

## **SUNY Cobleskill Ag & Tech Fraternal Standards and Policies**

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## SUNY Cobleskill Greek Life Mission

*The Greek Life Community of the State University of New York at Cobleskill is a citizenry that supports and fosters the institution's mission. Each sorority and fraternity abides by the College's principles and helps to develop each chapter and member intellectually, socially and ethically. The Greek population upholds the following values:*

- 1) Support diversity, equity and inclusion*
- 2) Be self-governing*
- 3) Uphold the traditions of SUNY Cobleskill*
- 4) Strive towards academic excellence, integrity and scholarship that has a direct impact on retention*

## SUNY Cobleskill Ag & Tech Greek Life Relationship with the Campus and Community

The SUNY Cobleskill AG & Tech Greek Life community understands that they and their chapters exist because of the College. SCGL benefits from a positive and healthy relationship with SUNY Cobleskill Ag & Tech, its faculty, staff, alumni, current students, Cobleskill Auxiliary Services, administration, departments, programs, schools, College Council, College Foundation, Alumni Association, Student Government Association and Village.

The SUNY Cobleskill Ag & Tech Greek Life Community shall be chartered by the College. First, the All-Greek Council must endorse each Fraternity and Sorority; second, the SUNY Cobleskill Ag & Tech Greek Life Development Committee; and finally, the College, under the authority of the College President, formally grants the charters to fraternities and sororities. Endorsement, recognition, or the awarding of a charter are not automatic and may be rescinded if a fraternity or sorority does not meet expectations within a prescribed time period.

## **Expectations and Privileges**

### **Responsibilities of Greek Organizations**

All recognized Greek organizations are part of the College community and, as such have the following responsibilities:

- To uphold their values and exemplify the principles of friendship, scholarship, leadership and community service;
- Complete recognition paperwork in a timely manner
- Maintain a minimum of a 2.15 GPA throughout each semester of involvement with Greek Life
- Maintain a 2.75 GPA to hold an officer position within your organization
- Sign and abide by the Memorandum of Understanding regarding conduct and anti-hazing within Greek organizations
- Each semester, submit an academic plan for your organization
- Each semester, submit an accurate roster of active and inactive students
- Each semester, submit an accurate alumni roster with contact information
- To maintain a recruitment and new member educational/intake program in accordance with Greek Life guidelines, College regulations and New York State Law
- To observe college, village, county, state, and federal laws and regulations and to cooperate with public officers in the maintenance of public order
- To maintain property in conformance with all zoning regulations, village, county and state codes as well as community standards
- To observe a good neighbor policy while living on and off campus
- To uphold the Greek life and college mission statements
- To uphold diversity, equity and inclusion principles and practices

### **Membership Expectations**

Accepting membership into a fraternity or a sorority indicates an agreement to abide by the mission and the policies set forth by the College, the chapter, and the All-Greek Council. Failure to agree to uphold these policies may result in forfeiture of membership. Individual violations will be addressed through the appropriate inter/regional/national organization and/or governance council.

In order to be an active member of a fraternity or sorority an individual must:

- Be full-time, matriculated student at SUNY Cobleskill
  - At least eighteen years of age
  - Maintain a 2.15 cumulative GPA throughout each semester of involvement with Greek Life.
- Should a student fall below a 2.15 GPA and or less than 12 credit hours they will be

considered on academic probation and thereby ineligible to be an active member of the Greek organization.

Students failing to meet the requirements will only be allowed to participate in community service events as well as study hours until such time that their GPA or full-time status is fulfilled. Additional restrictions may be mandated by each chapter.

## Recognition

### Types of Recognition

- 1) **Fully Recognized Organization** – Greek Fraternities and Sororities with all rights and privileges including but not limited to; reserving space, promoting events, advertising, recruiting, tabling, fundraising and co-sponsoring events. Students with full recognition will have two voting representatives on the SUNY Cobleskill Ag & Tech All-Greek Council.
- 2) **Provisional Recognition** – will be granted for the establishment of a new chapter or re-establishing of a previously chartered chapter. Provisional status will be issued for one full year. During this period of provisional recognition organization are subject to all guidelines and provisions as set forth in the All-Greek Council Constitution but without full rights and privileges.
- 3) **Probation** – this recognition signifies a temporary period of restrictions placed on individual groups due to academic, social, or judicial infractions. The probation will be issued by the All-Greek Council for a specific period of time. During probation period students will not have representation or voting rights on the All-Greek Council. Additionally, students will not participate in any Greek Life activities except for community service and study hours.
- 4) **Inactive** – Greek Organizations with fewer than 5 members will become inactive until a period of time in which they recruit more members. At the time of inactivity students may still reserve space, participate in Greek Life functions and continue to meet with advisor. Students will be made inactive for only one full year, after such time they will need to reapply to become active and fully recognized.
- 5) **Suspension of Recognition** – A prescribed time period issued during which all activities/privileges are revoked or suspended due to sanctions by administration or All-Greek Council. If recognition is restored, the chapter will be granted probation for one year before reinstatement of full recognition to the organization.
- 6) **Withdraw of Recognition or Unrecognized** – revokes the charter of the chapter. Removes all privileges and ceases all operations of the chapter for a minimum of two years. Upon withdrawal, the chapter is ineligible to apply for Provisional Recognition. If the organization is regional or local, they will not be permitted to return to SUNY Cobleskill.

