



New Paltz
STATE UNIVERSITY OF NEW YORK

FRATERNITY AND SORORITY POLICY MANUAL

Information for our Fraternities and Sororities
and Members of the College Community

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GENERAL INFORMATION

INTRODUCTION

The Fraternity and Sorority Community at the State University of New York at New Paltz is dedicated to the ideals of friendship, scholarship, leadership, and service to the campus and community. Recognized interest groups, colonies, and chapters of a national or local fraternity/sorority will be held responsible for positive contributions of the primary educational mission of the College and, therefore, are under an obligation to encourage the most complete personal development of their members, intellectually and socially.

Recognition information, procedures, and guidance can be obtained through the Office of Student Activities and Union Services. The Dean of Students and/or designee reserves the right to revoke College recognition if the fraternity or sorority fails to comply with any of the recognition guidelines.

MISSION OF THE STATE UNIVERSITY OF NEW YORK AT NEW PALTZ

In the proud tradition of SUNY, the State University of New York at New Paltz is committed to providing high quality, affordable education to students from all social and economic backgrounds. We are a faculty and campus community dedicated to the construction of a vibrant intellectual/creative public forum which reflects and celebrates the diversity of our society and encourages and supports active participation in scholarly and artistic activity. SUNY New Paltz is an active contributor to the schools, community institutions and economic/cultural life of our region. We are selective in admitting students who show promise of thriving in a learning environment which is challenging, student-centered, and personalized. Our goal is for students to gain knowledge, skills, and confidence to contribute as productive members of their communities and professions and active citizens in a democratic nation and a global society.

MISSION OF THE DIVISION OF STUDENT AFFAIRS

Student Affairs provides a variety of services and programs that support and advance access and opportunity for the educational, research and public service mission of the college. The Student Affairs Division is committed to the holistic development of our students - intellectual, personal, and social - and to providing a safe community that celebrates human differences and promotes civic responsibility and a sense of local and global citizenship. We work to achieve these goals through inter-departmental communication and on-going collaboration with the divisions of Academic Affairs, Enrollment Management, Administration and Development.

MISSION OF THE OFFICE OF STUDENT ACTIVITIES AND UNION SERVICES

We, the Office of Student Activities and Union Services, strive to enhance the educational mission of the State University of New York at New Paltz. Guided by our student centered philosophy, we promote co-curricular opportunities and encourage student participation in all aspects of campus life. As the hub of student activities, the Union is a venue for students to safely explore their individual sense of self, as well as develop connections with others. Through leadership, involvement, and purposeful programming, we support and challenge our students to learn, grow, and establish pride in our diverse campus community.

THE FRATERNITY AND SORORITY COMMUNITY

The Fraternity and Sorority community at New Paltz is comprised of a variety of organizations representing our diverse student population. Most of our chapters are nationally affiliated members of the National Panhellenic Conference (NPC), the North-American Interfraternity Conference (NIC), the National Pan-Hellenic Council (NPHC), the National Association of Latino Fraternal Organizations (NALFO), or the National Multicultural Greek Council (NMGC). Additionally, New Paltz recognizes a few local organizations that have been members of our campus community for several decades.

The Fraternity and Sorority community is governed by the United Greek Association (UGA). UGA has representation from all of the Recognized Chartered Organizations, and plays an active role in the recognition process for potential new chapters. Every Fraternity and Sorority must maintain active membership and good standing in UGA to achieve continued recognition with the College. Please see the United Greek Association Constitution (available at www.newpaltz.edu/saus/greeklife.html) for more information.

Additionally, the Fraternity and Sorority community is classified into five different sub-governing boards; every recognized organization belongs to one of these boards. The boards are: the Inter-Fraternity Council (IFC), the Latino Greek Council (LGC), the Multicultural Greek Council (MGC), the National Panhellenic Conference (NPC), and the National Pan-Hellenic Council (NPHC). Each board is self-governed, and has a role in the recognition process of potential new organizations. Each chapter's membership within a sub-governing board is often determined by its affiliation with its national council/conference.

RECOGNITION AND EXPANSION

TYPES OF RECOGNITION

Any social or fraternal organization with a selective membership process must obtain college recognition through the Office of Student Activities and Union Services to use campus facilities and function on the campus. This recognition is conditional and exists at the authorization of the College President or his/her designee.

A list of recognized fraternities and sororities may be found on the Office of Student Activities and Union Services' website: www.newpaltz.edu/saus/greeklife.html . Please note that if an organization is not listed, it is unrecognized (see page 11).

Recognized Chartered Organization: This is an organization that has been granted all rights, privileges, obligations, and appropriate use of College resources as a fraternity or sorority. (Please see *Privileges of Recognized Organizations*, page 18).

Recognized Interest Group: This is an organization fully recognized by SUNY New Paltz, the Office of Student Activities, the United Greek Association, and appropriate sub-governing board. This organization has completed all the steps towards receiving Recognized Chartered Organization status, but is simply awaiting their charter from their national office. Once a Recognized Interest Group provides a copy of its charter, its status with the college will automatically change to Recognized Chartered Organization.

Provisional Interest Group: This is a temporary status, not to exceed one calendar year, during which time a newly-formed group of interested potential members of a new or previously recognized fraternity or sorority must attempt to meet the requirements for Recognized Interest Group status. Provisional Interest Groups enjoy most rights and privileges of Recognized Chartered Organizations. Provisional Interest Groups not induct New Members into the fraternity or sorority until they have achieved Recognized Interest Group or Recognized Chartered Organization status.

FRATERNITY AND SORORITY EXPANSION POLICY

SUNY New Paltz recognizes that a strong fraternity and sorority community is a constructive element of student life. Given that the United Greek Association and the appropriate sub-governing board supports a period of expansion, the Office of Student Activities and Union Services will work with organizations seeking to establish or re-charter chapters at SUNY New Paltz. In overseeing this process, there must be substantial evidence of the ability of the proposed organization to contribute to the Fraternity and Sorority Community, and to conduct itself in a manner consistent with the principles and policies stated in the SUNY New Paltz Student Handbook and this Fraternity and Sorority Policy Manual.

Expansion of a new or previously-recognized organization onto campus must be undergraduate student initiated, and the procedures below listed below must be followed. The Assistant Director of Student Activities and Union Services (or designee) will administer correspondence, collect required materials and documentation, and track the progress of each organization.

In the case that a Fraternity or Sorority wishes to seek recognition at SUNY New Paltz, but does not have any/enough undergraduate student interest, the (Inter)National/Regional Office may coordinate one General Informational Meeting on campus with the Assistant Director of Student Activities and Union Services. The purpose of this meeting would be to garner student interest in the expansion efforts of this organization. Requests must be made to the Assistant Director at least one month in advance. Requests will only be granted if the following documentation listed in Steps 2a, 2b, and 3d from *Steps to Establishment or Re-Recognition of Fraternities and Sororities* is on file with the Office of Student Activities and Union Services. Only one General Information Meeting per unrecognized organization per calendar year will be accommodated.

Please note that sororities affiliated with the National Panhellenic Conference have a slightly different expansion process. Interested students and/or organization representatives should meet with the Office of Student Activities and Union Services to discuss that process.

STEPS TO ESTABLISHMENT OR RE-RECOGNITION OF FRATERNITIES AND SORORITIES

1. A student meets with the Assistant Director of Student Activities and Union Services to indicate his/her interest in either establishing a new or previously recognized fraternity or sorority. The purpose of this meeting is to review the steps to establish or re-recognize a fraternity/sorority, to ensure that the student understands the policies and expectations associated with this process, and to determine the possibility of the particular organization's recognition at New Paltz. Ultimately, the decision to permit an organization to move forward towards full recognition is at the discretion of the Office of Student Activities and Union Services, on behalf of the College.
2. The Regional/(Inter)National Office of the fraternity or sorority must provide the following documentation to the Assistant Director of Student Activities and Union Services:
 - a. A letter of authorization indicating that the organization is interested in seeking recognition at SUNY New Paltz and will provide support and advisement to the student members. This letter must also indicate whom from the Regional/(Inter)National Office would be the main point of contact and/or advisor to the group, his/her title, and his/her contact information.
 - b. A copy of the organization's expansion policy, procedures, and expectations.

Please note: at this point, an unrecognized organization enjoys neither rights nor privileges at SUNY New Paltz. Only when a group has completed Step 3 of this process does that group gain Provisional Interest Group status.

