THE UNIVERSITY OF TEXAS AT ARLINGTON

FRATERNITY & SORORITY LIFE

2022-2023 HANDBOOK

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INTRODUCTION

The University of Texas at Arlington (UTA) believes that fraternities and sororities are an integral part of the community and provide an opportunity for the development of lifelong friendship, academic support, leadership development, and engaging in philanthropy and community service. Fraternities and sororities represent a feeling of true acceptance. A sense that you really belong. The encouragement of people who genuinely care. The connection to something that will last way beyond your college years. Fraternities and sororities at The University of Texas at Arlington empower students to fulfill their potential. We are focused on empowering real UTA students to prepare for their real careers, their real life, and their very real potential. We want you to meet our people, to understand our purpose, and to hear our stories of the way our organizations have embraced us and empowered us.

The mission of the University of Texas at Arlington states that we are "committed to the promotion of lifelong learning through academic and continuing education programs and to the formation of good citizenship through community service-learning programs. The diverse student body shares a wide range of cultural values and the University community fosters unity of purpose and cultivates mutual respect." In support of the University's mission, the Office of Fraternity & Sorority Life (herein referred to as Office of F&SL) seeks to maintain a positive relationship with the University through positive interactions and collaborations with colleagues.

PURPOSE OF THE F&SL HANDBOOK

This handbook provides policies, procedures, and processes for members of the fraternity and sorority community, their organizations, and volunteers. The Fraternity and Sorority Life (F&SL) Handbook is used in conjunction with the Student Organization Handbook, The University of Texas at Arlington Handbook of Operating Procedures, and any additional University policies and procedures.

The F&SL Handbook is a document written and reviewed in collaboration with the F&SL governing councils, F&SL organizations, and with the Office of F&SL staff. The handbook review committee, comprised of students and alumni, reviews the F&SL Handbook on an annual basis to ensure that it reflects national standards, best practices and contains current information.

FRATERNITY & SORORITY LIFE COMMUNITY PILLARS

Fraternity & Sorority Life has a core set of values that are Pillars of the Fraternity & Sorority Life community at UTA.

- **Lifelong Friendship** – Joining a fraternity or sorority is the beginning of a new experience with new friends and the creation of a home away from home. By joining a fraternal organization, members become part of a larger national organization and find that they have friends and connections all over the world.
- **Philanthropy and Community Service** – In the fraternity and sorority community at UTA, we encourage more than just making new friends within one's organization. Getting involved on and off campus allows members to engage with their community and give back to those around them.
- **Leadership and Career Development** – UTA offers many opportunities for students to become involved. Participation in a fraternity or sorority provides members opportunities to develop leadership and interpersonal skills on campus and within one's own organization, skills which employers and advanced degree programs look for in their applicants.

- **Academic Support** – Fraternities and sororities provide members an opportunity to earn academic awards, recognition, and scholarships. Each organization offers academic support programs that could require study hours, offer tutoring sessions with other members, or mentoring opportunities.

OFFICE OF F&SL PRIORITIES

Community Relations

In partnership with organizations, governing councils, and F&SL Programming Board, the Office of F&SL staff will create programming to bring together the F&SL community to engage in personal development and social programming to build community across organizations and councils.

Community Growth & Retention

The Office of F&SL Staff will work collaboratively with the four (4) governing councils and industry experts to develop a marketing plan that highlights the benefits of fraternity and sorority life within the student experience. This plan will be developed to promote organization activity through various communication channels for students, families, alumni, and the greater community.

Community Training & Prevention

The community will utilize training and prevention education to supplement members' knowledge of UTA policies, organization operations, and standards. Moreover, training will address student safety topics (alcohol tobacco and drug prevention, hazing prevention, sexual misconduct prevention, mental health, bias prevention, and bystander intervention) using evidence-based strategies.

Training should be grounded in the UTA Principles of Community and seek to enhance a student's knowledge on a broad range of topics. In support of organizations, councils, advisors, and other campus partners the Office of F&SL will assist in developing training topics to ensure member's needs are met. There will also be an emphasis to actively market campus resources to the F&SL community, advisors, alumni, and parents to meet the needs of stakeholders.

Member Development

The Office of F&SL will develop a comprehensive member development plan to engage and develop members throughout their membership experience in a fraternity or sorority at UTA. This plan will be grounded in the Social Change Model of Leadership and provide students with the knowledge, skills, and abilities to enact social change in their communities.

F&SL OUTREACH & RESOURCES

Communication

The Office of F&SL will utilize email and Microsoft Teams as the official means of communication with organizations leaders, faculty/staff advisors, organization advisors, registered F&SL alumni, and (inter)national staff members regarding information within the UTA fraternity and sorority community.

- Organization leaders are responsible for ensuring their contact information is up to date for organizations leaders, faculty/staff advisors, organization advisors, registered F&SL alumni, and (inter)national staff members
- Organizations leaders, faculty/staff advisors, organization advisors, registered F&SL alumni, and (inter)national staff members are responsible for any information communicated from the Office of F&SL

- Organization leaders will be responsible for organization file management in their Microsoft Teams channel, this includes, but is not limited to, roster management, recruitment and new member education paperwork, and risk management policy uploads

In addition, the Office of F&SL will facilitate:

- Monthly organization coaching meetings with organization presidents or their designee.
- Monthly President's Council meetings to ensure organization presidents have access to Office of F&SL announcements and community development.
- Advisor Roundtable meetings for both faculty/staff advisors and organization advisors
- Communication to all members through the "All Things F&SL" newsletter, content will focus on Office of F&SL information, member development, and campus resources. Newsletters will be sent to all F&SL members and advisors twice a month or with more frequency, if needed.
- The Office of F&SL will facilitate communication and engagement opportunities at the start and closing of each academic year, and as needed with regional and (inter)national volunteers and headquarter staff members.
- The Office of F&SL will work with the Alumni Development office to partner in outreaching to UTA F&SL alumni, at least twice a semester.

F&SL Programming Board

Each governing council will nominate representatives to serve on the F&SL Programming Board. The board's main goal is to advocate for all current and future F&SL members, promote all F&SL events, encourage Fraternity and Sorority pride in letters, and cultivate inclusivity and diversity amongst the community. The F&SL Programming Board will focus on community building, growth, branding, and facilitating Relay for Life on the UTA campus.

Fraternity & Sorority Alumni Council (FSAC)

The F&SL Alumni Council (FSAC) reports to the Vice President for Student Affairs on broad matters of policy, planning and administration related to the F&SL community. The FSAC will assist with communication between the university and active members and alumni members of the F&SL community. Members of the FSAC serve at the pleasure of the VPSA.

Membership on the council will rotate every 2 years and will include a representative(s) of all governing councils. Nominations and recommendations for membership will be allowed. Alumni nominated to serve on the council will be appointed by the VPSA.

The FSAC will convene no less than 2 times each semester. The FSAC will collaborate with the UTA Alumni office to enhance F&SL alumni engagement and support.