## **Accountability of Organization Standards: Student Conduct**

SUNY Cobleskill Ag & Tech has two systems in place for resolving accusations of inappropriate behavior against fraternities, sororities and their members: The SUNY Cobleskill Ag & Tech Student Conduct Board addresses any charge issued to individual Greek organizational members. Additionally, the All-Greek Council addresses issues and charges related to fraternal organizations and its members. Students and organizations can be charged with violations from both the College Conduct Board and the All-Greek Council. The following process is for students and organizations that have violated the SUNY Cobleskill Ag & Tech Student Conduct Code.

- 1) Allegations of conduct code infractions will be reported to University Police
- 2) Accusations for violations of the College Conduct Code or Policies go through the conduct process in place.
- 3) Once the proper judicial process has taken place the All-Greek Council is informed of the outcome by the Office of Student Conduct. Recommendations for further action will be made by the Coordinator of Greek Life.
- 4) The Director of Greek Life will request an All-Greek Council hearing for fraternal review with the students, organizations or leadership of the accused organizations.
- 5) If an All-Greek Conduct hearing is convened the makeup will be as follows: the voting members of the All-Greek Council, the Student Conduct Officer for the College, Director of Greek Life, one fraternal organization advisor and one representative SGA member.
- 6) Organizations, members or students found to have violated codes or policies will be issued a fraternal citation against their chapter. Actions can include the following:
  - a) Individual loss of letters and inactivity for a period time determined by the All-Greek Council Fraternal Review Committee
  - b) Organization's chapter put on probation with mandatory continuing education for a period of time determined by the review committee
  - c) Student members put on probation for a time determined by the review committee
  - d) Community service hours determined by the review committee
  - e) Loss of activities for a select period of time
  - f) Loss of recognition
- 7) In the event that the All-Greek Council Fraternal Review Committee cannot come to a majority consensus regarding any part of the process, the Director of Greek Life along with the Student Conduct Officer will make final determinations in the matter

## **Privileges of Membership and Recognition**

Recognition of a Greek organization is not a right, but a privilege reserved for organizations that have met, upheld and continue to meet requirements set forth by the Office of Greek Life. Students in each recognized organization will continue to meet and exceed standards while being active on campus. All organizations or chapter that are considered “recognized” will also be given accreditation by the SUNY Cobleskill Ag & Tech All-Greek Council. Failure to abide by policies set forth by the College, administration or SUNY Cobleskill All-Greek Council may result in revocation of recognition.

### **Privileges for Fully Recognized and Accredited Organizations**

- Access to all programs and services provided by Greek Life and the SUNY Cobleskill Ag & Tech All-Greek Council
- Use of the SUNY Cobleskill Ag & Tech name to identify association with the institution
- Access to campus facilities for recruitment, programming, fundraising, and publicity per standard policies
- Ability to reserve space for events or organization purposes
- Ability to utilize technologies for organizational purposes
- Eligibility to receive money or funding from Greek Life
- Opportunity to apply for special events and travel funding through campus programming or travel grants
- Access to alumni and alumni list
- Ability to hang posters, banners or flags with Greek Letters
- Ability to access residence hall lounges for programming
- Ability to fundraise on campus
- Ability to participate in fundraising events under Greek Organization name

### **Memorandum of Understanding; Conduct and Anti-Hazing Pledge**

All students affiliated with recognized fraternities and sororities along with organizations seeking recognition by SUNY Cobleskill Ag & Tech will sign a memorandum of understanding in regard to conduct and anti-hazing pledge. Each semester the Office of Greek Life will make the pledge available to all members to sign. By signing this document, students understand that they can receive additional conduct charges in regard to violating the memorandum. Continuing students along with new members will sign this document, and it will be valid for the duration of their membership with the organization. Students will also be provided additional training each semester on topics addressed in the MOU. Continuing education for new and returning members is the hallmark of any good fraternal life community. Additionally, all members will be expected to attend Title IX training each year as is required in Greek Life guidelines.

