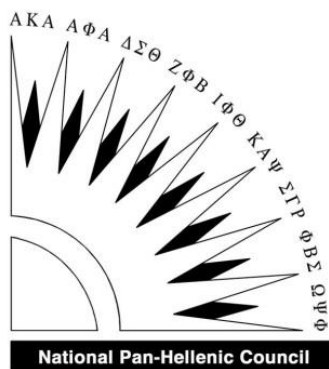


# FRATERNITY AND SORORITY LIFE



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## **Section 1: Fraternity and Sorority Policy of Student Life**

Student Life at Grand Valley State University has the authority to promote and safeguard University interests. The courts recognize inherent common law and contractual rights of a University to discipline students for conduct disrupting the mission of the University. The courts also acknowledge inherent authority to withhold or revoke recognition of a student organization and thereby deny it the privilege of campus facilities and University endorsement. Moreover, when a fraternity or sorority applies for and accepts University recognition, it implicitly contracts to abide by University regulations. Thus, the University has inherent authority and contractual rights concerning students, fraternity chapters, and sorority chapters.

- A. There is a commonality of interest between Fraternity and Sorority life and the University due to the contributions of personal development, academic development, and social development.
- B. Fraternity and Sorority life offers opportunities to self-govern organizations in responsible and accountable behavior.
- C. All matters pertaining to Fraternity and Sorority Life are the joint responsibility of the University, the alumni(ae), the (inter)national headquarters, and the undergraduate members in order to advance the best interests of the student and the University.
- D. All Fraternity and Sorority organizations will participate in the annual Chapter of Excellence assessment program.
- E. The University and their agents are the final authority on matters pertaining to Fraternity and Sorority Life and chapter policies.

## **Section 2: Fraternity and Sorority Mission Statement and Values**

Members of the Fraternity and Sorority Community wrote the Grand Valley State University Fraternity and Sorority Life Mission Statement and Values. Chapters and individual members are expected to hold themselves and each other accountable for living and promoting these ideals. If the University and/or Fraternity and Sorority Community feel that a chapter is not meeting these standards the chapter will have its recognition revoked.

### **A. Mission Statement:**

“To promote character and leadership development, academic achievement, diverse community involvement, and lifelong bonds through principles encompassed in our rituals.” (2014)

### **B. VALUES:**

As a Fraternity and Sorority Community we

- will develop, maintain and promote a programs for our members that will enhance and encourage their academic success;
- will focus on serving our entire community;
- will foster brotherhood and sisterhood between all Fraternity and Sorority organizations;
- will promote healthy lifestyles;

- will create and foster a community that welcomes all students and embrace the free exchange of ideas and beliefs;
- will foster a community of accountability and respect;
- will encourage leadership development and promote leadership opportunities for our members;
- will encourage a lifelong membership.

(2014)

### **Section 3: Relationships with Student Life**

The working relationship between the Fraternity and Sorority organizations and the University is the responsibility of Student Life, under the direct supervision of the Fraternity/Sorority Life Coordinator of Student Life

#### **A. Duties of Student Life**

1. Interpret Grand Valley State University's policies and regulations for the members of the Fraternity and Sorority chapters.
2. Review violations of University policies and determine the referral for judicial review.
3. Provide a staff advisor to the Greek Life Council (GLC), Interfraternity Council (IFC), Multicultural Greek Council (MGC), National Pan-Hellenic Council (NPHC), and Panhellenic Association (PA).
4. Assist the Fraternity and Sorority Chapters with their activities, i.e. recruitment, policy planning, leadership training, scheduling, and public relations.
5. Meet with representatives from Fraternity and Sorority National and International Headquarters.
6. Review and evaluate petitions of Fraternity and Sorority Chapters that seek recognition by Grand Valley State University in conjunction with respective governing councils.
7. Offer programming and resources in areas such as leadership skills, academic enhancement, new member education, recruitment, cultural diversity, etc.
8. Serve as a liaison between the Fraternity and Sorority community, University departments, University divisions and the greater GVSU community.
9. The administration of Grand Valley State University has reserved the right to recognize and discipline fraternities and sororities, in accordance with the student code.
10. Meet with those interested in starting new chapters.

