



ALLEGHENY COLLEGE

Compass Supplement for Fraternity and Sorority Life

Mission Statement for Fraternity and Sorority Life In the spirit of brotherhood and sisterhood, Allegheny College Fraternity and Sorority Life upholds a commitment to scholarship, leadership, and service while maintaining pride and respect between its members, the College, and local communities.

Allegheny College Statement of Community Allegheny students and employees are committed to creating an inclusive, respectful and safe residential learning community that will actively confront and challenge racism, sexism, heterosexism, religious bigotry, and other forms of harassment and discrimination. We encourage individual growth by promoting a free exchange of ideas in a setting that values diversity, trust and equality. So that the right of all to participate in a shared learning experience is upheld, Allegheny affirms its commitment to the principles of freedom of speech and inquiry, while at the same time fostering responsibility and accountability in the exercise of these freedoms.

Administrative Policies Regarding Fraternities & Sororities

The College expects the operation and activities of all recognized fraternities and sororities to comply with all applicable federal, state and local laws, as well as all College, governing council and inter/national organization policy, regardless of being nationally affiliated.

Anti-Hazing Policy

All acts of hazing are prohibited. Students are entitled to be treated with consideration and respect and no student or Allegheny College recognized student club or organization shall engage in an act that is likely to cause physical or psychological harm to any other person within the Allegheny College community. Furthermore, any such behavior is expressly forbidden when related to the admission, initiation, pledging, joining, continued membership in, or any other group-affiliation activity. **See Harassment & Human Dignity section*

Any student, club or organization found to be involved in any hazing activity will face conduct action up to and including suspension or expulsion from Allegheny College. A violation of this policy may exist irrespective of any alleged voluntary or consensual participation in the activity by the person(s) being abused.

In addition, the Pennsylvania state law maintains that hazing is a criminal offense. The Pennsylvania hazing policy follows:

Hazing is deemed criminal misconduct and is made third degree misdemeanor, punishable by a year's imprisonment. 24 P.S. 5353 (Purdon's Leg. Service); 18 P.S. 1101. Colleges and universities are expressly authorized to suspend, expel, or fine students who engage in hazing, and to withhold grades and diplomas to compel payment of fines. 24 P.S. 5354(3) (Purdon's Leg. Service). The object of the law is to ensure that no student at a Pennsylvania college or university, public or private, is subjected to physical or mental harm as a condition of joining, affiliation, or holding membership in fraternities, sororities, or other officially recognized student organizations.

An organization and its members are engaged in hazing if it engages in any activity, for purpose of initiation or continuing membership, which recklessly or intentionally endangers the physical or mental health of a student. This means any potentially dangerous forced physical activity; any activity which could cause a student to suffer extreme mental stress, as well as any form of forced activity potentially harmful to the mental health or dignity of a student.

Hazing activities include, but are not limited to, the following: whipping, beating, branding, forced calisthenics, exposure to the elements; forced consumption of any food; liquor, drugs (legal or illegal), or other substance; sleep deprivation, forced exclusion from social contact; conduct which could result in extreme embarrassment; and/or nudity, coerced sexual activity, confinement, physical restraints, or mental harassment.

An organization and its student members are also engaged in hazing if pledge, initiation, or continuing membership activities cause the willful destruction or removal of public or private property.

Act 175 provides that no student can consent to being hazed. Any activity falling within the definition of hazing activities is considered to be a forced activity, subjecting the organization and its members to the full range of penalties.

Harassment & Human Dignity

The College is committed to maintaining a safe and non-discriminatory learning, living, and working environment for all members of the College community. Fraternities and Sororities, as members of the College community, are expected to maintain an atmosphere of safety and mutual respect in which all persons can participate without fear of discrimination, harassment or interpersonal violence.