3. The Assistant Director of Student Activities and Union Services or designee must receive the documentation and policies as described below. Materials may be emailed, mailed, faxed, or delivered to the Assistant Director of Student Activities and Union Services (please see www.newpaltz.edu/saus for appropriate contact information).
 - a. A Potential Provisional Interest Group Roster with the names and contact information of a minimum of eight undergraduate students granted authorization (see above) to form a Regional/(Inter)National affiliate organization. Each student must be a full-time, matriculated undergraduate student, must have completed at least 12 credits at SUNY New Paltz, and must have a minimum cumulative GPA of 2.50 or higher; first-semester transfer students are eligible with a 2.70 cumulative GPA or higher from their previous institution. Potential Provisional Interest Group Rosters are available at www.newpaltz.edu/saus .

Please note that the College expects that all of the names on this documentation will become initiated members of the fraternity or sorority once the group has achieved Recognized Interest Group status. Therefore, once the group achieves Provisional Interest Group status, the roster of the group should not change until the recognition process is completed.

- b. A letter of authorization from the Regional/(Inter)National Office for the specifically named individuals currently enrolled at SUNY New Paltz to form a colony, chapter, interest group, or affiliate organization. This letter must also indicate which New Paltz student will serve as the main point of contact of the potential Provisional Interest Group.
- c. The name of the SUNY New Paltz part/full time faculty or professional staff member who has agreed to serve as the advisor to the organization. Please submit this information via an Advisor Agreement Form (available at www.newpaltz.edu/saus).
- d. The following documentation from the organization's (inter)national office:
 - i. Constitution and By-Laws (complete and current)
 - ii. New Member Program
 - iii. Risk Management Policies and Procedures
 - iv. Hazing Policies
 - v. Financial Requirements
 - vi. Code of Conduct
 - vii. Proof of Liability Insurance – for (Inter) National Organizations
 - viii. Outline of the requirements for Good Standing
 - ix. Certification that the constitution by-laws, policies, regulations and practice of the organization do not restrict membership on the basis of race, creed, natural origin, age, disability, sexual preference or marital status, and further that the active members on campus have authority independent to any national organizations to determine membership in the campus affiliate.

4. After all of the above information is received, reviewed, and verified, an Introductory Meeting will take place. This meeting will be scheduled by the Assistant Director of Student Activities and Union Services; please allow at least two weeks after all above documentation is received for this meeting to be scheduled. This will account for material review, and email-scheduling of all involved parties.

The following parties must attend the Introductory Meeting:

- All members of the Potential Provisional Interest Group (see Step 3b)
- The main point of contact from the (inter)national/regional office, acting on behalf of the fraternity or sorority to oversee and advise the students at New Paltz (see step 2a).
- The Assistant Director of Student Activities and Union Services
- The President or Vice-President of the United Greek Association
- The President or Vice-President of the appropriate sub-governing board, as determined by the Assistant Director of Student Activities and Union Services (based on national affiliation, etc.), the group's faculty/staff advisor, the United Greek Association President or Vice-President, and representative(s) from the organization's (Inter)National/Regional Office. After this meeting, the group may receive Provisional Interest Group status for the period of one calendar year. Provisional recognition grants organizations the same rights and privileges as fully recognized organizations with the exception of voting privileges on the respective sub governing board and UGA.

The following parties are encouraged to attend the Introductory Meeting:

- The Director of Student Activities and Union Services
- The Faculty/Staff Advisor to the Potential Provisional Interest Group (see Step 3c)

The agenda of the Introductory Meeting will include:

- Formally establishing a relationship between the interested students, the fraternity/sorority, and the College.
- Reviewing the upcoming steps towards full recognition (see below).
- The UGA President and sub-governing board President will provide copies of their constitutions and to review the recognition procedures for their respective councils. The Presidents will share contact information with the main point of contact for the potential Provisional Interest Group.
- A roundtable discussion and opportunity to answer any questions that any party has regarding the potential recognition of the fraternity or sorority.

Within two business days after this Introductory Meeting, the group will receive Provisional Interest Group status for the period of one calendar year. This status will be granted by the Office of Student Activities and Union Services, on behalf of the College. Provisional Interest Group recognition grants an organization the same rights and privileges as fully recognized organizations with the following exceptions:

- The Provisional Interest Group does not have voting privileges for their sub-governing board nor UGA.
 - The Provisional Interest Group is not permitted to participate in any New Member Education Program until it has achieved full recognition.
5. Once the Provisional Interest Group feels they are prepared, the main point of contact for the group should contact the President of the sub-governing council to request time on the agenda for their presentation. Please refer to the sub-governing council's constitution for expectations and procedures associated with new organizations seeking recognition.

After presentation and voting, the President of the sub-governing board will provide its decision to the Assistant Director of Student Activities and Union Services in writing. Outcomes can include:

- Recommendation that the Provisional Interest Group receive college recognition, and a statement that the group will be a recognized member organization of that council.
 - A decision to not support the Provisional Interest Group for college recognition. If this is the case, the sub-governing board must also provide documentation citing why the group did not receive support; this will be shared with the Provisional Interest Group. In this case, the Provisional Interest Group may present to another sub governing board (if appropriate) or appeal for a second presentation to the desired sub-governing board within the time permitted under their provisional status. If all options are exhausted and/or the provisional status has expired, the Provisional Interest Group must disband immediately, and the fraternity/sorority cannot initiate intentions for recognition until one calendar year from this date.
6. Once the Assistant Director of Student Activities and Union Services receives a letter of support and recommendation from the sub-governing board, he/she will notify the main point of contact that they are approved to move forward. Once they feel they are prepared, the main point of contact for the Provisional Interest Group should contact the President of UGA to request time on the agenda for their presentation. Please refer to UGA's constitution for expectations and procedures associated with new organizations seeking recognition.

After presentation and voting, the President of UGA will provide its decision to the Assistant Director of Student Activities and Union Services in writing. Outcomes can include:

- Recommendation that the Provisional Interest Group receive college recognition, and a statement that the group will be a recognized member organization of UGA.
- A decision to not support the Provisional Interest Group for college recognition. If this is the case, the President of UGA must also provide documentation citing why the group did not receive support; this will be shared with the Provisional Interest Group. In this case, the Provisional Interest Group may request a second presentation to UGA within the time permitted under their provisional status. If

the Provisional Interest Group does not receive recommendation and membership in UGA and/or the provisional status has expired, the Provisional Interest Group must disband immediately and the fraternity/sorority cannot initiate intentions for recognition until one calendar year from this date.

7. Once the Office of Student Activities and Union Services has received documentation of support and recommendation from the UGA, an official letter of recognition from the Director of Student Activities and Union Services, on behalf of the College, will follow. This will ratify the organization's status as a Recognized Interest Group, and the organization will enjoy the rights and privileges associated with this status.

In the case that the organization achieves Recognized Interest Group status during the fall or spring semester's window for New Member Education, the (inter)national organization may begin an approved New Member Education Program in accordance with all policies and expectations outlined. Otherwise, the group will need to wait to begin New Member Education activities during the following semester.

The organization's recognition will be probationary for two calendar years, or until the successful completion of two new member classes, whichever is longer. During this time, the Office of Student Activities and Union Services, on behalf of the College, reserves the right to revoke an organization's recognition if the organization is involved in alleged policy violation(s) or if the organization drops to zero members.

POLICY VIOLATIONS AND SANCTIONS

Occasionally, the Office of Student Activities & Union Services and/or the College are presented with information where a chapter's perceived non-compliance with policies may be questioned. The Office of Student Activities & Union Services and/or the College may respond to this information in a number of ways, including, but not limited to, an informal inquiry process, a judicial hearing, and/or legal action.

Informal Inquiry Process

An informal inquiry process is a useful tool, enabling the College to determine the authenticity of the information received and whether a situation warrants further investigation. This informal process also allows the College to quickly dispense with frivolous complaints or accusations.

During the conduct of an informal inquiry, a representative from the Division of Student Affairs may ask to speak with various members of the campus community, including, but not limited to, current and/or prospective members of the fraternity/sorority community. The purpose of this meeting (held at a mutually-agreed upon time) shall be to seek information relevant to the subject matter of the inquiry. Students are obligated to cooperate with the inquiry. Appropriate documentation of the inquiry will be kept in the chapter's file in the Office of Student Activities

& Union Services. At all times, the College reserves the right to proceed with a formal investigation of the matter.

