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I. UTA Fraternity and Sorority Life Relationship Statement

The University of Texas at Arlington acknowledges that a Fraternity and Sorority organizations and the University are separate entities, each with independent legal status. Even though the Fraternity and Sorority organizations exist as a privilege granted by UTA, the University does not seek a superior/subordinate relationship; rather, it seeks a relationship in which each can support and assist the other in its purposes. UTA is committed to a mutually supportive relationship with social fraternities and sororities and desires to maintain that relationship through mutually accepted commitments and obligations presented in the policies and procedures for each of the four governing councils and through mutually accepted standards and procedures through the current accreditation program.

Each chapter must complete the items listed in the Minimum Standards document issued per academic year by the assigned date to be considered an active and recognized organization. Chapters not submitting the required documents and/or attending required events will be referred to the Fraternity and Sorority Life Standards Board and may be placed on temporary inactive status and required to complete all documents or attend alternatives to missed events.

Chapters that are temporarily inactive lose all rights and privileges of UTA student organizations, which can include but are not limited to room requests, event registrations, posting around campus, etc.

II. Fraternity and Sorority Life Minimum Standards

Each chapter must complete the following items and the minimum standards signatory page for each fall and spring semester in order to be considered an active organization and member of the Fraternity and Sorority community at UTA. To be eligible for F&SL Awards including Top Chapter, all minimum standards must be complete and the chapter must be in good standing with their council & the University.

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<tr>
<th>Fraternity and Sorority Life Policies</th>
<th>Due Date</th>
<th>Complete?</th>
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<tr>
<td>Chapters will maintain a 2.50 semester average GPA</td>
<td>Ongoing</td>
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<tr>
<td>Each chapter should have an off-campus (alumni/ae) advisor and on-campus advisor (faculty/staff), recorded through Student Organization re-registration process. If there is a change in advisors, F&amp;SL should be notified within 1 week of change</td>
<td>09/07/17 01/30/18</td>
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<tr>
<td>Submit online Chapter Pillars of Excellence to the Fraternity and Sorority Life Office annually (Due Fall 2017 for Mid-Year &amp; Spring 2018 for Final Report).</td>
<td>12/01/17 04/09/18</td>
<td></td>
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<tr>
<td>Submit a copy of your organization’s insurance policy through email at <a href="mailto:fsl@uta.edu">fsl@uta.edu</a></td>
<td>09/11/17</td>
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<th>University Policies</th>
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<td>Re-register and upload any and all chapter rosters, housing rosters, updates, and housing corporation information recorded through Student Organization re-registration process. If there is a change in advisors, F&amp;SL should be notified within 1 week of change and update through MavOrgs.</td>
<td>09/08/17 01/31/17</td>
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<tr>
<th>Chapter Membership</th>
<th>Due Date</th>
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<td>Submit a chapter roster to the Fraternity and Sorority Life Office by census date (Needed for chapter invoices). If members need to be added or removed, a chapter representative should complete the roster change form on the F&amp;SL website.</td>
<td>09/11/17 01/31/18</td>
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Council billing will occur at the beginning of each semester. This date will be set by the individual council. Each chapter will be responsible for updating their roster by that date for council dues purposes.

Roster additions/changes must be completed by 5:00 p.m. the next business day after the University Last Day to Drop classes for the semester.

Set by Council
11/01/17
03/30/18

Submit rosters of new members to the Fraternity and Sorority Life Office no later than the academic drop date during the fall and spring semester. To submit a list, a chapter representative should go to the F&SL website to complete the roster update.

11/01/17
03/30/18

Chapters submit recruitment/intake forms and plans prior to any new member education period/handling out of bids (plans should include a schedule of events). Packets must be approved by F&SL advisor before first event can take place.

Ongoing

All Councils submit names of any potential members to FSL for grades verification to ensure that potential members have attended FSL orientation and if needed Council Orientation. Names must be submitted at least 3 full business days before a bid is extended or a potential member is invited to start a process.

Ongoing

Maintain active membership of at least eight (8) members. Groups not maintaining a membership of 8 will be notified by Student Organization and F&SL

Ongoing

Fraternity and Sorority Life Involvement
Due Date
Complete?

Chapter president or designee must attend monthly Fraternity and Sorority Life President Council Meetings
Monthly

Chapter Presidents attend scheduled one on one meeting with FSL advisor(s) each month
Ongoing

Chapter participation in Council sponsored events
Ongoing

Attend All Greek Kickoff (at least 75% of chapter members)
08/20/17

Chapter attendance in FSL Workshop Series (4 of 6 minimum annually with a minimum (1) chapter representative in attendance. *Must attend a minimum of (1) workshop in Fall semester).

Ongoing

III. Chapter Pillars of Excellence Annual Report

A) Mission -The office of Fraternity and Sorority Life at UT Arlington fosters a quality fraternal experience that enhances student success and development by promoting community values and integrity in a diverse and inclusive setting.

B) Purpose -The Office of Fraternity & Sorority Life at UT Arlington strives to offer a program that promotes student success and development through the fraternal experience. While many of our chapters provide such an experience, the Chapter Pillars of Excellence will assist in developing achievable benchmarks and priorities to assure a vision of excellence for the future of the fraternity/sorority community at UT Arlington.

C) Chapter Pillars

1. Brotherhood/Sisterhood - The fraternity/sorority community at UT-Arlington is dedicated to connecting students and alumni to a positive lifelong fraternal experience.

2. Academic Success - The fraternity/sorority community at UT-Arlington is supportive of the academic mission and seeks to provide opportunities for students to be successful in their academic
3. Leadership - The fraternity/sorority community at UT-Arlington strives to provide opportunities for students to enhance and develop their leadership skills through campus involvement.

4. Philanthropy/Service - The fraternity/sorority community at UT-Arlington values service through philanthropic efforts to Arlington community and beyond.

