

# Fraternity and Sorority Life Relationship Statement

## Linfield University

### Introduction

This Statement of Relationship between Linfield University and Fraternity & Sorority Life (FSL) organizations, which are recognized by the University, has been accepted by all whom were part of creating it as an appropriate beginning for a continuing relationship statement. The integrity of the following statement has set an example for continuing dialogue and is meant to be a living, useful and revisable document. This represents the best effort of all concerned to establish rights and responsibilities of Linfield University and its FSL organizations.

FSL at Linfield University is comprised of local and national chapters who have petitioned the University for recognition and have accepted and met the conditions for recognition. The fraternities and sororities are organized under the jurisdiction of their respective governing councils, the Interfraternity Council (IFC) and Linfield Panhellenic Council (LPC). Fraternities and sororities have been recognized by the University to enhance the quality of student life, contribute to the educational and personal development of students, enhance the extra and co-curricular program of the University, provide structured opportunities for self-governance and serve as a vehicle to involve students in service to the University and the community.

For the purpose of differentiating social clubs from social fraternities or sororities, a student organization is designated a social fraternity or sorority when it is formed for chiefly social purposes; has rites and rituals; has a new member period prior to initiation; is in direct competition for membership with recognized fraternities or sororities; participates in activities common to the FSL social system; designates itself as a fraternity or sorority; is organized under the jurisdiction of its respective governing ; and fits the criteria established by the Department of Education. Linfield University will not recognize any organization that discriminates based on race, color, age, religion, sexual orientation, national origin, physical handicap or other disabling conditions.

The Office of Student Activities is the primary University agent for the administration of the FSL system at Linfield University. Within the jurisdiction of the Dean of Students' office, the Office of Student Activities is responsible for the supervision and evaluation of the performance of the individual fraternities and sororities and their members, their respective governing councils, alumni boards and inter/national organizations.



## Responsibilities of Individual Chapters

1. The Oregon State Law on hazing will be adhered to by all FSL organizations.
2. Academics will be considered a priority of all FSL organizations. Each organization will be expected to have a dedicated scholarship or academic officer. Some of the possibilities for a scholarship program, which are recommended for each chapter, include study groups, academic advising, learning and study skills programs, and quiet hours and adequate study facilities within the chapter facility.
3. Any FSL organizations which show averages significantly below the all men's average for fraternities or all women's averages for sororities, according to the standards set by the Linfield University FSL Academic Standards document, will be expected to develop an approved scholarship program. This program will be the responsibility of the chapter but will utilize the OFSL and the Office of Learning Support Services.
4. Each chapter shall use its best efforts to establish and maintain active contact with its local alumni advisors, and to encourage their involvement and cooperation with the chapter. At least annually, or in the event of changes, each chapter will submit to the OFSL a roster of chapter officers and both alumni advisors as well as housing corporation advisors, as they are constituted.
5. Only the following individual membership classifications shall be recognized by the Office of Fraternity and Sorority Life (OFSL) and the University:
  - a. Active – Has been initiated into the chapter, pays dues to the chapter and the appropriate FSL Council, and otherwise meets all requirements in order to be in good standing with the chapter.
  - b. Pledge or New Member – Has accepted a bid from an FSL chapter but has not yet been initiated.
  - c. Abroad – For either a semester or academic year, as defined by the University.
  - d. Graduated – Earned a degree and no longer attends Linfield.
  - e. Migrated to Nursing Campus – Met their nursing prerequisites and no longer attends the McMinnville campus.
  - f. Leave of Absence – Documented time away from campus, communicated with the University and the Office of Student Affairs.
  - g. Left Linfield – Either transferred or withdrew from the institution.
  - h. Disaffiliated – Has gone through the formal process to be removed from an FSL organization.
  - i. Inactive or Associate Status – A temporary status for a member experiencing financial hardship or academic probation or warning that warrants taking a semester off of active membership.
6. Each individual membership status should be indicated on the rosters submitted to the OFSL at least once per semester.
7. Any time there is a membership status change, the OFSL should be notified within two business days of the change as it is known to the President of the FSL chapter.
8. No student will be permitted to join an FSL organization while the student is on academic probation, as determined by the University.
9. Any FSL organization with financial obligation to Linfield University will review with the University its current financial situation in order to clarify mutual expectations regarding the indebtedness.
10. FSL organizations are expected to practice fiscal responsibility with regards to debts outside of Linfield University.
11. Each sorority and fraternity is required to sponsor regularly occurring community service projects throughout the academic year. Service hours of members should be tracked and submitted to the OFSL once per semester.
12. Each FSL chapter shall maintain minimum standards of housekeeping, safety, sanitation, and maintenance as established from time to time by the University in consultation with the groups. These standards shall be comparable to those for residence halls. In the event said standards are not met, a written warning shall be issued to the president and alumni advisor of the group, stating a reasonable time by which repairs must be