Disciplinary Sanctions

In the event that the chapter of a fraternity or sorority, a recognized interest group, or individual student members of either are suspected as being potentially involved with the violation of one or more campus policies, campus rules, or the policies of this manual, an Initial Conference/Judicial Hearing may take place against the individuals, the chapter, and/or the organization. This could be the result of violations of rules and policies set by the Office of Student Activities and Union Services or the United Greek Association, poor academic performance, membership concerns, behavioral concerns, risk management policy violations, and/or failure to adhere to college regulations or New York State Law. For more information about the policies and procedures associated with potential violations of campus policies, campus rules, and the policies of this manual, please see the SUNY New Paltz Student Handbook (available at <http://www.newpaltz.edu/studentaffairs/regulations.html>).

Disciplinary sanctions may entail temporary withdrawal of certain college services, benefits, and/or privileges for a specified period of time. Also, the College may apply sanctions such as specific tasks, service projects, educational programming, trainings, etc., against the organization to be completed in a scheduled period of time. In the event that further infractions occur or the sanctions are not fulfilled, the College may suspend or withdraw recognition of the organization.

Regional/(Inter)National Organization Sanctions

The Office of Student Activities and Union Services will communicate changes in a chapter's disciplinary status with fraternity and sorority regional/(inter)national governing boards via documentation copied to the chapter's president. Additionally, it is typical and encouraged that a chapter's change in status with the regional/(inter)national governing council be shared with the Office of Student Activities and Union Services.

If the chapter has disciplinary sanctions required or applied by the regional/(inter)national board due to their own judicial sanctioning or charges, the Office of Student Activities and Union Services will assist in enforcing such sanctions on campus. This is to ensure the chapter will receive the consistent and necessary support to ensure their growth and progress.

STATEMENT ON UNRECOGNIZED ORGANIZATIONS

Any fraternity or sorority, regardless of national affiliation, that is not a Recognized Chartered Organization, a Recognized Interest Group, or a Provisional Interest Group, is considered "unrecognized". Unrecognized organizations are not affiliated with SUNY New Paltz, and do not enjoy the rights and privileges of recognized organizations. They do not receive support, advisement, or management from SUNY New Paltz, and do not follow the College's code of conduct and Risk Management Policies. At one time, these organizations may have been recognized, but violations of College policy may have resulted in their loss of recognition.

The Office of Student Activities and Union Services names these unrecognized organizations in publications and on our website (www.newpaltz.edu/saus), so that students and parents can make an informed decision when choosing to join a fraternity or sorority. In addition to subjecting themselves to risky “pledging” behaviors, students who join unrecognized organizations will not have access to the privileges that members of recognized organizations can enjoy. This could include (but is not limited to): inclusion of their experience on their Co-Curricular Transcript, leadership development opportunities through the Fraternity and Sorority governing boards, and the ability to represent the organization at College-sponsored programs and events (Open House, Accepted Students Day, etc.).

Recognized Chartered Organizations, Recognized Interest Groups, and Provisional Interest Groups are prohibited from affiliating and socializing with unrecognized organizations. This includes co-hosting events either on or off campus, participating in social events or mixers, and supporting an unrecognized organization’s fundraising or philanthropy efforts. Recognized organizations that affiliate or socialize with unrecognized organizations are subject to judicial action and/or loss of college recognition.

MEMBERSHIP EXPECTATIONS

INDIVIDUAL MEMBERSHIP

To be an active member of a fraternity or sorority, a student must meet some preliminary expectations. Consistent with the mission of SUNY New Paltz, the Division of Student Affairs, and the Office of Student Activities and Union Services, a student's first priority should be academic success. While a co-curricular experience is a rich and essential component of one's educational experience at college, it is a privilege to participate in a fraternity or sorority. These expectations for membership are also consistent with the chapter's expectations.

SUNY New Paltz only recognizes undergraduate chapters of fraternities and sororities. Therefore, only full-time, matriculated, undergraduate students are eligible to be members. Graduate students and alumni are not able to represent the chapter in official University business (including planning/conducting/executing any new member programs). Graduate students and alumni should assist their undergraduate chapter in an advisory and support capacity only.

Students eligible to become new members of a fraternity or sorority must be full-time, matriculated undergraduate students at SUNY New Paltz. Students may participate in the New Member Education Program of a fraternity or a sorority after successfully completing at least 12 credits at SUNY New Paltz, and having a cumulative GPA of 2.50 or higher.

Traditional first-year students (defined as students matriculated into college full-time for the first year because they were enrolled in high school the previous year) are not eligible to become new members of a fraternity or sorority in their first semester. Instead, the Office of Student Activities and Union Services encourages traditional first-year students to learn more about the fraternities and sororities through the Club and Involvement Fair, Meet the Greeks, Greek Day, and other informational programming. Traditional first-year students are eligible to become new members after successfully completing at least 12 credits at SUNY New Paltz and having achieved a cumulative GPA of 2.50 or higher.

Transfer students are defined as taking college courses at another college or university in the fall or spring semester prior to their full-time matriculation at SUNY New Paltz. Transfer students took college courses exclusively, and were not enrolled in high school during that semester. During his/her first semester at SUNY New Paltz, a transfer student is eligible to become a new member pending that the student achieved at least a 2.70 cumulative GPA (on a 4.0 scale) and that their transcript is submitted to the Office of Student Activities and Union Services with the New Member Roster.

Accepting membership into a fraternity or sorority entails an agreement to abide by the policies and procedures set forth by the chapter, the governing council(s), the (inter)national/regional organization, and the College. The College will consider all registered students as active members of the organization unless notified otherwise by the (inter)national office. Students that

are placed on INACTIVE status with documentation from their (inter)national offices will be placed as INACTIVE with the College as well. Inactive members do not have the ability to represent their chapter and, as such, the College will not consider that individual a member of the chapter. Additionally, an inactive member will not have the right to represent their chapter or the Fraternity and Sorority Community in any committee, leadership, or governance role.

ACADEMIC STANDARDS

In keeping with the Mission of the State University of New York at New Paltz, a student's co-curricular experience should be a rich and valuable supplement to their intellectual development. Ultimately, a student must make his/her academic progress a priority. Our fraternities and sororities are committed to this ideal, holding that scholarship is the most important aspect of the college experience.

Upon becoming a new member, students give permission to the Office of Student Activities and Union Services to verify their cumulative and semesterly GPAs via signatures on the New Member Agreement Form. The overall chapter GPA of each organization will be calculated using all members of the organization currently enrolled at the College. In order for an inactive member to not be counted towards the organization's overall GPA, the Office of Student Activities and Union Services Office must receive documentation from the organization's regional/(inter)national office indicating the student's change in membership status.

Each chapter will appoint a Scholarship Chair (or similar). In order to be eligible for this position, that member must meet the minimum cumulative GPA requirement of 2.50 or the minimum GPA set by the regional/(inter)national organization, whichever is higher. With the assistance of the Office of Student Activities and Union Services, the Scholarship Chair will provide chapter members information and resources regarding campus academic support services, as well as current or upcoming workshops/trainings. The Scholarship Chair, along with the Chapter President, must attend a meeting/training with the Assistant Director of Student Activities and Union Services at least once per academic year to review current College academic policies, and to discuss the status of their own chapter.

Academic Standard: Chapters will Maintain a Cumulative Chapter GPA of 2.50 or Higher

Recognized Chartered Organizations and Recognized Interest Groups are expected to achieve and maintain a minimum cumulative GPA of 2.50 every semester. Cumulative GPAs will be calculated by the Assistant Director of Student Activities and Union Services during the third week of classes each semester.

Academic Standard: Individual New Members' Cumulative GPAs and a New Member Class's Cumulative GPA will not Decrease by More Than 0.75

Upon the completion of a chapter's New Member Education Program, the Office of Student Activities and Union Services will check grades of newly initiated members. If there is a 0.75 or greater decrease in an individual new member's cumulative GPA during

his/her new member education process, and/or the new member class's cumulative GPA decreases by more than 0.75 during the semester of initiation, that organization will be considered to have failed to meet Academic Standards.

Failure to Meet Academic Standards

Groups who fail to achieve the Fraternity and Sorority Academic Standards will receive focused attention, support, and temporary loss of privileges (described below). The Assistant Director of Student Activities and Union Services will communicate these terms and conditions to the chapter president, in writing, within the first five weeks of each semester.

