



SPRING 2020 FRATERNITY/SORORITY 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 Jennifer Turner (turnerj8@newpaltz.edu),
Activities Coordinator, Student Activities and Union Services.*

New Member Education Timeline – Spring 2020

Wednesday, January 29

Mandatory Training Workshop

for New Member Educators and Chapter Presidents

12:30pm-1:30pm in Student Union Rooms 62/63

Chapters who intend on having New Members this semester must attend, or notify Jennifer in advance of any conflicts.

Wednesday, January 29

Club & Involvement Fair

Register online via ENGAGE

Friday, January 31

New Member Education Program Proposal due by 12pm

Please email your program to Jennifer(turnerj8@newpaltz.edu)

Chapter New Member Abstention Form due by 12PM

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

Submit it to SU 211 or via email to turnerj8@newpaltz.edu

February 3-7

Individual New Member Educator meetings with Jennifer to review and discuss your New Member Program Proposal.

Each New Member Educator is responsible for scheduling this meeting by calling 845-257-3025. Meetings must take place during this week.

Tuesday, February 11

New Member Rosters due by 12PM

Submit it to SU 211 – Must include signatures of all New Members and transcripts for first-semester transfer students.

Thursday, February 13

MANDATORY New Member Orientation Workshops

At 10am and 2pm in Student Union Rooms 62/63

All New Members MUST attend one of these workshops.

Approved New Member activities may begin this evening.

Wednesday, February 26

Thursday, February 27

MANDATORY Title IX Training for New Members

Wednesday, February 26 at 3:30pm in SU 62/63

OR Thursday, February 27 at 3:30pm 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, Jennifer will schedule an exit interview with the student.

**When a Program is Complete
(on or before Wednesday,
April 15 at 12noon)**

*** Chapter Submits the NEW INITIATE ROSTER**

Due to Student Activities by 5pm the business day following initiation.

*** 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.

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, 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 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.

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.

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 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.

Penalty: Disciplinary Probation, Suspension (Held in Abeyance), Suspension or Expulsion with Academic Transcript Notation

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 REQUIREMENTS

New Member Educators Training on Wednesday, January 29 at 12:30pm in SU 401

- **New Member Educators and Presidents of chapters considering having New Members for Spring 2020 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 Expectations.
- Please bring your calendar to this meeting – you can schedule your individual meeting with Jennifer to review your program during the following week.
- **Chapters absent without advance written (emailed) confirmation with Jennifer are not eligible to have New Members for the Spring semester.**

New Member Program Calendar due at 12pm on Friday, January 31; please also schedule your individual meeting with Jennifer by this time (see below).

Individual New Member Educator Meeting with Jennifer during the week of February 3-7.

- Please schedule this meeting with Jennifer by emailing turnerj8@newpaltz by Friday, January 31.
- Please bring your completed New Member Program Calendar to this meeting. Please supplement the Program Calendar with any/all calendars or schedules 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 Calendars must be approved by Monday, February 10 at 5pm. *If a Program has not been completed or revised as required by the Activities Coordinator 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 Spring 2020 semester.*

