

University of California, Davis

Sorority and Fraternity Life Expansion Plan

The Sorority and Fraternity community at the University of California, Davis is a large, diverse community of about 3,000 students within 6 governing councils that represents a variety of values, principles and identities. We value and seek organizations whose ideals align with the mission and vision of the university and are committed to providing the resources necessary to cultivate a strong and sustainable organization. The university recognizes an organization that offers a valuable component of the undergraduate experience and the growth of the sorority and fraternity life that advances the universities mission and goals.

The Office of Fraternity and Sorority Life (OSFL) oversees the expansion process for all social, professional, and culturally based fraternal organizations. The act of expansion is a time-intensive, resource demanding, and potentially enriching process for all parties involved. The expansion process serves to ensure that petitioning fraternities and sororities become successful contributors to the missions of the University of California-Davis, the fraternity and sorority community, and its respective organizations. Further, this document is designed to educate interested University of California, Davis students and inter/national fraternity and sororities of the procedures necessary to become affiliated as a prospective chapter or organization at the University.

I. Greek Life Expansion Committee

- A. Purpose of the Greek Life Expansion Committee: The Greek Life Expansion Committee within each governing council, along with the Office of Sorority & Fraternity Life is responsible for determining the readiness and need for expansion based on Greek Life trends (chapter size and health), university enrollment statistics, community needs and the best interest of UC Davis students.
- B. Membership of Committee:
 - 1. Executive Vice President (or equivalent) of the specific governing council the prospective organization is hoping to join.
 - 2. One representative from each chapter in good standing of the governing council in which the chapter is applying for.
 - 3. Coordinator(s) of Sorority & Fraternity Life
- C. Definition of Expansion: Expansion involves inviting and facilitating inter/national fraternities and sororities to establish chapters the UC Davis campus. Expansion is encouraged when a need exists or an inter/national fraternity or sorority requests to bring an additional social Greek organization to campus and the addition of an organization is recommended by the Asian Sorority & Fraternity Council (ASFC), Davis Collegiate Panhellenic Association (DCPA),

Last Updated: July 2018

Interfraternity Council (IFC), National Pan-Hellenic Council (NPHC), Professional Sorority & Fraternity Council (PSFC), or United Sorority & Fraternity Council (USFC).

D. Duties of the Expansion Committee:

1. Determine if their Council (ASFC, DCPA, IFC, NPHC, PSFC, or USFC) can support an additional Greek organization at the beginning of each calendar year.
2. Review all Expansion materials from the inter/national organization that have submitted a complete Expansion Application for their respective Council.
3. Attend the inter/national organization(s) presentation to respective Council.
4. Receive Council recommendations about whether to accept or deny expansion to the inter/national organization
5. If approved by the Council, the committee will move forward with onboarding the new chapter into their respective council.
 - a) If the outcome of a presentation to one of the six recognized governing councils results in denial by the council of expansion, extension, or re-activation to UC Davis the inter/national office may submit a letter of appeal to the Assistant Director of the Office of Student Development that oversees the Office of Sorority & Fraternity Life. This letter must be received within ten (10) business days of the notification of denial.

II. University Considerations for Expansion

A. The Office of Sorority and Fraternity Life is committed to providing support to all recognized sororities and fraternities; to move forward with an organizations expansion the following statements must be true:

1. The Office of Sorority and Fraternity life must fully staffed (2 Coordinators and an Assistant Director) and completely on-boarded.
2. Each council is eligible for up to one expansion every other year (three expansions per year maximum between all six councils) if all other criteria are met.
3. Office of Sorority and Fraternity Life determines the readiness for growth:
 - a) Chapter membership sizes, as predetermined by individual groups within each council, are at optimal to maximum numbers.
 - b) Accreditation program results for chapters within each council meet minimum requirements for 85% of the chapters
 - c) University enrollment is steady or increasing.

Last Updated: July 2018

- d) The council the organization plans to affiliate with must be open to expansion.
- e) Complete submission of all required application materials.