The conditions of groups who do not meet Academic Standards requirements may include, but are not limited to:

- Social Probation: The chapter will be prohibited from participating in social events (on or off campus).
- A reduced or capped new member class size for specified semesters.
- The loss of the privilege of having a new member class during a specified term.
- Regular meetings and/or communication with the Office of Student Activities and Union Services to discuss progress.
- Chapter meetings with the Faculty/Staff Advisor and/or Academic Advising staff to discuss strategies to improve academic success.
- Required adjustments to a new member education program (additional Pass Days, time restrictions, etc.) to better support students' academic success during this semester.
- Loss of the privileges, including but not limited to: participation in the Club and Involvement Fair, Fall Open House and/or Spring Accepted Students Day; the ability to reserve space on campus (with the exception of chapter meetings).
- Communication of the failure to meet Academic Standards and the subsequent conditions with the chapter's Regional/(Inter)National Office.

The Scholarship Chair and Chapter President must schedule and meet with the Assistant Director of Student Activities and Union Services (within 3 weeks of notification of status and conditions) in order to discuss and/or revise the current comprehensive academic plan for the chapter.

Suggestions for the comprehensive academic plan may include:

- Designated study hours and/or locations.
- Assigned tutors and/or study partners for individual members.
- Limited social events/engagements for individual members.
- A review of the chapter's constitution regarding academic support.

In the case of a chapter's failure to meet Academic Standards for a second consecutive semester, the Assistant Director of Student Activities and Union Services will notify the chapter, in writing, of any extended or additional conditions. Decisions for extended/additional conditions will be based on observation of grade improvement and/or participation/initiative of chapter leadership during the previous semester. In the case that the Assistant Director did not observe productive effort by chapter leadership, he/she reserves the right to refer the case to the Director of Student Activities and Union Services as a policy violation. In the case that a chapter fails to

meet Academic Standards for a third consecutive semester, the case will automatically be referred to the Director of Student Activities and Union services as a policy violation.

Individual violations of the Student Code of Conduct will be referred to the Dean of Students.

MINIMUM CHAPTER MEMBERSHIP REQUIREMENTS

Each fraternity and sorority must maintain a minimum of one active member at all times, and complete all conditions of continued recognition (see below).

In the case that there are no active members due to the graduation of previous members, the College will offer the organization one academic year to recruit and educate active members. The Office of Student Activities and Union Services will work with the (inter)national/regional designee to complete an approved New Member Education Program. It is the responsibility of the (inter)national/regional representatives to initiate, plan, and conduct all aspects of the New Member Education Program in accordance with College policies. All New Member Education Activities must take place on the SUNY New Paltz campus during this one-year term.

Failure to successfully educate and induct at least one eligible student within one academic year will result in the chapter's loss of college recognition.

During the term that an organization has zero active members, the main focus of that organization should be to gain active members. Therefore, that organization may only enjoy the following privileges:

1. The only events permitted to take place on campus are general interest meetings and, in the case of an approved new member program, New Member Education activities. The group may not host any other activities, including but not limited to social events, meetings, educational programs, philanthropy events, fundraising, dinners, etc. In the case that the (Inter) National organization or advisory Graduate Chapter would like to host such events, the group will be referred to the Conference Services Office and may complete the reservation as an outside organization.
2. The group may post flyers that promote membership into their organization, in accordance with the New Paltz Posting Policy (<http://www.newpaltz.edu/saus/supostingpolicy2011.pdf>).
3. The group will be invited to participate in UGA's Meet the Greeks event each semester. The Assistant Director of Student Activities or a member of the UGA Executive Board will communicate the details of the event to the organization's contact.

After at least one new active member is successfully inducted/initiated, the organization will then enjoy all rights and privileges as a Recognized Chartered Organization.

In the case that an organization drops to zero members for a second time in any four-year term, the college reserves the right to revoke the chapter's recognition without offering a one-year term of gaining new active membership.

CONDITIONS OF CONTINUED RECOGNITION OF A FRATERNITY OR SORORITY:

1. The names and contact information of all active members must be reported to the Office of Student Activities and Union Services via completion of a Chapter Roster, due within the first two weeks of each semester. Failure to submit the Chapter Roster will result in immediate loss of privileges due to bad standing with the Office of Student Activities and Union Services (see below). Each member is considered an active member unless one of the following conditions applies:
 - a. The member has taken EARLY ALUMNI STATUS and the appropriate documentation from the (Inter)National/Regional Headquarters has been filed with the Office of Student Activities and Union Services.
 - b. The member has taken INACTIVE STATUS and the appropriate documentation from the (Inter)National/Regional Headquarters has been filed with the Office of Student Activities and Union Services.
 - c. The member has graduated or left school.

If no supporting documentation has been provided for those members who have gone inactive or have taken early alumni status, the Office of Student Activities and Union Services will consider them active members.

2. All activities sponsored by fraternities and sororities must comply with these and all regulations and policies established by the State University of New York Board of Trustees and SUNY New Paltz. Violation of these policies and regulations may result in the revocation of college recognition.
3. Each chapter is obligated to maintain active participation and good standing in the United Greek Association and their sub-governing board at all times.
4. All fraternities and sororities must have an advisor who is a member of the College faculty or professional staff. The advisor must be informed of all activities in the new member education process. All organizations must submit an Advisor Agreement Form to the Office of Student Activities and Union Services within the first two weeks of each semester.
5. All fraternities and sororities must supply the Office of Student Activities and Union Services the most recent version of their chapter and/or (inter)national constitution and by-laws within the first two weeks of classes in the fall semester. This documentation must also include a copy of the organization's risk management policy. In the case of revisions to these documents during the school year, it is the chapter's responsibility to provide an updated copy.
6. Active members of a fraternity and sorority shall maintain 2.50 cumulative GPA. The names of members whose cumulative GPA is below a 2.50 will be shared with the Chapter President, Scholarship Chair and, if requested, the Regional/National Office. In an effort to focus on academics, these students are encouraged to not take leadership roles within their chapter until their grades have improved.
7. Fraternities and sororities are prohibited from sponsoring auxiliary groups (ex: little sisters, sweethearts, little brothers, etc.). Such groups are not recognized by the College and, as such, are not permitted the rights and privileges of recognized student organizations.

8. Members of fraternities and sororities must attend leadership workshops and trainings deemed mandatory by Student Activities and Union Services to increase organizations' knowledge and sensitivity to college policies and expectations, risk management, hazing, program planning, substance abuse, race, cultural diversity, acquaintance rape, sexual orientation, and group dynamics.
9. All members of fraternities and sororities must abide by the SUNY New Paltz Risk Management Policy and their organization's (inter)national/regional Risk Management Policy.
10. Each chapter must attain at least a two-star accreditation rating each academic year, as part of the *Five-Star Chapter Accreditation Program* (see page 30).

PRIVILEGES OF RECOGNIZED ORGANIZATIONS:

Recognized Chartered Organizations and Recognized Interest Groups New Paltz who are in good standing with the Office of Student Activities and Union Services may enjoy the following privileges:

1. The ability to reserve locations on campus for events, meetings, conferences, and programs, in accordance with the Office of Student Activities and Union Services' Event Consultation Process.
2. Access to advisement, education, training, and support from the Office of Student Activities and Union Services.
3. The ability to reserve display cases in the Student Union Second Floor Lobby.
4. Approval of event flyers for posting and distribution for on-campus events.
5. Member and chapter participation in recognition events, including the UGA Awards, Club and Leadership Awards, Gamma Sigma Alpha National Honor Society, etc.
6. Inclusion of their organization in all relevant Student Activities and Union Services publications and website documents.
7. The ability to represent the chapter at the Club and Involvement Fair, Meet the Greeks, Fall Open House, and Spring Accepted Students Day.
8. Access to tabling reservations in the Student Union First Floor Lobby.
9. The ability to recruit and educate New Members in accordance with the College's New Member Education policies and procedures.

Please note that these privileges are contingent upon good standing with the Office of Student Activities and Union Services and the Regional/National Office. The Chapter Presidents of organizations not in good standing for any reason will receive written notification from the Assistant Director of Student Activities and Union Services.

