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New York University Fraternity and Sorority Recognition Policy Definition

Recognition is the formal process by which New York University (“NYU”) agrees that a fraternity or sorority may function on the campus, enroll members from the undergraduate body through recruitment/intake activities, and identify its chapter with the University. For the purpose of this recognition policy, the terms “fraternity” and “sorority” are used to designate a Greek Letter Organization. This policy applies to all social fraternities and sororities, whether residential or non-residential. This Recognition Policy may be amended, rescinded, or superseded at any time by action of The Center for Student Activities, Leadership & Service (“CSALS”) – Fraternity and Sorority Life (“FSL”), after notifying the Inter-Greek Council (“IGC”) Recognition Committee. Recognition serves only the limited purposes described herein and is not intended in any way to alter the legal relationship between New York University and the fraternity or sorority.

Regarding the use of “New York University” or “NYU” in chapter names, chapters are not an official part of NYU and, therefore, “at NYU” and not “of NYU”. Chapters may identify themselves as being the chapter at NYU (i.e. Alpha Alpha at NYU) but shall not identify themselves as the NYU chapter (i.e. NYU Alpha Alpha). Any group of individuals that chooses to form as an unrecognized fraternity or sorority will not be considered for recognition under this Recognition Policy. Membership of NYU fraternal organizations must be maintained by NYU undergraduate students only; city-wide chapters are not recognized at New York University for liability and legal purposes.

Each fraternity or sorority is, and remains, an independent legal entity responsible for its own actions and for meeting its own legal duties and obligations. It is understood that New York University does not, by this action, assume any legal responsibility for the supervision or control of fraternity or sorority activities, but reserves the right to withdraw the privileges conferred by this policy and to take such other actions as may be lawful and appropriate. Recognition pursuant to this policy does not constitute an endorsement by New York University of a particular fraternal organization or its activities.

*Adapted from the Cornell University Recognition Policy for Fraternities & Sororities*

Fraternal organizations eligible for recognition under this policy shall have the following characteristics:

1. Chapters shall be legal entities separate from New York University.

2. Chapters shall be comprised of New York University undergraduate students only.

3. Chapters shall be entitled to be subjectively selective in their membership within the limits of the University’s non-discrimination policies.

The Recognition Committee may only amend this document once, during the Fall semester of the Associate Vice President’s term. All changes will go into effect at the start of the Spring semester.
RATIONALE FOR RECOGNITION POLICY

The Recognition Policy enables the University to maintain records of FSL organizations of which NYU students are members. This record facilitates communication between the University and the FSL organizations entitled to the benefits of recognition. The policy is further supported by the following assumptions:

A. Fraternities and sororities are an integral part of the educational environment at New York University and are expected to support the core values of a New York University education.

B. The University is concerned about student welfare outside the classroom, especially in the university-owned residential buildings.

C. All national fraternity and sorority chapters are required by their umbrella (NIC, NPC, MGC, NALFO, NAPA, NPHC) organizations to be recognized by the University.

D. The University and the fraternities and sororities are all responsible. Fraternities and sororities, by way of recognition, are accountable to the University.
BENEFITS OF FULL RECOGNITION

Upon Full Recognition, a sorority or fraternity chapter is eligible for the following privileges and benefits:

1. Identification of the chapter with New York University and use of the University’s name along with, but not in place of, identification with the sponsoring body.

2. Eligibility for participation in the University’s organizations(s) related to the self-governance organization of the FSL community at New York University.

3. Participation in a university membership solicitation program or separate membership solicitation program, as articulated and monitored by the self-governance organization of the Fraternity and Sorority system within the terms of university policies.

4. Participation in the educational, social, and athletic programs and activities of the University that are provided for fraternal organizations.

5. Access to and use of university facilities for official functions as approved by the University offices under whose jurisdiction utilization of a particular university facility is regulated and controlled.

6. Ability to reserve space on campus free of charge.

7. Utilize the resources made available by the FSL office.

8. Eligibility for a chapter house in university-owned residence halls, when available.

9. Eligibility to receive ASSBAC funding and to co-sponsor events with other FSL organizations.

CONTINUATION OF RECOGNITION

Chapters are required to continue to meet the criteria for Full Recognition each year to remain recognized in good standing. Submission of updated documents is due on the designated dates provided by the FSL Office. Failure to maintain certain materials on file with the Office of Fraternity and Sorority Life may result in Rescission of Recognition.
RECOGNITION COMMITTEE COMPOSITION

The membership of the FSL Recognition Committee shall consist of:

- The IGC Associate Vice President
- One (1) Interfraternity Council (IFC) organization member
- One (1) Panhellenic Council (NPC) organization member
- Two (2) Multi-cultural Greek Council (MGC) organization members – one MGC fraternity member and one MGC sorority member

A Vice Chair and a Secretary, both chosen from and by the committee members, shall be appointed.

The IGC Associate Vice President and the Assistant Director of FSL shall select the representatives through an application process.

The Committee will:

- Convene weekly or biweekly, as necessary, for the duration of the calendar year
- Be provided with all pertinent information to make informed decisions

After voting on a presentation, the Recognition Committee will present a written recommendation to the petitioning organization’s applicable sub-council and then to the Inter-Greek Council, including specific and valid reasons for recommending or not recommending the petitioning group its desired status.