made. The group must adhere to any requests for improvement or Linfield will provide them at the group's expense.

13. Each FSL chapter shall be responsible for the general cleanliness of the lawns and other areas adjacent to its house. If, after a written warning, unkempt and unsightly conditions persist, the University may, as a last resort, provide grounds maintenance at the expense of the group.
14. Appropriate standards of fire safety will be uniformly met. Each fraternity and sorority will take part in a formal inspection of the house with the Fire Marshall's office each year and conduct a fire drill each semester.
15. Each FSL chapter shall provide evidence of liability insurance coverage in such amount as determined from time to time by the university.
16. Based on the intent of the people/persons involved, FSL chapters may be held accountable for the actions of individuals affiliated with the group.
17. Social events and their noise will be kept within the house. Noise created by social events is to end at a pre-arranged time, but members must adhere to any request to turn down volume of music or curtail other activities, which disturb neighbors, whether they are McMinnville residents or members of the Linfield community. Chapters are expected to notify their neighbors of potential social functions at least 24 hours in advance of the function.
18. FSL organizations will prohibit any action, which would purposefully and needlessly degrade any individuals or groups. Such action will result in appropriate corrective measures, as determined by the appropriate FSL council and Linfield University.



## Responsibilities of Chapter Officers

1. All fraternities shall participate as members of IFC and supply a chapter delegate to attend regular IFC meetings. All sororities shall participate as members of the Linfield Panhellenic Association and supply a chapter delegate attend regular LPC meetings. The OFSL will act as advisors to these governing and will represent the University. These organizations, together with the advisor, will rule upon matters affecting cooperation between groups as well as disciplinary matters involving the groups.
2. On the first day of classes of each semester, and as may be required by the OFSL, each organization will submit a roster of current members, formatted according to the standards set by the OFSL. Timeliness and accuracy must be assured so that records and billings and reports are correct. The OFSL will provide forms and deadlines to chapter presidents.
3. Presidents, Risk Management Officers, Recruitment Officers, and any other officer designated as required by the OFSL must attend leadership training provided by the OFSL. There will be at minimum one training per semester, and officers will be notified of the trainings at least three weeks in advance.
4. Following a positive recruitment period, it is expected that chapters will implement a positive pledge/new member education program that will effectively integrate the pledges/new members into the chapter as well as prepare pledges/new members to contribute positively as active members.
5. FSL social functions are to be registered with the OFSL no less than two weeks preceding the event. If alcohol is to be present, this must be clearly indicated on the registration.
6. Chapter members, when elected to a position of chapter leadership, shall govern with integrity and work with each other and their respective alumni/alumnae in chapter operations.
7. Chapter Officers shall work to actively promote the values of the organization.
8. Chapter Officers shall encourage, support, and provide developmental opportunities for their members.
9. Chapter Officers shall hold members accountable and work in concert with their alumni/alumnae, respective council(s) and the University to enforce the expectations set forth in this Relationship Statement.
10. Chapter officers shall accept responsibility for supporting the policies and goals of the chapter and holding themselves and fellow chapter members accountable to organizational policies.
11. Chapter Officers shall serve as representatives and liaisons between their governing council(s), and the University.
12. Chapter Officers will represent their organizations in organizational misconduct proceedings when appropriate.
13. No student on academic probation through the University shall be allowed to serve in an FSL leadership role.