III. Minimum Requirements for a Fraternity or Sorority Seeking Expansion:

- A. Any organization seeking expansion must understand that NO PLEDGING CEREMONIES NOR INITIATIONS NOR INTEREST MEETINGS are to occur, until the group has received written notification from the university granting permission to become a fraternity or sorority at UC Davis . An organization is not prohibited from identifying students interested in forming a new fraternity or sorority on campus.
- B. The organization seeking expansion is affiliated with a inter/national organization and is a current member of one of the following umbrella organizations: National Panhellenic Conference (NPC), National Pan-Hellenic Council (NPHC), National Multicultural Greek Council, Inc. (NMGC), National Association of Latino Fraternal Organization (NALFO), National Asian Pacific Panhellenic Association (NAPA) or North American Interfraternity Conference (NIC). Or, if the organization seeking expansion is not affiliated with the above named umbrella organizations, the organization must have an inter/national office supported by full-time staff members (or a national board) and at least 10 established chapters in the country at four-year institutions. If this is not the case, the organization must provide documentation of why the organization has not chosen to affiliate with an inter/national organization.

IV. Procedures for Expansion

- A. Complete and submit the Expansion Packet (see Appendix A).
 - 1. Packets reviewed for presentation in the fall quarter must be received by **October 22nd 2018.**
 - 2. Packets reviewed for presentation in the winter/spring must be received by **January 21st 2018.**
- B. The Office of Sorority & Fraternity Life will review the Expansion Packet and determine if the minimum requirements for a fraternity or sorority seeking expansion are met by the petitioning organization.
 - 1. If all requirements are met, the Expansion Packet will be forwarded to the appropriate council-specific Expansion Committee.
 - 2. If the requirements are not met, the OSFL Coordinator(s) will notify the petitioning organization that the Expansion Packet will not be accepted and explain what requirements were not met.

- C. If the Expansion Packet is forwarded for review by the Expansion Committee, the committee will consider the items outlined in Section II of this document. The Expansion Committee will make one of the following decisions:
1. Expansion is neither desirable nor feasible at this time. The petitioning organization may reapply at a later date.
 2. Extend an invitation to the petitioning group to give an on-campus presentation. This is not a commitment for expansion, merely an invitation to continue the exploration of expansion.
 3. More information is needed before a decision can be reached.
- D. If the petitioning organization is invited for an on-campus presentation, they will be notified and a date that is agreeable with all parties shall be determined.
1. The presentation shall include all those items in the Expansion Packet, excluding those noted with an asterisk (*).
 2. The audience of the presentation shall consist of the Expansion Committee, Executive Board of the Council, the voting delegates of all chapters which are a part of the Council, the Coordinator for Greek Life and any member of the SFL Community that wishes to be in attendance.
- E. Council Discussion and Voting
1. Discussion of all presentations will be held at the Council meeting after the group's presentation. The only individuals allowed in the room during discussion are: the voting delegates, Council officers and Expansion Committee members.
 2. Voting may take place at the time of discussion or it may not take place until the next regularly scheduled meeting of the Council.
- F. Council Recommendation
1. The Council will vote on a recommendation to give to the Office of Sorority and Fraternity Life. The recommendation shall either be favorable or unfavorable.
 2. The Council's favorable recommendation is not an invitation to expand.
- G. Greek Life Expansion Committee Final Decision
1. The recommendation of the Council shall be given to the OSFL Expansion Committee.
 2. After reviewing all materials submitted and the recommendation of the Council, the petitioning organization may be given an invitation to expand.
 3. If an invitation is not extended, the petitioning organization may reapply after one academic year.
 4. All UC Davis student organizations must have a minimum of five (5) currently enrolled students in order to be a registered student organization.

The organization selected must reach this requirement, within their first quarter of expansion. If this requirement is not met, the organization will have to re-petition during the next appropriate period of Expansion.

V. Additional Information

- A. After receiving recognition, the associate chapter/chapter will be governed by the policies in ASFC, DCPA, IFC, NPHC, PSFC, USFC respectively.
- B. All fraternities and sororities must be compliant with the university policies and procedures, Student Code of Conduct, respective Council and the inter/national organization's policies relative to maintaining associate chapter/chapter status.
- C. To begin a recruitment/intake process, contact the Sorority & Fraternity Life Coordinator(s) for the rules and assistance with the process.
- D. It is recommended that organizations who were removed due to disciplinary actions and wishing to re-establish an associate chapter/chapter at UC Davis wait at least five (5) academic years before re-applying for expansion.