- The committee must be prepared to present its recommendation to the governing council at a regularly scheduled meeting within 30 days of receiving the completed petition for recognition.
  - The 30 days does not go into effect until the Committee deems the application completed.
- A representative of the petitioning organization must be present at the meeting at which the recommendation made by the Recognition Committee is presented.
- The IGC Associate Vice President must inform the petitioning organization of the committee’s recommendation decision in writing and within twenty-four hours of said decision.
- The written materials from each petitioning group must be available for review by all IGC members until the next regularly scheduled IGC meeting.
- A 2/3 supermajority vote of all IGC representatives of active organizations with voting rights is required to grant full active status to a colony organization petitioning for full active status.
EXPANSION/EXTENSION

Every year, each governing sub-council will vote at a self-designated time on whether or not to be open for expansion. If the said vote is yes, interest groups may begin to petition the IGC Recognition Committee to be considered for Colony/Provisional status within the Inter-Greek Council and one of its sub-councils: IFC, PHC, and MGC.

Interfraternity Council (IFC) Expansion

The Interfraternity Council upholds the National Interfraternity Conference’s (NIC) open expansion policy. Thereby meaning, the Interfraternity Council supports expansion of new NIC organizations, should the council have the ability and membership to support such endeavors.

Multicultural Greek Council (MGC) Expansion

The Multicultural Greek Council upholds any open expansion policies of their umbrella organizations (ie: NALFO, NAPA, NPHC). The MGC at New York University upholds NALFO’s Open Expansion Guidelines. NALFO defines “Open Expansion” as: Should the campus be open for expansion and the member organization meets the University and Council requirements, no NALFO member organization is prohibited from selecting undergraduates for the purpose of establishing a chapter on campus. The local council, NALFO council, and/or local NALFO organizations may not deter expansion by withholding membership of a NALFO group from any council.

Panhellenic Council (NPC) Expansion

The Panhellenic Council at New York University abides by all NPC Extension Policies. Should an exploratory committee convene and subsequently vote to be for extension, the Panhellenic will follow the NPC Extension guidelines.

Timeline

The IGC Recognition Committee will accept Colony applications until the last Friday of September. Successful applications will be notified by the recognition committee to present their application to the committee. Approved groups will then have Colony status and non-approved groups may apply the following year. This process may only happen in the fall semester, allowing potential Colonies to grow and receive support in the spring semester.

The IGC Recognition Committee will accept applications from Colony/Provisional groups for Full Recognition on a rolling basis.
LEVELS OF RECOGNITION

Organizations wishing to be Greek lettered organizations, progress to Full Recognition status in the following order:

A. Colony/Provisional Status
B. Full Chapter Status
C. Dorman Recognition Status

CSALS – FSL reserves the right to amend these general guidelines when appropriate or necessary. A fraternity or sorority is designated in one of five stages of recognition: provisional (colony status), full, probationary, warning status, and rescission. Changes in an organization’s level of recognition typically will be implemented by CSALS – FSL.

A. COLONY/PROVISIONAL RECOGNITION

The Colony/Provisional recognition status describes the University’s conditional approval for a specific period. Provisional recognition will be applied during establishment of a new fraternity or sorority chapter at New York University.

Colony/Provisional organizations are allowed to conduct intake, new member education and initiate its members.

To become a colony, the following needs to occur:

- Petition for Colony status to the IGC Recognition Committee (see attached application)
- Letter of Support from National Organization, detailing why the organization is ready to move forward with colony status.
- No fewer than four (4) interested undergraduate members for the executive board plus one (1) interested undergraduate member committed to growth and development of the Interest Group. Of these five (5) members, three (3) must be undergraduate members who are not graduating within one year. The group must also present on the growth and sustainability of the organization.
- The interest group must present to the recognition committee for approval for colony status.
- If approved by the Recognition Committee, the interest group must present to the governing sub-council of which they wish to be a member
  - If the vote is ‘no,’ the group can present again to the committees/councils, no sooner than one semester after the vote.
  - If the vote is ‘yes,’ the group will be allotted the following privileges. The interest group has the following rights/responsibilities:
    - The interest group must maintain good standing with the Inter-Greek Council and their applicable sub-committee (MGC, PHC, IFC).
    - It is further recommended that all members of the interest group attend one IGC General Assembly meeting and one meeting of their applicable sub-council.
Before progressing to the next level of recognition, Colony/Provisional Groups must uphold/execute the following:

- Host one (1) service event, one (1) philanthropy event, and one (1) educational program each semester
- Attend one (1) Greek letter organization’s event with 75% of their members in attendance
- Hold an election
- Co-sponsor an event with another Greek Letter Organization
- Continue to be an NYU/FSL registered organization
- Continue to do meaningful programming that contributes to the NYU FSL community by promoting the four pillars of Fraternity and Sorority Life

Colony/Provisional groups may conduct an 8-week new member education/intake program and initiate new members according to legal and CSALS provisions. The IGC Peer Review Board and/or Recognition Committee will offer support and guidance for fraternities and sororities who are provisionally recognized. The group will submit a statement of intent to comply with full recognition criteria at the end of the Colony/provisional time period.

B. Full Recognition

Full recognition accords the fraternity or sorority all the rights, privileges, obligations, and University resources as outlined in the section of this document titled “Recognition Requirements and Obligations of the University and Greek Letter Organizations.”