## Responsibilities of Undergraduate Chapter Members

1. The administrative regulations as set forth in the Linfield University Catalog and the Student Handbook, and any amendments there to, shall apply at all times to each FSL group and to all members thereof. Each FSL group will take all necessary and appropriate steps to assure compliance with the current alcohol policy.
2. Chapter members shall attend required events put on by their governing council and/or the OFSL. Chapter members will be notified of all required events no less than three weeks in advance.
3. The OFSL will promote and encourage chapter attendance for the variety of events held on campus throughout the year regarding alcohol awareness, sexual assault prevention, and health & wellness. Additionally, the OFSL requires that chapters attend at least one of each of these types of events per academic year. As proof of event attendance, members should sign in with a chapter officer, who will then provide the sign in sheet to the OFSL on the business day following the event.
4. Linfield University prohibits student organizations and their members from engaging in both individual and group hazing activities. Building off the Oregon State Law regarding hazing, Linfield expands its definition of hazing to include any act that subjects another person to discomfort, ridicule, degradation, abuse, intimidation, harassment, or endangerment of mental or physical health or safety as a condition of association with a group, regardless of one's willingness to participate. An organization's activities should be consistent with the purposes of the organization's constitution, bylaws, standing rules and policies as well as University policy. Students are subject to federal, state and local laws, and policies and regulations of the University.
5. Chapter members recognize that membership in a recognized student organization such as a fraternity or sorority is a privilege and by voluntarily associating with a Greek organization, agree to conduct themselves responsibly in accordance with the Student Code of Conduct, chapter and governing council(s) policies, policies of their respective national and international organizations, University policies and local, state, and federal laws.
6. Chapter members acknowledge that individual and group misconduct can result in the chapter losing recognition.
7. Chapter members should report to a University employee any activities involving hazing, sexual misconduct or other harm.
8. Chapter Members shall attend mandatory educational programs offered by the University.
9. Chapter members shall conduct themselves as respectful members of the community within which they reside and will demonstrate respect toward their fellow community members.



## Responsibilities of Governing Councils

1. The governing council(s) will oversee their fraternity and sorority chapters as outlined in their respective governing documents.
2. The governing council(s), in conjunction with the individual FSL chapters, shall encourage the continuance of public service activities. Participation in such activities shall serve as a positive indication of FSL chapter achievement.
3. The governing council(s) will sponsor at least one community service project per semester.
4. Recruitment guidelines will be established by the governing council(s), as they fall in line with NIC and NPC standards and best practices. Recruitment violations will be handled as spelled out in each respective council's bylaws or standing rules.
5. The governing council(s) will set and uphold standards of conduct for member chapters that uphold University and national organization expectations and promote integrity, leadership, responsibility, safety, and brotherhood/sisterhood.
6. The governing council(s) will hold conduct and judicial procedures for chapters that violate council governing documents, which will be separate from the University conduct and adjudicative process.
7. The governing council(s) will promote FSL unity and interfraternalism on campus.
8. The governing council(s) will continually promote the basic principles of fraternity and sorority
9. life including academic achievement, siblinghood, service and philanthropy, leadership, involvement, and social responsibility.
10. Council officers will maintain required GPA as outlined in their governing documents.



## Responsibilities of Linfield University

In connection with providing recognition, the Dean of Students' office and the Office of Student Rights and Responsibilities shall have the ability to assess the conduct and contributions of fraternity and sorority chapters and amend recognition statuses accordingly in accordance with policies established by the University.