D) Expectation & Participation - Each chapter is expected to submit the Chapter Pillars of Excellence Annual Report on an annual basis to remain in good standing with the Office of Fraternity & Sorority Life at UT Arlington. The program is based on four Pillars of Excellence. Each Pillar consists of three objectives for a total of (9) possible points for each Pillar. A “Gold, Silver, or Bronze” status will be determined for each Pillar by the number of points received:
   1. 7-9 points = Gold
   2. 4-6 points = Silver
   3. 1-3 points = Bronze

Additionally, chapters will receive an overall status of “Gold, Silver or Bronze” based on total accumulated points.

E) Chapter Recognition - Chapters that earn “Gold” or “Silver” status in any or all (4) areas may receive the following recognition:
   1. A letter of accomplishment sent to the chapter’s (inter) national office and chapter advisor.
   2. Acknowledgement of status in campus media (Shorthorn, FSL website, Twitter/Facebook).
   3. Recognition at Fraternity & Sorority Life Awards Ceremony
   4. Eligibility to apply for & present to be recognized as Top Chapter Award trophy and $750 prize for Top Chapter (Gold Chapters Only 28-36 total points and/or top scoring chapters. Chapters that have received disciplinary sanctions during the current academic year from their council, the office of Student Conduct, or their Organization are not eligible for the Top Chapter award.

Additionally, at the conclusion of the reporting period (April) each chapter will receive an individual report and community report. It is our hope that these reports will assist the chapter in on-going improvement to obtain and maintain a status of excellence in each of the pillars of the community.

F) Submission Options - To promote on-going chapter excellence throughout the academic year, chapters may utilize the following options to submit Pillars:

1. Submission online at mavorgs.collegiatelink.net
   - Attach video, documentation, reflection and/or pictures.
• Tweet or post via Instagram using the hashtag #UTAPillars & mention @UTAGreekLife with picture/video representation and short reflection (140 characters max). *Upload screenshot of sent tweet/insta and submit online.
• Submission of all Pillars at the conclusion of the academic year electronically in the approved format.
• Submission of all Pillars at the conclusion of the academic year electronically in the approved format through MavOrgs.

E) Chapter Reflection - Many of the Pillars require a chapter reflection to be submitted along with other accompanying evidence. The Pillars of Fraternity & Sorority Life at UTA help address the learning that each chapter member experiences through their involvement within their chapter. These reflections help to explain and characterize such learning within the Pillars of Excellence. These can be attached or submitted online with the above on an ongoing basis.

IV. Event Registration and Management

Recognizing that responsible events can take place within social Greek-letter organizations governed by the Student Organizations and Fraternity & Sorority Life office at The University of Texas at Arlington and that as part, if alcohol is present, responsible drinking behaviors can be learned by all members of the fraternity and sorority community, the following policy applies to all events, whether alcohol is present or not.

This policy does not apply to University residence halls, but does apply to the E.H. Hereford University Center, as there are specific polices that address alcohol consumption in those areas of campus. Additionally, members should review the UT Arlington Handbook of Operating procedures to ensure polices are being followed.

For the purpose of this document Greek-letter organizations refers to fraternal organizations advised by the Fraternity and Sorority Life office.

V. Statement of Responsibilities and Ethics on Event Registration

A) This policy is considered a comprehensive plan for monitoring the responsible planning and implementation of events sponsored by Greek-letter organizations. This includes use of alcohol during BYOB or third-party vendor events organized by Greek-letter organizations and event requirements for events without alcohol. Although the policy includes numerous requirements for monitoring alcohol consumption, the organization and any co-host(s) shall bear the primary responsibility for adherence to and enforcement of this policy. Organizations are strongly encouraged to socialize without alcohol.

B) Student organizations and any co-host are obligated to follow the laws of the State of Texas concerning the legal drinking age, as well as U.T. Board of Regent Rules regarding alcohol
consumption. Organizations with (Inter) National/Regional affiliation must also comply with the standards set by their organizations as well as this policy.

C) A minimum of four (4) members of each of the hosting organizations must not consume alcohol prior to or for the duration of an event with alcohol. At least two (2) of the four (4) must be executive officers of the organization(s).

VI. Definition of an Event

A) An event, for the purpose of this policy, an event is a gathering of people that includes any or all of the following elements:

1. Is sponsored, planned, or promoted by an organization
2. Occurs on the organization’s property
3. Has a significant number of the organization’s members present (generally considered to be fifty (50) percent, although a smaller percentage could be considered under other circumstances
4. Is funded in any way by the organization,
5. Is actively or passively endorsed by members of the organization,
6. Is discussed in any form at an organization’s meeting,
7. Is publicized in written form, electronic form or by word of mouth as the organization’s event, and/or
8. Which could be construed as the organization’s event by a reasonable person defined as a UTA faculty/staff member, a member of the UTA Police Department, or respective council officers as the organization’s event.

B) An event with alcohol is any event (defined by terms above) where any type of alcoholic beverage is present, whether on campus or off campus.

1. Types of events where alcohol may be present at off-campus venues which the organization has leased the facility for a private event.
   a. BYOB/ Bring Your Own Beverage
      i. Guests of legal age who choose to consume alcohol are responsible for bringing their own alcohol to the event. Members of the hosting organization(s) may not provide alcoholic beverages to their invited guests even if the beverages are purchased with personal funds.
      ii. The organization may not provide alcohol for anyone in attendance at the event. It may not use organization funds or pooled funds (i.e., “pass the hat”, entrance fees, collections, donations, etc.) to purchase alcohol.
      iii. Members and guests of legal drinking age may not bring in more than six (6) twelve-ounce beers or four (4) ten ounce wine coolers for their own consumption. No other form or type of alcohol is permitted.
b. Third Party Vendors
   i. If the rented establishment holds a Texas Alcohol and Beverage Control liquor license, the organization must utilize a Third Party Vendor. Events with a Third Party Vendor must comply with the same policies and procedures as events with BYOB.

