

## Standards of Excellence

In an effort to uphold the values of the Office of Greek Life, each fraternity and sorority is expected to uphold standards in order to operate efficiently and to contribute positively to its members and the overall Samford Greek community.

### Status

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All fraternity and sorority chapters at Samford University will earn one of the following statuses through their adherence to the Standards of Excellence of Greek Organizations:

1. Chapter of Excellence: Chapters meeting over 50% of the Standards of Excellence areas
2. Good standing: Chapters meeting 80% of minimum standards will be in good standing with Samford University. Chapters in good standing receive all rights and privileges associated with membership in the respective governing council, the Office of Greek Life and the Office of Student Leadership and Involvement through registration as an active student organization.
3. Warning: Chapters not meeting 80% of minimum standards will be placed on warning. Written notification will be sent to the chapter's advisor and executive board to alert that a minimum standard has not been satisfied. Some privileges may be revoked and a member of the chapter's executive board may be required to meet with a staff member in the Office of Greek Life to develop a plan of action to return the chapter to good standing.
4. Probation: After implementation of plan of action, chapters who do not meet minimum standards will be designated as on probation. Written notification will be sent to the chapter's advisor and executive board to alert the status change. Some privileges will be revoked and the chapter may be required to participate in an improvement plan to return the chapter to good standing.
5. Chapter Under Suspension: Failure to complete requirements of a chapter improvement plan will result in suspension of the chapter. The chapter will lose its registered status, ceasing all privileges associated with being a registered student organization at Samford University. A suspended chapter is required to develop a plan to restore its recognition status including a strategy to meet and maintain the standards for Greek Organizations.

# Standards of Excellence

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## Overview

The regular review of chapter standing will be based on the following areas of standards:

1. Operations and Events
2. Membership
3. Academics
4. Leadership
5. Community Engagement
6. Risk Management and Liability
7. Educational Programming

## *Operations and Events*

- Chapters must renew registration as a Samford student organization with the Office of Leadership and Involvement and the Office of Greek Life.
- Chapter must adhere to the Samford Greek Event Policy and register all events through Bulldog Central/Presence.
- Chapters must maintain good financial standing with the university, respective council, and national organization.

## *Membership*

- Chapters must submit chapter roster updates.
- Chapters must verify new members/aspirants.
  - All chapters participating in informal recruitment/intake must verify potential new members' grades before invitations of membership are extended.
  - Email prospective names and 900s to [greeklife@samford.edu](mailto:greeklife@samford.edu) to verify grades before the invitation to membership is extended.
  - Or a list of eligible students can be sent to the chapter upon request.
- NPHC chapters must submit the Intake Packet online.
  - Due two weeks prior to the chapter's interest meeting.
  - Approval from graduate chapter advisor is required in the online form.
- Chapters must host new member educational sessions.
  - Complete the New Member Education form in Bulldog Central by February 1.
- Initiation Deadline: Chapters must complete all new member education and initiate all new members within 6 weeks of bid acceptance.

### *Academic*

- 100% of chapter members must electronically sign FERPA waiver.
- Chapters must uphold a minimum term GPA of a 2.85.
  - Chapters not meeting scholarship requirements two semesters in a row will then be placed on probation.
- Chapter presidents or academic chairpersons along with the chapter advisor are the only officers to receive academic reports for the chapter.
- Chapter Academic officers will attend assigned trainings.

### *Community Engagement*

- Chapters must complete at least *one* community service projects and *one* philanthropic project per semester.
- Chapters must collaborate on *one* educational or service based event with another chapter or recognized student organization. If the event is social in nature or a profit-share dinner night, the event will not meet this standard.

### *Leadership*

- Chapter presidents must act as liaisons between the Office of Greek Life and the Samford chapter.
- Chapters must have a full advisory board:
  - Chapter advisor
  - Faculty/Staff advisor
  - Financial advisor
  - Membership Advisor
  - Housing Advisor (if applicable)
- Chapters must have 80% attendance record at officer trainings, workshops, and meetings.