## Policies

### Recruitment of New Members

The Office of Greek Life at SUNY Cobleskill Ag & Tech encourages organizations to accept new members through an open and continuous process throughout the academic year. Some organizations will decide that this process does not serve them well and will utilize a new member intake period. Each fully recognized and/or provisionally recognized organization will have informational meetings and get-to-know sessions (RUSH Week). Organizations will work together and independently to develop a proper list of activities to promote to the campus community. All organizations seeking full recognition or provisional recognition will have a list of events posted with time, date, name, and contact information. All activities will be approved by the Coordinator of Greek Life.

After students identify possible new members for intake, a list will be provided to the Greek Life Office no later than three days after the close of RUSH. It is the duty of the Office of Greek Life to validate students' eligibility to begin the process of intake. No student may begin the process without the consent of the Office of Greek Life. In order to begin the intake or new member process for any organization, the following will be required of all new and potential members.

- GPA requirement of 2.15
- At least 18 years of age
- minimum of 12 credit hours completed at SUNY Cobleskill
- Students will need to have completed all outstanding conduct charges, sanctions and probation
- Students with a history of Student Conduct violations will not be permitted to begin intake unless approved by Greek Life Office
- Be a full-time, matriculated student at SUNY Cobleskill
- Uphold the Greek Life and College mission statements
- Abide by all local, state and federal laws
- Sign and observe the College's Memorandum of Understanding with Greek Organizations

SUNY Cobleskill Ag & Tech has a zero-tolerance policy for ineligible membership. Students who pledge, join or accept membership or affiliation in any way with a fraternity or sorority while failing to meet the minimum membership requirements are thereby in violation of SUNY Cobleskill regulations and are subject to Student Conduct Code referral which may result in disciplinary action. Those organizations which condone ineligible persons engaging in intake, "pledging", joining are likewise subject to Student Conduct referral and All-Greek Council action.



## Minimum Membership

All Greek organizations must maintain a minimum of five members. The expectation is that at the beginning of each semester students will begin with three active members. All organizations will be required to have a succession plan as follows.

### Semester 1

- Organization will receive a warning that their membership has fallen below the minimum requirements

### Semester 2

- Organization will submit a recruitment/intake plan outlining marketing and communication plan geared toward programming to recruit new members. This plan must be submitted no later than the end of week three of classes.
- Meet with the Office of Greek Life to review plan.
- Implement plan of action after approval by Greek Life.
- Review organization's plan every month with the Director of Greek Life

### Semester 3

- Continue to review plan with organization. Reassess if necessary with members determining next steps.
- Determine if organization meets minimum criteria for recognition.
- If organization does not meet minimum requirements the College will withdraw recognition from the College by the Director of Greek Life.

## Loss of Recognition and Unrecognized Groups

Students who pledge, join, accept membership or affiliate with organizations that have lost recognition are subject to Student Conduct Code violation referral. Students perpetuating these organizations without using the proper resources are subject to Student Conduct Code violation referral.

## New Member Education and Intake

The following requirements outline the minimum expectations regarding new members for each fraternity and sorority:

- SUNY Cobleskill Ag & Tech has zero tolerance for hazing. All members of a Greek organization are expected to read and comply with the SUNY Cobleskill Ag & Tech Student Conduct Code and Memorandum of Understanding for Greek Organizations.



- All new members from all organizations will sign the Memorandum of Understanding in regard to conduct and hazing.
- All recognized organizations will develop and produce new member educational packets with the following information:
  1. organization history
  2. membership
  3. constitution and by-laws
  4. member expectations
  5. mission and purpose
  6. traditional activities
  7. philanthropic affiliations and causes
  8. membership entitlements
  9. chapter advisor's information
  10. continuing education
  11. risk management
  12. Other information as needed
- All new member activities will end prior to 1am on class nights (Sunday-Thursday) and cannot start before 7am on class days (Monday-Friday). Exceptions may be granted but only by the Director of Greek Life and would need to be submitted in writing.
- All new members have the right to a full 8 hours of uninterrupted sleep in their own place of residence.
- All new, potential or prospects lists will be delivered to the Director of Greek Life before the new education process begins.
- It is the sole responsibility of the Intake Master, Mother, Father or Mistress to report all new, potential or prospects to the Office of Greek Life before the new member process begins. Additionally, updates to the prospect list will need to happen as potential members decide to withdraw from the process.
- All persons de-pledging or withdrawing from the process are subject to an interview with Greek Life Office.
- All Fraternal Organizations will send a letter to all parents and guardians of prospects when intake or initiation begins. This letter will be an introduction to the organization along with information on supporting their student.
- All new members are required to attend Title IX training and additional training as needed. These training will be determined by the Director of Greek Life.