FRATERNITY & SORORITY LIFE

POLICIES

2021-2022 HANDBOOK

Office of Fraternity and Sorority Life
DIVISION OF STUDENT AFFAIRS

UTA FRATERNITY & SORORITY LIFE POLICIES

1: ORGANIZATION RECOGNITION

The University of Texas at Arlington recognizes social fraternities and sororities that are nationally and/or regionally recognized organizations. Professional, academic, or discipline (service) Greek-letter organizations are considered Registered Student Organizations and do not fall under the Office of Fraternity & Sorority Life.

> **Definition**: UTA defines a social Greek-letter organization as an organization that exists to promote fraternal relationships and personal development; requirement for membership is not limited to a specific field of study, class year, or grade attainment beyond the typical grade requirement; members are not permitted to hold membership in other identified social fraternities or sororities at the University; the organization is affiliated with a(n) (inter)national organization; and the (inter)national organization has tax-exempt status under Section 501(a) of the Internal Revenue Code.

A. Relationship Statement & F&SL Minimum Standards

The University of Texas at Arlington acknowledges that 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 Standards of Excellence Program.

Each organization must meet the Organization Minimum Standards as outlined in this handbook, each semester. Organizations not meeting the expectations will be subject to appropriate reviews and interventions by the F&SL Standards Committee and/or Office of F&SL Staff. Organizations not meeting Minimum Standards for three consecutive academic years could be at risk of losing recognition.

2022-2023 F&SL Minimum Standards	
1	**Semester Grade Point Average** The organization maintained at least a 2.50-semester grade point average for all members and new members for the Spring 2022 and Fall 2022 semesters.
2	**Advisor Requirement** The organization maintained both an alumni advisor and faculty/staff advisor for the Fall 2022 and Spring 2022 semester.
3	**Semester Roster Update** The organization submitted all roster updates via the organization's Microsoft Teams Channel by the designated dates for the fall and spring semesters: • Sept 7, 2022, November 28, 2022, February 1, 2023, and April 28, 2023

4	**Annual Compliance for Members, Officers, & Advisors** Members that joined **prior to** the Spring 2022 semester will complete Annual Compliance by Monday, August 22, 2022, at 11:59 PM, this includes all online education in Canvas and additional modules in Foundry. Members that joined during the Spring 2022 semester will be enrolled in Annual Compliance education and complete by January 17, 2023, at 11:59 PM. Advisors completed their Advisor Commitment Form by Monday, August 22, 2022, at 11:59 PM or within ten (10) days of notifying the Office of F&SL of their appointment to advisor.
5	**Annual Risk Management Acknowledgement Form in MavOrgs** The organization completed its Annual Risk Management Acknowledgement Form submission by Monday, August 22, 2022 at 11:59 PM. The form must include the following information to be complete: • Organization's Risk Management Policies and Procedures (PDF file) • Organization's Risk Mitigation Plan (PDF file) • Organization's Auxiliary Groups Policy (PDF file) • Acknowledgement from each member noting their responsibility to operate within their policies, procedures, as well as guidelines of the risk mitigation plan (MUST utilize FSL PDF template in plan) The 2022-2023 compliance status expires on August 22, 2022; therefore, organizations must submit all documents by August 22, 2022 at 11:59 PM to stay compliant.
6	**Recruitment and New Member Education Policy** The organization followed the Recruitment and New Member Education Policy in both Fall 2022 and Spring 2023. See page 13 of the F&SL Handbook for full information regarding this Minimum Standard.
7	**Potential New Member Education** The organization had all potential new members complete the following requirements during their first semester of membership: Before accepting a bid the potential member must: • Attend a F&SL Interest Session facilitated by the Office of Fraternity & Sorority Life and complete the new member education focused on F&SL Expectations and hazing. Before the established deadline (Nov 28/Apr 29) • Complete the F&SL Potential New Member Risk Management Course, including the Canvas and Foundry Modules
8	**New Member Convocation** The organization had all new members attend the New Member Convocation in the semester in which they joined.
9	**Officer Training** All Organization officers completed Officer Training for the Fall 2022 and Spring 2023 semester.
10	**Advisor Certification** Faculty/Staff and Alumni Advisors participated in Advisor Certification training which is valid for two (2) years.
11	**Organization Coaching** An organization representative scheduled and attended a meeting with their assigned Organization Coach during Aug/Sept, Oct, Nov, Jan/Feb, and Mar.
12	**Emerging Leader Program – Spring 2023**

	Two members from the organization completed the Emerging Leaders Program, organizations under seven members on their roster are required to have one member complete the program.
13	**Growth Summit** All required organization officers completed the designated Growth Retreat in Spring 2023.
Additional Minimum Standards for Organizations with Facilities on Campus	
14	**Semester Housing Update Form** Organizations completed the Housing Update Form in their Organization Channel in Microsoft Teams by the designated dates for fall, spring, and summer semesters: Sept 7, Feb 1, and June 7.
15	**Environmental Health & Safety (EH&S) Facility Inspections** The organization participated in EH&S facility inspections and any additional EH&S trainings and education.

B. Loss of Recognition

Organizations that have a loss of recognition due to not meeting the Office of F&SL's Minimum Standards and/or loss of recognition from the Office of Student Organizations are required to wait one calendar year from the date of sent official notice before following the Office of F&SL Organization Expansion and Return process.

Organizations losing recognition due to organizational conduct will follow their outlined letter from the Institution or their Inter/National Organization.

2: F&SL POTENTIAL MEMBER/MEMBER ENROLLMENT

Potential members/interests, new members, and active members engaged in seeking membership or engaged in organization activities must be an enrolled UTA student and listed on the current organization roster. The Office of F&SL does not require members to be enrolled full time at the institution nor does it limit membership to undergraduate students, nor does it make any distinction between online or in-person course enrollment.

Potential members/interests, new members, and active members engaged in seeking membership or engaged in organization activities over the summer semesters must have been enrolled in the previous spring semester and be enrolled in the fall semester.

3: ORGANIZATION PROFILES

The Office of F&SL, in alignment with TX Education Code Chapter 51.936, Subchapter Z, has created Organization Profiles housed on the Office of F&SL website containing information and data on each organization. The Organization Profiles include the following data related to the organization: number of members, number of new members, academic performance, community services hours, philanthropy efforts, awards/recognition, and required conduct violations and corresponding sanctions.

4: TRAINING AND EDUCATION

A. F&SL Annual Compliance – All F&SL Members and Advisors

All members of a fraternity or sorority will complete online training related to alcohol and other drugs, hazing, sexual assault prevention, bystander intervention, and consent before they are approved and able to host any meetings, activities, events, and/or programs. This includes summer retreats, meetings, programs, as well as recruitment preparation week. The 2020-2021 compliance status expires on August 1st, 2021, therefore any organizations hosting meetings, events, and/or activities after the expiration dates must complete this requirement prior to the events, activities, and/or meeting dates. The F&SL Annual Compliance Training will be available starting July 1st, 2021.