### **Section 4: Advisory Boards**

Advisory Boards of Fraternity and Sorority organizations provide a vital link between students, faculty, and alumni(ae). All Fraternity and Sorority chapters recognized by GVSU must maintain a faculty/staff advisor who is employed by the University as well as a chapter advisor.

#### **A. Requirements and Expectations of Advisors**

1. The advisor must be committed and available to his or her group.

2. Campus Advisor(s) must be either a faculty or staff member of the University unless they are graduate students in the College Student Affairs Leadership Program. This person should be listed on all Registered Student Organization documents as required.
3. It is expected that all organizations have a secondary advisor serving as chapter advisor.
4. Advisors may not be listed on the chapter's membership roster.
5. Utilize other faculty/staff/alumni(ae) for other areas of advisement such as housing, chapter programming, risk management, treasurer, etc.
6. The advisor must maintain a working relationship with the Fraternity and Sorority chapter.
7. The advisor should be prepared to be contacted by Student Life and/or the (inter)national organization.
8. The advisor should be familiar with University and (inter)national headquarter policies, regulations of the particular organization that they advise.
9. When an advisor resigns, it is the responsibility of the chapter president and outgoing advisor to notify Fraternity/Sorority Life Coordinator of Student Life and update them with contact information for the new advisor.

### **Section 5: Reporting to Student Life**

All Fraternity and Sorority organizations are responsible for submitting and updating information with Student Life on a regular basis and in a timely manner.

- A. Each Registered Student Organization must update their online roster through Orgsync at the beginning of each semester and whenever changes occur. Members who are not registered with Orgsync will not have their grades released to advisors, presidents, or national organizations.
- B. The following information must be submitted to the Fraternity and Sorority Life Staff Assistant at the beginning of each semester:
  - a. Current membership total.
  - b. Current contact information for President, Faculty/Staff Advisor, and Chapter advisor and executive board. If a chapter has a Recruitment or Housing Corporation advisor those names should be submitted as well.
  - c. All current members must accept the Orgsync membership agreement that gives permission to release grades and accepts the Non-Hazing Compliance form.
- C. The following information must be submitted to the Fraternity and Sorority Life Staff Assistant as an ongoing process throughout the semester.
  - a. All New Members must have Recruitment Eligibility Forms on file **BEFORE** they are offered a bid. Additionally, for the Interfraternity Council Recruitment Eligibility Forms must be verified 48 hours before the Bid Day Event for new members to participate.
  - b. Report any updates regarding current membership and officer/advisor information.

- c. Any information requested by the Fraternity and Sorority Life Staff Assistant throughout the semester must be submitted at the date set.
- D. The following information must be submitted to the Fraternity and Sorority Life Staff Assistant prior to the end of each semester:
  - a. Semester statistics information form.
  - b. Approved current roster for semester grade report.
  - c. Meet with Fraternity and Sorority Life Staff Assistant to ensure all information is correct and on file.
- E. Chapter financial information must be submitted each semester (November and March) to the Fraternity and Sorority Life Coordinator. The financial information that shall be turned it includes: Dues for both active and new members, rent and parlor fees (if chapter has a facility) and any 1 time fees for joining the organization.
- F. Organizations with Official Chapter Housing need to complete the following steps with Fraternity and Sorority Life
  - a. Official housing is defined as
    - 1. Registered with their national organizations
    - 2. identifiable markings on the building
    - 3. or a group lease
  - b. Must submit a copy of their Risk Management or Loss Prevention policies along with the address of the facility by September 1<sup>st</sup> of each year
  - c. Identify and list who shall serve as their House Manager who will attend monthly meetings with the Fraternity and Sorority Life Coordinator
  - d. Agree to comply with [FIPG's Risk Management](#) Policies
- G. If all information in sections A-F is not submitted and current at the end of the semester, the semester grade report will be withheld until information is updated. Further action may occur.