NEW MEMBER EDUCATION

The Office of Student Activities and Union Services oversees fraternity and sorority New Member Education procedures. All New Member Programs must dually comply with (Inter)National Office policy/expectation, and all SUNY New Paltz New Member Education policies. The following requirements outline the minimum expectations for each chapter.

1. Only Recognized Chartered Organizations and Recognized Interest Groups are permitted to induct new members. Only active members of these groups are permitted to conduct New Member Education activities.
2. New Member Education occurs once in the fall semester and once in the spring semester in a pre-determined window of time not to exceed 56 days (8 calendar weeks) and to conclude at least 21 days (3 calendar weeks) before the last day of classes; organizations cannot educate or initiate new members at any other time during the calendar year (including during the summer). The Office of Student Activities will set the specific dates each semester in accordance with these guidelines.
3. The New Member Educator and President will participate in a mandatory New Member Education Training Workshop, and submit a program proposal to the Office of Student Activities and Union Services. Programs will be reviewed, revised, and approved by the Assistant Director of Student Activities and Union Services.
4. A chapter will submit a complete and accurate New Member Roster by each semester's deadline. At the completion of their program, a chapter will submit a New Initiate Roster within 24 hours of initiation. If a new member decides to not continue their new member program, a chapter will submit a Discontinuation Notice by the next business day.
5. A New Member Program must allow time for each member's personal and academic wellness. Every day must allow at least 2.5 hours of uninterrupted study, lab use and/or tutorial; there will be at least one Pass Day per week (no new member activities/assignments); all activities will end by 12am (midnight) on school nights and 1am on other nights; no new member activities will begin before 7am on any day.
6. The Chapter President, New Member Educator, and Faculty/Staff Advisor will receive documentation granting permission to proceed with an approved New Member Education program for the specifically named students. A list of all fraternity/sorority new members will also be shared, in confidence, with appropriate College personnel.
7. SUNY New Paltz takes a zero tolerance approach to hazing. All programs, events, and activities associated with a New Member Education program will not include anything that the State University of New York at New Paltz, the State of New York, or Federal Law would define as Hazing.

Please see the *New Member Education Packet* (Appendix C) for details related to new member eligibility, specific timelines, required forms, and new member resources.

SUNY NEW PALTZ

RISK MANAGEMENT POLICY

The Risk Management Policy of SUNY New Paltz includes the provisions which follow and shall apply to all fraternities and sororities and all levels of membership. All fraternities and sororities must meet or exceed these standards. When an organization also has a (inter)national risk management policy, the chapter must abide by the stricter policy.

Alcohol and Drugs

1. The possession, sale and/or use of any **ALCOHOLIC BEVERAGES**, during a fraternity/sorority event, in any situation sponsored or endorsed by the chapter, or at any event an observer would associate with the fraternity/sorority 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** of **FIPG, Inc.**
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/sorority, without specific invitation, where alcohol is present, shall be prohibited.
4. No members, collectively or individually, shall purchase for, serve to, or sell alcoholic beverages to any minor (i.e. those under the legal drinking age).
5. The possession, sale and/or use of any **ILLEGAL DRUGS** or **CONTROLLED SUBSTANCES** during a fraternity/sorority event or at any event that an observer would associate with the fraternity/sorority, is strictly prohibited.
6. No chapter may co-sponsor an event with an alcohol distributor or tavern/bar (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.

7. 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.
8. 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.
9. 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.
10. No alcohol shall be present at any pledge/associate member/novice program, activity or ritual of the chapter. This includes, but is not limited to, activities associated with "bid night", "big brother/sister – little brother/sister" events or activities, "family" events or activities, "rush" events, and initiation.

Hazing

No chapter, colony, student, or alumnus shall conduct nor condone hazing activities. Any activities that may be construed as hazing are specifically and unequivocally prohibited, regardless of the willingness to participate by the person being hazed.

SUNY New Paltz defines hazing as any action or situation which recklessly or intentionally endangers the mental or physical health or safety of a student, conditions student to behave in such a manner that would not mirror civil, appropriate, and/or responsible student conduct for the purpose of initiation or admission into or affiliation with an organization.

As mandated by the SUNY New Paltz Student Handbook (Campus Regulations and Judicial Procedures Document, Part III, Section B., Number 11.00):

No person(s) shall subject any member(s) of the College community to degrading or humiliating activities and situations, or could place persons in situations that threaten their health, safety, and well being for purposes of gaining entry into any organization or group, or through other affiliation processes.

Please see http://www.newpaltz.edu/saus/greeklife_hazingpolicy.html and the *New Member Education Packet* (Appendix C) for more information and resources related to hazing.

Sexual Abuse and Harassment

The fraternity/sorority will not 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 including, but not limited to, date/acquaintance rape, domestic violence, stalking, gang rape, verbal harassment or the employment or use of strippers, exotic dancers, or similar.

Members shall also adhere to the Campus Regulations and Judicial Procedures Document, Part III, Section B., Number 16.00 (Rape), Number 17.00 (Sexual Assault), and 18.00 (Sexual Harassment), as described in the SUNY New Paltz Student Handbook (http://www.newpaltz.edu/studentaffairs/student_handbook_7_14.pdf).

All active members and new members shall participate in a mandatory training session each academic year to learn more about their individual rights and the resources available. This training will be coordinated by the Office of Student Activities and Union Services, on behalf of the Department of Compliance & Campus Climate and the Dean of Student's Office.

Education

Each chapter has the responsibility of annually educating and training its members on the SUNY New Paltz Risk Management Policy and their (inter)national risk management policy. In the case that a chapter does not have a national risk management policy, that chapter should create and ratify their own, using the Fraternal Information & Programming Group (<http://www.fipg.org/>) and the Office of Student Activities and Union Services as resources. A copy of the chapter's risk management policy shall be submitted to the Office of Student Activities and Union Services annually.

COLLEGE SUPPORT

ADVISORS

Each fraternity and sorority is required to have at least one SUNY New Paltz faculty or staff advisor. The advisor should be selected by the organization membership each semester. The advisor will work with the group and provide support when appropriate. The Chapter must submit an Advisor Agreement Form each semester. While the Office of Student Activities and Union Services will keep the faculty/staff advisor informed of business related to the chapter, its status, and its new member education programs, it is the responsibility of the chapter to communicate with the advisor on a regular basis.

Each semester, the Office of Student Activities and Union Services provides faculty/staff advisors with a copy of the chapter roster, email addresses for active members, an *Advisor Resource Guide* (also available at www.newpaltz.edu/saus) and an invitation to an advisor training session.

Often, chapters have graduate advisors, alumni advisors, or regional/national advisors who work closely with the chapter to ensure its progress and success. The names and contact information of any chapter advisors should be reported to the Office of Student Activities and Union Services via the Chapter Leadership Form (see Appendix).

THE DIVISION OF STUDENT AFFAIRS AND THE OFFICE OF STUDENT ACTIVITIES AND UNION SERVICES

Fraternalities and sororities will have support from the Division of Student Affairs via the Office of Student Activities and Union Services. This support will include implementation of programs, advising governance councils, providing leadership training, and handling administrative policy matters. The Office of Student Activities and Union Services provides support to all students, clubs, and organizations in event and program planning assistance, educational programming, and social events.

In particular, members of fraternities and sororities can utilize the Office of Student Activities and Union Services for guidance and support related to chapter business and governance, leadership training, community service projects, and academic success programs and recognition. The Office of Student Activities and Union Services will serve as the liaison between the College and the Regional/National organization offices, and advise the United Greek Association and its sub-governing boards.

The Office of Student Activities and Union Services will also promote fraternity and sorority life to new students, their families, and the campus community. The Office of Student Activities and Union Services has designated space on its website for each organization to link to its own chapter website, recognizes the academic success of chapters and individuals via the Gamma

Sigma Alpha National Honor Society, and recognizes the success of individuals and chapters with the annual UGA Awards at the Club and Leadership Awards Reception.

FIVE-STAR CHAPTER ACCREDITATION PROGRAM

The Five-Star Chapter Accreditation Program exists to assist fraternities and sororities in monitoring and improving their own activity and performance. Through the submission of required administrative paperwork, participation in UGA and sub-governing board events, community service, academic success, and new member education, a chapter can earn points towards its accreditation rating (between one and five stars). Every recognized chartered organization is required to attain at least a two star rating to maintain its recognition. Documents related to the Five-Star Program (including Timeline, Rubric, and Forms) are available at www.newpaltz.edu/saus and in the GreekLife Community on Blackboard for current Fraternity and Sorority Members.