Along with training, members will complete an annual commitment form supporting the University's Principles of Community upholding organization values, and all applicable policies, procedures, of the institution and Office of F&SL. As a part of the commitment statement, each student will sign a FERPA (Family Educational Rights and Privacy Act) waiver to release their academic and student conduct records to their national/regional organization.

Advisors will complete the Advisor Commitment Form before their organization is approved and able to host any meetings, activities, events, and/or programs. This includes summer retreats, meetings, programs, as well as recruitment preparation week.

B. Ongoing Training – Organization and Council Officers

Training for organization and council leaders will be scheduled throughout each semester and will include, yet not be limited to recruitment, marketing, risk reduction, event planning, organization standards, UTA code of conduct, and applicable policies and procedures. The training will be offered through various platforms which will encompass both in person and online training.

Organization Presidents and council officers receive ongoing education throughout the academic year through Officer Training, President's Council meetings, Organization Coaching meetings, council hosted training opportunities and Council Officer training.

C. Advisor Certification

All organization advisors and faculty/staff advisors will participate in a certification training conducted by the Office of F&SL. The training sessions will be required of all organization advisors and faculty/staff advisors on campus regardless of their affiliation with a fraternal organization. The certification training curriculum will align with current best practices employed by national fraternal organizations.

Organization advisor certification training will occur within the first 8 weeks of the semester and will be offered periodically throughout the year. Certification will expire after two years. Advisors with current/active certifications are not required to attend certification training sessions. A record of certified advisors will be maintained in the Office of F&SL.

Advisor Roundtable meetings will be held each semester for advisors, the Office of F&SL will host no less than four advisor roundtable meetings annually. All advisors will be required to attend no less than one roundtable each semester.

5: RECRUITMENT AND POTENTIAL/NEW MEMBER EDUCATION

A. Council Recruitment Planning

In cooperation with the Office of F&SL, each council will work to develop recruitment plans that are organized in a manner that promote student safety and the positive values of fraternity and sorority life.

Recruitment plans must be unique to each council and will:

- Address risk management issues commonly associated with recruitment events or new member events such as alcohol, hazing, and servitude.
- Include a comprehensive marketing plan and implementation strategy that highlights the many benefits for students to associate with the fraternal community.
- Develop guidelines and support for open recruitment, formal recruitment, and ongoing recruitment efforts for each governing council in alignment with UTA and national policies.

B. Recruitment of New Members

An organization may not market or host any recruitment and/or potential/new member events/activities/programs until they have received written confirmation of completed Recruitment and New Member Education requirements by a F&SL staff member.

To provide adequate time for processing and review, designated organization leaders and advisor should meet with a F&SL staff member at least three (3) business days prior to the desired start date of marketing or hosting of events/activities/programs. Note: additional restrictions may apply at the discretion of each governing council.

Recruitment & New Member Education requirements includes the following:

- **Recruitment and New Member Education – Intent Form.** Intent form must be submitted by the designated date each semester.
- **Recruitment and New Member Education Plan.** Organizations must submit the completed plan using the template provided for review and signature to their advisors, (inter)national office or designated regional volunteers, and the Office of F&SL. The plan includes details of the recruitment, new member education, initiation, and post-initiation potential/new member activities. The plan must be uploaded in the organization's Teams channel prior to meeting with F&SL staff. The plan must demonstrate how it aligns with the UTA Principles of Community, Office of F&SL policies, and the new member education requirements of the regional/(inter)national organization.
    - Documents to be included with the plan are:
        - All (inter)national and/or regional paperwork that requires a signature from Office of F&SL staff
        - A copy of all marketing materials that will be shared in print, on social media, and created as apparel
        - New Member Education/Membership Intake Process, Policies, and Curriculum
    - The completed plan must have all signatures required: organization president, officer responsible for recruitment, officer responsible for educating new members, an advisor, and (inter)national office or designated regional volunteers.
- **Meeting with F&SL Staff.** Organizations must meet with a F&SL staff member to discuss the submitted Recruitment and New Member Intent Form and Plan. Required attendees include organization president, officer responsible for recruitment, officer responsible for educating new members, and an advisor. To schedule a meeting, please click here.

Written confirmation of completed requirements will be provided following the meeting or following any edits or corrections needed. For more information regarding the Recruitment and New Member Education requirements, please see Section 3 of this Handbook.

If any dates and times need to be changed on the calendars of events, organization members must notify in writing through the organization's Microsoft Teams channel no less than two (2) business days prior to the new event time. Please make sure the tag your organization coach.

C. Summer Recruitment

If supported by the organization's council, the fraternity or sorority may host recruitment and new member education during the summer and must follow the requirements outlined in subsection 5.C of this policy section.

D. Potential Member/Interests Requirements

A potential new member (PNM) is defined as a student who potentially may receive a bid, invitation, and/or application to join a fraternity or sorority. For a PNM to be considered eligible for membership in any fraternity or sorority, they must be an enrolled student at UTA.

Before receiving a bid or invitation for membership, all PNMs must complete the following:

- Attend a F&SL Interest Session facilitated by the Office of Fraternity & Sorority Life.
- Complete the F&SL Potential New Member Risk Management Course. which is comprised of online modules based on the following topics:
    - Information about the Office of F&SL
    - Information about membership in fraternities or sororities
    - Alcohol and Other Drug Safety
    - Hazing Awareness and Prevention
    - Sexual Assault Prevention
    - Bystander Intervention Education

After receiving an invitation for membership, new members are required to attend a F&SL New Member Convocation program in the semester in which they joined.

E. New Member Education/Intake

The new member education process must not last longer than six (6) weeks. Any event or activity related to the new member joining process (e.g., recruitment, intake, rush, etc.) must be substance free. No alcohol or drugs may be present if the event or activity is related to new member activities, meetings, or initiation into an organization, including but not limited to "bid night," "big/little" events or activities, "family" events or activities and any ritual or ceremony.

F. Disclosure

All documents supplied to the Office of F&SL staff are kept confidential from all students and/or student leaders. They may be shared with university officials and organization staff as needed.

G. Violation of F&SL Recruitment and Potential/New Member Education Policy

Violations of the potential/new member education process could result in a referral to the F&SL Standards Committee and/or the Office of Community Standards.