## **Section 6: GVSU Fraternity and Sorority Governing Bodies and National Associations**

- A. Fraternity and Sorority Governance
  - 1. Authority to govern the Fraternity and Sorority Community has been delegated to the Greek Life Council, Interfraternity Council, Multicultural Greek Council, National Pan-Hellenic Council and Panhellenic Association.
  - 2. All Fraternities and Sororities must be members of Greek Life Council and one of the above mentioned Councils to be recognized by the University
    - i. Must be active members (as defined by council constitution)
    - ii. Encourage members to become officers of the appropriate executive boards.
  - 3. Greek Life Council is the body that unites the recognized Fraternity and Sorority organizations at GVSU.
    - i. Greek Life Council meets at least once a month during the academic year.

- ii. Greek Life Council Funding Board provides funding distribution for campus programs.
  - iii. GLC coordinates programs such as Greek Week and National Hazing Prevention Week.
  - iv. All chapters are required to have at least one member attend each scheduled Greek Life Council meeting as well as support all Greek Life Council events by encouraging participation, volunteering, and any other form of involvement.
  - v. Meetings are open to all students
- B. Grand Valley Fraternity and Sorority Governing Bodies
- 1. Interfraternity Council (IFC)
    - i. Meets weekly to plan and discuss issue relative to Grand Valley's NIC fraternities.
    - ii. IFC is governed by their respective constitution, which is available on Orgsync.
    - iii. IFC meetings are open to all students.
  - 2. Multicultural Greek Council (MGC)
    - i. Meets at least bi-weekly to plan and discuss issues relative to multicultural fraternities and sororities at Grand Valley State University.
    - ii. MGC is governed by their respective constitution, which is available on Orgsync.
    - iii. MGC meetings are open to all students.
  - 3. National Pan-Hellenic Council (NPHC)
    - i. Meets weekly to plan and discuss issues related to the nine historically black fraternities and sororities recognized by Grand Valley State University.
    - ii. NPHC is governed by their respective constitution, which is available on Orgsync.
    - iii. NPHC meetings are open to all students.
  - 4. Panhellenic Association (PA)
    - i. Meets weekly to plan and discuss issues relative to Grand Valley State University's PA sororities.
    - ii. PA is governed by their respective constitution, which is available on Orgsync.
    - iii. PA meetings are open to all students.

## **Section 7: Academic Standards**

### **A. Academic Requirements of New Members**

- 1. In order to join a fraternity or sorority, each new member is required to meet the requirements set by the governing council excluding first semester, first year students or those transferring into GVSU without an established GPA

2. Students with pre-existing cumulative GPAs below the minimum standard from summer semesters or earlier semesters at Grand Valley may not affiliate with a Fraternity or Sorority until their cumulative GPA meets the minimum standard
3. Any new member who achieves a semester GPA below a 2.50 during their first semester in their respective organization will be automatically placed on the Fraternity and Sorority Life New Member Academic Program.
4. Failure of the new member to complete the prescribed academic program in its entirety will result in a fifty (50) dollar program fee to be assessed to the chapter on their behalf.
5. A new member who fails to complete the prescribed academic plan in the first semester, will be required to complete the same academic plan every consecutive semester until the plan is completed in its entirety. A fifty (50) dollar program fee will be assessed for every semester the academic plan is not completed.
6. New members placed into the program will be notified in writing at the start of the next semester, and will have a specific program assigned to them.
  - a. Level 1: Semester GPA between 2.00 – 2.50
  - b. Level 2: Semester GPA below 2.0

#### B. Academic Expectations of Chapter

1. Develop and maintain a scholastic program for its members that will enhance and encourage their academic progress and set standards for its members to achieve
2. Officers for chapters and councils should have above a 2.55 minimum GPA (cumulative)
3. Chapters are encouraged to have a GPA that is equal to or above the all campus GPA for men and women as applicable during the semester in question.
  - a. If a chapter falls below 2.55 semester GPA the chapter will automatically be placed on academic probation and will have a review and planning meeting with the chapter advisor(s), faculty/staff advisor, chapter president and chapter scholarship chairperson.
  - b. If a chapter's GPA continues to be below a 2.55 for 2 or more semesters a review meeting will take place with the chapter's advisor(s), faculty/staff advisor, chapter president and chapter scholarship chairperson, the Associate Director of Student Life and the Fraternity/Sorority Life Coordinator of Student Life. At this time sanctions may be put in place, privileges may be revoked and recognition status will be placed under review.
4. Develop a system to reward excellent academic accomplishments by its members as defined by the chapter.
5. Comprehensively and accurately complete all forms by the semester deadline.
6. Encourage members who are not achieving their full academic potential to seek appropriate assistance.