Colonies may apply for Full Recognition no less than one semester and no more than two years after becoming a colony at New York University. To apply for full recognition, a colony must present to the Recognition Committee, to their designated sub-council, and to the Inter-Greek Council General Assembly, in that order. These presentations are to include, at minimum, a binder of required application materials as outlined in the Recognition Application.
C. Dormant Recognition Status

Dormant Recognition Status is defined as a period of up to two semesters during which a chapter is not required to abide by council attendance mandates. A chapter may appeal to the FSL Office for one additional semester. A chapter may not remain in Dormant Status for longer than three semesters in a total of four years. Dormant Status is meant for chapters in need of a sustainable membership base in order to be contributing members of Fraternity and Sorority Life at NYU. This status automatically occurs when chapters fall under the five-person minimum. In order to be considered of this status, a chapter must have at least two active undergraduate member enrolled at New York University.

Chapters above the membership minimum that choose to change from Full, Warning, or Probationary Recognition to Dormant Recognition Status must notify, in writing, the following groups: their sub-council executive board, the IGC Executive Board, the IGC Recognition Committee, the IGC Peer Review Board, the CSALS Executive Director and the Assistant Director of FSL. Upon review, the Recognition Committee and/or Peer Review Board may recommend a change to Dormant Recognition Status. If a chapter who is recommended to Dormant Recognition Status does not accept that recommendation, the FSL office may move it to Dormant Recognition Status.

Dormant Status Rights/Responsibilities:

- Recruit on an ongoing/rolling basis as long as their new members are initiated by reading day of each semester (last day of classes)
- Participate in their applicable sub-council meetings
- Participate in Meet the Greeks and all publicity events hosted by their sub-council and the Inter-Greek Council
- Maintain their ASSBAC budget and their club status at NYU
- Vote in their sub-council meetings or in Inter-Greek Council meetings

If a chapter obtains this status then they cannot:

- Hold Executive Board positions on the Inter-Greek Council
- Hold Executive Board positions on a chapter’s respective sub-council

Chapters may not have alumni serve as executive board members, as new member educator, or as any position that a national office or the FSL office expects to be held by an undergraduate member.

D. Changes in Recognition Status

The IGC Peer Review Board and/or Recognition Committee may recommend a change in an organization's status. The CSALS - FSL Office reserves the right to amend or supersede these general guidelines and/or a chapter’s recognition status at any time. In those cases where the CSALS - FSL Office or the IGC Peer Review Board and/or Recognition Committee recommends to the Associate Executive Director of CSALS that a chapter lose its official recognition, the decision to rescind recognition requires administrative review and approval by the Executive Director of CSALS or their designee and may be altered, deferred, or suspended. The national headquarters will be notified as soon as possible of any violations that are under review in a cooperative effort between the institution and the national organizations hosted at NYU.
If a chapter reaches the end of the Dormant period, the timeline of the reactivation process is as follows:

- After Dormant period expires, a chapter will lose its funding and its ability to hold events.
  - It will retain its ability to recruit/intake new members.
- Within one year from the date of the end of the Dormant period, a chapter can reactivate without going through the formal recognition process should they reach the five (5) member minimum.
- A chapter will then present the following items to their designated sub-council’s executive board and the IGC AVP:
  - A recruitment plan
  - A new member plan
  - A list of possible new members with their signatures
    - As many of these potential new members as possible should be present at this presentation.
  - Petition of 100 undergraduate student signatures, signifying there is a desire for the group to remain a recognized group at NYU
- The council executive board and the IGC AVP will provide the chapter with feedback and information with which to proceed. The executive board and the IGC AVP are not voting on the status of the chapter. This feedback will then be submitted by the IGC AVP to the chapter’s FSL advisor.
- The chapter will then meet with its designated advisor, prepared with all of the aforementioned plans to move forward successfully. The advisor will review the chapter’s plans in conjunction with the feedback from the sub-council executive board and the IGC AVP to make the final call on the chapter’s reactivation.

A group can attempt to reactivate on a rolling basis within the one-year period. If all attempts at reactivation are not successful, the chapter may reapply as a colony in the general application pool in the Fall.

Should a chapter successfully reactivate, they will automatically be considered as Full Chapter Status, with all rights and responsibilities pertaining to this status, by FSL and the Inter-Greek Council.
FRATERNITY AND SORORITY LIFE RECOGNITION GUIDELINES

Once organizations reach Colony/Provisional, Full, and/or Dormant Status, they must abide by the following recognition guidelines.

I. Administrative Duties – Chapters must fulfill all administrative duties and information requests assigned by the Fraternity and Sorority Life Office.

1. Chapters must submit acknowledgement in writing to the FSL Office that they have read this recognition policy and are aware of the responsibilities they have as a fully recognized organization or as an organization seeking recognition.

2. Chapters must maintain comprehensive general liability insurance in the minimum amount of $2,000,000 (two million dollars) of primary liability coverage. A certificate of such insurance shall be forwarded to the University as evidence of such coverage, and the University must receive notice of any change, cancellation, or renewal of the policy.
   a. Chapters are required to act in accordance with their insurance policy and/or the Fraternity Insurance Purchasing Group (FIPG) Risk Management policy. FIPG and Chapter insurance policy dictates the risk management policy that must be adhered to by all NYU fraternal organizations surrounding areas of alcohol and drug usage, sexual abuse and assault, hazing, fire safety, etc.

3. All NYU FSL recognized chapters must additionally be recognized by CSALS.
   a. Each chapter must register their organization online by the determined deadline through CSALS.
   b. Registration can be found on the following website: (www.nyu.edu/studentactivities).