### **Risk Management Policy**

The Risk Management Policy of SUNY Cobleskill Ag & Tech 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 an inter/national risk management policy, the chapter must abide by the stricter policy.

## **Crisis Management Statement**

In the event of serious injury, death, natural disaster, fire or any other related crisis or threat involving Greek students at the College will and can be respond with a suspension of Greek activities until the incident or incidents are fully investigated. The suspension can be for individual groups or all Greek organizations made by the President of the College or designee.

### **Definition of Crisis**

- 1) Accident resulting in severe injury or death
- 2) Greek student or affiliate attempt or committing suicide
- 3) A fire or explosion involving Greek or affiliated students
- 4) Deliberate malicious mischief, sabotage, riot or destruction of property
- 5) Accusation of members violating local, state, Federal or University laws, rules or regulations.
- 6) Damage or death due to natural or manmade disasters.
- 7) Any threat or perceived threat to the institution, current students, community or interest.

### **Reporting of Incident or Crisis**

Greek students and their affiliates have a responsibility to promptly report any and all incidents to University Police or a college official. Reporting can happen at any hour of the day by calling University Police or 911. Prompt reporting can often prevent minor incidents from developing into major problems.

When reporting an incident or crisis, gather the facts.

- What happened?
- Who was involved?
- When and where did it happen?
- Why did it occur?
- List of damage or injuries

Remember that all incidents should be reported. Students or organizations who do not report an incident or crisis can be charged with conduct code violations. Student, advisors and alumni of Greek organizations and their affiliate can report incidents to University Police or college officials.

### ***Alcohol and Drugs***

- 1) The possession, sale, use or consumption of ALCOHOLIC BEVERAGES while on College premises or during a fraternity/sorority event, in any situation sponsored or endorsed by the chapter, or in any event an observer would associate with a fraternity/sorority, must be in compliance with any and all applicable laws of the state, province, county, city, and institution of higher education,

- 2) No alcoholic beverages may be purchased through chapter funds, nor may the purchase of the 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 of common sources of such alcoholic beverage, e.g. 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 forbidden.
- 4) No members, collectively or individually, shall purchase for, or sell alcoholic beverages to any minor (i.e. those under legal “drinking age”).
- 5) The possession, sale or use of any ILLEGAL DRUGS or controlled substances while on chapter premises (whether owned or rented) or during a fraternity/sorority event or at any events 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 (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 or co-finance a function where alcohol is purchased by any of the host chapters, groups, or organizations.
- 8) All recruitment/rush activities associated with any chapter must be DRY functions. No recruitment or rush activities associated with any chapter may be held at or in bars or tavern.
- 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 or any 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/new member/novice/intake program, activity or ritual of the chapter. This includes but is not limited to activities associated with “bid night”, “big brother/big sister night”, initiation or probate.

### ***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. Permission or approval by the person being hazed is not a defense. As mandated by the *SUNY Cobleskill Ag & Tech’s Student Conduct Code Section*:

#### **SUNY Cobleskill Hazing Policy & Procedure**

#### **Anti-Hazing Policy Statement**

Hazing is abusive, degrading, psychologically damaging, and may be life-threatening. It is unacceptable in all forms and has no place in the SUNY Cobleskill community. Student groups, organizations, and athletic teams are important contributors to a vibrant and positive campus life and are expected to act in accordance with the Student Code of Conduct and to treat others with respect. Hazing by individuals and student organizations is prohibited in any form both on campus and off campus.

## Definitions

### 1. Hazing

Any intentional, knowing, or reckless act committed by a person (whether individually or in concert with other persons) against another person or persons regardless of the willingness of such other person or persons to participate, that:

- Is committed in the course of an initiation into, an affiliation with, or the maintenance of membership in, a student organization; and
- Causes or creates a risk, above the reasonable risk encountered in the course of participation in the institution of higher education or the organization (such as the physical preparation necessary for participation in an athletic team), of physical or psychological injury. The following are non-exhaustive examples of conduct that causes or creates such a risk:
  - Whipping, beating, striking, electronic shocking, placing of a harmful substance on someone's body, or similar activity;
  - Causing, coercing, or otherwise inducing sleep deprivation, exposure to the elements, confinement in a small space, extreme calisthenics, or other similar activity;
  - Causing, coercing, or otherwise inducing another person to consume food, liquid, alcohol, drugs, or other substances;
  - Causing, coercing, or otherwise inducing another person to perform sexual acts;
  - Any activity that places another person in reasonable fear of bodily harm through the use of threatening words or conduct;
  - Any activity against another person that includes a criminal violation of applicable local, [insert applicable state name] State, Tribal, or Federal law; and
  - Any activity that induces, causes, or requires another person to perform a duty or task that involves a criminal violation of local, State, Tribal, or Federal law.