GAMMA SIGMA ALPHA NATIONAL GREEK HONOR SOCIETY

On April 29, 2011, the Theta Omega Chapter of Gamma Sigma Alpha National Greek Honor Society (GSA) was chartered at New Paltz with thirteen members inducted. GSA is the premier organization committed to the academic success of our members and alignment with the academic missions of our host institutions. Students are eligible for membership based on grade point average and membership in a Greek fraternity or sorority. The Society strives to uphold the high ideals of scholastic achievement and therefore, only students with a cumulative grade point average of 3.5 or above (on a 4.0 scale) at the start of their junior year or a grade point average of 3.5 or higher in any semester during their junior or senior year are eligible.

The Theta Omega chapter is advised and managed by the Office of Student Activities and Union Services. Inductions are held each Spring semester.

PERIODIC REVIEW OF POLICY

All aspects of this policy manual will be subject to review at the end of each academic year and may be amended, expanded, or withdrawn as is deemed necessary and appropriate by the College Administration and the College Council.

(Revised August 2015)

APPENDIX

**Please note: Additional documents/forms related to Fraternity and Sorority Life and its management are available at www.newpaltz.edu/saus. All Forms are also available in the Greek Life Section of Blackboard (for members only).

- A: Chapter Leadership Form
- B: Advisor Agreement Form
- C: New Member Education Packet (Fall 2015)
- D: New Member Abstention Form (Fall 2015)



Student Activities & Union Services

Student Union Building, Room 211

845-257-3025

CHAPTER LEADERSHIP FORM

FALL 2015

Please return this form by Friday, September 4, 2015 at 12pm via email (bazinete@newpaltz.edu) or drop it off at the Office of Student Activities & Union Services (SU 211). Thanks!

Organization: _____

Compiled by: _____ **Date:** _____

Fall 2015 Chapter Positions

Please include any/all e-board and chair positions; |this document is used when verifying a student's Co-Curricular Transcript experiences. Please attach additional pages if necessary.

NAME	POSITION/TITLE

Chapter Website: _____

National/Regional Organization Website: _____

National/Regional Headquarters Mailing Address: _____

National/Regional Representative/Contact for your Chapter (*NOTE: this is NOT your Faculty Advisor*):

Name: _____

Title: _____

Email: _____

Phone: _____



New Paltz
STATE UNIVERSITY OF NEW YORK

Student Activities & Union Services

Student Union Building, Room 211

845-257-3025

ADVISOR AGREEMENT FORM FALL 2015

Faculty/Staff Advisors are full-time members of the SUNY New Paltz faculty/staff and assume the responsibility of keeping informed about the activities of the organization, for remaining in contact with the Office of Student Activities and Union Services, and for advising the chapter officers and members on SUNY New Paltz policies and procedures. An Advisor is an additional resource available to the students in the organization.

I, _____, agree to be the Faculty/Staff Advisor for
(Name of Advisor)

_____ for the **Fall 2015 Semester**.
(Fraternity/Sorority/Council/Interest Group/Organization)

Advisor's Contact Information:

Title: _____

Department: _____

Campus Address: _____

Campus Ext: _____ New Paltz Email: _____

Advisor's Signature

Date

TO THE STUDENT: Please return this form to the Office of Student Activities and Union Services (Student Union Room 211) by 12:00pm on Friday, September 4, 2015.

OFFICE USE ONLY:

Received By: _____

Date Received: _____

Notes: _____



Student Activities & Union Services

Student Union Building, Room 211

845-257-3025

FALL 2015 NEW MEMBER EDUCATION PACKET

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It is essential that attention is given to the expectations and due dates contained within this packet.

Questions or concerns may be discussed with Emily Bazinet, the Assistant Director of Student Activities and Union Services.

New Member Education Timeline – Fall 2015

Wednesday, September 2

**MANDATORY Training Workshop
for New Member Educators and Chapter Presidents**

12:30pm in Student Union Room 409

*Chapters who intend on having New Members this semester MUST ATTEND,
or notify Emily in advance of any conflicts.*

Wednesday, September 2

Club & Involvement Fair, Student Union Concourse

Sign up online at <http://www.newpaltz.edu/saus/clubfair.html> to participate.

Friday, September 4

Chapter Rosters, Leadership Forms, and Advisor Forms Due to the Office of Student Activities by 12pm

New Member Educators schedule a meeting with Emily for next week (see below).

September 8 through 11

Individual New Member Educator meetings to review and discuss your completed New Member Program Proposals

Please schedule this meeting with Emily by Friday, September 4.

Wednesday, September 9

Chapter New Member Abstention Form due by 12PM

(For chapters not having a new member class this semester)

Submit it to SU211 or via email to bazinete@newpaltz.edu

Friday, September 11

Meet the Greeks, Student Union MPR, Time TBA

Tuesday, September 15

New Member Rosters due by 12PM

Submit it to SU211 – Must include signatures of all New Members and transcripts for first-semester transfer students.

Thursday, September 17

MANDATORY New Member Orientation Workshop

9:30am or 12:30pm in Student Union Rooms 62/63

All New Members MUST attend one of these workshops.

Approved New Member activities may begin this evening.

Wednesday, October 21 or

Thursday, October 22

MANDATORY Title IX Training for New Members

Wednesday, October 21 at 4:00pm in SU 62/63

OR Thursday, October 22 at 5:00pm in SU 62/63

All New Members MUST attend one of these workshops.

During your NME Program:

IF A NEW MEMBER DECIDES TO DISCONTINUE

A Discontinuation Notice must be submitted to the Office of Student Activities by the next business day of a student's decision. Upon receipt, Emily will schedule an exit interview with the student.

When a Program is Complete

(on or before Friday,

November 13 at 12noon)

*** Chapter Submits the NEW INITIATE ROSTER**

Due to Student Activities by 5pm the next business day.

*** New Members come to the Student Activities Office**

All New Members must (individually) stop in to the office by 5pm the next business day after initiation, with Student ID and wearing letters, to sign additional completion paperwork.

SUNY NEW PALTZ HAZING POLICY

Hazing violates not only college regulations but state law as well. Individuals and/or organizations found guilty of hazing may face loss of college recognition, disciplinary charges, and or criminal charges.

1) New York State Penal Law, Chapter 716, Section 1, Subsection 120.16 (1983 amended. Effective November 1, 1988)

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, s/he intentionally or recklessly engages in conduct 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.

2) New York State Penal Law, Chapter 716, Section 1, Subsection 120.17, (1987)

HAZING IN THE SECOND DEGREE

A person is guilty of hazing in the second degree when, in the course of another person's initiation into or affiliation with any organization, s/he intentionally or recklessly engages in conduct which creates a substantial risk of physical injury to such other person or a third person.

Hazing in the Second Degree is a violation.

3) SUNY Board of Trustees "Rules for the Maintenance of Public Order," Title 8, Part 535.3 (1), (Part II, Campus Regulations):

No person singly or in concert with others shall: take any action, create or participate in the creation of any situation which recklessly or intentionally endangers mental or physical health or which involves the forced consumption of liquor or drugs for the purpose of initiation into or affiliation with any organization.

Penalty: Not less than Disciplinary Warning: not more than Expulsion.

4) SUNY New Paltz Student Handbook, Part III, Section B. 11.00:

No person(s) shall subject any member(s) of the College community to degrading or humiliating activities and situations, or place persons in situations that threaten their health, safety, and well being for the purpose of gaining entry into any organization or group, or through other affiliation processes.

Penalty: from Disciplinary Probation to Expulsion. Students who are Suspended or Expelled for Hazing will have their judicial sanction permanently noted on their academic transcript.

NO ORGANIZATION OR INDIVIDUAL SHALL ENGAGE IN ANY FORM OF HAZING AS PREVIOUSLY DEFINED.

SUNY New Paltz reserves the right to revoke recognition of any chapter or other organization which is found to have violated these or other Federal, State, State University or College rules and regulations. Review of alleged violations may be done by the United Greek Association, the Dean of Students, and the Vice President for Student Affairs, Director of Student Activities and Union Services, and the President. **Revocation of charter does not preclude the imposition of campus judicial charges and/or legal action against individual members of the fraternity, sorority, club or organization.** If alleged violations of these policies or laws are found to be serious or aggravated in nature by the Dean of Students, immediate suspension will occur in accordance with Sec. IV Part C, entitled Immediate Administrative Action of the Campus Regulations and Judicial Procedures Document.