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

- It must be a completed New Member Program, accounting for times, dates, and locations of all activities, and including a description of every event. IT MUST INCLUDE EVERY ACTIVITY/ASSIGNMENT/EXPECTATION of your New Members. If you do not have a form that you use to send to your Regional/National Offices, **please use the word document available on Blackboard.** You may also email Jennifer Turner 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 (walking distance from campus).** *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, activities taking place at the proposed location, transportation arrangements, and accommodations. Documentation must be on official letterhead, and be emailed directly to Jennifer Turner at Turnerj8@newpaltz.edu. 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 listed and approved on the New Member Roster and active chapter members. Exceptions (i.e. trained staff/volunteers designated by the National Office) must be requested in advance of any activity. Alumni are not permitted to participate. Neither active nor new members from other Universities are permitted to participate in activities at SUNY New Paltz.
- 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 NME Program.
- New Member Education will begin with the Mandatory New Member Orientation Workshop on **Thursday, February 13 at 10am or 2pm 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 Activities Coordinator.
- All New Members will attend one of the Mandatory Title IX Sessions. These sessions are scheduled for: **Wednesday, February 26 at 3:30pm** in Student Union 62/63 and **Thursday, February 27 at 3:30pm**, in Student Union Room 62/63.
- Each day must include at least 2.5 hours of uninterrupted study, lab use and/or tutorial. This means that outside of NM activities, assignments, and classes, a NM should be able to find at least 2.5 hours a day to study during reasonable hours. Please note that Library Hours, which are neither recommended nor required by the University, are program activities and are not included towards study time.
- There will be at least one PASS DAY per week. This will be the same day every week. On this day, there are NO NEW MEMBER ACTIVITIES (this includes meetings and library/study hours/assignments). Designate the same day each week with "PASS DAY". **More than one Pass Day is recommended; Student Activities recommends at least 2 pass days per week.**
- 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 on or before 12:00PM on Wednesday, April 15, 2020. Note that national organizations must follow their national calendar; the University provides an 8-week window, but groups must adhere to their national office's program (i.e. 6-weeks).
- Alcohol/drug use and/or the presence of alcohol or drugs are not permitted at any recruitment event or an activity where New Members are present.



SPRING 2020 NEW MEMBER EDUCATION PROGRAM CALENDAR

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: _____

February 2020

Date	Times	Location(s)	Description of Activities/Events
Th 2/13	10am or 2pm	SU 62/63	Mandatory New Member Orientation Workshop PLEASE INFORM YOUR NEW MEMBERS OF THIS MEETING. <i>New Member Activities may begin after 6:00pm today.</i>
F 2/14			
Sa 2/15			
Su 2/16			
M 2/17			
Tu 2/18			
W 2/19			
Th 2/20			
F 2/21			
Sa 2/22			
Su 2/23			
M 2/24			

Tu 2/25			
W 2/26	3:30pm	SU 62/63	Title IX Training – Mandatory for All New Members to attend 1 Session (2/26 or 2/27)
Th 2/27	3:30pm	SU 62/63	Title IX Training – Mandatory for All New Members to attend 1 Session (2/26 or 2/27)
F 2/28			
Sa 2/29			

March 2020

Su 3/1			
M 3/2			
Tu 3/3			
W 3/4			
Th 3/5			
F 3/6			
Sa 3/7			
Su 3/8			
M 3/9			
Tu 3/10			
W 3/11			
Th 3/12			
F 3/13			
Sa 3/14			
Su 3/15			
M 3/16			Spring Break – No NME Activities
Tu 3/17			Spring Break – No NME Activities
W 3/18			Spring Break – No NME Activities
Th 3/19			Spring Break – No NME Activities
F 3/20			Spring Break – No NME Activities
Sa 3/21			
Su 3/22			

M 3/23			
Tu 3/24			
W 3/25			
Th 3/26			
F 3/27			
Sa 3/28			
Su 3/29			
M 3/30			
Tu 3/31			

April 2020

W 4/1			
Th 4/2			
F 4/3			
Sa 4/4			
Su 4/5			
M 4/6			
Tu 4/7			
W 4/8			Passover Begins at sundown
Th 4/9			No Classes
F 4/10			No Classes
Sa 4/11			
Su 4/12			Easter Sunday
M 4/13			
Tu 4/14			
W 4/15			ALL NEW MEMBER ACTIVITIES ARE COMPLETED BY 12NOON



NEW MEMBER ROSTER – SPRING 2020

This form is due to the Office of Student Activities & Union Services **by 12pm Tuesday, February 11, 2020.**

**THIS LIST MUST INCLUDE ALL STUDENTS WHO HAVE ACCEPTED BIDS
AND/OR INTEND TO BECOME A NEW MEMBER FOR SPRING 2020.**

PRINT ADDITIONAL PAGES AS NECESSARY.