This definition is compliant with New York State law. Under New York State Penal Law, a person may be charged with hazing if, during another person's initiation into

or affiliation with any organization, they intentionally or recklessly engage in conduct that creates a substantial risk of and/or causes physical injury to another person. A criminal charge of hazing may result in a violation or misdemeanor.

## **2. Student Organization**

An organization at an institution of higher education (such as a club, society, association, varsity or junior varsity athletic team, club sports team, fraternity, sorority, group or student government) in which two or more of the members are students enrolled at the institution of higher education, whether or not the organization/ group is established or recognized by the institution.

### **Reporting Incidents of Hazing**

SUNY Cobleskill encourages the reporting of incidents of hazing and takes every such report seriously. It will investigate all reports diligently and thoroughly in accordance with the Student Code of Conduct, NYS Penal Law and/or other applicable policies and procedures. Individuals found responsible for committing, soliciting, encouraging, directing, aiding, or recklessly permitting hazing to occur will be subject to disciplinary sanction that could include suspension or expulsion.

Any person may report hazing in person, by mail, by telephone or by electronic mail, using the contact information listed for the University Police, the office of Student Conduct, or by utilizing the online reporting forms

Office of Student Conduct 518-255-5229

University Police 518-255-5317

[https://cm.maxient.com/reportingform.php?SUNYCobleskill&layout\\_id=0](https://cm.maxient.com/reportingform.php?SUNYCobleskill&layout_id=0)

### **Private and Confidential Reporting**

SUNY Cobleskill will respect the privacy of reporters but cannot guarantee confidentiality for hazing reports. The information you provide to a non-confidential resource will be relayed only as necessary to investigate and/or seek a resolution and/or to comply with other appropriate SUNY Cobleskill policies and procedures, and any federal, state and/or local laws, rules and regulations. SUNY Cobleskill will limit the disclosure as much as possible, even if the institution determines that the request for confidentiality cannot be honored.

Offices and officials who are confidential resources will not report to law enforcement or university officials without a complainant/reporting party's permission, except for extreme circumstances, such as a health and/or safety emergency. SUNY Cobleskill offices that are considered confidential are as follows:

Health and Wellness Center- Medical and Counseling 518-255-5225

## **Amnesty Related to Hazing Reports**

SUNY Cobleskill recognizes that students are sometimes reluctant to report hazing activity, due to a fear of potential consequences for their own conduct. For this reason, the University has adopted an amnesty policy which states that a student who acts in good faith to report activity that may fall within the definition of hazing and/or a victim who cooperates fully as a witness in the investigation and disciplinary process may not be subject to student conduct sanctions related to their own participation in hazing behavior as determined by the University in its sole discretion.

In the event amnesty is granted for self-reported behaviors, if evidence is presented that the student has continued to engage in hazing behaviors or has knowledge of hazing activity that was not reported, they may be held accountable for past behavior. Students who choose to report and request amnesty for their own conduct should know that amnesty does not apply to any criminal or civil action that may be taken by any law enforcement agencies, including University Police.

## **Investigation Process**

After a report is received, SUNY Cobleskill will review the submission and determine the next appropriate actions. If a report is criminal in nature, University Police and/or local law enforcement will be contacted. The Office of Student Conduct will also conduct its own investigation to prevent a recurrence of the alleged hazing and to determine if there are potential violations of the Student Code of Conduct and/or any other applicable processes depending upon the nature of the complaint.

## **Retaliation**

No person may intimidate, threaten, coerce or discriminate against any individual because the individual made a report or complaint, testified, assisted, or participated or refused to participate in any manner in an investigation, proceeding, or hearing under this Hazing Policy and Procedure. Complaints alleging retaliation may be filed with the Office of Student Conduct and/or Human Resources. Any reports of retaliation involving an employee covered by a Collective Bargaining Agreement will be addressed through the appropriate processes.

## **Hazing – Individual and Organizational**

An individual student or group of students that intentionally, knowingly, or recklessly causes or creates an unreasonable risk of harm to another student as a requirement for initiation into, affiliation with, or continued membership of a

recognized or unrecognized student organization/group, regardless of whether a student willingly participates.

In the case of students participating in a student organization unrecognized by the campus that contains two or more members that are students enrolled at the campus, such individual students may be subject to a charge or charges of hazing on an individual basis.

### ***Sexual Abuse and Harassment***

No fraternity or sorority, whether social, professional or honorary, will tolerate or condone any form of sexually abusive behavior on the part of its members. Physical, mental or emotional abuse that could include but not limited to, rape, sexual assault, domestic violence, stalking, verbal harassment, social media harassment, suggestive or implied will not be tolerated by SUNY Cobleskill Ag & Tech and its community.