### *Risk Management and Liability*

- Chapters must submit inter/national and local risk management policies via email by February 1.
- Chapters members must electronically submit Anti-Hazing Form online.
- Chapters must submit certificate of insurance each spring semester via email by February 1.
- Chapters must remain in good standing with Samford University.
- Chapters must abide by all Samford University and Office of Greek Life policies.

### *Educational Programming*

- Chapters must cover a total of three educational programs topics per semester. 50% member attendance is required for each category.
  - Topics of the programs should fall under three categories.
    - Safety, Health & Wellness
    - Diversity and Inclusion
    - Member Development
- Chapters must meet attendance requirements for all three educational programs.
  - 50% attendance requirement (no excuses permitted)
  - Document attendance to be upload at the end of the semester.
- Chapters must meet attendance for all Office of Greek Life sponsored events.
  - One large scale faith-based program for the year
  - 50% chapter attendance required
  - Excuses will be accepted for academic or athletic obligations only. Excuses must be submitted in writing or email to the Office of Greek Life 72 hours prior to the program.

### *Housing*

- Chapters must comply with the Greek Housing Agreement.

## **Educational Standards**

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### *Instructions*

Chapters will have the flexibility to select educational programming topics to meet the needs of members within three specific categories.

Chapters are eligible to complete the education standard by attending events sponsored by Samford or host programs designed by the chapter's national organization. For inquiry of approved programs, contact assigned Greek staff member.

Read below to discover the requirements of the three educational program categories.

### *Safety, Health, and Wellness*

Definition: The safety, health, and wellness standard provides support to the Greek community at Samford to empower chapters to access potential risks within the chapter, plan proactively to educate members, and establish responsibility and accountability of its members. Through mutual support of students, faculty, staff, and alumni, the safety, health, and wellness standard will establish a sense of pride and ownership within the community to ensure members will have a positive, developmental and safe fraternity and sorority experience at Samford University.

Standard: At least once per semester, chapters must participate in and/or coordinate for their chapter an education program addressing safety, health, and wellness of their chapter and its members. Chapters will be encouraged to identify potential risks within the chapter and address the larger issues of risk management. Potential educational programs should be discussed in relation to how they can help educate members and reduce potential risks within the chapter.

Program Examples: Programs will be made on the major risk management issues of sexual abuse, alcohol, and other drug use, and hazing.

### *Diversity and Inclusion*

Definition: The diversity and inclusion standard promotes opportunities for fraternities and sororities to fulfill Samford's vision of being a diverse community. Addressing issues of diversity and learning about one's own personal and group identity provides a unique opportunity for fraternities and sororities to prepare chapter members to lead in an increasingly diverse world. Through mutual promotion of diversity and inclusion by students, faculty, and staff in conjunction with the diversity and inclusion standard, the Samford Greek community can learn about and from one another.

Standard: At least once per semester, each chapter will educate its members on issues related to diverse populations identified by ethnicity, race, religious preference, gender, sexual orientation, or disability.

Program Examples: Qualifying programs will focus on diversity topics other than one central to the organization (A sorority attending a women's program would not meet the diversity requirement, it could however, meet the member development requirement). Potential topics would include, but are not limited to race, ethnicity, gender, sexual orientation and disability.

### *Member Development*

Definition: The personal development standard supports the Greek Life value for fraternity and sorority members to develop skills and potential through personal and collaborative experiences, along with upholding Samford's mission to nurture persons in their development of intellect, creativity, faith and personhood. Through mutual support of personal development by students, faculty, and staff, this standard will provide a wide range of opportunities for Samford fraternities and sororities to learn, grown, and experience personal empowerment.

Standard: At least once per semester, each chapter will host a program allowing members the ability to learn and grow from the topic covered. The program should be designed to provide critical thinking to members in attendance and personal development as an outcome of the program.