### **Section 8: Chapter of Excellence Assessment**

Fraternity and Sorority Chapters are founded upon common principles and ideals. These standards are congruent with the mission of the University. Specifically, these standards will enhance and promote student development and learning through 1) positively effecting intellectual development, 2) values clarification and integration, 3) developing leadership skills and abilities, 4) developing lasting relationships (brotherhood/sisterhood), 5) creating an atmosphere of cooperation, and 6) developing citizenship through service.



1. The GVSU Fraternity and Sorority Community will participate in an annual assessment program based upon the mission and values written by the Fraternity and Sorority Community. Groups failing to participate may have their recognition status revoked. This includes turning in written material and participating in the interviews.
2. Assessment is a year round process in which the chapter evaluates its values, programs, participation, and place within the Fraternity and Sorority Community. All documents for the Chapter of Excellence will be found on Fraternity and Sorority Life Orgsync portal and at [www.gvsu.edu/greeklife](http://www.gvsu.edu/greeklife).
3. Chapters who meet certain benchmarks will receive additional points towards their overall score
  - a. At or above 25% attendance to Greek Allies and Advocates training
  - b. Above the all university Men or Women's GPA, respectively
  - c. Exceeding 15 hours of service per member, as verified in Service Tracker

### **Section 9: Membership**

1. Each chapter must assure that their membership is not restrictive on the basis of race, religion, sexual orientation, or national origin.
2. Member must be a full time, undergraduate student at Grand Valley State University for eligibility. Once active each council or chapter will have different standards to remain in good standing.
3. Membership is limited to students who have established grade point averages at GVSU or who have transferred from another institution or are first semester freshman.
4. Each council/chapter has different academic requirement for eligibility. Potential new members must reach these standards prior to accepting a bid/beginning new member process.

### **Section 10: New Member Recruitment and Intake**

#### **A. New Member Registration**

1. Each Fraternity and Sorority organization is responsible to ensure that students wishing to join that organization are registered before an invitation to join is offered. Registration includes submitting a Release of Grades/Non-Hazing Compliance Form to the Greek Life Staff Assistant. Failing to do this is a violation of University policy and will result in a hearing with Student Organization Review Board.

#### **B. New Member Transcripts**

1. For the protection of the organization only official transcripts should be sent to (inter)national headquarters to prove a student's Grade Point Average. Official transcripts are stamped by a raised seal are signed by the Registrar, and are available, as needed, by request of the potential new member in the Registrar's Office.
2. The Office of Student Life will verify GPA's of potential student members through the recruitment eligibility forms and as part of the Membership Intake Process packets.

#### **C. Interfraternity Council Recruitment**

1. All member fraternities must comply with the recruitment procedures and dates determined by IFC and set by Student Life. The Fraternity/Sorority Life Coordinator must approve all IFC recruitment procedures and dates.
2. Chapters hosting recruitment events should notify the Vice President of Recruitment of their events to publish for all potential new members.

D. Multicultural Greek Council and National Pan-Hellenic Council Membership Intake

1. The following steps must be taken prior to the start of the membership intake process:
  - a. Complete Membership Intake Process Form and submit to the Fraternity/Sorority Life Coordinator. (see forms tab on Fraternity and Sorority Life Orgsync portal)
  - b. Confirmation of the membership intake process and membership education program from the (inter)national headquarters, graduate chapter president, and Fraternity/Sorority Life Coordinator.
  - c. No membership intake activities are permitted until step a and b are completed.

E. Panhellenic Association Recruitment

1. All member sororities must comply with the recruitment procedures and dates determined by Panhellenic and the most current edition of the PA Manual of Information. The Fraternity/Sorority Life Coordinator must approve all Panhellenic recruitment procedures and dates.