- Violations include the follow, but are not limited to:

- Intentional submission of improper paperwork (i.e., changing of dates on forms, falsifying original signatures, incomplete paperwork, late paperwork, failure to submit paper, etc.)
- Holding new membership education/intake without conforming to the F&SL Recruitment and Potential/New Member Education Policy set forth by the Office of Fraternity & Sorority Life.
- Hazing: Any violations of the Texas state law and The University of Texas at Arlington policy.
- Potential new members not completing required education (e.g., interest meeting, online modules).
- New members not completing required education (e.g., new member convocation)

6: HAZING

A. UTA Hazing Policy

According to the University of Texas at Arlington's Handbook of Operating Policies (SL-SC-PO-01: section II, sub-section E.1.i) defines hazing as follows:

> *Engages in any intentional, knowing, or reckless act, occurring on or off campus of an educational institution, by one person alone or acting with others, directed against a student, that endangers the mental or physical health or safety of a student for the purpose of pledging, being initiated to, affiliating with, holding office in, or maintaining membership in any university student organization, group, or team whose members are or include students at an educational institution.*
>
> *The term hazing includes, but is not limited to any type of physical brutality, physical activity, activity involving consumption of food, liquid, drugs, or alcohol, activity that intimidates or threatens the student, or any activity that induces, causes, or requires the student to perform a duty or task which involves a violation of the Texas Education Code Section 51.936.*
>
> *Hazing with or without the consent of a student whether on or off campus is prohibited, and a violation of that prohibition renders both the person inflicting the hazing and the person submitting to the hazing subject to discipline. Knowingly failing to report hazing can subject one to discipline. Initiations or activities of organizations may include no feature that is dangerous, harmful, or degrading to the student, and a violation of this prohibition renders both the organization and participating individuals subject to discipline.*
>
> *Hazing in state educational institutions is prohibited by State law (Texas Education Code Section 51.936 and Sections 37.151 - 37.157). In an effort to encourage reporting of hazing, UTA may grant immunity from student or employee disciplinary action to a person who, in good faith, voluntarily reports specific incidents of hazing prior to being contacted concerning the incident or being included in the institution's investigation of the incident. This immunity does not extend to the person's own violation of hazing.*

Under the law, individuals or organizations engaging in hazing could be subject to fines and charged with criminal offenses.

According to the law, a person can commit a hazing offense not only by engaging in a hazing related activity, but also by soliciting, directing, encouraging, aiding, or attempting to aid another in hazing; intentionally, knowingly, or recklessly allowing hazing to occur; or by failing to report firsthand information that a hazing incident is planned or has occurred in writing to the Vice President for Student Affairs or Dean of Students office.

The fact that a person consented to or acquiesced in a hazing activity is not a defense to prosecution for hazing under this law.

B. Hazing Amnesty Policy

According to Senate Bill 38, made effective September 1, 2019, Amnesty can be provided to any person who voluntarily reports a specific hazing incident if they report the incident before being contacted by the institution or otherwise being included in the investigation as well as they cooperate with the institution throughout the process. However, this does not apply for those that reports a hazing act they have committed or reports in bad faith.

C. Reporting Hazing

Any student, advisor, or alumni/alumnae can report any activity that they feel violates university, local, or state policy by using the F&SL Reporting Form. Anyone utilizing the form can report anonymously.

7: ALCOHOL MISCONDUCT & ILLEGAL DRUG POSSESSION AND/OR USE

A. UTA Alcohol Misconduct Policy

According to the University of Texas at Arlington's Handbook of Operating Policies (SL-SC-PO-01: section II, sub-section E.1.k), alcohol misconduct is defined as:

> *unauthorized use or possession of any intoxicating beverage including, but not limited to, minor in possession, minor in the presence, public intoxication, allowing minors access, driving under the influence or while intoxicated, or any violation of UTA's alcohol policies*

B. Alcohol Amnesty Policy

The University, in support of the Texas Alcoholic Beverage Commission amnesty policy, affords amnesty to a minor seeking aid in a medical emergency if the minor (1) requested emergency medical assistance in response to the possible alcohol overdose of the minor or another person; (2) was the first person to make a request for medical assistance under Subdivision (1); and (3) if the minor requested emergency medical assistance for the possible alcohol overdose of another person: (A) remained on the scene until the medical assistance arrived; and (B) cooperated with medical assistance and law enforcement personnel.

C. UTA Illegal Drug Possession and/or Use Policy

According to the University of Texas at Arlington's Handbook of Operating Policies (SL-SC-PO-01: section II, sub-section E.1.j), alcohol misconduct is defined as:

> *use, manufacture, possession, sale, or distribution of any illegal drug or narcotic, or the possession and/or use of paraphernalia associated with an illegal drug, or the use of any substance (e.g., nitrous oxide, glue, paint, etc.) in a manner other than prescribed or directed with the intent to alter a student's mental state*

D. Reporting Alcohol Misconduct or Illegal Drug Possession and/or Use

Any student, advisor, or alumni/alumnae can report any activity that they feel violates university, local, or state policy by using the F&SL Reporting Form. Anyone utilizing the form can report anonymously.

E. Counseling and Treatment Programs

Assistance is available to all members of the campus community through the National Alcohol and Drug Abuse Hotline at 800-252-6465, Alcoholics Anonymous at 817-861-8100, Al-Anon at 1-888-425-2666, the North Texas Addiction Counseling and Education Organization at 817-795-8278, the Texas Department of State Health Services at 817-264-4500, and the Recovery Resource Council at 817-332-6329. In addition, services are available specifically for UTA students via Drug and Alcohol Counseling and Referral Services through UTA Health Services at 817-272-2771 and the UTA Center for Students in Recovery.

8: AUXILIARY GROUPS

In alignment with national standards and best practices, organizations within the F&SL community will have and enforce a policy prohibiting cross-organizational auxiliary groups (i.e., "little sisters/brothers") associated with their organizations. Organizations that support or sponsor auxiliary groups, or are alleged to support or sponsor auxiliary groups, may be subject to interim suspension while the allegation is reviewed and adjudicated.

Each organization must submit their policy, along with an acknowledgment signed by each member before the organization is permitted to register and host any meetings, activities, events, and/or programs. This includes summer retreats, meetings, programs, as well as recruitment preparation week.

9: ORGANIZATION ACTIVITIES & EVENTS

Per the Student Organizations Handbook (Section V), it is recommended that all official events and activities - both on and off-campus – be registered. However, organizations must register events that fall within the following instances:

Activities that require registration approval	Deadline
Reserve a room or space on campus	3 class days in advance
Present a guest speaker/performer	5 class days in advance
Use amplified sound (outdoors)	3 class days in advance
Sell items, fundraise, or solicit donations	3 class days in advance
Serve or cook food on campus	14 class days in advance
Serve alcoholic beverages (on/off-campus)	10 class days in advance
Travel more than 25 miles from campus	10 class days in advance (domestic) 30 calendars days in advance (international)
Need police security	30 calendar days in advance

Instructions on how to register your organizations' activities can be found in the Student Organization Office or online at uta.edu/studentorganizations.

For events and activities with alcohol or other high-risk factors (i.e., large attendance, contact sports, money handling, travel, etc.), the organization must participate in a Pre-Event meeting with a staff member from the Office of F&SL. Once the event is approved in MavOrgs, the organization will receive communication via email to schedule their Pre-Event meeting.