Appendix A: Expansion Packet

Please provide the following information on separate sheets in the same order of the format below. This should be submitted to the Office of Sorority & Fraternity Life at greeklifecoord@ucdavis.edu.

Letter of Intent:

- Support from the inter/national headquarters if applicable*
- Support from the alumni(ae)/graduate chapter, if applicable*
- Identification of what council the organization is seeking membership (Asian Sorority & Fraternity Council, Davis Collegiate Panhellenic Association, Interfraternity Council, National Pan-Hellenic Council, Professional Sorority & Fraternity Council, United Sorority & Fraternity Council)

The inter/national fraternity/sorority:

- Inter/National founding information and brief history
- Proof of Title IX exemptions* (for gender exclusive groups)
- Involvement and membership details with NALFO, NAPA, NIC, NMGC, NPC, NPHC or PFA. (or reasoning not associated with governing body)

Alumni Information:

- Total number of alumni in Sacramento/Davis area.
- A list of specific alumni who have already indicated interest in working with the chapter in an advisory capacity.*
- Plans for organizing local alumni or alumnae and training them to become a good chapter Advisory Board
- Minimum number of alumni or alumnae required to form an Advisory Board.*
- Status of the nearest alumni club/organization/graduate chapter
- A written commitment from an alumnae/i and/or UC Davis staff or faculty member to serve as the advisor for one calendar year.*

A copy of the following inter/national policies, procedures and/or publications:

- Hazing policy and prevention program(s)
- Sexual Assault policy and prevention program(s)
- Alcohol and Substance Abuse policy and program
- Organization's non-discrimination policy.
- Scholarship policies and program Membership Education policy and program
- Financial obligation of members including but not limited to dues, insurance costs, initiation fees, active member fees, and installation fees.

Last Updated: July 2018

- Rush/Recruitment/Membership Intake policy and program
- Leadership Development and Officer Transition programs
- The constitution, both inter/national and local (if applicable)*
- The inter/national magazine or publication (if applicable)*
- A copy of the inter/national organization's insurance policy*

Establishment procedures and standards for chartering a chapter, including the following specific information:

- Minimal expectations of organization for existence and chartering.
- Expectations of Office of Sorority & Fraternity Life during the establishment/chartering process.
- Longest period of time generally required before a associate chapter/organization can be granted a charter.
- Maximum period of time a associate chapter/organization can continue to exist before chartering must occur.
- Outline the anticipated timeline for UC Davis chapter.
- A detailed description of the organization's recruitment plan for the next 6 quarters.
- Minimum number of new members required by the inter/national organization for the establishment.

Statistical information on Inter/National strength:

- Total number of chapters.
- Total number of chapters and associate chapters in California and/or the Western region.
- Total number of chapter establishments during the past five (5) years, including where, number chartered, number failed (reasons behind closures).
- Total number of initiated members.
- Total number of chapter establishments anticipated this year and where, including timeline for founding of each.
- The number of chapters lost during the last three (3) years, including where, when and why.
- Average size of chapters on campuses similar to UC Davis.

Information on inter/national support and assistance:

- Description of inter/national staff assistance to associate chapters and established chapters (e.g., pre-chartering, after chartering, etc.).
- Number of traveling consultants and commitment of time for UCD group.
- Description of conventions, leadership schools or programs available to founding/new members.

- National expansion budget and percentage allotted to UC Davis group.
- A summary of the organizational structure of the organization at the chapter and inter/national levels.

Local purposes and goals, including a description of how these goals were formulated:

- Short term goals (while still a associate chapter/new group)
- Goals for within two years of chartering.
- Long term goals, within five to ten years.
 - At a minimum goals should include: Membership numbers, Campus Involvement, Community Involvement, Academics, Leadership Development/Membership Education Initiatives, Diversity long term goals.

If a group is returning to campus or from a disciplinary action or lack of memberships, describe the following:

- Reasons why the chapter left campus, and when.
- How the group plans to avoid future disciplinary action?
- How the group has cleared up any debts or circumstances still left incomplete from when previously on campus?

Other comments or requirements:

- Include any additional information you wish to have reviewed or considered.

*Denotes that the above is not necessary to include in the expansion presentation. However, it must be submitted as part of the Expansion Packet.