4. Each chapter must provide an updated organizational roster to the FSL staff by the designated deadline at the beginning of both the Fall and Spring semesters.
   a. Roster must include Contact Information for at least one alumnus and at least one faculty advisor, both of whom will serve as genuine and continuing resources to the chapter. The National Organization must approve the alumnus as an acceptable advisor.
   b. Rosters must list at least five active undergraduates to maintain full chapter status. Rosters must list at least two active undergraduates enrolled at NYU for a chapter to remain recognized at New York University (refer to Dormant status policies).

5. Chapter Presidents must attend the Fraternity and Sorority Life leadership retreat held annually in January. In the event that a chapter’s president is unable to attend, a designated representative must take the president’s place.
II. New Member Program – Policies and standards for the selection and education of new members

1. Each chapter must submit a bid roster at the start of the new member process and an initiate roster at the conclusion of the process by the designated deadlines.

2. All new member education programs are limited to 8 weeks; all new members must be initiated by the communicated deadline.
   a. Chapters may petition to the FSL office to extend the new member program for up to a maximum of two additional weeks, provided that the chapter has given the Assistant Director of FSL documentation from the national organization stating the organization’s new member program requires more than 8 weeks. The decision to accept the petition is at the discretion of the Fraternity and Sorority Life Coordinator.

3. Chapters must abide by New York State Law on Hazing.

4. The Fraternity and Sorority Life Office must have a signed Anti-Hazing Agreement on file for all new and initiated members.

5. All new members of each chapter must participate in the Inter-Greek Council-facilitated new member education program, Gateways.

6. All chapters must have their new member educator attend the new member educator roundtable or meet with an FSL advisor to review anti-hazing policies and the chapter’s new member education program each semester.

7. All chapters must turn in a new member program activities calendar/timeline to the FSL office by the deadline designated by the Assistant Director of FSL.
   a. The new member program calendar must include all mandatory new member events, with the location, date, and expected time of each event.
   b. The calendar must also include the date, time, and location of any rituals involved in the initiation process.

8. All chapters must ensure that all new members who rescind their membership fill out a new member deactivation form in the FSL office.
III. Chapter Member Conduct Expectations

1. Chapters must maintain good standing with their applicable sub-council and the IGC.
   a. A chapter in good standing has full recognition and meets the additional requirements of its sub-council and the Inter-Greek Council.

2. Chapters must abide by the NYU Code of Conduct (http://www.nyu.edu/students.guide)
   a. Members must comply with all applicable University policies, rules and regulations.
   b. Chapter members are expected to cooperate in all University investigations concerning compliance with any University policies, rules, and regulations. See the CSALS – FSL Student Conduct Process.

3. Individual fraternity and sorority members must uphold the four pillars of Greek Life and strive to be role models within the NYU community.

4. A chapter is held responsible when acting as a group or subgroup.

5. Chapters must abide by and be in acceptance of all national governing body (NIC, NPC, MGC, NPHC, NAPA, and NALFO) rules, policies, and regulations.

6. Every active member of an organization is expected to be educated on FIPG Risk Management Policy at the start of the Fall semester. The FSL Office and the IGC Risk Management Chair will notify chapter presidents of relevant deadlines with an appropriate amount of notice. Every member must sign the FSL Risk Management Pledge upon receipt of this program to confirm his or her understanding of the FIPG Risk Management Policy. Newly initiated member classes should receive this education within two weeks of initiation.
   a. The FIPG Education Program and the FSL Risk Management Pledge are both available from the FSL Office.
   b. The Program will take no longer than 20-30 minutes to complete and can be done at a regularly scheduled chapter meeting.
   c. The IGC Risk Management Chair and the FSL Office will maintain the program.

IV. Fraternity and Sorority Life Special Interest Housing

1. Chapters living in special interest housing must abide by all NYU Residential Education and Housing policies (http://www.nyu.edu/residential.education/handbook/index.html)
   a. Chapters residing in fraternity and sorority special interest housing provided by the University are recognized by Student Activities as “chapter houses” and shall be governed by all policies and procedures governing fraternities and sororities at NYU and individuals or groups living in special interest housing. The University does not recognize the residences of chapters not residing in NYU fraternity and sorority special interest housing.
   b. It is a privilege for a fraternity or sorority to occupy University owned facilities. This privilege can be revoked if the organization does not maintain such premises in condition satisfactory to the University Housing and Residential Education standards.

2. A chapter is held responsible for the conduct of the members in its chapter house.
V. Compliance with Student Activities Board (SAB) and All-Square Student Budgeting and Allocation Committee (ASSBAC)

1. All ASSBAC-funded chapters must abide by all ASSBAC rules and requirements.

2. Chapters must hold at least four registered, CSALS-approved events per semester that abide by SAB policy. A chapter’s designated faculty advisor must attend at least one of these events.
   a. Three chapter meetings may count as one out of four required events.
   b. An election may count as one out of four required events.
   c. One event must be service or philanthropy oriented, to be qualified at the discretion of the FSL office.
   d. At least one of the required events must be open to the NYU community.

Violation of any of the aforementioned policies may be addressed by the FSL Office life or may result in a hearing before the Inter-Greek Council Peer Review Board. Refer to the Peer Review Board guidelines for complete details of the Peer Review Board purpose and process.
VIOLATIONS OF RECOGNITION GUIDELINES from the CSALS – FSL Student Conduct Process

Individuals may also be subject to the University Student Conduct process, Residence Life Process or Global Student Conduct process.