**Section 11: New Member Education Programs**

- A. All chapters must outline their new member education program and file a copy of the program with Student life.
  1. Financial obligations, time, commitment, social calendar, brotherhood/sisterhood activities, workload, assessment, and philanthropic activities should be outlined in the program description.
  2. The new member education program must be completed within 10 weeks of the new member's affiliation. All new members must be initiated at the completion of the new member education program. Additionally, new member education programs must be completed by the Friday before Finals week.
  3. All new members must attend the GVSU Greek 101 New Member Program during their first eligible semester. Excuses must be family or medical related and should be submitted through the Greek 101 Absence Form on Orgsync at least ten days in advance. Failure to do so will result in a fine of \$25.00 and attendance will be required again for the next possible semester. Failure to attend for a second semester will result in an additional fine of \$25.00.

**Section 12: Risk Management Issues**

- A. The University prohibits any student, acting alone or with others to conspire to engage in hazing or to participate in hazing. Hazing, as defined by the university, is as any action taken or situation created, whether on or off campus, for the purpose of initiation or affiliation with any organization or team which jeopardizes the physical and/or mental well-being of an individual, or is, presumably, an illegal activity. Any allegation of hazing will be investigated and referred to the Student Organization Review Board. More info can be found at [gvsu.edu/hazing](http://gvsu.edu/hazing).
- B. Theft of any kind or vandalism of property and housing will not be tolerated and will be referred to the appropriate judicial boards.
- C. Social development is a component of fraternities and sororities. In order to make social development a positive and safe experience for all members of the Fraternity and Sorority and campus community the following guidelines have been established:
  1. All social events must respect and abide by local, state, and national laws.

2. All social events must follow (inter)national and governing council policies.
  3. Each chapter must submit a copy of their respective risk management policy to the Fraternity/Sorority Life Coordinator by the end of the first week of classes in the fall semester. Failure to submit your risk management information could result in the loss of on campus room reservations.
  4. All violations of policy will be referred to the Student Organization Review Board and to the respective (inter)national headquarters.
- D. All Fraternity and Sorority organizations recognized by the University must have insurance via their respective (inter)national headquarters. This insurance must have comparable coverage to those provided by Kirklin & Company, LLC. or MJ Insurance, Inc.
- E. Proof of Insurance (copy of insurance certificate of at least \$1,000,000.00 coverage with Grand Valley State University named on it)
- F. Organizations should have a crisis management plan that can be provided to the Fraternity/Sorority Life Coordinator.
- G. The Fraternity and Sorority life team understands that groups intending on holding “Date” or “Slave” auctions usually do so with good intentions. Student organizations are challenged to think more deeply about these events, the potential unintended effects of these events, and to consider holding alternative events that could accomplish the same objectives. While auctions are permitted, considerations of sensitivity and safety need to be taken into consideration when planning these events. If a date auction does occur, your organization must include an educational component of one, or more, of the issues below:
- Racial Sensitivity -- The auctioning of persons cannot be reflective of "slave auctions" regardless of intent.
  - Gender Issues -- When one gender is paying for the services of another gender one must make sure that the intentions of the purchased service are not to endanger, humiliate, or exploit another person. This is especially true in the situation of date auctions.
  - Personal Safety -- Organizations must take measures to ensure that the safety of their members is the number one priority. Allowing a single member to go somewhere with someone who purchased a date or other services is a liability and dangerous to the member.
  - Task performance-Those students who are being auctioned off should not be required to perform any tasks outside of what could be reasonably expected. Any specific chores or service required should be known up-front before purchase of the individual. If an individual feels uncomfortable performing a required task, they should report it immediately to the Fraternity/Sorority Life Coordinator.
  - Non-Hazing- Freedom from humiliation and danger of hazing is guaranteed to every student on this campus. This policy includes individuals as well as whole organizations. Hazing is defined as any action taken or situation created, whether on or off campus, which jeopardizes the physical and/or mental well-being of any individual, or is, presumably, an illegal activity. The activities taking place as a result of an auction should comply with all local, state, and federal laws concerning the well-being of the involved parties. At no time should these

activities be used as a means to haze members. Any violations of this policy should be immediately reported to the Fraternity/Sorority Life Coordinator.

