

# Expansion Policy

\*\*\*The University is currently closed for expansion\*\*\*

## I. University Beliefs & Openness to Expansion

- a. The University recognizes that the addition of new colonies and chapters of Greek-lettered organizations to the University Campus can both enhance the Greek Life experience and provide membership opportunities to more members of the University Campus community. The University believes in being intentional when making decisions regarding expansion in an effort to make the experience meaningful for the new organization and beneficial to the collective Greek Life experience.
  - 1) To be eligible for membership in the Greek Life community and respective governing council, an organization must:
    - i. Have national and/or local values and principles that do not challenge or conflict with the University's Core Values.
    - ii. Have a direct connection to or a desire to align with a national or international Greek-lettered organization.
- b. The decision to open the University community for possible expansion during the immediately upcoming semester or academic year shall be determined by the fourth Friday of each semester of every academic year. The decision to open for expansion must be agreed to and voted on according to the procedures outlined within a governing councils constitution and bylaws, as well as be in accordance with any procedures that are agreed to by national governing organizations.
  - 1) A written proposal to open the University Campus to expansion must be compiled and agreed upon by:
    - i. The executive boards of each governing council including, but not limited to, the Interfraternity Council and Panhellenic Council
    - ii. Associate Director of Student Activities
  - 2) The written proposal will be submitted to the Assistant Vice President of Student Services for review by no later than the third Friday of the fall semester.
  - 3) The Assistant Vice President of Student Services will then supply a written response to the Associate Director of Student Activities and the respective governing council presidents either approving or denying the proposal no later than the fourth Friday of the semester.
  - 4) Should the Assistant Vice President of Student Services decide to approve a proposal to open expansion at the University, then the Expansion Process outlined below will apply to any organization that wishes to expand to the University Campus.

## II. Expansion Process

- a. To apply for membership in the Greek Life community, an organization must submit a written Letter of Intent by no later than the fourth Friday of the spring semester to the following individuals:
  - 1) President of the respective governing council
  - 2) Associate Director of Student Activities
- b. A Letter of Intent shall consist of information pertinent to education the Greek community on the organization and should include, but is not limited to:
  - 1) Overview of the Greek-lettered organization's history, mission, and values.
  - 2) Summary of the organization's colonization plan including:
    - i. Outline of colonization timeline

- ii. Requirements of the national or international organization
    - iii. Contact information for any existing chapters or national or international representatives that will be assisting with the colonization process
  - 3) Summary of events and activities that the organization plans to implement in order to complete the requirements outlined in Section III of the Greek Life Handbook
  - 4) Contact information for the organization or individual(s) submitting the Letter of Intent.
- a. Should the Letter of Intent be deemed to meet the previously mentioned requirements by the presidents of the respective governing councils and the Associate Director of Student Activities, then the Expansion Committee shall be convened by the Associate Director of Student Activities to review the Letter of Intent and presentation from representatives of the interested organization.
- 1) The membership of the Expansion Committee shall include:
    - i. Associate Director of Student Activities
    - ii. Assistant Vice President of Student Services or designee
    - iii. The President of each governing council to include, but not limited to, the Interfraternity Council and the Panhellenic Council
    - iv. A faculty/staff advisor for a Greek-lettered organization
    - v. One (1) full-time University Campus faculty member
    - vi. The President of the Student Government Union
      - a. In the event that the President of the Student Government Union is a member of a Greek-lettered organization, he or she must select a representative from among the membership of the Student Senate who is not currently a member of a Greek-lettered organization to serve on their behalf.
- b. The Associate Director of Student Activities shall invite the organization or individual(s) that submitted the Letter of Intent to present to the Expansion Committee and appropriate executive board(s) within one (1) month of the approval of the Letter of Intent.
- 1) The presentation(s) shall include a review of:
    - i. The Letter of Intent
    - ii. Additional supporting documentation and materials
  - 2) The presentation(s) participants shall include, but are not limited to:
    - i. Expansion Committee
    - ii. Executive board members of the respective governing council
    - iii. Representatives from the interested organization
    - iv. Invited guests
- c. After the presentation, the executive board members of the respective governing council will vote to approve or deny the interested organization's request to expand to the University Campus.
- d. Upon approval of the majority of the executive board members of the respective governing council, the Expansion Committee will then vote to approve or deny the interested organization's request to expand to University Campus. A majority vote of approval is required for the interested organization's request to be approved.
- 1) Should the executive board vote to deny the organization's request, the organization or individual(s) that submitted the Letter of Intent will be notified in writing within one (1) week of the decision. Letters of Intent from the denied organization or individual(s) will not be considered for an additional calendar year.
- e. Should the interested organization's request be approved, a written letter of approval will be drafted by the Associate Director of Student Activities or designee and sent to the submitting organization or individual(s) notifying them of the University's decision to invite them to expand to the University Campus.

- 1) The organization or individual(s) will have two (2) weeks from the receipt of the written invitation to notify the University in writing whether they choose to accept or decline the invitation.
  - 2) Once the University has received a response, a notification will be sent out to the president of the respective governing council as well as each Chapter President within the respective governing council by the Associate Director of Student Activities no later than seven (7) days after the acceptance.
- f. Should the interested organization or individual(s) accept the invitation to expand to University Campus, the Colonization Period Events and Guidelines listed below will apply immediately.

### **III. Colonization Period Events and Guidelines**

- a. Newly approved organizations shall be placed on a probationary status with the University and their respective governing council for the entirety of the period of time that an organization requires to complete the following guidelines, as well as any stipulations that are required by their respective national or international organization to become an affiliated chapter.
  - 1) The organization will remain on a probationary status for at least for two (2) consecutive semesters regardless of if the organization attains chapter status with their respective national/international organization.
  - 2) The organization will be removed from probationary status and have full membership rights within the University and Greek community after the organization has attained chapter status with their respective national/international organization or after two (2) consecutive semesters, whichever is longer.
- b. Guidelines while on probationary status include the following:
  - 1) Apply to Student Government Union for membership as a SGU-recognized organization after gaining approval from the respective governing council and Expansion Committee
  - 2) Attend all meetings for the organization's respective governing council and comply with all expectations of the Student Government Union including, but not limited to, attendance at Presidents' Council, Community Service Day, and semesterly Leadership Conferences
    - i. The organization will not have voting rights within their respective governing council while in their probationary status unless otherwise specified by the respective governing council.
  - 3) Facilitate at least one (1) educational event and one (1) social event for the University's Greek community
  - 4) Facilitate at least one (1) educational event and one (1) social event for the entire University Campus community
  - 5) Stay in good financial, social, and academic status with the University and their respective national/international organization
  - 6) Fulfill appropriate financial obligations (i.e. dues, etc.) to their respective governing council
  - 7) Comply with all policies and procedures outlined with the Greek Life Handbook and Campus Life Handbook
  - 8) Complete any other tasks assigned by the Expansion Committee

- 9) Existing organizations that are reapplying to be national or local go through a different process. This process is a seamless transition process. The process requires the group to get approval from the Greek Advisor and approval from the said national or local organization.