and the Director of Community Standards.