10: F&SL EVENTS AND ACTIVITIES WITH ALCOHOL

To be eligible to host an event and/or activity with alcohol, each member of the organization must have completed the F&SL Annual Compliance Training and advisors must have completed the Advisor Commitment Form for the current academic year.

A. Rules

As events with alcohol pose a higher risk to organizations, the below rules and requirements are outlined to assist organizations in managing risk in their events and activities:

1. **Events and activities with alcohol present must be held within the 50-mile radius of the UTA campus at a licensed and insured third-party vendor** (e.g., restaurant, bar, caterer, etc.). Alcoholic beverages must be provided and sold only on a per-drink basis by the vendor.
    a. If an organization wants to host an event and/or activity with alcohol present outside of the 50-mile radius of the UTA campus, they must first request and receive approval from the Office of Fraternity & Sorority Life.
2. **An alumni advisor or a representative from the (inter)national organization must attend all organization events or activities.** The name and contact information for the advisor or staff member attending the event must be provided on the event registration forms. NOTE: Any fraternity or sorority whose inter/national policy dictates they cannot adhere to this policy are exempt from this requirement, the advisor will notify the Office of F&SL if unable to attend due to national policy.
3. **The organization, members and guests must comply with all federal, state, and local laws.** No person under the legal drinking age may possess, consume, provide, or be provided alcoholic beverages.
4. **The organization, members and guests must follow the federal law regarding illegal drugs and controlled substances.** No person may possess, use, provide, distribute, sell, and/or manufacture illegal drugs or other controlled substances while on organizational premises or at any activity or event sponsored or endorsed by the organization.
5. **No fraternity or sorority may host or attend a BYOB function.**
6. **Common sources of alcohol (kegs/party punch), including bulk quantities, which are not being served by a licensed and insured third party vendor, are prohibited** (i.e., amounts of alcohol greater than what a reasonable person should consume over the duration of an event).
7. **Alcoholic beverages must not be purchased with organizational funds or funds pooled by members or guests** (e.g., admission fees, cover fees, collecting funds through digital apps, etc.).
8. **An organization must not co-host or co-sponsor, or in any way participate in, an activity or event with another group or entity that purchases or provides alcohol**.
9. **An organization must not co-host or co-sponsor an event with a bar, event promoter, or alcohol distributor**. However, an organization may rent a bar, restaurant, or other licensed and insured third-party vendor to host an organization event.

10. **Attendance by non-members at any event where alcohol is present must be by invitation only**. Organizations must utilize a guest list system.
11. **Attendance at events with alcohol is limited to a 3:1 maximum guest-to-member ratio and must not exceed local fire or building code capacity of the organizational premises or host venue.**
12. **Any event or activity related to the new member joining process (e.g., recruitment, intake, rush, etc.) must be substance free.** No alcohol or drugs may be present if the event or activity is related to new member activities, meetings, or initiation into an organization, including but not limited to "bid night," "big/little" events or activities, "family" events or activities, and any ritual or ceremony.
13. **The organization, members or guests must not permit, encourage, coerce, glorify, or participate in any activities involving the rapid consumption of alcohol, such as drinking games.**

The Office of F&SL is more than willing to partner with Inter/National Organizations to assist organization to host events and activities with alcohol that would require an exception to the above rules. If organizations are interested in this partnership for an event, they must submit a request for an exception in writing to the Office of F&SL no later than twenty (20) business days prior to the event.

B. Instructions

Organizations planning to host events/activities/programs with alcohol must complete the following instructions:

1. Register their event in accordance with the Office of Student Organizations' policy.
2. After registration, the organization must schedule a Pre-Event meeting with the Organization's F&SL Coach a minimum of five (5) business days prior to the event.
3. Obtain wristbands for the event and/or activity from the Office of Fraternity and Sorority Life within 24 hours of the event and/or activity.
4. Submit the guest list to the Office of F&SL at least twenty-four (24) hours prior to the event or activity.
    a. Minor changes may be made after the guest list is submitted, but the list must remain substantially the same as when it was submitted.
5. Check In guests upon arrival at the event through the Eventbrite Organizer app.
    a. The Office of F&SL will setup the event in Eventbrite.
6. By 5:00 p.m. on the next business day following the event, any wristbands not utilized must be returned to the Office of F&SL. Failure to do so will result in a $500 automatic fine to the organization.
7. By 5:00pm on the next business day following the event, the Office of F&SL will pull an attendance report from Eventbrite.

C. Implications for Non-Compliance

Organizations who fail to comply with the rules and instructions outlined above will be referred to the F&SL Standards Committee and/or the Office of Community Standards as appropriate.

11: ORGANIZATION EXPANSION/RETURN

The Office of F&SL 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 F&SL encourages this growth as it is seen as a positive tool in strengthening the fraternity and sorority community.

The (re)establishment of new and returning organizations will be considered and determined by the need of each council. All fraternities and sororities wishing to expand/return to UTA must follow the Organization Expansion/Return guidelines, the Vice President for Student Affairs will ultimately approve all requests.

12: ORGANIZATION FACILITIES ON UTA PROPERTY

UTA recognizes facilities on university property, organizations with facilities are on campus are recognized through a lease agreement with the institution. All facilities must adhere to city of Arlington Single Family Residential Code Compliance.

In addition, organizations are responsible for:

- Maintain the lawn, front lawns cannot have grass over five (5) inches in length
- Routinely checking the fencing structure and repairing any broken fence boards
- Contacting the Office of F&SL when there are concerns and/or broken lights, call boxes, parking issues, etc...

A. Facility Management

Organizations must submit a roster of all individuals living in organization facilities by the first day of classes each fall, spring, and summer semester in which the organization facility is open to residents.

Each organization must identify an alumni advisory board member that will serve as the Organization Housing Compliance Officer and provide their contact information to the Office of F&SL by the established date each semester.

The role of the Organization Housing Compliance Officer will be to ensure all UTA, organization, governing council and (inter)national policies and procedures are followed. The Organization Housing Compliance Officer will work closely with the Organization's House Manager to ensure compliance is achieved. Organization Housing Compliance Officers will be required to attend annual training with the Office of F&SL which will include, yet not be limited to, training on UTA Principles of Community, the no alcohol and substance housing policy, hazing prevention, and fire and life safety standards and policies. This training will be held within the first 6 weeks of each semester.

B. Fire and Life Safety Training

Each organization with an organization facility on campus will identify an Organization Fire Marshall (OFM) and participate in ongoing fire and life safety training with the University's EH&S Office and the State Fire Marshal's Office each semester. The OFM will be responsible for attending scheduled training sessions and submitting property inspection reports to the Office of F&SL.

All members living in the organization facility will be required to attend fire and life safety training offered each spring and fall semester.

C. Substance and Alcohol-Free Organization Facilities

All organization facilities on campus will be free of alcohol and other drugs, to include individual bedrooms and private living quarters regardless of the age of the resident. Events held at any organization facility on campus will be free of alcohol and other drugs. All members must sign an acknowledgement form by the established deadline each year acknowledging the alcohol and substance rules for organization facilities. The Office of F&SL will create, distribute, and collect the forms. The organization may not register events until the housing roster is submitted and all active members have signed the acknowledgment.