2. General Regulation of Third Party Vendors
   a. Organizations may only host events with alcohol off campus and hold the event at a licensed establishment who will sell and serve alcohol to guests of legal drinking age.
   b. A chapter may hold an event with alcohol present provided that all of the following are met:
      i. The vendor must be properly licensed by the State of Texas. This involves a liquor license to sell on the establishment premises. A copy of this license must be provided at the time of submitting the Alcohol Addendum to the Office of Student Organizations & Fraternity and Sorority Life.
      ii. The vendor must be properly insured with a minimum of 1,000,000.00 of general liability insurance; evidence of this must be shown by the insurance provider. A copy of this insurance must be provided at the time of submitting the Alcohol Addendum to the Office of Student Organizations & Fraternity and Sorority Life.

3. Events held at the E. H. Hereford University Center where alcohol is present are considered events with alcohol on campus, must be third party vendor catered by UTA Carlisle Catering, and are held to all on-campus events with alcohol guidelines in this document.

4. Events held at fraternity and sorority houses that reside on land leased from UT Arlington are prohibited from having alcohol present.

C) Members - All members and new members included on the chapter’s roster with Fraternity and Sorority Life and alumni of the organization.

D) Guest- All non-members who have received an invitation to the event

E) Chapter Brotherhood/Sisterhood Events

1. Chapter Brotherhood/Sisterhood events are those where, only members of the organization are present.
2. Regularly scheduled Recreational Nights or Volleyball Nights where both members and non-members of the hosting organization may be present, must be registered with the Office of Student Organizations & Fraternity and Sorority Life two weeks prior to the first regularly scheduled night for each long semester. Alcohol is not permitted at these events.
3. Exemptions from this policy shall only be made at the discretion of the Office of Student Organizations and Fraternity & Sorority Life staff.
VII. REGISTRATION OF AN EVENT

A) It is the responsibility of the hosting organization(s) to ensure that the event is properly registered. A signed copy of the Campus Events Planning Sheet (CEPS) and/or Alcohol Addendum, must be completed and brought to the Office of Student Organizations and Fraternity & Sorority Life at least two (2) weeks before the event. This includes all events with or without alcohol, on-campus and off-campus.

Examples of Events:
   a. Any event that fits into the definition of an event as listed on “II Definitions” of this document
   b. Bid Day Events
   c. Date Parties
   d. Chapter Mixers
   e. Events/Parties that raise money for the organization
   f. Formals
   g. Philanthropic Events
   h. Any event open to the general public, UTA campus community, and/ or UTA F&SL Community

B) Events with alcohol on university property – For any event hosted on campus with alcohol, organizations should reference the Handbook of Operation Procedures and follow registration policies from the office of Student Organizations.

C) Events with alcohol not located on university property - The following sequence of event must be completed in order to properly register an event where alcohol is present and the event is located off-campus.
   a. Complete the Alcohol Addendum and Campus Event Planning Sheet (CEPS) (see above) at least two (2) weeks before the event.
   b. Events where alcohol is present off-campus must be catered by an approved licensed third party vendor as defined in “II Definitions” of this policy. In addition, the Alcohol Addendum must be completed.
   c. Obtain a copy of current establishment’s life insurance policy from third party vendor.
   d. Obtain a copy of current liquor license from third party vendor.
   e. Turn in the Alcohol Addendum, liability insurance policy, and liquor license to the Office of Student Organizations and Fraternity & Sorority Life at least two (2) weeks prior to the event.
   f. Schedule a Pre-Event meeting with the Office of Student Organizations and Fraternity & Sorority Life a minimum of (5) days prior to your event.
   g. Obtain wristbands for your event from the Office of Student Organizations & Fraternity and Sorority Life.
   h. Check In your guests upon arrival at your event through the EventBrite Organizer app.
i. By 5:00 p.m. on the next business day following the event, any wristbands not utilized must be returned to the Office of Student Organizations and Fraternity & Sorority Life. Failure to do so will result in a $500 automatic fine to the organization.

j. If the event takes place more than 25 miles from campus then the University Student Travel Policy must be followed. For the complete policy visit [http://www.uta.edu/studentactivities/organizations/student-travel.php](http://www.uta.edu/studentactivities/organizations/student-travel.php) for policy and forms.

k. Publicize your event properly. All guidelines for ways in which student organizations can properly publicize their events can be found in Chapter 4 of the University of Texas at Arlington Handbook of Operating Procedures. A copy of this document can be found at [http://www.uta.edu/policy/hop/index.php](http://www.uta.edu/policy/hop/index.php).

l. By 5:00 p.m. on the next business day following the event, any unused wristbands must be returned to the Office of Student Organizations and Fraternity & Sorority Life. Failure to do so will result in a $500 automatic fine to the organization.

D) Events without alcohol and located on campus – For any event hosted on campus with alcohol, organizations should reference the Handbook of Operation Procedures and follow registration policies from the office of Student Organizations.

### IV) General Guideline for All Events with Alcohol

**A) Access to the Premises**

1. Events where alcohol is present must take place within the interior of the contracted venue/ facility. Interior of the facility will be defined as a closed area out of the public’s direct access; for example, behind a fence.

2. Access to the event will be permitted through only one door or entrance. The guest list and/or check-in device(s) shall be located at this entrance.

3. At least two (2) members of the hosting organization(s) should be stationed at the check-in table at all times. If the event is off campus, the logistics of this should be discussed with the business owners.

4. No open containers of alcohol are permitted at the check-in table. These individuals must not have open containers of alcohol, consume alcohol, be intoxicated, or appear to be intoxicated while working the check-in table.

5. The hosting organization(s) should not grant access to the event to people who are or appear already intoxicated or under the influence of other substances.

6. Beverages brought in and will deliver the alcohol to a central distribution area.

7. Exit doors at the facility must remain inaccessible from outside the premise. The exit doors must be unlocked from the inside, permitting people to exit easily in the event in of an emergency.

8. A member of the hosting organization(s) must be stationed at all exit doors to ensure that persons are not gaining access INTO the facility. It is the responsibility of the
hosting organization(s) to ensure that access to the event is not gained through an exit door.