### ***Fire, Health and Safety***

- 1) All students living on and off campus will follow all state and local guidelines in regard to fire safety. Student housing will additionally meet all guidelines for health and safety. Any housing perceived as a fraternal house will be inspected annually by the Cobleskill Village Code Enforcement Office.
- 2) The possession and/or use of firearms or explosives and/or devices of any kind within the confines and premises of a fraternal house is expressly prohibited.
- 3) All facilities should have posted emergency exits. Additionally, all fraternal houses will have emergency contact numbers posted.
- 4) Candles should not be used in houses or individual rooms with the exception of initiation under controlled circumstances

### ***Education***



All Greek Organizations will be mandated to provide risk management education each year for all new and continuing members. Training will be conducted and/or coordinated through the Greek Life Office, Student Development Office, University Police Department and Human Resources. Additionally, more training can be conducted by outside vendors and at fraternal conferences. It is the responsibility of each recognized organization's executive board to coordinate its membership with the proper training through Greek Life. Every semester each organization will be required to attend the following trainings.

- 1) Title IX Training with Human Resources
- 2) Alcohol EDU with The Beard Wellness Center
- 3) HAVEN Training with the Beard Wellness Center
- 4) Sexual Health with The Beard Wellness Center
- 5) One Love Domestic Violence Training with the Beard Wellness Center
- 6) Drug and Alcohol Prevention Training with the University Police Department

All fraternity and sorority members will participate in annual learning and assessment in the understanding of the risk associated with the following.

- 1) Drug and alcohol consumptions have risk, know the risk
- 2) Domestic violence can happen in any relationship
- 3) Sexual violence or aggression has no place in a community
- 4) Work with your members to have open dialogue
- 5) Proper mental, physical and sexual health is key to your success

### **Academic Standards and Policies for Greek Life**

SUNY Cobleskill Ag & Tech along with the Office of Student Development recognizes that academics are a student's top priority. As part of our mission in Greek Life we "*will strive towards academic excellence, integrity and scholarship that has a direct impact on retention.*" Students affiliated with Greek Life at the College recognize the importance of scholarship and academic success. Greek Life can play an important role in academic successes and help with retention of its membership.

- 1) Each organization is expected to complete an Academic Plan for the organization and its members each semester (due 10/1 each year)

- 2) Each organization will need to coordinate study hours based on need of the membership. In some cases, the organization may need to coordinate tutoring sessions for students who fall below a 2.15 at midterm.
- 3) Students must maintain a 2.15 GPA each semester to remain active within their organization. If any member falls below a 2.15 GPA they will be put on probation for one semester.
- 4) Each fraternity or sorority will need to have a 2.25 cumulative GPA at the end of each semester, or the chapter will be put on probation for one semester. If any organization does not meet the requirement within one year, the organization will be made inactive.
- 5) Once a chapter is made inactive, the College will revoke all privileges and rights until the chapter can earn recognition again by increasing GPA with its membership. Students during this period will only be allowed to participate in community service projects approved by the Greek Life. Additionally, all voting rights and privileges will be revoked from the All-Greek Council Board
- 6) Each member of all organizations will be required to submit a mid-term report to the Office of Greek Life no later than one week after midterm grades are available.

### **Expansion Policy for Greek Life**

Given the existing resources, SUNY Cobleskill will not support any expansions unless requested in writing and approved by the Office of Student Development and Greek Life. Additionally, organizations will need to follow the guidelines below in order to proceed.

- Host an information session for students to address recruitment/intake, new member education, governance structure, leadership opportunities, standards, expectations and resources.
- Host an information session for faculty, staff and campus community
- Provide support and advisement to new members
- Have policies on hazing, sexual harassment and discrimination
- Be incorporated in New York State
- Membership in or affiliated with inter/national organization
- Carry appropriate insurance with documentation
- Have a minimum of 5 students interested
- Join the All-Greek Council Board for Greek Life

#### ***Phase One: Exploratory Group***

Students must request a meeting with Greek Life Director after finishing the *Greek Life Expansion Questionnaire*.