FRATERNITY & SORORITY LIFE

F&SL STANDARDS PROCESS

2021-2022 HANDBOOK

Office of Fraternity and Sorority Life
DIVISION OF STUDENT AFFAIRS

FRATERNITY & SORORITY LIFE STANDARDS PROCESS

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

The F&SL Standards Committee, Office of Fraternity & 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 organization 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 organizations. 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 could result in immediate referral to the Office of Community Standards while F&SL policy and fraternity/sorority community violations will be referred to Fraternity & Sorority Life Standards Committee. However, there may be incidents that may be referred to either/or the F&SL Standards Committee or the Office of Community Standards as necessary.

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

F&SL Organizations must abide by all University rules and regulations including:

- UTA's Handbook of Operating Procedures (HOP)
- UTA Rules and Protocols
- Fraternity & Sorority Life Policies

In addition to the policies outlined in those documents, organizations must:

- Refrain from harassing and/or antagonizing another organization (verbal, written, or on social media)
- Comply with past sanctions
- Refrain from engaging in conduct that may reflect poorly on Fraternity & Sorority Life and/or members, organization, or the University as a whole
- Fulfill Fraternity & Sorority Life Minimum Standards

COMPOSITION OF THE F&SL STANDARDS COMMITTEE

The F&SL Standards Committee shall be composed of one (1) executive board vice president from each governing council (i.e., CPH, IFC, MGC & NPHC). In cases where the F&SL Standards Committee member is a member of an organization that has been accused of an alleged violation or a member of an organization that has reported the allegation, the governing

council's President shall serve in their place. If the council president is unable to serve another representative from the council executive board will be appointed by the advisor. Three (3) out of four (4) committee members shall constitute quorum.

Duties of the F&SL Standards Committee include:

- Review alleged violations of the F&SL policies and decide, in conjunction with advisors, how the alleged violation should proceed.
- Educate the community about the F&SL Standards Code and F&SL Policies
- Conduct fair hearings with impartial Hearing Board members
- Report violations of the Standards Code
- Maintain confidentiality of all F&SL Standards proceedings
- Participate in F&SL Committee training

A committee member may 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 the Office of F&SL.

COMPOSITION OF THE F&SL STANDARDS HEARING BOARD

The Hearing Board will be comprised of UTA F&SL community members who were selected through an interview process. Hearing Board members will be comprised of students recommended from all four (4) Councils.

The Chair of the hearing will be a member of the F&SL Standards Committee. The purpose of the Chair is to serve as a facilitator in the hearing process. The F&SL Standards Committee member from the accused organization's council will serve as the Assistant Chair for the hearing.

- In cases where the Assistant Chair is a member of the organization that has been accused of an alleged violation or a member of an organization that has reported the allegation, the governing council's President shall serve in their place. If the council president is unable to serve another representative from the council executive board will be appointed by the advisor.

Duties of the Hearing Board include:

- Report any alleged organization violations
- Maintain confidentiality of all Fraternity & Sorority Life Standards proceedings
- Participate in Hearing Board training
- Hear the allegations, evidence, statements, and/or proposed sanctions presented by the Assistant Chair or the organization to then decide if they are responsible.

Four (4) Hearing Board members will serve during each Hearing and will be responsible for hearing all information presented and then decide if the organization is responsible for the allegations or not. If the Hearing Board finds the organization responsible, the Hearing Board, under the advisement of the advisors will create outcomes for the organization.

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

ADVISORS TO THE F&SL STANDARDS COMMITTEE & HEARING BOARD

A staff member from the Fraternity & Sorority Life Office shall co-advise the F&SL Standards Committee and the F&SL Hearing Board with a staff member from the Office of Community Standards.

F&SL STANDARDS PROCEDURE

Incident Reporting

A report of an alleged violation is submitted may be submitted by any student, advisor, or faculty/staff member, our community member. Reports can be made in person, via email, and/or by completing the Fraternity & Sorority Life Standards Incident Reporting Form found on the Office of F&SL website. Only alleged violations that occurred in the current or previous semester will be reviewed.

Incident Review

The F&SL Standards Committee will review the report and any evidence, determine whether to proceed, and if so, determine recommended outcomes. Past violations that are similar or the same as the current incident are also considered when the committee determines an outcome.

The committee may also consider whether circumstances particular to each incident justify a different outcome than outlined in the Outcomes Guide. These circumstances are known as "aggravating and mitigating circumstances". Examples of these circumstances, include but are not limited to:

Aggravating Circumstances

- Does the Incident Report show the incident was premeditated?
- Is there a history of past violations that are similar or the same with the organization within the past two academic years? Did the accused organization have active sanctions from F&SL Standards when the incident occurred?
- Did the incident result in significant injury or harm to another person, property, or the UTA community? Does a continued risk of the same exist?
- Was there an active attempt to conceal or hide the incident?

Mitigating Circumstances

- Did the organization self-report the incident to the F&SL Standards Board?
- Does the organization demonstrate a clear understanding of the impact that the incident has had on the organization, council, and/or community?
- Has the organization actively taken steps to positively address the incident or otherwise educate themselves on the issues that arose from the incident?
- Has the organization articulated a clear plan for modified future behavior?

If the F&SL Standards Committee believes the organization is responsible for the alleged violation(s) based on the preponderance of the available evidence, the F&SL Standards Committee will request the Organization to appear for a Pre-Hearing Conference.

Organization Notification

An electronic notification will be sent to the organization president, on-campus advisor, alumni/ae advisor(s), the organization's national office, organization consultant, and/or regional representative of the accused organization. The letter will include a list of allegations, any gathered evidence, and will inform the organization of the F&SL Standards procedures.

F&SL Standards Pre-Hearing Conference

The Director of the Office of F&SL or their designee, the co-advisor(s), and a F&SL Standards Committee member will meet with the organization president or designated representative along with no more than one (1) organization advisors present. In the meeting, the F&SL Standards Committee member will review the allegations and evidence with the organization. The organization will have the opportunity to share its account and present any evidence for discussion with the F&SL Standards Committee member. At any time during the Pre-Hearing Conference, both the F&SL Standards Committee member and organization may call for a recess to engage in discussion with their advisor(s).

After the organization shares its account and any evidence is discussed, the recommended outcomes previously created by the F&SL Standards Committee will be presented to the organization by the F&SL Standards Committee member. For a complete list of potential outcomes, please refer to the Outcomes Guide on page 29 of this Handbook. The organization representative will then have the opportunity to accept responsibility.