WHAT ACTIVITIES ARE CONSIDERED HAZING?

SUNY New Paltz defines hazing as any action or situation which recklessly or intentionally endangers the mental or physical health or safety of a student, conditions student to behave in such a manner that would not mirror civil, appropriate, and/or responsible student conduct for the purpose of initiation or admission into or affiliation with an organization.

Such term shall include, but not limited to, any brutality of a physical nature, such as whipping, beating, branding, forced calisthenics, marching, walking on line, wearing uniforms, chanting/greetings, exposure to the elements, forced consumption of any liquid, food, liquor, drug, or other forced activities such as public stunts or acts of buffoonery, which adversely affect the mental health or dignity of the individual.

For the purpose of this section, any activity as described above which the initiation or admission into or affiliation with an organization is directly or indirectly conditioned shall be presumed to be a "forced activity," the willingness of the individual to participate in such activity notwithstanding.

ADDITIONAL EXAMPLES OF PROHIBITED ACTIVITIES

Physical Activities: calisthenics, sit-ups, push-ups or carrying heavy objects such as bricks, stones, or any other items which serve or create physical hardships, discomfort, distress, or excessive fatigue.

Physical Exposure or Abuse: nudity, paddling, pushing, shoving, hitting, punching, tackling, or throwing any substance at another person or submerging or dunking individuals in water or other substances.

Forced or Required Consumption of Any Substance: food, drugs, alcoholic and non-alcoholic beverages.

Psychological Abuse and/or Humiliation: requiring individuals to dress in revealing, embarrassing or uncomfortable clothing; exposing individuals to extremely uncomfortable or dangerous environments (too loud, dark, small, hot - over 75 degrees or cold - below 30 degrees); intense interrogation of individuals, name-calling, or screaming of individuals; requiring individuals to perform any acts which are construed to be humiliating or degrading in nature.

Forced Servitude: cleaning members rooms, running personal errands, or other services or duties not normally shared by initiated members.

Requiring Activities That Are Prohibited Under State Law or College Regulations: awakening individuals during the night for organization activities, requiring excessive periods other than regular library hours and/or interfering with normal sleep or study schedules. (Pledging activities that occur before 7 a.m. any day or past midnight Sunday through Thursday and/or past 1 a.m. Friday and Saturday.)

Kidnapping: involuntary transportation or abduction of individuals or leaving individuals at off-campus locations and requiring them to find their way home.

Caves: required sleeping and/or living as a group in any residence hall other than those to which they are assigned to as overnight guest when such numbers exceed the beds available.

NEW MEMBER REQUIREMENTS

New Members must fit into the following requirements:

1. Only full-time (12 credit hours or more), matriculated, undergraduate students with at least 12 credit hours at SUNY New Paltz completed, and at least a 2.50 cumulative grade point average are eligible to become a New Member. Part-time students and students on Academic Probation are ineligible to become New Members.
2. First-semester first-year students are ineligible to become New Members.
3. A first-year student is eligible to become a New Member only after having successfully completed at least 12 credit hours at SUNY New Paltz and having attained at least a 2.50 cumulative grade point average.
4. A first-semester transfer student is eligible to become a new member with at least a 2.70 cumulative grade point average (based on a 4.0 scale) from his/her previous undergraduate institution. A minimum of 12 credits must matriculate to SUNY New Paltz. A transcript (official or unofficial) indicating the student's cumulative GPA must be submitted with the New Member Roster in order for the transfer student to be eligible. Failure to submit this paperwork with the New Member Roster will deem the student ineligible.
5. Students must meet the requirements as outlined by each individual chapter's National/Local Offices.

NEW MEMBER EDUCATION PROGRAM PROPOSAL EXPECTATIONS

New Member Educators Training on Wednesday, September 2 at 12:30pm in SU 409

- **New Member Educators and Presidents of chapters considering having New Members for Fall 2015 MUST ATTEND.** Unexcused absences to this planning meeting will prevent a chapter from being able to have New Members for this semester.
- The purpose of this workshop is for the Office of Student Activities and Union Services to describe, in detail, the expectations of your New Member Education Program. This includes covering the Hazing Policies, who is eligible and ineligible to become New Members, recruitment expectations, and New Member Education Program Proposal Expectations.
- Please bring your calendar to this meeting – you can schedule your individual meeting with Emily for the following week.
- **Chapters not in attendance at this workshop are not eligible to have New Members for the Fall 2015 semester.**

Individual New Member Educator Meeting with Emily during the week of September 8-11

- Please schedule this meeting with Emily by Friday, September 4.
- Please bring your completed New Member Program Proposal to this meeting. You may email it to Emily in advance. Please supplement the Program Proposal with any/all calendars given to your National Office.
- The purpose of this meeting is to finalize and approve your New Member Program. If necessary, follow up meetings will be scheduled.
- All New Member Education Program Proposals must be approved by Tuesday, September 15 at 12:00PM. *If a Program Proposal has not been completed or revised as required by the Assistant Director of Student Activities, the chapter will not be eligible to proceed with any New Member Education Programs, and therefore will not be able to have New Members for the Fall 2015 semester.*

Completed New Member Education Program Proposals will consist of the following:

- It must be completed exactly as outlined, using the following form. **PLEASE USE THE WORD DOCUMENT AVAILABLE IN THE GREEK LIFE SECTION OF BLACKBOARD (under Documents).** You may also email Emily Bazinet to request a form to be sent to you.
- It will include the exact times and locations of each activity. **Every event/activity will take place on campus or in New Paltz.** *If your chapter is proposing travel to another location outside of the local area, you must submit documentation from your National Office describing the purpose of travel for each activity. Documentation must be on official letterhead, and be sent directly to Emily Bazinet, Office of Student Activities, 1 Hawk Drive, New Paltz, NY 12561. New Member Education Programs that include travel will NOT BE APPROVED without this documentation.*
- The only permitted participants in any/all new member education activities are current SUNY New Paltz students and active chapter members.
- It will include exact descriptions of each activity. Every event, program, and activity must be described in detail, showing that it follows the expectations and educational goals of the New Member Education Program.
- New Member Education will begin with the Mandatory New Member Orientation Workshop on Thursday, September 17 at 9:30am or 12:30pm in SU 62/63. **All New Members must attend one of these meetings – please tell your New Members.** Exceptions will only be granted if there is a class conflict – and a make-up meeting will be scheduled by the Assistant Director. There will be no New Member Education activities held before these workshops.
- All New Members will attend one of the Mandatory Federal Regulations/Title IX Training Sessions with the Dean of Students. These sessions are scheduled for: **Wednesday, October 21 at 4:00pm** and **Thursday, October 22 at 5:00pm**, in Student Union Rooms 62/63. Each session is approximately 45 minutes in length.
- Each day must include at least 2.5 hours of uninterrupted study, lab use and/or tutorial. This means that outside of NM activities and classes, a NM should be able to find at least 2.5 hours a day to study. *PLEASE NOTE that Library Hours are not encouraged by Student Activities as being effective for this.*
- There will be at least one PASS DAY per week. This will be the same day every week – your chapter can pick the day. On this day, every week, there are NO NEW MEMBER ACTIVITIES (this includes meetings and library/study hours). Designate the same day each week with "PASS DAY".
- All New Member Education activities will end by 12AM (Midnight) on Sunday through Thursday nights, and by 1AM on Friday and Saturday nights.
- New Member Education activities will be completed by 12:00PM on Friday, November 13, 2015.

Please note that New Member Education activities may only include New Members as indicated on the Approved New Member Roster. This means that New Member Education Programs will only be for SUNY New Paltz students; individuals from other universities or the outside community are not eligible nor permitted to participate.



FALL 2015 NEW MEMBER EDUCATION PROGRAM PROPOSAL

Create a day-by-day calendar of events. Please indicate times, locations, dates and thorough descriptions of all events. We should have the opportunity to have a complete understanding of all aspects of your New Member Education Program. Please note that program requirements are already filled in.