- 1) If the group meets the minimum qualifications to begin the recognition process students will be informed by the Greek Life Coordinator to begin the process by following our outline for all recognized organizations.
- 2) Students will be asked to attend one All-Greek Council meeting to request provisional recognition. All voting members of the All-Greek Council will cast a vote for provisional status to the organization.
- 3) After the approval of provisional recognition by the All-Greek Council and the Director of Greek Life, students will need to complete the following:
  - 1) Identify an advisor for the organization
  - 2) Elect an executive board with the following officers: president, vice president, treasurer and secretary
  - 3) Conduct meeting and take minutes for all meetings
  - 4) Submit all meeting minutes electronically to the Greek Life Office
  - 5) Complete the academic plan for membership
  - 6) Complete all trainings within one year of granted provisional recognition
  - 7) Participate in all All-Greek Council Meetings as a provisional recognized member.
  - 8) Cumulative GPA of the group must exceed 2.25
  - 9) Demonstrate and produce all new member educational guidelines
  - 10) Observe all SUNY Cobleskill Ag & Tech Student Conduct Codes, policies and guidelines, additionally no members can have any conduct violations or outstanding sanctions during provisional status
  - 11) Observe all local, state and federal laws
  - 12) Groups will have constitutions, by-laws, policies, procedures and a risk management plan
  - 13) Philosophies and missions of each organization will align with SUNY Cobleskill Ag & Tech and reflect our mission, vision and values
  - 14) Identification of the group will be a colony and not a chapter

### ***Phase Two: Provisional Status of Colony***

- 1) Provisional Organization status includes the following privileges:
  - 1) Use of College facilities with an advisor present
  - 2) Use of the College name (group must identify itself as a colony and meet all requirements for print materials).
  - 3) Participate in all Greek events such as: all trainings and educational programming, Greek Unity Fair, Greek Rush Week, Greek Field Day, Meet the Greeks.
- 2) While maintaining provisional status all groups will need to:
  - 1) Attended weekly All-Greek Council Board Meetings
  - 2) Meet with the Greek Life Office once a month to discuss progress
  - 3) Submit all meeting minutes

- 4) Schedule an orientation workshop with all members
- 5) Submit in writing a progress report to the All-Greek Council
- 6) Scheduling all meetings, workshops and orientations is the responsibility of the colony
- 3) Failure to comply with any of these stipulations or violations may result in the revocation of the “colony” or provisional status. If status is revoked, you will be unable to reapply for provisional status for two years.
- 4) The Greek Life Office and All-Greek Council will provide feedback and progress throughout the course of the provisional recognition or “colony” status. Feedback will be in writing to the executive board members and to your national representative.
- 5) Provisional or “colony” status will be applied to an organization for one year only. Organizations can have one extension only for the duration of one full semester after the one year. Organizations not meeting the requirement by the end of their extension will be listed as an “unrecognized group.”
- 6) Once the organization meets the allotted time period of one year or the extension of one semester, they will need to request in writing to present to the All-Greek Council and the Office of Greek Life.
- 7) The Office of Greek Life will, in conjunction with the All-Greek Council, make the recommendation to Student Development to begin the chartering process for the organization

### ***Phase Three: Chartering***

- 1) A formal campus charter will be presented by Greek Life. If the national organization holds a chartering ceremony, the campus charter may be presented at this time.
- 2) Upon chartering, the group will receive all rights and privileges of fraternities and sororities (See “*Privileges of Membership and Recognition*”).

## **Guest on Campus Policy**

It is the responsibility of fraternities and sororities to make sure their guests adhere to all College and Residential Life regulations. Members of Greek Life have a responsibility to their campus and community to follow all guidelines while guests are present on and off campus.

The procedure for a fraternity/sorority to allow guest organizations to participate/perform at their events is that a guest list (including names, organizations and college/university) from other campuses that will be attending the program/event must be submitted to Greek Life at least 24 hours prior to the event.

## **Professional Advisors for Greek Organizations**

Each fraternity and sorority shall have at least one faculty advisor. The faculty advisor must be a fulltime member of the college’s faculty and staff selected by the organization membership.

### **Responsibilities of a FACULTY/STAFF ADVISOR upon appointment as an advisor:**

- Attend an orientation meeting with the Director of Greek Life about the expectations and requirements of the position and the needs of the chapter.
- Meet with the chapter officers to establish mutual understanding and expectations.
- Meet with the new members at the beginning of each new member period.
- Meet with each member of the organization in groups/as a group once per year.
- Meet individually with members who are having academic difficulty.
- Read correspondence sent from Greek Life and the Inter/National Headquarters. Share with chapter, as appropriate.
- Watch for chapter patterns that appear in comparative statistics provided by Greek Life on scholastic achievement, service hours completed and membership numbers and be prepared to address these issues, both positive and negative, with chapter leadership.
- Be available to meet confidentially with members upon request.
- Be available to attend chapter meetings and/or events upon request.
- Be knowledgeable about areas including recruitment, new member education, expansion, public relations, scholarship, service, risk management, etc.
- Contact Director of Greek Life if unsure of how to handle a situation or if the chapter could benefit from special guidance or programming.
- Attend advisor meetings.
- Meet with inter/national visitors, as appropriate.
- Meet with chapter alumni advisors, if applicable and appropriate.