- If the organization elects to accept the outcomes proposed, the organization president will execute an electronic written acceptance, known as the Case Resolution Form (CRF) within three (3) business days 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.
    - Organizations that do not execute the Case Resolution Form (CRF) in the timeframe provided will assume responsibility for the outcomes proposed and must complete the sanctions outlined in their outcome letter.
- If the organization does not accept the outcomes proposed and no mutually agreed upon outcomes can be met, the organization must then execute in writing a desire to proceed to a Fraternity & Sorority Life Standards Hearing within three (3) business days of the Pre-Hearing Conference.
    - Organizations that do not execute the Fraternity & Sorority Life Standards Hearing request in the timeframe provided will assume responsibility for the outcomes proposed and must complete the sanctions outlined in their outcome letter.

If new information emerges during the Pre-Hearing Conference and it requires further attention by the full committee, the F&SL Standards Committee member may also call to end the meeting. This allows the committee member to introduce the new information to the committee at their next meeting for further consideration, which may include redrafting their proposed outcomes. Once the committee concludes their discussion, the organization will receive the proposed outcomes electronically via the Case Resolution Form (CRF).

- If the organization agrees to the proposed outcomes, they must execute the CRF within the timeframe provided in the first bullet point in the paragraph above.
- If they would like to revise or propose different outcomes, the organization must then execute in writing a Pre-Hearing Conference follow-up meeting to be scheduled with three (3) business days of receipt of CRF.

- If following the meeting there is no mutually agreed upon outcomes met, then the organization will follow the same instructions found in the second bullet point in the paragraph above.

Failure to complete mutually agreed upon outcomes could result in an additional referral to the F&SL Standards Committee.

Missed Pre-Hearing Conference

If an organization misses a scheduled Pre-Hearing Conference, the organization will receive one (1) rescheduling opportunity. The F&SL Standards Committee Advisor will contact the organization through email to reschedule the missed meeting.

- The organization will receive three (3) business days to respond to the re-schedule request, if there is no response in three (3) business days, the organization will assume responsibility of the allegations, and the F&SL Standards Committee will render an outcome based on the available information.

If an organization is not present for the rescheduled Pre-Hearing Conference, the organization will assume responsibility of the allegations, and the F&SL Standards Committee will render outcomes based on the available information and is charged an additional $250 fine.

F&SL Standards Hearing Board

Timeframe

The F&SL Standards Hearing should take place no more than ten (10) business days following the Pre-Hearing Conference. An electronic notification will be sent to the organization president, on-campus advisor, alumni/ae advisor(s), the organization's national office, organization consultant, and/or regional representative of the accused organization of the time, date, and location of the Hearing.

The F&SL Standards Committee has the right to present evidence and witnesses in addition to the information given to the accused organization. This additional evidence and/or a list of witnesses must be given to the accused organization at least five (5) business days before the Hearing.

All evidence from the accused organization as well as a list of witnesses must be submitted to the F&SL Standards Committee at least five (5) business days prior to the scheduled hearing date.

Jurisdiction of the F&SL Standards Hearing Board

The jurisdiction of the F&SL 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 organization may choose one of the following to proceed:

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

Organization Representation

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

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.

If representation from the accused organization fail to appear at the Hearing, the F&SL Hearing Board members present, in conjunction with advisors, will render a decision based on the available information.

Deliberation

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

If an organization is found responsible for a violation, based on a majority vote, sanctions will be determined.

Outcomes Notification

The organization will be notified at the conclusion of the Hearing of the outcome of the hearing. An outcome letter will also be sent to the organization president, on-campus advisor, alumni/ae advisor(s), the organization's national office, organization consultant, and/or regional representative following the Hearing. The letter will also outline the appeal process, should the organization choose to appeal the decision.

All F&SL Committee members will read the decision letter (responsible/not responsible) at their next council meeting. of the Hearing. If the organization chooses to appeal the decision, the letter will state the outcome is "under appeal".

F&SL Standards Hearing Order

The F&SL Standards 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 organization 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 organization will read their opening statements.
5. Witnesses summoned by the Standards Committee are brought in for testimony (Assistant Chair questions witness first followed by the organization. The Assistant Chair can question the witness again following the organization).
6. The Hearing Board may ask witnesses additional questions.
7. Witnesses for the accused organization are brought in for testimony (The organization questions the witnesses first followed by the Assistant Chair. The organization can question the witness again following the Assistant Chair)
8. The F&SL Standards Hearing Board may ask witnesses additional questions.
9. Closing remarks presented by Assistant Chair.
10. Closing remarks presented by Accused Organization.

11. Assistant Chair has the opportunity for rebuttal.
12. Accused organization and Assistant Chair are dismissed for deliberations.
13. Members of the Hearing Board determine responsible or not responsible.
14. If the organization is found responsible, the hearing board will discuss potential sanctions.
15. Organization is invited back into the room and notified of outcome and sanctions (if applicable)
16. Hearing is completed and organization is dismissed.

Appeal Process

An organization found responsible at a F&SL Standards Hearing has the right to appeal to the Senior Associate Vice President for Student Affairs. Such appeal must be made in writing through email to the Senior Associate Vice President of Student Affairs within five (5) business days of the date of the letter. Notice of appeal suspends imposition of the outcome until the appeal decision is rendered, but interim action may be taken.

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

- Introduction of new evidence
- Improper hearing procedures
- Severity of outcomes
- Outcomes not consistent with violation

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

F&SL STANDARDS COMMITTEE OUTCOMES GUIDE

This document serves as a guide; the F&SL Standards Committee can modify as they see fit based on the organization allegation.

Alleged Organization Violation	Potential Outcomes First Level Offense	Potential Outcomes Second Level Offense	Potential Outcomes Third Level Offense
Conduct Reflecting Poorly on F&SL	• Warning	• Educational Outcome	• $300 Fine • 4-6 months Organization Probation*
Violation of F&SL Event Policy	• Warning • Educational Outcome	• Educational Outcome • $50-150 Fine • 1-2 months Organization Probation*	• $200-300 Fine • 4-6 months Organization Probation*
Violation of F&SL Policies	• Warning • Educational Outcome	• Educational Outcome • $50-150 Fine • 1-2 months Organization Probation*	• $200-300 Fine • 4-6 months Organization Probation*
Violation of F&SL BYOB Policy	• Educational Outcome • $50-150 Fine • 1-2-months Organization Probation*	• $200-300 Fine • 4-6 months Organization Probation*	• $500 fine • 8-12 months Organization Probation*
Organization failed to submit assigned outcomes by due date	• $50 fine • Must still complete outcomes	• $125 fine • 1-2 months Organization Probation* • Must still complete outcomes	• $300 fine • 4-6 months Organization Probation* • Must still complete outcomes
The organization allegedly violated the F&SL Auxiliary Group policy. - Per the F&SL Handbook, the organization may be subject to interim suspension while the allegation is reviewed and adjudicated.	• Warning • Educational Outcome	• Educational Outcome • $50-150 Fine • 1-2-months Organization Probation*	• $200-300 Fine • 4-6 months Organization Probation*
Alcohol or drugs were present during any event or activity related to new member activities.	• Educational Outcome • $50-150 Fine • 2-4 months Organization Probation*	• $200-300 Fine • 4-6 months Organization Probation*	• $500 fine • 8-12 months Organization Probation*
Organization had alcohol and/or other drugs present in the organization facility.	• Educational Outcome • $50-150 Fine • 1-2 months Organization Probation*	• $200-300 Fine • 4-6 months Organization Probation*	• $500 fine • 8-12 months Organization Probation*