- No Chapter shall tolerate or condone any form of sexist or sexually abusive behavior on the part of its members, whether physical, mental, or emotional. This is to include any actions, activities, or events, whether on Chapter premises or an off-site location, demeaning to another human being, including but not limited to, verbal harassment and sexual assault by individuals or members acting together.
- The employment or use of strippers, exotic dancers or similar, whether professional or amateur, at a Chapter event is prohibited.
- No Chapter shall sponsor or endorse any activity or behavior that negatively targets or intimidates an individual or group due to race, ethnicity, ancestry, national origin, religion, gender, sexual orientation, gender identity or expression, age, physical, mental, or intellectual disabilities, as well as past/present history of mental disorders. This includes, but is not limited to, event themes, graffiti or images that harass or otherwise create a hostile environment for individuals or groups due to the above characteristics. Hate speech and actions are not tolerated at Allegheny College and individuals who are victims of hate speech or actions are protected through The Student Code of Conduct and Pennsylvania laws related to discrimination, harassment or intimidation based on bigotry or bias.
- Furthermore, Chapters must actively educate and inform their members, including new/associate members, about diversity, bias related behavior, sexual violence, relationship violence, and stalking.

Eligibility

Potential new members must have earned a minimum of 12 credit hours, have a cumulative grade point average of at least 2.5 or meet the organization's specified minimum standard to join, whichever is higher, and have minimum 2.0 GPA the semester before affiliating before they can be offered an invitation to

join. Students transferring to Allegheny College will be declared eligible provided that they had cumulative grade point average of at least 2.5 and have minimum 2.0 GPA the semester before affiliating at their previous institution and are transferring at least 12 credit hours. This must be verified prior to transfer students joining. Regardless of credit hours, students who are identified as freshman by the Registrar's office may not receive a bid into an organization until their second semester of attendance at Allegheny College.

- The Office of Student Life will process Student Eligibility Verification Forms on a continuous basis and distribute an eligibility list on a regular basis, to be determined at the beginning of each semester.
- No potential new member may be offered an invitation to join or extended a bid until their eligibility has been confirmed by the Office of Student Life.
- Once a bid has been accepted, a signed individual bid acceptance form must be turned into the Student Life Suite within 24 hours after it has been signed.
- While this policy prohibits College recognized fraternities and sororities from offering invitations of membership to students without an Allegheny College GPA and transfer students with less than 12 credit hours, fraternities and sororities are permitted to have contact with such students for the purposes of generating future interest in Greek life.

New Member Education Programs

Each semester, the chapter officer responsible for administering the organization's new member education program is required to meet with a member of the Student Life staff BEFORE the new member education program begins. The officer should bring a detailed, written copy of the program to this meeting highlighting weekly activity, not necessarily disclosing ritual or meanings of ritual. Additionally, chapters should complete the Bid Acceptance Form and submit it to the Student Life office 24-hours after bid acceptance.

Depledges

In the event that a new member depledges at any point in the semester, a depledged form must be turned into the office of Student Life. In the event that a Depledge Form is not received, the individual(s) in question will remain on the chapter's grade report for that semester and may be removed from the chapter's roster the following semester.

Initiation

Each chapter is required to submit an Initiation Form to the office of Student Life within 48 hours after new members are initiated into the organization.

Risk Management Policies for Greek Lettered Organizations

Allegheny College has adopted the NIC (North American Intrafraternity Conference) drug and alcohol policies specifically for social university recognized Greek Letter Organizations. These policies are as follows:

- The chapter/organization, members and guests must comply with all federal, state, provincial and local laws. No person under the legal drinking age may possess, consume, provide or be provided alcoholic beverages.
- The chapter/organization, members and guests must follow the federal law regarding illegal drugs and controlled substances. No person may possess, use, provide, distribute, sell and/or manufacture illegal drugs or other controlled substances while on chapter/organizational premises or at any activity or event sponsored or endorsed by the chapter/organization.
- Alcoholic beverages must either be:
 - a. Provided and sold on a per-drink basis by a university approved, licensed and insured third-party vendor (e.g. restaurant, bar, caterer, etc.) When held on Allegheny College property and a third-party vendor is necessary, alcohol must be served through Parkhurst Dining Services; or
 - b. Brought by individual members and guests through a bring your own beverage (“BYOB”) system. The presence of alcohol products above 15% alcohol by volume (“ABV”) is prohibited on any chapter/organization premises or at any event, except when served by a university approved, licensed and insured third-party vendor.
- Common sources of alcohol, including bulk quantities, which are not being served by a licensed and insured third party vendor, are prohibited (i.e., amounts of alcohol greater than what a reasonable person should consume over the duration of an event).
- Alcoholic beverages must not be purchased with chapter/organizational funds or funds pooled by members or guests (e.g., admission fees, cover fees, collecting funds through digital apps, etc.).
- A chapter/organization must not co-host or co-sponsor, or in any way participate in, an activity or event with another group or entity that purchases or provides alcohol.
- A chapter/organization must not co-host or co-sponsor an event with a bar, event promoter or alcohol distributor; however, a chapter/organization may rent a bar, restaurant, or other licensed and insured third-party vendor to host a chapter/organization event.
- Attendance by non-members at any event where alcohol is present must be by invitation only, and the chapter/organization must utilize a guest list system. Attendance at events with alcohol is limited to a 3:1 maximum guest-to-member ratio and must not exceed local fire or building code capacity of the chapter/organizational premises or host venue.
- Any event or activity related to the new member joining process (e.g., recruitment, intake, rush, etc.) must be substance free. No alcohol or drugs may be present if the event or activity is related to new member activities, meetings, or initiation into an organization, including but not limited to “bid night,” “big/little” events or activities, “family” events or activities and any ritual or ceremony.
- The chapter/organization, members or guests must not permit, encourage, coerce, glorify or participate in any activities involving the rapid consumption of alcohol, such as drinking games.

Insurance Policy for Fraternity & Sorority Life

Each chapter member, by his or her actions and attitude, is responsible for members and guests. Therefore, it is required for fraternities and sororities at Allegheny College that each chapter must have liability insurance coverage with adequate limits for personal injury in place prior to hosting any chapter events.

All Greek organizations must maintain commercial general liability insurance per the requirements below in order to remain in good standing with the college. Such insurance affords protection to the chapter, its members and to Allegheny College.

- Greek organization shall, at its own expense, maintain Commercial General Liability insurance with minimum limits of \$1,000,000 per occurrence/\$2,000,000 aggregate written on an occurrence basis.
- The General Liability insurance must include Host Liquor Liability.
- The General Liability insurance policy must name as additionally insured, Allegheny College, with the certificate stating that the insurance coverage is primary over other collectible insurance for the vicarious liability of Allegheny College.
- These coverages and limits are to be considered minimum requirements and in no way limit the liability of the Greek organization.
- This insurance shall be written by a company licensed to do business in Pennsylvania with a minimum A.M. Best rating of A-VII.
- Each policy shall provide for notification to Allegheny College thirty (30) days prior to termination, material change or restrictive amendments.
- The insurance companies issuing the policies shall have no recourse against Allegheny College for payment of any premiums or for any assessments under any form or policy. Allegheny College reserves the right to request copies of insurance policies.
- The insurance policies referred to above shall be primary insurance ahead of any insurance carried by Allegheny College.
- Greek organization shall provide a certificate of insurance to Allegheny College evidencing this coverage annually.

All certificates of insurance must have a thirty (30) days' notice of any change or cancellation of the policy terms. Any such notice should be sent to the Financial Services office at the address indicated below.

In addition, if a particular insurance policy is due for renewal during the academic year, an updated Certificate of Insurance should be provided no later than **fourteen (14) days** prior to the expiration date of the existing policy.

Certificates of Insurance and any questions are best directed to:

Allegheny College
 Financial Services, Bentley Hall
 520 N Main Street
 Meadville, PA
 finsrv@allegheny.edu

The above-specified limits are required **minimums** only. All fraternity and sorority chapter members and their alumni(ae) are encouraged to review their policies on a regular basis in order to determine whether additional coverage is advisable. The insurance requirements are strictly enforced. **Failure to comply may result in immediate revocation of the chapter's recognition by the College.**

Failure to adhere to any of the College's Greek Life policies will result in individual and or chapter referral to the Dean of Students and our conduct office. Sanctions may include suspension of chapter or removal of recognition depending on the type of offense.