9. The hosting organization(s) must ensure that no open containers of alcohol leave the event.

10. The hosting organization(s) must ensure that guests who are or appear to be intoxicated are offered an alternative means of transportation upon departure.

B) FIPG- Fraternal Information and Programming Group: (inter)national organization insurance companies will only protect and support events that are closed. According to FIPG’s Risk Management Policy, “open parties, meaning those with unrestricted access by non-members of the fraternity, without specific invitation, where alcohol is present, are prohibited” (See this policy at http://www.fipg.org/) Student Organizations and Fraternity & Sorority Life at UT Arlington strongly recommends these events be closed to properly manage risk.

C) Guest List - All organizations should discuss these details with the Third Party Vendor as this process may result in two check-in points one done by the Third Party Vendor and one done by the chapter. Fraternity and Sorority Life staff will provide access to an online guest list submitted by the chapter through EventBrite.
1. The hosting organization(s) must verify all required information on the information submitted via EventBrite for all persons in attendance.
2. All guests must be at least eighteen (18) years of age. It is the organization’s responsibility to allow no one under eighteen (18) years of age to enter the event.

D) Wristbands
1. Wristbands for registered on-campus & off-campus events with alcohol must be obtained from the Office of Student Organizations & Fraternity and Sorority Life. Any unused wristbands must be returned to Student Organizations and Fraternity & Sorority Life by 5:00 p.m. the next business day following the event. It is important for the guest list and wristbands to match. Failure to do so will result in a $500 automatic fine to the organization.
2. At the event, wristbands must be attached to the wrist of all persons who wish to consume alcohol at the event after they show proof of legal drinking age. Wristbands are to be distributed only at the check-in table.
3. To be eligible to possess or drink alcoholic beverages at the event, the person must wear the issued wristband at all times.
4. Third party vendor events require obtaining wristbands from Student Organizations and Fraternity & Sorority Life. However, exceptions to this can be made based on the event and various circumstances. Exceptions will be made by mutual agreement between Student Organizations and Fraternity & Sorority Life staff and chapter leadership.

E) For BYOB Events - Central Area for Alcohol Storage and Distribution
1. A ticket or punch card system should be used when collecting and distributing alcohol that is brought in by members and guests. Each member and/or guest of legal drinking
age may not bring in more than six (6) twelve-ounce beers or four (4) ten-ounce wine coolers for their own consumption. The member or guest will sign as described above; and if they have brought alcohol for their consumption, they will then turn over their beverages to a member of the organization to be placed in the central storage area. The member/guest will then receive the amount of tickets/punch card that corresponds with the quantity of alcohol brought into the event, not to exceed six (6) tickets or punch card.

2. Distribution is limited to one alcoholic beverage at a time.

3. Members and guests of legal drinking age who already brought in the maximum allowable quantity of alcohol shall not be permitted to exit the event and re-enter at a later time with more alcohol.

4. No fewer than two (2) organizational members, who are at least twenty-one (21) years of age, will work the central distribution area at any given time. These individuals must not consume alcohol or be intoxicated while working the central distribution area.

5. It is the responsibility of the hosting organization(s) to ensure that alcohol is distributed only to individuals wearing the appropriate wristband and using the ticket/punch card system.

6. The contents of glass containers must be transferred to a non-glass containers at the time of distribution. The host organization is encouraged to provide lids for all cups.

7. Distribution of alcohol must cease at least thirty (30) minutes prior to the conclusion of the event or at 2:00 a.m., whichever is earlier. Any alcohol that has not been distributed at this time must be stored in a secure location away from public access.

8. Guests who do not consume all of the alcohol that they brought to event may not take it with them upon departure. It may be claimed the following day by presenting the appropriate color wristband, the unused tickets/punch card, and by providing proof of legal drinking age.

F) Food and Non-Alcoholic Beverages at Events with Alcohol

1. It is the responsibility of the hosting organization(s) to provide non-alcoholic beverages (sodas, juice, water, etc.) available throughout the facility, at the central distribution area, and should offer sufficient quantity to last for the duration of the event. Coin-operated machines are not considered appropriate.

2. It is the responsibility of the hosting organization(s) to provide food of a non-salty variety. The food should be available at the central location and be of sufficient quantity to last the duration of the event.

G) Events hosted at chapter facilities

1. All stereos, live bands, public address systems, etc. must be moved indoors at 10 p.m. for events held Sunday through Thursday, and at midnight for events held on Friday and Saturday. The organization may be required to move the entertainment inside the
facility earlier if the UTA Police Department notifies the organization that a noise complaint has been received.

2. Noise may not be noticeably heard from the exterior of the student organization’s facility/house after midnight Sunday through Thursday or after 1:00 a.m. Friday and Saturday.

3. The UT Arlington Police Department may be called if the noise limits or time constraints are violated. The UT Arlington Police Department may respond, first with a warning. If a second visit is needed, the UT Arlington Police Department may issue a citation.

4. Student Organizations and Fraternity & Sorority Life will follow up on all noise violations at the chapter facilities or houses.

H) Policy Infractions

1. All infractions of this policy should be reported to Student Organizations and Fraternity & Sorority Life by the next business day after the event.

2. Any infractions for events where alcohol is present could result in a $500 fine and a referral to the F&S&L Standards Board and/or the Office of Community Standards.

3. Exceptions to this policy or procedure can be made by Student Organizations and Fraternity & Sorority Life staff based on extenuating circumstances for specific events.

V) Expansion Policy

The University of Texas at Arlington Office of Fraternity and Sorority Life and Division of Student Affairs supports all council and organization expansions as determined by each specific governing council. When governing councils determine there is a need for expansion the Office of Fraternity and Sorority Life encourages this growth as it is seen as a positive tool in strengthening the fraternity and sorority community. The purpose of expansion procedures set forth by each governing council is to ensure expansion of fraternity and sorority organizations occurs in a manner which positively reflects the values and mission of the Office of Fraternity & Sorority Life, Division of Student Affairs & UT Arlington.