Organization: _____

New Member Educator: _____

Signature: _____ **Date:** _____

What is your Organization's minimum GPA requirement for New Members?* _____ **/4.0**

SPRING 2020 NEW MEMBERS (Print and attach additional pages if necessary)

First & Last Name:	Student ID: N	_____
Local Address (i.e. Res Hall & Room, or Street & Apt.):	Cell Phone Number:	@hawkmail.newpaltz.edu
Graduation (Semester, Year):		
Please check the box that applies to your New Member academic eligibility. (NOTE if you do not meet one of these requirements you are not eligible to become a New Member.)		
<input type="checkbox"/> I have earned 12 credits at New Paltz and have a cumulative GPA of 2.5 or higher.		
<input type="checkbox"/> I am a first-semester transfer student and I have attached an unofficial transcript <u>from my previous university</u> showing I earned at least a 2.7 cumulative GPA during my last semester.		
Every New Member must attend a New Member Orientation Workshop on Thursday, February 13 . Which session will you attend?: <input type="checkbox"/> 10am-11am in SU 62/63 <input type="checkbox"/> 2pm-3pm in SU 62/63 <input type="checkbox"/> have class conflicts with both sessions.		
* My signature verifies that the information provided is correct, and also gives the Office of Student Activities permission to access my academic record to verify my academic eligibility.		Signature* & Date

First & Last Name:	Student ID: N	_____
Local Address (i.e. Res Hall & Room, or Street & Apt.):	Cell Phone Number:	@hawkmail.newpaltz.edu
Graduation (Semester, Year):		
Please check the box that applies to your New Member academic eligibility. (NOTE if you do not meet one of these requirements you are not eligible to become a New Member.)		
<input type="checkbox"/> I have earned 12 credits at New Paltz and have a cumulative GPA of 2.5 or higher.		
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First & Last Name:	Student ID: N	_____
<u>Local</u> Address (i.e. Res Hall & Room, or Street & Apt.):	Cell Phone Number:	@hawkmail.newpaltz.edu
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* My signature verifies that the information provided is correct, and also gives the Office of Student Activities permission to access my academic record to verify my academic eligibility.		Signature* & Date

First & Last Name:	Student ID: N	_____
<u>Local</u> Address (i.e. Res Hall & Room, or Street & Apt.):	Cell Phone Number:	@hawkmail.newpaltz.edu
Graduation (Semester, Year):		
Please check the box that applies to your New Member academic eligibility. (NOTE if you do not meet one of these requirements you are not eligible to become a New Member.)		
<input type="checkbox"/> I have earned 12 credits at New Paltz and have a cumulative GPA of 2.5 or higher.		
<input type="checkbox"/> I am a first-semester transfer student and I have attached an unofficial transcript <u>from my previous university</u> showing I earned at least a 2.7 cumulative GPA during my last semester.		
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* My signature verifies that the information provided is correct, and also gives the Office of Student Activities permission to access my academic record to verify my academic eligibility.		Signature* & Date

First & Last Name:	Student ID: N	_____
<u>Local</u> Address (i.e. Res Hall & Room, or Street & Apt.):	Cell Phone Number:	@hawkmail.newpaltz.edu
Graduation (Semester, Year):		
Please check the box that applies to your New Member academic eligibility. (NOTE if you do not meet one of these requirements you are not eligible to become a New Member.)		
<input type="checkbox"/> I have earned 12 credits at New Paltz and have a cumulative GPA of 2.5 or higher.		
<input type="checkbox"/> I am a first-semester transfer student and I have attached an unofficial transcript <u>from my previous university</u> showing I earned at least a 2.7 cumulative GPA during my last semester.		
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<input type="checkbox"/> 10am-11am in SU 62/63 <input type="checkbox"/> 2pm-3pm in SU 62/63 <input type="checkbox"/> I have class conflicts with both sessions.		
* My signature verifies that the information provided is correct, and also gives the Office of Student Activities permission to access my academic record to verify my academic eligibility.		Signature* & Date

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

Activities Coordinator of Student Activities' Signature

Date

OFFICE USE ONLY:	
Emailed: _____	Exit Interview: _____