Organizations should take all of these issues into consideration prior to planning an auction involving members or other persons. There are many other options available that may offer a more inclusive and safe environment including auctioning items. Remember that the Fraternity and Sorority Life team is always available to help student organizations brainstorm alternative fundraising events.

### **Section 13: Auxiliary Organizations**

In order to protect our status as single sex organizations, Auxiliary groups (brother/sister) are not permitted at Grand Valley State University. Violations of this policy will result in a Student Organization Review Board and possible suspension of the organization.

### **Section 14: Co-sponsorship of Events**

Co-sponsorship of events among Registered Student Organizations is encouraged on campus. Support and/or participation with “underground” organizations or organizations that do not have recognition with the university could result in suspension and/or a SORB misconduct review.

### **Section 15: Chapter Expansion**

- A. (Inter)national organization representatives wishing to investigate or facilitate organizational colonization at Grand Valley State University must first make an appointment with the Fraternity/Sorority Life Coordinator to clarify and discuss University policies. Further, this meeting will be utilized to discuss colonization procedures proposed by the (inter)national representatives.
  - 1. Organizations granted the privilege of establishing chapters of their (inter)national organization at Grand Valley State University shall do so in full compliance with the University’s Affirmative Action Statement.
  - 2. Organizations must be affiliated with a national organization and must be insured.
  - 3. Organizations must comply with University policies in regards to registered student organizations and fraternity and sorority life.
  - 4. All organizations must be in compliance with the University’s non- hazing policy.
  - 5. All organizations must affiliate with a chapter council as well as Greek Life Council within one month of colonizing/chartering.
  - 6. Any Manual of Information Policies in regards to expansion will be followed for National Panhellenic organizations.
- B. If, at any time, an interested (inter)national organization wishes to colonize at Grand Valley State University they must abide by the following guidelines:
  - 1. Submit a letter of intent to the Fraternity/Sorority Life Coordinator
  - 2. Present to members of their respective council and/or Greek Life Council on their organization’s history and policies.
  - 3. Prepare a “colonization schedule” that the colony will follow during the process including (inter)national support during this time.
  - 4. Decision on approval for expansion will be administered by the appropriate council with the approval of the Fraternity/Sorority Life Coordinator.
  - 5. Begin registration process via Student Life.

- C. Student Interest Groups seeking to affiliate with a National/International Organization
1. The interest group must provide a letter of intent to the Fraternity/Sorority Life Coordinator with a membership roster of no less than 4 people. They must also begin the registration process via Student Life.
  2. The student interest group must schedule a meeting with the Fraternity/Sorority Life Coordinator to discuss proper colonization procedures as stated in this policy.
  3. Representatives of the interest group must administer a presentation on why they feel they should be allowed on campus to their respective council (IFC, MGC, PA, or NPHC).
  4. The right to colonize will then be voted on by the appropriate council. Approval will be based on a two-thirds vote of the appropriate council. The power of recognition of new Fraternities and Sororities lies within the respective councils.
  5. The interest group via their respective council can then contact interested (inter)national organizations.
  6. The interest group shall register itself as a student organization and keep a copy of its constitution and by-laws on file with Student Life. There should also be a copy of current (inter)national contacts and a copy of the current officers and a membership roster on file with Student Life.
- D. Student Interest Groups seeking to not affiliate with National/International Organization
1. The interest group must provide a letter of intent to the Fraternity/Sorority Life Coordinator with a membership roster of no less than 4 people.
  2. The student interest group must schedule a meeting with the Fraternity/Sorority Life Coordinator to discuss proper colonization procedures as stated in this policy.
  3. The interest group must then submit a formal proposal to the Fraternity/Sorority Life Coordinator. Minimally included in the formal proposal will be:
    - a. Detailed purpose and overview of the organizations goals and purpose.
    - b. Detailed new member education timeline
    - c. Crisis management procedures
    - d. Roster of all proposed members, including completed Non-Hazing Forms completed, Grade Release Forms and the Fraternity and Sorority Values Congruence form.
    - e. Constitution and bylaws of the organization, both as a corporation and as a GVSU Student Organization
    - f. The organization must have filed and been awarded 501 (c)(3) status with State Treasury. The organization is responsible for providing documents that can attest to this fact.
    - g. Contacts and names of those who will serve as the Board of Directors for the organization. The Board of Directors should be composed of a minimum of five individuals who are not undergraduate members.
    - h. Contacts for Faculty/Staff Advisors and Chapter Primary advisor.
    - i. Insurance which has comparable coverage to those provided by companies such as Kirklin & Company, LLC. or MJ Insurance, Inc. This insurance must provide coverage which the University Risk Management and Insurance Staff find adequately protects the University and it's employees.
    - j. Upon approval by the 2/3 of Student Life review team, representatives of the interest group must administer a presentation on why they feel they should be