All (Inter) National, men’s and women’s fraternities seeking to colonize/expand to the UT Arlington campus after August 1, 2013 shall be required to follow council specific policies and procedures. The colonization of new organizations will be considered and determined by the need of each council. All fraternities and sororities wishing to expand at UT Arlington must be recognized as a student organization through the Office of Student Activities and Organizations as well as by one of the four governing councils (Interfraternity Council, Multicultural Greek Council, National Pan-Hellenic Council, or College Panhellenic Council). UTA Fraternity and Sorority Life and governing councils will give preference and consideration to (Inter) National fraternities or sororities.

"Title IX" prohibits discrimination on the basis of sex in educational institutions. For clarification regarding these federal regulations, consult the Office of Student Organizations and Fraternity & Sorority Life. Please take special note of the following:
All single-sex organizations/fraternities and sororities as recognized by Title IX criteria, and formed and operating not for professional or honorary purposes, must be a member of one of the four governing councils (IFC, MGC, NPHC, or CPH) and the UT Arlington Student Organizations and Fraternity & Sorority Life office to remain an active and registered UTA student organization.

All Fraternity and Sorority Organization must be recognized by their corresponding governing council, the Office of Fraternity and Sorority Life and Student Organizations in order to be considered in good standing with the university. All interested organization should review council expansion policies as well as the Student Organization Handbook before moving forward in the expansion process.

A) Process to establish a Fraternity or Sorority at UT Arlington.

1. Review the council expansion documents on the Fraternity and Sorority Life web-site.
2. Make an appointment with the Fraternity and Sorority Life Advisor and Council President, if possible.
3. If the council is at the point of accepting organizations, follow the council’s expansion policy.
4. If the council votes to invite the organization to join, the Vice President of Student Affairs will approve the vote before the organization proceeds.
5. If approved, the organization will then work with the council advisor and council leadership to become a recognized student organization through the Fraternity and Sorority Life and Student Organizations office.
6. The council advisor and council leadership will also assist with any needs as the organization begins to recruit new members.

VI) Fraternity and Sorority Life Standards Code – Purpose and Scope

The purpose of this Standards process is to allow students to participate in the shared-governance of the UT Arlington Fraternity and Sorority community, to hold each chapter accountable, to provide assistance to chapters in retaining autonomy, and to aid the governing bodies (Interfraternity Council, College Panhellenic, National Pan-Hellenic Council, and Multicultural Greek Council) in their disciplinary function.

The Standards Committee, Office of Fraternity and Sorority Life, and Office of Community Standards will work collaboratively to oversee all aspects of the Standards process. The Standards Committee will review all alleged chapter violations and serve as the judicial voice of the fraternity and sorority community.

This process is for organizations and not individual members of their respective chapters. Fraternities and sororities are recognized student organizations, and as such, members agree to abide by all applicable laws and University policy as outlined in this document and the University’s Handbook of Operating Procedures (HOP). Any violation of the HOP will result in
immediate referral to the Office of Community Standards while policy and fraternity/sorority community violations will be referred to Fraternity & Sorority Life Standards.

Each council has its own recruitment/intake policies, therefore alleged violations of this nature will be referred by the Standards Committee to the chapter’s governing council for review. Governing councils must follow their Constitution and Bylaws after receiving a report of an alleged recruitment/intake violation.

VII) Composition of the Fraternity and Sorority Life Standards Committee

The Standards Committee shall be composed of one (1) executive board vice president from each governing council (i.e. IFC, CPH, NPHC, MGC). In cases where the Standards Committee member is a member of a chapter that has been accused of an alleged violation or a member of a chapter that has reported the allegation, the governing council’s President shall serve in his/her place. If the council president is unable to serve another representative from the council executive board will be appointed by the advisor.

A) Duties of the Standards Committee include:
1. Review alleged violations of the Student Organizations and Fraternity & Sorority Life Policies and Procedures, and decide, in conjunction with advisors, how the alleged violation should proceed.
2. Educate each chapter about the Fraternity and Sorority Life Standards Code
3. Conduct fair hearings with impartial Hearing Board members
4. Report violations of the Standards Code
5. Maintain confidentiality of all Fraternity and Sorority Life Standards proceedings
6. Participate in Fraternity and Sorority Life Standards Committee training

A committee member maybe be removed from their position for failure to meet the duties outlined above. This removal must be approved by the advisor, respective council president and Director of Student Organizations and Fraternity & Sorority Life.

B) Advisors to the Fraternity and Sorority Life Standards Committee

A staff member from the Fraternity and Sorority Life Office shall serve as the primary advisor to the Standards Committee and Hearing Board. A staff member from the Office of Community Standards will serve as a co-advisor, when available.

C) Possible Chapter Violations

Organizations must abide by all University rules and regulations including:

1. UT Arlington’s Handbook of Operating Procedures (HOP)
2. Student Organizations and Fraternity & Sorority Life Policies and Procedures
3. Fraternity and Sorority Life Event Policy
In addition to the policies outlined in those documents, organizations must:

1. Refrain from harassing and/or antagonizing another organization (verbal, written, or on social media)
2. Comply with past sanctions
3. Refrain from engaging in conduct that may reflect poorly on Fraternity and Sorority Life and/or member, chapter, or the University as a whole
4. Fulfill Fraternity and Sorority Life Minimum Standards

VIII) Fraternity and Sorority Life Standards Procedure

A) Investigation and Standards Committee Review - A report of an alleged violation is submitted to the Office of Student Organizations and Fraternity & Sorority Life. Reports may be submitted by anyone. All reports will be reviewed. Reports can be made to Standards Committee members, Fraternity and Sorority staff members, or by email to fsl@uta.edu.

Only alleged violations that occurred in the current or previous semester will be reviewed. Summer term will be considered as an independent semester.

The Standards Committee should meet within one week of receiving a report. In instances of a high caseload, or in summer months, additional time may be needed to respond to a report but may not exceed three weeks.

The Standards Committee will review the evidence, determine whether to proceed, and if so, determine recommended sanctions. Before sanctions are imposed, the chapter will have the opportunity to respond to the allegations and review evidence supporting the allegations.