A member of the FSL community, NYU community, or respective National office of a recognized FSL organization may submit reports alleged of violations to a Fraternity and Sorority Life or Center for Student Activities, Leadership and Service Administrator.

1. An investigation will be conducted by the Associate Director of CSALS or designee.

2. A final investigation report will be forwarded to the Director of CSALS within five (5) days of the investigation conclusion.

3. A resolution method will be determined by the Director of the CSALS in conjunction with the Office of Community Standards.

Organizations will be notified at least three (3) business days in advance of a review of the case. Notification will be sent in writing to the organization’s president on file with CSALS via NYU email. An organization’s president may serve as a representative on behalf of their organization at the review, or they may send another officer from their organization. Should the organization choose not to send a representative to the review of the case, a decision will made in absentia by the IGC Peer Review Board. The organization may be accompanied by an advisor of their choice to provide support and advice for the organization. The advisor may not speak on behalf of the organization.

The FSL IGC Peer Review Board will render a decision of Responsible or Not Responsible based on a preponderance of evidence. Notification of findings will be provided to the accused, the Assistant Director for Fraternity and Sorority Life and the Office of Community Standards.

1. Organizations found responsible for one or more violations will be subject to sanctions. The accused will be notified of their sanctions(s) in writing within seven (7) business days of the hearing conclusion.

2. Organizations found not responsible shall be notified in writing within seven (7) business days of the hearing conclusion.

Sanction(s) may include but are not limited to:

1. Warning
2. Probation (limitations in organization/individual activity, recruitment, etc.)
3. Suspension
4. Revocation of Recognition Status with NYU FSL
5. Educational Activities
6. Restitution
If the Recognition Committee, a sub-council, or the IGC votes ‘no’ on a presentation in any of the stages of the formal recognition process, an appeals request to overturn the vote may be filed with the Associate Vice President and the FSL Office. This request must be made within one week of the vote. The Associate Vice President or the Assistant Director may deny this request for any reason, which may or may not be disclosed.

If the appeals request is granted, the organization will present its case to a committee made up of the following members: Associate Vice President, Inter-Greek Council President, Panhellenic Council President, Interfraternity Council President, Multi-Cultural Greek Council President, or their corresponding representatives. The Associate Vice President serves as the chair of this committee and votes only in the case of a tie, in which he or she acts as the tie-breaking vote.

There are three grounds upon which an appeal request can be made. An organization may request a review of the decision if:

1. They have new information, unavailable at the time of the original vote, but pertaining to events before the vote (see presentation guidelines).
2. They have concerns with the process that may change or affect the outcome of the decision.
3. They believe their decision was made unfairly.

If the appeals board vote is ‘no’, the organization may present again to the committees/councils no sooner than one semester after the original vote.

If the appeals board vote is ‘yes’, the committee moves on in the recognition process as outlined in this document.
MISCELLANEOUS

1. It is understood that fraternities and sororities shall not use the name of the University for any purpose other than chapter identification as described above.

2. In no event shall any fraternity or sorority use the University’s name or hold itself out in such a manner as to suggest that is it synonymous with, or authorized to act on behalf of, New York University or that its actions are in any way approved, sponsored, or endorsed by the University. Violation of this section may result in Rescission of Recognition.

3. The CSALS - FSL Office may adopt additional standards operating principles and procedures not inconsistent herewith, as deemed necessary or appropriate to facilitate the implementation of this Recognition Policy, upon notifying the IGC Recognition Committee.

4. Chapter presidents are responsible for ensuring all materials are submitted on time. They should work with chapter leadership, alumni advisor, and national organization in obtaining needed documents.

5. Prior to the end of the spring semester each year, a letter from the FSL Office will be sent to each chapter and advisor stating recognition status. In the event of a change in recognition status, a letter will be sent to the chapter, alumni advisor, and national organization, as applicable.
FSL FULL RECOGNITION DOCUMENT CHECKLIST

To receive Full Recognition, all required documents must be submitted and must be on file in the FSL Office no later than April 1. Failure to submit these documents by the specific deadlines throughout the year will result in a change of recognition status.

All Greek Letter Organizations must submit:

- Current membership roster
- Current chapter officer roster
- Statement of Understanding of Recognition Policy
- Intent to Recruit Form / Membership Intake Intent Form
- Anti-Hazing Compliance Form / New York University Anti-Hazing Policy
- Insurance Liability form ($2,000,000 policy)
- Bid Roster (by FSL office deadline)
- New member Roster Form
- Prospective Member discontinuation form(s)
- New Initiate Roster (by FSL office deadline)
- Attendance of the chapter president or designated representative at FSL retreat
- Transition/update of Club Pro database (by CSALS deadline)
STATEMENT OF UNDERSTANDING

Recognition Policy for Fraternities & Sororities New York University

(Please remove pages 18 – 21, sign, and submit to the FSL office on the 7th floor of Kimmel)

____________________________________ has been made aware of the following criteria and agrees to comply with the established recognition guidelines, as stated on pages 11-14 of the recognition document and as reproduced here:

FRATERNITY AND SORORITY LIFE RECOGNITION GUIDELINES

Once organizations reach Colony/Provisional, Full, and/or Dormant Status, they must abide by the following recognition guidelines.

I. Administrative Duties – Chapters must fulfill all administrative duties and information requests assigned by the Fraternity and Sorority Life Office.

1. Chapters must submit acknowledgement in writing to the FSL Office that they have read this recognition policy and are aware of the responsibilities they have as a fully recognized organization or as an organization seeking recognition.