1. Linfield will provide advisement for chapters and councils.
2. Linfield will oversee the organizational misconduct and adjudication process of FSL organizations.
  - a. In the case of violations of this Statement or in other matters that are unique and
  - b. particular to the FSL community, those involved will have the choice of placing jurisdiction with the University Judicial Board, or with the Dean of Students or a Dean-appointed representative. In all matters of discipline and corrective action, the final and ultimate authority rests with Linfield University.
  - c. Corrective action includes the following, and may be applied to individuals or chapters:
    - i. **WARNING:** A written admonition will be issued by the IFC/LPC, by the OFSL, or by the Dean of Students Office which establishes that an FSL chapter or individual has violated the guidelines and sets forth a more stringent penalty should the violations recur. Warnings may carry sanctions.
    - ii. **SOCIAL PROBATION:** A sanction against an FSL chapter for having violated the General Regulations or any other guidelines, which may be imposed by the IFC/LPC, the Dean of Students Office or a Dean appointed representative, and/or with the OFSL. The terms of social probation may vary depending upon the severity of the violation. While on social probation a group may not have or sponsor social events in the house or elsewhere. Additionally, groups may not participate in Homecoming events, non-community service or philanthropy focused Greek Week events, or social functions. In the event of violation of social probation, the group shall receive further sanctions, or may be suspended or expelled, depending upon the severity of such violation. A chapter's social probation status will not affect that chapter's ability to recruit.
    - iii. **EXPULSION:** The final action that may be taken is complete separation of an FSL chapter from the University, in which case the chapter's presence at the University is terminated by communicating with the chapter's inter/national offices or alumni advisors (in the case of the local chapters) and revoking the chapter's charter.
    - iv. **APPEALS:** Any group that wishes to appeal any of the above corrective actions must do so in writing to the Dean of Students Office within five academic days of receiving the official sanction notice.
3. Linfield will take steps to enforce FSL social policies and monitor social events.
4. Linfield will publish an FSL Factsheet that will be made publicly available to review on the University website.
5. Linfield will provide pre- and post-recruitment educational programming for students wishing to join and who recently joined FSL organizations in conjunction with the FSL governing councils.
6. Linfield will offer leadership development training for members and officers on topics such as recruitment, risk and crisis management, chapter finances, and prosocial leadership.
7. Linfield will provide recruitment and retention advice.
8. Linfield will provide access to University resources in accordance with University policies.
9. Linfield will evaluate individual chapters, provide advice to chapters that fall below the given standards, and hold chapters accountable if they continue to not meet the standards.
10. Linfield will provide educational resources to parents.



11. Linfield will collect GPA releases each semester to monitor grades and release individual member grades to chapter leadership. GPA releases will be distributed to each chapter mid-semester and will be based upon chapter membership rosters submitted at the beginning of each semester.
12. The decision to allow establishment of a national fraternity or sorority, or the transition of a local fraternity or sorority into a nationally affiliated group, rests with the University. The decision to accept new establishments (local or national) is part of the institutional evaluation process and should be a joint venture between students and administration.
  - a. A minimum of 25 prospective members is required to receive recognition from Linfield University. Each new group is expected to submit a constitution and bylaws for review and approval by the University. It is expected that a new group will also select an individual chapter advisor from outside the student body.
13. If the membership of an existing group falls below 20 active members, the group shall appear before the appropriate FSL council and the OFSL for a chapter review. The purpose of the review will be to help the chapter set realistic goals for attracting new members and becoming a stronger member of the FSL community.
14. For purposes of fulfilling the residency and meal plan requirements, FSL houses will be considered "University Housing" for students not meeting the exemption process. Members of FSL organizations must meet normal housing exemption standards in order to gain off campus status.
15. At the discretion of the organizations, the University will provide a collection for all payments of room, board, and misc. fees with 3% of the gross paid to the University for collection. The University will notify each chapter of the billing deadlines and will credit those monies collected to the appropriate accounts.
16. Billing releases, for chapters who bill membership dues or collect housing rent through the University, will be distributed every semester by the Office of Student Affairs, based upon chapter membership rosters submitted at the beginning of the semester. Billing releases are distributed and collected for the following semester: for example, a billing release for the fall of 2019 will be distributed and collected in the spring of 2019.
17. There will be periodic inspections of the premises of each FSL house or chapter room by the Dean of Students or a representative of the Dean of Students' office. Representatives of the chapter and the corporation shall be advised with a minimum of ten days' notice and may also participate in the inspections. After a written warning, deficiencies found in such inspections could result in elimination of the house from the University's approved living for purposes of meeting the University Housing residency requirement. Outside of these periodic inspections, however, the University reserves the right of reasonable entry to fraternities and sororities to maintain safety and health standards, and to assure compliance with this statement and other university policies.
18. Facilities Services will provide service to the chapter rooms in the same manner as service to residence hall rooms, with requests for work orders given equal priority. Items owned by chapters will be maintained by the chapters.
19. Linfield will create a process for an annual review of this Relationship Statement that will include LPC and IFC, the OFSL, and the Dean of Students.