If the Standards Committee believes the chapter is responsible for the alleged violation(s) based on the preponderance of the available evidence the Standards Committee will request the Chapter to appear for a Pre-Hearing Conference.

B) Summoning the Accused Chapter to meet for a Fraternity and Sorority Life Standards Pre-Hearing Conference.

An electronic notification letter will be sent to the chapter president, on-campus advisor, alumni/ae advisor(s), the chapter’s national office, chapter consultant, and/or regional representative of the accused chapter. The phone number and email address on file with Fraternity and Sorority Life will be used. It is the chapter’s responsibility to keep information current. The letter will include a list of allegations, any gathered evidence, and will inform the chapter of the Fraternity and Sorority Life Standards procedures.

C) Fraternity and Sorority Life Standards Pre-Hearing Conference.

The Director of Fraternity and Sorority Life or his/her designee and the Standards Committee member from the accused chapter’s council will meet with the chapter president or designated representative along with any chapter advisor present. In the meeting, the Standards
Committee member will review the allegations and evidence with the chapter. During this meeting, the chapter, Standards Committee member, and University official will work to create mutually agreed upon sanctions.

The Director of Fraternity and Sorority Life will also encourage the chapter to share the chapter account and present any chapter evidence that was submitted to the Fraternity and Sorority Life Standards Committee before the meeting.

After review, the recommended sanctions and outcomes created by the Fraternity and Sorority Life Standards Committee will be presented to the chapter by the Standards Committee member. The chapter representative will then have the opportunity to accept responsibility and the outlined sanctions or develop separate mutually agreed upon sanctions.

If the chapter elects to accept the sanctions and outcomes proposed, the chapter president will execute a written acceptance within 24 hours of the Pre-Hearing Conference and waive any appeals. The Pre-Hearing Conference shall be final and there would be no subsequent proceedings regarding the allegations.

If the chapter would like to dispute the allegations and no mutually agreed upon sanctions can be met, the chapter must then execute in writing a desire to proceed to a Fraternity and Sorority Life Standards Hearing.

D) Fraternity and Sorority Life Standards Hearing (if necessary)

If no mutually agreed upon sanctions are met during the Pre-Hearing Conference the chapter president will receive notification of the hearing time and location. The Fraternity and Sorority Life Standards Hearing should take place no more than ten (10) days following the Pre-Hearing Conference.

The chapter may have up to two (2) members and one (1) chapter advisor present for the hearing. The chapter must designate one member to speak on behalf of the chapter.

The Chair of the hearing will be a member of the Standards Committee. The purpose of the Chair is to serve as a facilitator in the hearing process. The Standards Committee member from the accused chapter’s council will serve as the Assistant Chair for the hearing.

The Hearing Board will be responsible for hearing the allegations, evidence, and proposed sanctions presented by the Assistant Chair and evidence and/or statements from the Chapter to then decide if the chapter is responsible.

If the Hearing Board finds the chapter responsible, they will create sanctions and/or outcomes for the chapter to fulfill. The Standards Committee will then notify the chapter of their decision outcomes. The letter will also outline the appeal process, should the chapter choose to appeal the decision.
E) Appealing the Decision of the Fraternity and Sorority Life Standards Hearing

A chapter found responsible at a Fraternity and Sorority Standards Hearing has the right to appeal to the Assistant Vice President for Student Affairs. Such appeal must be made in writing to the Assistant Vice President of Student Affairs within five (5) business days of the date of the letter. Notice of appeal suspends imposition of the sanctions until the appeal decision is rendered, but interim action may be taken.

Appeals must be based on one or more of the following criteria:

1. Ability to introduce new evidence
2. Improper hearing procedures
3. Severity of sanctions
4. Sanctions not consistent with violation

The Assistant Vice President for Student Affairs may approve, reject, or modify the decision in question. He or she may also require the case be heard again for the presentation of new evidence and reconsideration of the decision.

F) Possible Sanctions or Outcomes

When a chapter is found responsible for a violation, the following are some example of possible sanctions:

1. Official Warning or Probation
2. Apology (written or verbal)
3. Community Service – as an organization or per individual member
4. Monetary Fine
5. Restitution
6. Educational sanction or program
7. Limitation of chapter activities - suspension of chapter rights and privileges:
   a. Participation in social events
   b. Participation in intramural sports
   c. Participation in official Fraternity and Sorority Life events
   d. Use of campus facilities

In some instances, it may be necessary for the University to take immediate disciplinary action before an alleged violation has been reviewed by the Standards Committee. Advisors may take reasonable action to ensure the safety of students, the University, community and property. Interim action could be a limitation of activities and/or a full cease and desist. In cases of interim suspension or immediate disciplinary action, the Office of Community Standards and the Office of Student Organization & Fraternity and Sorority Life will make every effort to arrange a meeting with chapter leadership to explain and outline expectations during this interim period.
IX. Fraternity and Sorority Life Standards Hearing Procedures

A) Hearing Board

The Hearing Board will be comprised of UT Arlington Fraternity and Sorority community members who were selected through an interview process. Hearing Board members will be made up of students from all four (4) Councils.

Duties of the Hearing Board include:

1. Report any alleged chapter violations
2. Maintain confidentiality of all Fraternity and Sorority Life Standards proceedings
3. Participate in Hearing Board training

The Advisors may remove a Hearing Board member for failure to fulfill the duties outlined above.

Five Hearing Board members will serve during each Hearing and will be responsible for hearing all information presented and then decide if the chapter is responsible for the allegations or not. If the Hearing Board finds the chapter responsible, the Hearing Board, under the advisement of the advisors will create sanctions/outcomes for the chapter.

B) Hearing Process

The Standards Committee has the right to present evidence and witnesses in addition to the information given to the accused chapter. This additional evidence and/or a list of witnesses must be given to the accused chapter at least three (3) business days before the Hearing.

All evidence from the accused chapter as well as a list of witnesses must be submitted to the Fraternity and Sorority Life Office at least 3 business days prior to the scheduled hearing date.