**Responsibilities of Fraternity/Sorority MEMBERS in Relation to Their Faculty Advisor:**

- The New Member Educator must schedule meetings between new members and faculty advisors. Meeting should occur within the first two weeks of the beginning of the new member program but must occur at least one week prior to initiation.
- A chapter officer must ensure that each individual member meets with the advisor at least once per year. These meetings can be scheduled as a group meeting. It is recommended that these meetings be scheduled for the fall semester.
- The Scholarship Officer/Chairperson must provide a list of members who need to meet for academic advisement with advisor. Contact information must also be provided.
- Chapter officers are responsible for notifying the Advisor of upcoming meetings/ events within a reasonable timeframe (i.e. a minimum of two weeks' notice except in emergency situations).
- Chapter officers, or an individual or small group representing chapter officers must meet with the Advisor once per month.
- A chapter officer should schedule a meeting between the advisor and national visitors when on campus.
- If the chapter has an alumni advisor, a chapter officer should schedule a meeting between the two advisors at least once per semester.
- Provide advisors with copies of monthly/semester calendars, chapter meeting minutes and goals, as appropriate.

**All-Greek Council Board (AGCB)**

The SUNY Cobleskill All-Greek Council Board is a Governing Board that will oversee all Greek issues as they pertain to the College community. All recognized organizations will have two voting members serve on the board. These members will represent their organization but also the Greek Life community at the College. Members will be elected by their organization no later than the third week of classes at the beginning of the academic year.

The AGCB will have the following membership

- 1) Two designees from each recognized social/professional Greek organization (2)
- 2) Two designees from Residential Life's Professional Staff (2)
- 3) The Coordinator for Greek Life (1)
- 4) Director of Student Conduct or designee (1)
- 5) One designee from Student Government Association (1)
- 6) One faculty or professional staff (1)
- 7) Two *ex-officio* members appointed by Student Development (2)
  - All members, both *ex-officio* and appointed, have voting rights on the Committee.
  - The chair of the committee will be the Director of Greek Life who will report to the Assistant Vice President for Student Development.
  - Members of the Committee can be removed by the Director of Greek Life.

***Particular Responsibilities for all members of (AGCB)***

- 1) Provide guidance and support to the Greek community and assist in maximizing its potential.
- 2) Discuss issues and concerns related to Greek Life, as well as collaborate on programming and events.
- 3) Make recommendations to Student Development and leadership in the interest of Greek life at SUNY Cobleskill.
- 4) Be an advocate for Greek life, programming, scholarship at the College.
- 5) Update guidelines for Greek Life.
- 6) Oversee conduct issues in regards to Greek Organizations and members with the direction of the Director of Student Conduct.
- 7) Meet with representatives of Greek Organizations to grant *Provisional Status*.
- 8) Review recommendations from College leadership.
- 9) Annually review Greek Life Data at the College.
- 10) Aid and usher organizations into proper processes regarding recognition, conduct and communication.
- 11) Promote and develop programming for Greek Life that supports the Greek Life mission at SUNY Cobleskill.
- 12) Oversee the Greek Life Budget with guidance and direction from Greek Life Coordinator.
- 13) Be an active participant in All-Greek Council Board Meetings.

### **All-Greek Council Executive Officers**

Director of Fraternities, Director of Sororities, Director of Finance and Records, Director of Marketing will be elected by a majority each year at the first All-Greek Council Board Meeting no later than three weeks after classes begin

- 1) Director of Fraternities – One member representing a recognized sorority will be elected by the AGCB to oversee fraternities. This student will help facilitate all matters regarding fraternities. She will help to develop collaborative opportunities between sororities and fraternities. She along with the Director of Sororities will oversee the AGCB direction and will make recommendations to the AGCB.
- 2) Director of Sororities – One member representing a recognized fraternity will be elected by the AGCB to oversee sororities. This student will help facilitate all matters regarding sororities. He will help to develop collaborative opportunities between sororities and fraternities. He along with the Director of Sororities will oversee the AGCB direction and will make recommendations to the AGCB.
- 3) Director of Finance and Records – One member from a recognized organization will be elected to keep accurate records of the AGCB. This representative will work with the SUNY Cobleskill Ag & Tech Business Office to make sure all treasurers are trained from each organization. Other duties include; taking minutes for the AGCB, overseeing Greek Life budget process, working with all recognized groups to ensure timely and appropriate use of monies.
- 4) Director of Marketing – One member representing a recognized organization will oversee all marketing materials for the AGCB programs. This individual will also guide all recognized organizations to ensure communications is representative of SUNY Cobleskill Ag & Tech Greek Life and its mission.

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