2. Chapters must maintain comprehensive general liability insurance in the minimum amount of $2,000,000 (two million dollars) of primary liability coverage. A certificate of such insurance shall be forwarded to the University as evidence of such coverage, and the University must receive notice of any change, cancellation, or renewal of the policy.
   a. Chapters are required to act in accordance with their insurance policy and/or the Fraternity Insurance Purchasing Group (FIPG) Risk Management policy. FIPG and Chapter insurance policy dictates the risk management policy that must be adhered to by all NYU fraternal organizations surrounding areas of alcohol and drug usage, sexual abuse and assault, hazing, fire safety, etc.

3. All NYU FSL recognized chapters must additionally be recognized by CSALS.
   a. Each chapter must register their organization online by the determined deadline through CSALS.
   b. Registration can be found on the following website: (www.nyu.edu/studentactivities).

4. Each chapter must provide an updated organizational roster to the FSL staff by the designated deadline at the beginning of both the Fall and Spring semesters.
   a. Roster must include Contact Information for at least one alumnus and at least one faculty advisor, both of whom will serve as genuine and continuing resources to the chapter. The National Organization must approve the alumnus as an acceptable advisor.
   b. Rosters must list at least five active undergraduates to maintain good standing and full chapter status. Rosters must list at least two active undergraduates for a chapter to remain recognized at New York University (refer to Dormant status policies).
5. Chapter Presidents must attend the Fraternity and Sorority Life leadership retreat held annually in January. In the event that a chapter’s president is unable to attend, a designated representative must take the president’s place.

II. New Member Program – Policies and standards for the selection and education of new members

1. Each chapter must submit a bid roster at the start of the new member process and an initiate roster at the conclusion of the process by the designated deadlines.

2. All new member education programs are limited to 8 weeks; all new members must be initiated by the communicated deadline.
   a. Chapters may petition to the FSL office to extend the new member program for up to a maximum of two additional weeks, provided that the chapter has given the Assistant Director of FSL documentation from the national organization stating the organization’s new member program requires more than 8 weeks. The decision to accept the petition is at the discretion of the Assistant Director of FSL.

3. Chapters must abide by New York State Law on Hazing.

4. The Fraternity and Sorority Life Office must have a signed Anti-Hazing Agreement on file for all new and initiated members.

5. All new members of each chapter must participate in the Inter-Greek Council-facilitated new member education program, Gateways.

6. All chapters must have their new member educator attend the new member educator roundtable or meet with an FSL advisor to review anti-hazing policies and the chapter’s new member education program each semester.

7. All chapters must turn in a new member program activities calendar/timeline to the FSL office by the deadline designated by the Assistant Director of FSL.
   a. The new member program calendar must include all mandatory new member events, with the location, date, and expected time of each event.
   b. The calendar must also include the date, time, and location of any rituals involved in the initiation process.

8. All chapters must ensure that all new members who rescind their membership fill out a new member deactivation form in the FSL office.
III. Chapter Member Conduct Expectations

1. Chapters must maintain good standing with their applicable sub-council and the IGC.
   a. A chapter in good standing has full recognition and meets the additional requirements of its sub-council and the Inter-Greek Council.

2. Chapters must abide by the NYU Code of Conduct (http://www.nyu.edu/students.guide)
   a. Members must comply with all applicable University policies, rules and regulations.
   b. Chapter members are expected to cooperate in all University investigations concerning compliance with any University policies, rules, and regulations. See the CSALS – FSL Student Conduct Process.

3. Individual fraternity and sorority members must uphold the four pillars of Greek Life and strive to be role models within the NYU community.

4. A chapter is held responsible when acting as a group or subgroup.

5. Chapters must abide by and be in acceptance of all national governing body (NIC, NPC, MGC, NPHC, NAPA, and NALFO) rules, policies, and regulations.

6. Every active member of an organization is expected to be educated on FIPG Risk Management Policy at the start of the Fall semester. The FSL Office and the IGC Risk Management Chair will notify chapter presidents of relevant deadlines with an appropriate amount of notice. Every member must sign the FSL Risk Management Pledge upon receipt of this program to confirm his or her understanding of the FIPG Risk Management Policy. Newly initiated member classes should receive this education within two weeks of initiation.
   a. The FIPG Education Program and the FSL Risk Management Pledge are both available from the FSL Office.
   b. The Program will take no longer than 20-30 minutes to complete and can be done at a regularly scheduled chapter meeting.
   c. The IGC Risk Management Chair and the FSL Office will maintain the program.

IV. Fraternity and Sorority Life Special Interest Housing

1. Chapters living in special interest housing must abide by all NYU Residential Education and Housing policies (http://www.nyu.edu/residential.education/handbook/index.html)
   a. Chapters residing in fraternity and sorority special interest housing provided by the University are recognized by Student Activities as “chapter houses” and shall be governed by all policies and procedures governing fraternities and sororities at NYU and individuals or groups living in special interest housing. The University does not recognize the residences of chapters not residing in NYU fraternity and sorority special interest housing.
   b. It is a privilege for a fraternity or sorority to occupy University owned facilities. This privilege can be revoked if the organization does not maintain such premises in condition satisfactory to the University Housing and Residential Education standards.