If representation from the accused chapter fail to appear at the Hearing, the Standards Committee members present, in conjunction with advisors, will select one of the following courses of action: Reschedule the Hearing or render a decision based on the available information.

The jurisdiction of the Fraternity and Sorority Life Standards Committee is not necessarily limited to the original complaint. It may include other offenses revealed during the Hearing.

If a new offense is revealed, the chapter may choose one of the following to proceed:

1. The chapter may elect to separate the offense revealed during the Hearing and request the new issue to proceed through the Fraternity and Sorority Life Standards process independently, separate of the current issue.
2. The chapter may waive the right to five days advance notification of another Hearing and have the decision rendered at the original Hearing.

A cumulative record of an organization’s offenses will be considered in the sanctioning process.

The President of the accused chapter or designated representative, and no more than two (2) advisors shall be allowed at the Standards Hearing. Advisors are reminded this is an educational process and should be silent observers in the process. Witnesses must wait outside the Hearing room until requested to provide statements.

During deliberation, the members of the Hearing Board will determine if the chapter is responsible or not for the alleged violation. If more than one violation exists, the group will discuss each violation separately. If a chapter is found not responsible, the allegations will not be discussed in any future cases.

If a chapter is found responsible for a violation, based on a majority vote, sanctions will be determined. When discussing sanctions, a cumulative record of the history of the organization’s offenses will be considered during the sanctioning process. The Chapter will be sent written notification of the Hearing results within ten (10) business days.

All Fraternity and Sorority Standards Committee members will read the decision letter (responsible/not responsible) at their next council meeting. The letter will be sent to the Office of Student Conduct (if needed) the Chapter’s national office, chapter consultant, and/or regional representative, on campus advisor, and off campus chapter advisor within ten (10) business days of the Hearing. If the chapter chooses to appeal the decision, the letter will state the outcome is “under appeal”.

The Fraternity and Sorority Standards Committee shall have the authority to require any fraternity or sorority member at UT Arlington to provide statements during any investigations or hearings.

C) The Hearing shall proceed in the following order:
   1. The Chair will identify all present and ask for any questions on procedure of the Hearing.
   2. The Assistant Chair presents the original letter of alleged violations.
   3. The Chair will read each alleged violation individually and wait for the accused chapter to enter a plea of “Responsible” or “Not Responsible”:
      a. If all pleas are “Responsible”, skip to step fourteen (14).
      b. If there is at least one plea of “Not Responsible”, the Hearing will proceed to step four (4).
   4. The Assistant Chair followed by the accused chapter will read their opening statements.
   5. Witnesses summoned by the Standards Committee are brought in for testimony (Assistance Chair questions witness first followed by the chapter. The Assistant Chair can question the witness again following the chapter)
   6. The Hearing Board may ask witnesses additional questions.
7. Witnesses for the accused chapter are brought in for testimony (The chapter questions witnesses first followed by the Assistant Chair. The chapter can question the witness again following the Assistant Chair)
8. The Hearing Board may ask witnesses additional questions.
9. Closing remarks presented by Assistant Chair.
10. Closing remarks presented by Accused Chapter.
11. Assistant Chair has the opportunity for rebuttal.
12. Accused chapter and Assistant Chair are dismissed for deliberations.
13. Members of the Hearing Board determine responsible or not responsible.
14. If the chapter is found responsible, the hearing board will discuss potential sanctions.

X. Fraternity and Sorority Life Standards Glossary of Terms and Definitions

Campus Activities Restrictions - These restrictions prohibit groups from participating in some, or all, University, Council and Fraternity and Sorority Life hosted events.

Cease and Desist- An interim suspension of all activities of the accused organization, including chapter meetings, social events, or any other functions, until other provisions of this document, or other relevant policies, are implemented. A Cease and Desist may originate from the university, the national organization or both.

Community/University Service - An organization may be offered an opportunity to complete a specified number of service hours. The type of community/University service must be approved by advisors.

Educational Programs - This sanction requires the group to attend, sponsor, and/or present an educational program. The program must be approved by Fraternity and Sorority Life advisors.

Hearing Board - The Hearing Board will be comprised of UT Arlington Fraternity and Sorority community members who were selected through an interview process. Hearing Board members will be made up of students from all four (4) Councils.

Interim Suspension - A temporary limitation of organization activities or a cease and desist that suspends the recognition or actions to ensure the safety of students, the University, community and property pending alleged violations and the outcome of the organization standards process.

Monetary Fine - A single fine of no more than $750.00 per incident can be imposed on a chapter. All collections from fines go back to Fraternity and Sorority Life for community programming.

Office of Community Standards - The Office of Community Standards assists in the processes of hearings, mediations, and other fraternity and sorority cases, but only handles cases on an individual student basis. The Office of Student Conduct would also assist with any organizational violations that are severe in nature or include violations of state or federal laws.
Other Penalty - The Hearing Board may impose other restrictions, requirements, or sanctions in addition to, or conjunction with, those listed when deemed appropriate and may be imposed at the Hearing. Some violations have specific sanctions already identified in a respective governing council’s Bylaws and Constitution. These sanctions will automatically be enforced if a chapter is found in violation.

Probation - May be imposed on the chapter for a specific time length in which the chapter’s activities and behavior are under scrutiny with the University. The chapter may conduct normal operations during this time but further incidents during the probation period could lead to more serious sanctions.

Restitution - A payment for financial injury to a victim in cases involving theft, destruction of property, or deception. The assessed costs to be paid may be in addition to other sanctions and must be submitted via cashier’s check to Fraternity and Sorority Life.

Student Activities and Organizations Policies - Fraternities and sororities are considered student organizations, and must abide by the Office of Student Activities and Organizations’ policies. The Office of Fraternity and Sorority Life will handle any violations of these policies, with the exception of hazing.

Suspension - This action consists of the removal of the organization and/or chapter operations, for a specified or indefinite period of time. In addition, it prohibits the group's participation in all their respective governing council and University activities and the use of University facilities. An activity on the part of the Chapter during a period of suspension may result in further sanctions.