Houses and Suites

A. Fraternity houses/independent living spaces owned by Allegheny College (Delta Tau Delta, Phi Gamma Delta, Phi Delta Theta, Phi Kappa Psi)

In order for a chapter that occupies a house or independent living space owned by Allegheny College to be eligible to house chapter members, hold social functions, and remain in good standing with the College, it must adhere to the policies outlined by their housing contract. Each chapter should be knowledgeable of their specific policies and requirements listed in their housing contract.

B. Fraternity houses NOT owned by Allegheny College (Theta Chi)

In order for a fraternity chapter that occupies a house not owned by Allegheny College to be eligible to house Allegheny students, hold social functions at the chapter house, and remain in good standing with the College, it must adhere to the following guidelines:

1. Have annual code inspections conducted in accordance with the State Fire Marshal's Uniform Fire Safety Standards. A member of Student Leadership & Involvement shall be present at the time of the inspection. At the conclusion of the inspection, the chapter is responsible for the following: Filing a copy of the written report with Student Leadership & Involvement Assigning a reasonable "correct by" time for any violations Having any violations re-inspected before the "correct by" time has expired Re-filing a report with Student Leadership & Involvement after all violations have been corrected

2. Have emergency numbers posted by common telephones

3. Have evacuation routes posted on the back of every door

4. Housing rosters MUST be submitted to Student Leadership & Involvement before February 1 (for upcoming fall semester) and November 1 (for upcoming spring semester).

5. Arrangements for summer lawn care must be made prior to the last day of finals in the spring semester and communicated to Student Leadership & Involvement

C. Residency Requirements for Fraternity Houses

1. Students may fulfill their on-campus residency requirement by living in a fraternity house if they are initiated brothers.

2. Fraternities must have ALL executive officers reside in the chapter house and must make every effort to fill their house with active brothers.

3. Fraternities may consider housing up to five uninitiated men provided all other measures have been exhausted. Permission must be granted by the Student Leadership & Involvement and Residence Life offices and the uninitiated men must meet residency and scholarship requirements.

4. Housing rosters MUST be submitted to Student Leadership & Involvement before February 1 (for upcoming fall semester) and November 1 (for upcoming spring semester).

D. Sorority Suites in Brooks Hall

1. Each sorority has a suite on the fourth floor of Brooks Hall for use by members and for chapter activities.

2. Each chapter is responsible for signing an annual use agreement and paying a rental fee to the College for use of the space.
3. In the interest of mutual respect and community for the residents of the fourth floor of Brooks, all chapters are responsible for upholding any applicable Residence Life policies, quiet hours and prohibited use of open flames (candles).
4. Work orders for issues with suites must be reported to Student Leadership & Involvement to file with Physical Plant.

Expansion Policy

The purpose of this policy is to provide order and understanding in the process of expanding a new Greek lettered social organization to the campus of Allegheny College. Allegheny is open to the expansion of New Greek lettered organizations that contribute to the social and educational enrichment of students and the overall Allegheny College experience. Allegheny College will only grant charter to Greek lettered organizations who are affiliated with their National organization. Greek letter organizations must NOT participate in the practice of hazing of potential new members, initiates, or current members of the fraternity/sorority. During colonization potential new organizations are expected to abide by the values of the institutions mission and objectives. By following these guidelines, any group wishing to colonize on our campus will be provided with the opportunity for successful colonization through a process that is a meaningful and rewarding experience for our existing and constantly growing Greek community.

Criteria for Expansion:

For the addition of social Greek letter organizations, the expansion process can begin by any one of the following methods:

1. An interested group of four or more students submits a letter requesting to establish a new or previously recognized national chapter on our campus to the Office of Student Life.
2. Through reviewing a formal petition for recognition by an organization coming off a disciplinary loss of College and/or National recognition.
3. Formal expansion is deemed appropriate by the governing council (NIC, NPHC, NPC, etc.) and national Greek organizations will be invited by the College to participate in this process.