2. A chapter is held responsible for the conduct of the members in its chapter house.
V. Compliance with Student Activities Board (SAB) and All-Square Student Budgeting and Allocation Committee (ASSBAC)

1. All ASSBAC-funded chapters must abide by all ASSBAC rules and requirements.

2. Chapters must hold at least four registered, CSALS-approved events per semester that abide by SAB policy. A chapter’s designated faculty advisor must attend at least one of these events.
   a. Three chapter meetings may count as one out of four required events.
   b. An election may count as one out of four required events.
   c. One event must be service or philanthropy oriented, to be qualified at the discretion of the FSL office.
   d. At least one of the required events must be open to the NYU community.

Violation of any of the aforementioned policies may be addressed by the FSL Office life or may result in a hearing before the Inter-Greek Council Peer Review Board. Refer to the Peer Review Board guidelines for complete details of the Peer Review Board purpose and process.

I have read and understand the New York University Fraternity and Sorority Recognition Policy. On behalf of the ____________________________, my signature conveys chapter acceptance of policy requirements.

__________________________________________________________________________
(Name – Print)

__________________________________________________________________________
(Signature)

__________________________________________________________________________
(Date)
APPENDIX A – FIPG, INC. RISK MANAGEMENT POLICY

The Risk Management Policy of FIPG, Inc. includes the provisions, which follow and shall apply to all fraternity entities and all levels of fraternity membership.

ALCOHOL AND DRUGS

1. The possession, sale, use or consumption of ALCOHOLIC BEVERAGES, while on chapter premises or during a fraternity event, in any situation sponsored or endorsed by the chapter, or at any event an observer would associate with the fraternity, must be in compliance with any and all applicable laws of the state, province, county, city and institution of higher education, and must comply with either the BYOB or Third Party Vendor Guidelines.

2. No alcoholic beverages may be purchased through or with chapter funds nor may the purchase of 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 or common source(s) of alcoholic beverage, for example, kegs or cases, is prohibited.

3. OPEN PARTIES, meaning those with unrestricted access by non-members of the fraternity, without specific invitation, where alcohol is present, are forbidden.

4. No members, collectively or individually, shall purchase for, serve to, 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 or during a fraternity event or at any event that an observer would associate with the fraternity 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, co-finance or attend or participate in a function at which alcohol is purchased by any of the host chapters, groups or organizations.

8. All recruitment or rush activities associated with any chapter will be non-alcoholic. No recruitment or rush activities associated with any chapter may be held at or in conjunction with a tavern or alcohol distributor as defined in this policy.

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, the practice of consuming shots equating to one’s age, “beer pong”, “century club”, “dares” or any other 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 program, activity or ritual of the chapter. This includes but is not limited to activities associated with “bid night”, “big brother/big sister night” and initiation.
HAZING

No chapter, colony, student or alumnus shall conduct nor condone hazing activities. Hazing activities are defined as: "Any action taken or situation created, intentionally, whether on or off fraternity premises, to produce mental or physical discomfort, embarrassment, harassment, or ridicule. Such activities may include but are not limited to the following: use of alcohol; paddling in any form; creation of excessive fatigue; physical and psychological shocks; quests, treasure hunts, scavenger hunts, road trips or any other such activities carried on outside or inside of the confines of the chapter house; wearing of public apparel which is conspicuous and not normally in good taste; engaging in public stunts and buffoonery; morally degrading or humiliating games and activities; and any other activities which are not consistent with academic achievement, fraternal law, ritual or policy or the regulations and policies of the educational institution or applicable state law."

SEXUAL ABUSE AND HARASSMENT

The fraternity will not tolerate or condone any form of sexist or sexually abusive behavior on the part of its members, whether physical, mental or emotional. This is to include any actions which are demeaning to women or men, ranging from but not limited to verbal harassment to sexual assault by individuals or members acting together.

FIRE, HEALTH AND SAFETY

1. All chapter houses should meet all local fire and health codes and standards.

2. All chapters should post by common phones and in other locations emergency numbers for fire, police and ambulance and should have posted evacuation routes on the back of the door of each sleeping room.

3. All chapters should comply with engineering recommendations as reported by the insurance company or municipal authorities.

4. The possession and/or use of firearms or explosive devices of any kind within the confines and premises of the chapter house is expressly forbidden. 5. Candles should not be used in chapter houses or individual rooms except under controlled circumstances such as initiation.

EDUCATION

Each fraternity shall annually instruct its students and alumni/alumnae in the Risk Management Policy of FIPG, Inc. Additionally, all students and key volunteers shall annually receive a copy of the Risk Management Policy and a copy of the policy shall be available on the fraternity website.
APPENDIX B – CSALS-FSL Student Conduct Process (as of September 2014)

The New York University (NYU) Office Fraternity & Sorority Life (FSL) in the Center for Student Activities, Leadership and Service (CSALS) serves as advisor to the Inter-Greek Council. Organizations recognized and governed by the Inter-Greek Council are required to abide by the standards set forth by the NYU Office of Fraternity & Sorority Life and Inter-Greek Council Recognition Guidelines.

Individuals may also be subject to the University Student Conduct process, Residence Life Process or Global Student Conduct process.

Process:

A member of the FSL community, NYU community, or respective National office of a recognized FSL organization may submit reports alleged of violations to a Fraternity and Sorority Life or Center for Student Activities, Leadership and Service Administrator.

1) An investigation will be conducted by the Associate Director in the Center for Student Activities, Leadership and Service or designee
2) A final investigation report will be forwarded to the Director of the Center for Student Activities Leadership and Service within five (5) days of the investigation conclusion.
3) A resolution method will be determined by the Director of the Center for Student Activities Leadership and Service in conjunction with the Office of Community Standards.