allowed on campus to the respective council (IFC, MGC, PA, or NPHC) they are seeking admission to.

4. The right to colonize will then be voted on by the appropriate council. Approval will be based on a two-thirds vote of the appropriate council. The power of recognition of new Fraternities and Sororities lies within the respective councils.
5. Once given approval by the appropriate council, the interest group shall begin the registration process for the Student Organization Review Board. For full details, see the Student Life webpage at [www.gvsu.edu/studentlife](http://www.gvsu.edu/studentlife)

E. Colonization of an (inter)national Fraternity or Sorority

1. When and if accepted as a colony of the (inter)national organization, the colony shall function as such for not more than one year (365 days) from the date of colonization as set by the University. If installation is not desirable at that time, the colony, the National/ International organization, and the Fraternity/Sorority Life Coordinator will negotiate a suitable arrangement.
2. The colony will be bound by all University rules and regulations pertaining to registered student organizations and by the constitutions and by-laws their respective council and President's council.
3. The (inter)national organization should plan a minimum of two consultations per semester by members of the (inter)national staff or area alumni(ae) volunteers visiting the colony for periods not less than three days each.
4. The colony must appoint a faculty or staff, and alumni/ alumna advisors and maintain these positions.
5. The colony must be regularly represented at respective council meetings and President's Council meetings. The respective councils shall recognize and assume responsibility for providing on- going support to and working relationships with the colony.
6. The colony shall register itself as a student organization and keep a copy of its constitution and by-laws on file with Student Life. There should also be a copy of current (inter)national contacts and a copy of the current officers and a membership roster on file with Student Life.
7. Development and operation of effective training and development programs for the chapter advisors and officers will be planned by the (inter)national organization.
8. Establish and maintain working relationship between chapter officers and advisors and the Fraternity/Sorority Life Coordinator.
9. Meetings must be scheduled with the Fraternity/Sorority Life Coordinator and a member of the colony or installation team at least once a month.

F. Installation Procedures

1. The colony and the National/International organization must submit a letter to the Fraternity/Sorority Life Coordinator, President's Council, and the respective council requesting consent to charter the colony one month prior to colonization. The letter should include the following information:
  - a. A list of all colony members (new members), their scholastic standing, and academic classifications.
  - b. History of accomplishments of the colony.
  - c. A letter of approval and support from the (inter)national organization assuring that the colony will be chartered by the organization.

- d. A statement concerning number, length and plan for future consultations by the (inter)national staff with its chapter.
  - e. A statement of compliance with the rules and regulations governing students and student- run organizations at Grand Valley State University.
  - f. A letter from both the faculty/ staff advisor and the Alumni/ Alumna advisor stating their support for the chartering process.
  - g. Any additional letters of recommendation or support, which the colony cares to supply.
2. The colony shall consist of not less than 4 members who are eligible by Grand Valley State University standards for initiation, unless otherwise dictated by the (inter)national organization's constitutions or by- laws.
3. The colony shall have a grade point average above a 2.55 on a 4.0 scale for the semester which they begin proceeding for formal recognition as a chartered chapter of the National/ International organization.
4. The final formal invitation to charter the colony shall come directly from the Fraternity/Sorority Life Coordinator.
  - a. If for any reason the fraternity or sorority feels that they have been denied approval to colonize or charter without proper justification or cause, they may appeal to the Director of Student Life for a hearing. The Fraternity/Sorority Life Coordinator must file the appeal within seven (7) days of official notification of denial. Final decisions regarding chartering or revocation of charter for fraternities and sororities will remain in the Dean of Student's office.