Process for Expansion:

For a New National Chapter:

Upon receiving a written request to establish a new international/national chapter, the Office of Student Life will initiate the following:

1. National Organization or Student Interest Groups must submit a formal letter of interest to join the campus' Greek Life community.
2. Once reviewed and approved by the Greek Council and Vice President of Student Life and Dean of Students, the organization will be scheduled to do a presentation for council members and Student Life staff with information about their organization and plan of action should they become approved for colonization. In the absence of a Greek Council, approval shall be granted by the Vice President of Student Life and Dean of Students
3. Upon approval, the interest group (comprised of national recruitment specialist or enrolled student group) requesting a chapter will provide the Office of Student Life with the information on the "Application for Recognition as a Greek Organization" for review. The Office of Student Life will review the required application information and make a recommendation regarding the request for expansion.
4. It is the responsibility of the interest group and/or person(s) applying for expansion to adhere to all Allegheny College policies and procedures. After reviewing the recommendation and consulting with the Office of Student Life, the VP of Student Life will make a final determination on the expansion request.
5. If approved, interest groups are given one academic year to initiate members of interest group into the organization and maintain stable membership size of 10 or more individuals. New groups will remain at new emerging chapter status until they have reached the minimum of 10 members.

Application for Recognition as a Greek Organization

Following the acknowledgement of receiving the letter of intent and the approval to move forward from the Greek Council and Dean of Students, Interest groups will be notified to complete an expansion packet for The Office of Student Life to review, the following information must be submitted in packet form:

Information from the Interest Group Members:

- A) A list of the group's potential members and their class status and cumulative grade point averages.
- B) Two potential campus/faculty advisors and letters from those faculty members verifying their willingness to serve in this capacity.
- C) Statement of purpose for establishing this organization.
- D) Organization Structure

- 1) Executive officers
 - a) Goals and responsibilities for each officer
 - b) Leadership training program for each officer
- 2) Standards/Judicial Board structure
- E) Standards for membership
 - 1) New member education program
- F) Plan for dues and fees and the operation of other chapter finances
 - 1) Dues from national organization
 - 2) Plans for liability insurance
- G) Statement concerning how this organization will contribute to the existing Greek community as well as campus community at Allegheny College.
- H) Potential activities, programs, projects and/or the like, for the upcoming school year.

Information from the National Office:

- A) Reasons for establishing/re-establishing a chapter at Allegheny College.
- B) Procedures for establishing a new chapter
- C) Expectations the National Office has of the college
 - 1) Colonization period
 - 2) Number of members needed to initiate colonization process
 - 3) Evaluation procedures to assess needs or other areas of support throughout the colonization period.
- D) Financial support provided by the National Office
 - 1) Dues and fees collected by National Office (Chapter and individual fees)
- E) Policy concerning Hazing
 - 1) Membership Requirements
- F) Pledge education requirements
- G) Commitment from National Office for continuous support to the new chapter
- H) Frequency of campus visits from National Office
- I) List of alumni associations, local alumni, and area collegiate chapters
 - **This is to be condensed and presented in the form of PowerPoint/ Prezi which must be sent to the Office of Student Life prior to scheduled presentation. Detailed packet must be printed and handed into the office in packet form.**

New Emerging Chapter Requirements

- A) Within one month of the commencement of colonization, an anticipated timeline for colonization at Allegheny College must be provided to the Office of Student Life.
- B) Colonies are afforded the privileges given to all recognized Greek Organizations in good standing. The Office of Student Life will discuss expectations concerning recruitment and membership intake activities, prior to chartering, with representatives of the new emerging chapter.
- C) During the colonization period, the new emerging chapter will develop programming in the following areas, with records of these provided as requested by the Office of Student Life.

- 1) Fraternity/Sorority Education
 - 2) Recruitment/Membership Intake
 - 3) Scholarship
 - 4) Officer Training and Transition
 - 5) Financial Responsibilities
 - 6) Alumni Relations
 - 7) Social Programming (to include substance abuse and risk management education)
 - 8) Community Service
 - 9) New Member Education and Hazing
- The new emerging chapter must have an inter/national representative visit at least once each semester for the duration of the new emerging chapter. This representative should meet with a staff member from the Office of Student Life at least once a semester.
 - The group must remain as a new emerging chapter for at least one fall or spring academic semester.
 - Failure to meet any of the aforementioned requirements within one year of colonization will result in a review by the Office of Student Life. Can result in suspension of the chapter/new emerging chapter or the revoking of one's charter.