Examples: Qualifying programs will focus on personal development, such as leadership topics, ethics, and values. Potential topics would include, but are not limited to career development, financial planning, communication skills, conflict resolution and goal setting.

## Standards of Excellence Checklist

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### Spring 2021 Semester Deadlines

January 20

- Roster updates via Teams file
- Officer contacts via Teams file
- Active members assessed Greek fee

February 1

- National organization risk management policy via email to [greeklife@samford.edu](mailto:greeklife@samford.edu)
- Certificate of Insurance deadline via email (**only housed chapters**)
- National new member education policy via email
- New member education detailed calendar and schedule via Bulldog Central
- Chapter action plan via Bulldog Central (to learn more during training)

March 1

- New member roster updates via email (use template)

April 1

- Roster lock for spring semester via Teams file
  - Add new members for term
  - Make edits for term

May 1

- Spring 2021 SOE Reporting Form (only one form to complete for term). Form will cover...
  - Educational Programming (Health, Safety, and Wellness, Diversity, Equity, and Inclusion, and Member Development)
  - Community Engagement
- All members on Spring 2021 roster signed electronic Compliance Form (Grade Waiver, Anti-Hazing Agreement, Conduct Waiver)

## Standards of Excellence Checklist

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### Fall 2021 Semester Deadlines

August 1

- Roster updates via Teams file
- Officer contacts via Teams file
- Active members assessed Greek fee

September 1

- New member education detailed calendar and schedule via Bulldog Central

October 1

- New member roster updates via Teams (use template)

November 1

- Roster lock for spring semester via Teams file
  - Add new members for term
  - Make edits for term
- All members on Fall 2021 roster signed electronic Compliance Form (Grade Waiver, Anti-Hazing Agreement, Conduct Waiver)

December 1

- Fall 2021 SOE Reporting Form (only one form to complete for term). Form will cover...
  - Educational Programming (Health, Safety, and Wellness, Diversity, Equity, and Inclusion, and Member Development)
  - Community Engagement
- Greek Awards Packet



## Minimum Standard vs Standard of Excellence

### Operations and Events

Chapter operates with a strategic action plan with measurable goals.

Chapters have zero violations of Greek Event Policy.

Chapter meet 3 out of 5 of the set goals.

### Membership

Initiate new members once a year with at least 89% retention rate.

Chapter attendance at new member educator roundtables each semester.

Submit all new member education paperwork by the deadline.

Submit new member education calendar by deadline.

Initiate new members once a semester with a 90% or above retention rate.

Meet with Office of Greek Life staff to review education timeline, schedule, calendar, and expectations, etc. *Officer responsible for scheduling with staff.*

### Academics

2.85 Term GPA

Above the All-Greek Term GPA.

### Leadership

Leadership attendance at 50% of workshops, trainings, and meetings.

Leadership attendance at 75% of workshops, trainings, and meetings.

### Community Engagement

Host one service event a year.

Host one philanthropy event a year.

Collaborate with one other student organization a year.

Host one service event a semester.

Host one philanthropy event a semester.

Collaborate with one other student organization a semester.

Risk Management and Liability

<p>Submit all required documents by deadline.</p> <p>50% attendance at the safety, health, and wellness educational program focusing on a risk related topic.</p> <p>Chapter has not had any organizational values violations.</p>	<p>Submit each semester chapter meeting minutes reviewing or a program outline demonstrating the chapter reviewed national risk management policies and the Samford Anti-Hazing Policy.</p> <p>60% attendance at an additional safety, health, and wellness program focusing on risk related topics.</p>
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Educational Programming

<p>Chapter attendance of 50% in each programming category.</p> <p>Chapter attendance of 50% at the one faith-based event sponsored by Greek Life</p>	<p>Chapter attendance of 60% or higher in each programming category.</p> <p>Chapter attendance of 60% at the one faith-based event sponsored by Greek Life</p>
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Housing (If applicable)

<p>Comply with Greek Housing Agreement Residence Hall Housing Contract</p>	<p>Not applicable</p>
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