Resolution methods:

Organizations engaging in alleged behaviors prohibited by CSALS, FSL, or other applicable University rules will be subject to one of the following processes:

1) CSALS Student Organization Conduct Process:
   a. The investigation indicates an alleged violation of University policies on hazing, sexual harassment, sexual misconduct, misuse of alcohol, reckless endangerment, etc. above and beyond applicable FSL/IGC Recognition policy guidelines. (Please continue with the guidelines outlined in the CSALS Student Conduct Process)

2) Complaint Dismissal: The matter may be dismissed if the facts alleged in the complaint, even if they are true, do not constitute a violation of an FSL or FIPG policy.

3) Informal Resolution: The investigation indicates that the allegations, while of merit, are minor in nature related to applicable FSL/IGC Recognition policy guidelines (including but not limited to FIPG risk management insurance policy standards and upholding the 4 Pillars of FSL at NYU). An administrative decision will be made to determine the appropriate interventions. Interventions may include but are not limited to mediation, educational intervention, required training etc. The organization or individual will be notified of the recommendation in a letter from the Office of Fraternity and Sorority Life in conjunction with the Office of Community Standards.
4) IGC Peer Review Board Hearing: The Inter-Greek Council (IGC) Peer Review Board will be assigned the case for review. The scope of IGC is limited to hearing cases related to applicable FSL/IGC Recognition policy guidelines (including but not limited to FIPG risk management insurance policy standards and upholding the 4 Pillars of FSL at NYU). The IGC Peer Review Board shall be responsible for reviewing the facts of the case, rendering a decision, and recommending any applicable sanctions.

   a. Not Responsible (no violation): There is insufficient information to find the organization responsible for a policy violation; the FSL organization will receive notification from the Office Fraternity and Sorority Life in conjunction with the Office of Community Standards to the organization that there was insufficient information to determine a policy violation and that the process has been concluded.

   b. Responsible (violation): There is sufficient information to find the organization responsible for violation(s) of applicable FSL/IGC Recognition policy guidelines (including but not limited to FIPG risk management insurance policy standards and upholding the 4 Pillars of FSL at NYU). A board decision will be made to determine the appropriate interventions. Interventions may include but are not limited to mediation, educational intervention, required training etc. The organization or individual will be notified of the recommendation in a letter from the Office of Fraternity and Sorority Life in conjunction with the Office of Community Standards.

IGC Peer Review Board Overview:

Organizations will be notified at least three (3) business days in advance of a review of the case. Notification will be sent in writing to the organization’s president on file with CSALS via NYU email. Organization presidents may serve as a representative on behalf of their organization at the review, or they may send another officer from their organization. Should the organization choose not to send a representative to the review of the case, a decision will made in absentia by the IGC Peer Review Board.

The organization may be accompanied by an advisor of their choice. The advisor's role is only to provide support and advice for the organization. The advisor may not speak on behalf of the organization.

Board Composition:

1) The Inter-Greek Council Peer Review Board will be composed of one (1) panel advisor, one (1) Panel Chair and three (3) Panelists composed of FSL student council committee members.
   a. The Assistant Director or Graduate Assistant for Fraternity and Sorority Life in the Center for Student Activities, Leadership and Service will serve as the Panel Advisor
   b. The Executive Vice President for the Inter-Greek Council will serve as the Panel Chair in a non-voting role
   c. The Panelists will serve as the voting committee members composed of the following.
      • One (1) member of the Interfraternity Greek Council
      • One (1) member of the PanHellenic Greek Council
      • One (1) member of the Multicultural Greek Council
        o Each committee will select three (3) representatives to serve as Peer Review Board Panelists during the January election period. Panelists MUST complete training with the FSL office in conjunction with the Office of Community Standards and Compliance within (30) days of their appointment.
Findings:

1) The FSL Inter Greek Council Peer Review Board will render a decision of Responsible or Not Responsible based on a preponderance of evidence. Notification of findings will be provided to the accused, the Assistant Director for Fraternity and Sorority Life and the Office of Community Standards.

   a. Organizations found responsible for one or more violations will be subject to sanctions. The accused will be notified of their sanctions(s) in writing within seven (7) business days of the hearing conclusion.
   b. Organizations found not responsible shall be notified in writing within seven (7) business days of the hearing conclusion.

Sanction(s) may include but are not limited to:

1) Warning
2) Probation (limitations in organization/individual activity, recruitment, etc.)
3) Suspension
4) Revocation of Recognition Status with NYU FSL
5) Educational Activities
6) Restitution

Appeal Process:

Organizations found responsible for one or more violation(s) may be eligible to appeal the decision within three (3) business days of notification. The appeal must be submitted in writing to the Director or designee in the Center for Student Activities, Leadership and Service.

1. Appeals may submitted under the following criteria:
   a. A significant procedural error has occurred that affected the decision.
   b. New information, unavailable at the time of the hearing, has become available and such information could have substantially affected the decision.
   c. Sanctions issued were too severe in relation to the student's record or nature of the violation.

2. The appeal letter and supporting documentation used during the review process will be reviewed by the Director or designee for CSALS and a decision will be rendered to:
   a. Uphold the sanction issued by the Board.
   b. Recommend that the board reconsider the sanction, which may increase or decrease in severity.

3. If an appeal is not requested the issued decision and sanctions will stand.