Warning Letter - This is a warning indicating that the group’s actions were inappropriate and that subsequent violations may result in more serious disciplinary action.
XI. APPENDIX

PILLARS OF EXCELLENCE 2017-2018

Excellence in Brotherhood/Sisterhood- The chapter is dedicated to connecting students and alumni to a positive lifelong fraternal experience.

1A. Retention of members from beginning of recruitment/intake until end in any given semester. *You must include a year-round recruitment plan & evidence of completion/success.

- 3 points = 90% or above retention and completion/success of year-round recruitment plan
- 2 points = 80% or above retention and completion/success of year-round recruitment plan
- 1 point = 60% or above or above retention and completion/success of year-round recruitment plan.

1B. Evidence of activities/programs that support the fraternal value of brotherhood/sisterhood and are non-alcoholic in nature. (i.e. brotherhood/sisterhood retreats, movie nights, events should be dedicated to programs/activities that are attended by 51% or more of chapter membership with the intent of fraternalism). These events can be for active chapter members, alumni/ae, and family members. Events should not be intended for council/community building but instead focusing on the chapter.

- 3 points = 3 events per semester, complete event registration submitted & chapter reflection
- 2 points = 2 event per semester, complete event registration submitted & chapter reflection
- 1 point = 1 event per semester, complete event registration submitted & chapter reflection

1C. Chapters will create intentional programming for members focused on the needs of the men and women of the chapter. These programs could focus on mental health, alcohol use, safety, bystander intervention, etc. The intent is for chapters to focus on each member’s individual growth and development. Programs cannot be counted towards the Excellence in Scholarship pillar.

- 3 points = 4 events
- 2 points = 3 events
- 1 point = 2 events

Excellence in Philanthropy/Service- The chapter values service through philanthropic (charitable aid or donations) and service (community service) efforts to UTA, Arlington community and beyond.

2A. Each semester the chapter must complete an average of (10) community serve hours per member with a maximum of (25) community service hours for any individual member.

- 3 points = 95% of chapter membership participation & chapter reflection
2B. Chapter participation in The Big Event sponsored by University Events OR Relay for Life

**Big Event**
- 3 points = 70% of chapter membership participation & chapter reflection
- 2 points = 60% of chapter membership participation & chapter reflection
- 1 point = 50% of chapter membership participation & chapter reflection

**Relay for Life**
- 3 points = participation, $700 or more raised, & chapter reflection
- 2 points = participation, $500 or more raised, & chapter reflection
- 1 point = participation, $200 or more raised, & chapter reflection

2C. Host a philanthropic initiative per academic year. Philanthropy is an event or program where participants raise awareness, money, and/or goods to directly benefit an organization or group of people. None of the resources collected will be used to cover the cost of the event in any way.

- 3 points = 3 philanthropic/community service events
- 2 points = 2 philanthropic/community service events
- 1 point = 1 philanthropic/community service events

**Excellence in Academic Success** - The chapter is supportive of the academic mission and seeks to provide opportunities for students to be successful in their academic endeavors.

3A. Attend or host academically-related seminar/program per academic year, the program should offer the chapter membership campus academic and/or resources.

- 3 points = 3 programs/seminar & chapter reflection
- 2 points = 2 programs/seminar & chapter reflection
- 1 point = 1 program/seminar & chapter reflection

3B. Recognition of members for excellent academic performance (i.e. awards ceremony, scholarship banquet and/or chapter meeting in form of agenda and/or posted picture via Social Media).

- 3 points = 50% or more of chapter members recognized for excellence.
- 2 points = 40% or more of chapter members recognized for excellence.
- 1 point = 30% or more of chapter members recognized for excellence.

3C. Faculty recognition, engagement and/or outreach per academic year (Staff members are not considered faculty. Must be a faculty members of UT Arlington; recognizing through certificates counts as only ONE event).

- 3 points = 3 programs/events
2 points = 2 programs/events
1 point = 1 program/event

**Excellence in Leadership** - The chapter strives to provide opportunities for members to enhance and develop their leadership skills through campus involvement.

**4A.** Chapter members will hold leadership positions in other recognized student organizations at UTA or organizations/clubs in the Arlington community. The chapter must submit a list of members leadership positions held annually.

- 3 points = 50% or more of chapter membership holding leadership positions/offices
- 2 points = 25-49% of chapter membership holding leadership positions/offices
- 1 point = 10-24% of chapter membership holding leadership positions/offices

**4B.** Attendance at the UT Arlington Leadership Retreat, Certified Leaders, Expression in Leadership and/or other leadership programs hosted by the Leadership Center

- 3 points = 3 or more chapter members and chapter reflection
- 2 points = 2 chapter members and chapter reflection
- 1 point = 1 chapter members and chapter reflection

**4C.** Participation in leadership development (locally, campus-wide, statewide, regionally, and or (Inter) national.

- 3 points = 6 or more chapter members and chapter reflection
- 2 points = 4-5 chapter members and chapter reflection
- 1 point = 2-3 chapter members and chapter reflection

*NOTE: Pillar objectives & expectations will be reviewed on an annual basis to assure they are aligned with current trends and best practices while also meeting the needs and challenges of the current UT Arlington fraternity & sorority community.*
Important Contacts- The numbers listed below are provided should you need to take advantage of any resources of services they provide.

A) Student Organizations and Fraternity & Sorority Life.................................817-272-2963

B) E. H. Hereford University Center Dining Services .................................817-272-2919

C) UTA Environmental Health & Safety .........................................................817-272-2185

D) Facilities Management and Grounds Operations ........................................817-272-3571

E) UTA Police Department .................................................................................817-272-3381

F) City of Arlington Police Department ..........................................................817-459-5600

F&SL Handbook revisions: Any active chapter at UT Arlington may propose an amendment to the F&SL Handbook. Proposals may be sent in writing to the All Fraternity and Sorority Life Standards Committee at fsl@uta.edu.