Name of Organization: _____

New Member Educator Printed Name: _____

New Member Educator Signature: _____ **Date:** _____

Email: _____ @hawkmail.newpaltz.edu **Phone Number:** _____

SEPTEMBER 2015

Date	Times	Location(s)	Description of Activities/Events
Th 9/17	9:30am OR 12:30pm	SU 62/63	Mandatory New Member Orientation Workshop PLEASE INFORM YOUR NEW MEMBERS OF THIS MEETING. <i>New Members will be notified via email if they have a class conflict with BOTH times. Otherwise, it is expected that every NM attend one workshop. New Member Activities may begin after 5:00pm today.</i>
F 9/18			
Sa 2/19			
Su 9/20			
M 9/21			
Tu 9/22			
9/23			
Th 9/24			
F 9/25			
Sa 9/26			
Su 9/27			
M 9/28			

Tu 9/29			
W 9/30			

OCTOBER 2015

Date	Times	Location(s)	Description of Activities/Events
Th 10/1			
F 10/2			
Sa 10/3			
Su 10/4			
M 10/5			
Tu 10/6			
W 10/7			
Th 10/8			
F 10/9			
Sa 10/10			
Su 10/11			
M 10/12			<i>Note: Fall Break, No Classes</i>
Tu 10/13			<i>Note: Fall Break, No Classes</i>
W 10/14			
Th 10/15			
F 10/16			
Sa 10/17			
Su 10/18			
M 10/19			
Tu 10/20			
W 10/21	4:00pm	SU 62/63	Federal Mandates/Title IX Training with the Dean of Students – Mandatory for All New Members to attend 1 Session (10/21@ 4pm or 10/22 @ 5pm)
Th 10/22	5:00pm	SU 62/63	Federal Mandates/Title IX Training with the Dean of Students – Mandatory for All New Members to attend 1 Session (10/21@ 4pm or 10/22 @ 5pm)
F 10/23			

Sa 10/24			
Su 10/25			
M 10/26			
Tu 10/27			
W 10/28			
Th 10/29			
F 10/30			
Sa 10/31			

NOVEMBER 2015

Su 11/1			
M 11/2			<i>Note: Black Solidarity Day – Classes in Session</i>
Tu 11/3			
W 11/4			
Th 11/5			
F 11/6			
Sa 11/7			
Su 11/8			
M 11/9			
Tu 11/10			
W 11/11			
Th 11/12			
F 11/13			ALL NEW MEMBER ACTIVITIES ARE COMPLETED BY 12NOON

NEW MEMBER ROSTER – FALL 2015

This form is due to the Office of Student Activities & Union Services **by 12pm Tuesday, September 15, 2015.**

THIS LIST MUST INCLUDE ALL STUDENTS WHO HAVE ACCEPTED BIDS AND/OR INTEND TO BECOME A NEW MEMBER FOR FALL 2015.

First-semester transfer students must attach a transcript from the student's previous institution, showing that he/she has achieved at least a 2.70/4.00 cumulative GPA. A first-semester transfer student is ineligible without this documentation.

Organization: _____

Line/Class Name: _____

Compiled by (Print): _____

Signature: _____ **Date:** _____

FALL 2015 NEW MEMBERS (Print and attach additional pages if necessary)

Full Name:	Student ID: N	DOB: (MM/DD/YY)
<u>Local</u> Address (i.e. Res Hall & Room, or Street & Apt.):	Cell Phone Number:	Graduation (Semester, Year):
<u>New Paltz</u> Email Address: _____@hawkmail.newpaltz.edu		
1 st Semester Transfer Student? Y / N	Signature* & Date	

If yes, attach a transcript to this Roster (read above).

** My signature verifies that the information provided is correct, and also gives the Office of Student Activities permission to access cumulative and semester GPAs, and report them to National/Regional Offices and Chapter Presidents as necessary.*

Full Name:	Student ID: N	DOB: (MM/DD/YY)
<u>Local</u> Address (i.e. Res Hall & Room, or Street & Apt.):	Cell Phone Number:	Graduation (Semester, Year):
<u>New Paltz</u> Email Address: _____@hawkmail.newpaltz.edu		
1 st Semester Transfer Student? Y / N	Signature* & Date	

If yes, attach a transcript to this Roster (read above).

** My signature verifies that the information provided is correct, and also gives the Office of Student Activities permission to access cumulative and semester GPAs, and report them to National/Regional Offices and Chapter Presidents as necessary.*

Full Name:	Student ID: N	DOB: (MM/DD/YY)
<u>Local</u> Address (i.e. Res Hall & Room, or Street & Apt.):	Cell Phone Number:	Graduation (Semester, Year):
New Paltz Email Address: _____@hawkmail.newpaltz.edu		
1 st Semester Transfer Student? Y / N	Signature* & Date	

If yes, attach a transcript to this Roster (read above).

** My signature verifies that the information provided is correct, and also gives the Office of Student Activities permission to access cumulative and semester GPAs, and report them to National/Regional Offices and Chapter Presidents as necessary.*

Full Name:	Student ID: N	DOB: (MM/DD/YY)
<u>Local</u> Address (i.e. Res Hall & Room, or Street & Apt.):	Cell Phone Number:	Graduation (Semester, Year):
New Paltz Email Address: _____@hawkmail.newpaltz.edu		
1 st Semester Transfer Student? Y / N	Signature* & Date	

If yes, attach a transcript to this Roster (read above).

** My signature verifies that the information provided is correct, and also gives the Office of Student Activities permission to access cumulative and semester GPAs, and report them to National/Regional Offices and Chapter Presidents as necessary.*

Full Name:	Student ID: N	DOB: (MM/DD/YY)
<u>Local</u> Address (i.e. Res Hall & Room, or Street & Apt.):	Cell Phone Number:	Graduation (Semester, Year):
New Paltz Email Address: _____@hawkmail.newpaltz.edu		
1 st Semester Transfer Student? Y / N	Signature* & Date	

If yes, attach a transcript to this Roster (read above).

** My signature verifies that the information provided is correct, and also gives the Office of Student Activities permission to access cumulative and semester GPAs, and report them to National/Regional Offices and Chapter Presidents as necessary.*

Full Name:	Student ID: N	DOB: (MM/DD/YY)
<u>Local</u> Address (i.e. Res Hall & Room, or Street & Apt.):	Cell Phone Number:	Graduation (Semester, Year):
New Paltz Email Address: _____@hawkmail.newpaltz.edu		
1 st Semester Transfer Student? Y / N	Signature* & Date	

If yes, attach a transcript to this Roster (read above).

** My signature verifies that the information provided is correct, and also gives the Office of Student Activities permission to access cumulative and semester GPAs, and report them to National/Regional Offices and Chapter Presidents as necessary.*



NEW MEMBER DISCONTINUATION NOTICE

This form must be submitted to Student Activities within 24 hours of the student's decision to discontinue the New Member Education Program.

I, _____, President of _____
(Name) (Organization)

hereby recognize that _____ is no longer participating in our
(Former New Member)

New Member Education Program as of _____. Therefore, he/she will not
(Date)

become a member of our organization this semester, and loses all rights thereto. Please

take his/her name off any lists regarding New Member Education Program activities. In

addition, please note that the student and/or his/her actions are no longer affiliated

with our organization. An explanation for why the student is discontinuing the process is:

President's Signature

Date

New Member Educator's Signature

Date

Assistant Director of Student Activities' Signature

Date

OFFICE USE ONLY:	
Emailed: _____	Exit Interview: _____



NEW INITIATE ROSTER – FALL 2015

This form is due to the Office of Student Activities and Union Services on the next business day following initiation/completion of the New Member Program.

Organization: _____

Line/Class Name (ie Iota Line, Gamma Class, etc.): _____

Submitted by (Print Name): _____

Signature: _____ **Date:** _____

FULL NAME	SIGNATURE*	DATE	Student ID Number	Office Use Only

**My signature indicates that I am an initiated and fully-active member of the organization.*



Student Activities & Union Services

Student Union Building, Room 211

845-257-3025

NEW MEMBER ABSTENTION FORM FALL 2015

This form must be submitted to the Office of Student Activities and Union Services by Wednesday, September 9, 2015 if a chapter is not having New Members for the Fall 2015 Semester.

As the President, I hereby declare that my chapter will not have New Members in the Fall2015 semester. My signature indicates that I understand that this decision is final once this form is submitted to the Office of Student Activities & Union Services.

Organization: _____

Chapter: _____

President's Name: _____

President's Signature: _____

Date: _____

Office Use Only:

Date Received

Assistant Director Signature