Requirements for Good Standing

In order for a chapter to be in good standing, the following requirements must be met:

Annual Report: Each chapter must submit its Annual Report for review as directed by The Office of Student Life.

Finances: Each chapter is required to pay all Office of Student Life, Council, and other university bills on time and in full.

Forms: Each chapter must submit all required forms as directed by the Office of Student Life, on their due dates.

Academics: Each chapter is required to achieve at least a 2.5 GPA each semester. Each New Member class is required to achieve at least a 2.0 GPA. If the national standard is higher, then chapters must meet their academic expectations to remain in good standing.

Fraternity and Sorority Life members are expected to adhere to all guidelines set forth within the Allegheny College Academic Honor Program and Honor Code, upholding the values of honor, integrity, and responsibility.

Insurance: Each chapter shall be required to carry insurance coverage as is deemed necessary by the office of Student Life. Updated insurance certificates must be submitted as requested.

Membership Total: All registered fraternities and sororities must have at least eight (8) fully enrolled undergraduate members (initiates/new members) on the roster at all times.

Membership Updates: Each chapter president must update their membership roster as directed by Office of Student Life using the approved platform. Membership updates take place at least twice per semester.

Programs (Office of Student Life and/or Council Sponsored): Each chapter is required to participate in all workshops, seminars and programs sponsored by the Office of Student Life and the Governing Councils.

Recruitment Guidelines: No social Greek lettered organization can extend bids until potential new members have been approved by the office of student life which will be on an updated eligibility form sent out to the chapters at the end of each week during the recruitment period.

Bids can only be extended after the first week of classes. Organizations should calculate how long their new member programs take to determine when they will conclude with the bid extension process.

New member intake processes must be concluded and new members must be initiated into the organization two weeks prior to the university scheduled final exam week.

Should organizations go beyond this timeframe, they will be referred to the Dean of Students for being out of compliance with the Greek Life policies.

College/Office of Student Life Rules & Policies: Each chapter and its members must comply with all College and Office of Student Life rules, regulations and policies as they apply to registered fraternities and sororities.

Affiliation: College recognized Greek organizations, will not affiliate with unrecognized groups wearing Greek letters. Affiliation includes but is not limited to: mixers, co-sponsored events, or any events where the recognized organization is supporting the unrecognized group. Recognized chapters out of compliance with this rule will be referred to the office of the Dean of Students.

Organizational Conduct Policy from The Compass (Article V)

A. Upon recognition by the College, student organizations become responsible for acting in accordance with College policies and all other applicable College regulations. The College may take action when the behavior of the members of a student organization violates College policy. Both individual and organizational disciplinary action may be pursued for the same conduct.

B. Student organizations may be held responsible for the acts of individual members when some of its members act together or when the members are acting on behalf of the organization. These acts include, but are not limited to, the following categories:

1. When a member is in violation of College policy and other members present, by failing to discourage such activity, tacitly condone the violation.

2. When the violation is directly related to the organization's activities or an environment created by the organization.

C. Alleged violations will be adjudicated as outlined in Article VI of this process.

D. The following sanctions may be imposed upon student organizations found to have violated College policy:

1. The sanctions of Warning and Probation plus other Educational Sanctions as outlined in Article VI of this process;

2. Deactivation which entails loss of privileges, including College recognition and funding, for a specified period of time.

E. Fraternities and Sororities must follow all provisions of “The Compass Supplement for Fraternity and Sorority Life” (this document). Any violation of these policies may be enforced under College Policy #21, prohibiting the violation of other published College policies. Please note that violations of College policies, including the policies listed in this document may result in sanctions from the College, Interfraternity or Panhellenic Council, inter/national headquarters and/or the chapter itself.