	Minimum Standard not Achieved by the Organization	Potential Outcomes First Level Offense	Potential Outcomes Second Level Offense	Potential Outcomes Third Level Offense
1	Organization did not maintain a 2.5 GPA for the Fall and/or Spring semester	• Scholarship plan	• Organization must seek additional support from Division of Student Success	• 4-6 months Organization Probation*
2	Organization did not maintain both an alumni advisor and faculty/staff advisor for the Fall and/or Spring semester	• Warning • Advisor Recruitment Plan	• Organization must seek additional support from Office of F&SL • $50 fine	• Organization probation until advisor role(s) are fulfilled • $70-$100 fine
3	Organization did not submit all roster updates via Microsoft Teams by the designated dates for Fall and/or Spring semester	• Warning • Must complete roster update by assigned deadline	• Warning • Must complete roster update by assigned deadline • $125-300 fine	• 4-6 months Organization Probation* • Must complete roster update by assigned deadline

Questions regarding this information should be directed to the Office of Fraternity and Sorority Life
817-272-9234 or fsl@uta.edu

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		• *$50 fine*		• *$300 fine*
4	*100% of organization members did not complete F&SL Annual Compliance before they are permitted to host meetings, activities, events, and/or programs*	• *Educational Outcome* • *Warning* • *$50 fine*	• *Educational Outcome* • *$125 – 300 fine*	• *Educational Outcome* • *$300 fine* • *4-6 months Organization Probation**
5	*Organization did not complete their Annual Risk Management Acknowledgement Form Submission before they are permitted to host meetings, activities, events, and/or programs. This includes their risk management policies and procedures, auxiliary groups policy, risk mitigation plan, and acknowledgement from each member noting their responsibility to operate within the guidelines of their policies, procedures, and plan.*	• *Warning*	• *$50 fine*	• *$125-$300 fine*
6	*Organization failed to follow the Recruitment and New Member Education Policy, which includes not following paperwork filing instructions, not meeting with a staff member to review Recruitment/New Member Education plan, and not complying with written organization's plan and/or University Policy*	• *Notice* • *Warning* • *Meeting with Organization Coach*	• *Educational Outcome: review "Recruitment and New Member Education Policy"*	• *Educational Outcome* • *1-2 months Organization Probation**
7	*Organizations did not ensure that Potential New Members completed their requirements prior to receiving an invitation to join, which include attending an F&SL Interest Session and completing the risk management course.*	• *Warning* • *Complete requirements by the assigned deadline*	• *Recruitment plan*	• *1-2 months Organization Probation**
8	*Organizations did not ensure all New Members attended New Member Convocation*	• *$5 fine per missing member* • *Educational Outcome*	• *$10 fine per missing member*	• *$15 fine per missing member*
9	*Organization Officers failed to attend Officer Training in the Fall and Spring semesters*	• *Missing officers complete alternate training* • *Warning*	• *Missing officers complete alternate training* • *Educational outcome*	• *Missing officers complete alternate training* • *Educational outcome* • *1-2 months Organization Probation**
10	*Organization Advisors did not participate in Advisor Certification Training or recertify after two (2) years*	• *Warning*	• *Meeting with organization president a nd F&SL*	• *Educational outcome*
11	*An organization representative did not attend a meeting with their assigned Organization Coach during Aug/Sept, Oct, Nov, Jan/Feb, Mar, and Apr.*	• *Warning*	• *Hold until meeting is held* • *Educational Outcome*	• *Hold until meeting is held* • *Educational Outcome*
12& 13	*Organization members failed to attend F&SL Minimum Standards*	• *Warning* • *$25-50 fine*	• *$75-150 fine* • *Educational Outcome*	• *$150 fine*

Questions regarding this information should be directed to the Office of Fraternity and Sorority Life
817-272-9234 or fsl@uta.edu

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	Event or Program at 75% attendance in Fall and/or Spring semesters			• *2-3 months Organization Probation**
14	*Organization failed to complete the Housing Update Form by the designated dates for fall, spring, and summer semesters.*	• *Warning* • *Must complete housing update by assigned deadline* • *$50 fine*	• *Warning* • *Must complete housing update by assigned deadline* • *$125-300 fine*	• *1-2 months Organization Probation** • *Must complete roster update by assigned deadline* • *$300 fine*
15	*Organization members living in the facility failed to attend All F&SL Resident Meeting in the fall and spring semesters*	• *Missing officers complete alternate training* • *Warning*	• *Missing officers complete alternate training* • *Educational outcome* • *$75 fine*	• *Missing officers complete alternate training* • *Educational outcome* • *1-2 months Organization Probation** • *$100 fine*

**Probation means that organizations must avoid any further violations for a specified period to avoid additional and/or more severe disciplinary action.*

FRATERNITY & SORORITY LIFE

RECRUITMENT AND NEW MEMBER EDUCATION PLAN

2021-2022 HANDBOOK

Office of Fraternity and Sorority Life
DIVISION OF STUDENT AFFAIRS

RECRUITMENT AND NEW MEMBER EDUCATION PLAN

The Office of Fraternity & Sorority Life supports the growth and retention of all active fraternity/sorority organizations at The University of Texas at Arlington. To best support the planning and management of recruitment and new member education, we work in partnership with organization officers, advisors, and regional/international organizations to facilitate a new member experiences focused on fostering belonging and student safety. This document provides details on the responsibilities and process for organizations and those that wish to pursue membership, as well as reviews campus policies and best practices.

ORGANIZATION RESPONSIBILITY AND PROCESS

Complete all Recruitment and New Member Education Policy requirements.

Organization may not market or host any recruitment and/or potential/new member events/activities/programs until they have received written confirmation of completed Recruitment and New Member Education requirements by a F&SL staff member.

Verify Potential/New Members' Completion of Requirements

Organization must not extend an invitation of membership/bid until PNM has completed all requirements.

Add Potential/New Members to Orgnaization Roster

Organization must update their chapter roster in Microsoft Teams to indicate the potential/new members that are participating in the new member education/intake process.

POTENTIAL/NEW MEMBER (PNM) RESPONSIBILITY AND PROCESS

Attend a F&SL Interest Session

Following the attendance of a F&SL Interest Session, PNMs will receive an invitation to the F&SL Potential New Member Risk Management Course.

Complete required PNM Risk Management modules

PNMs must complete the modules prior to recieving an invitation of membership.

Attend F&SL New Member Convocation

New members must attend a New Member Convocation during the semester they joined.

IMPORTANT DATES – FALL 2021

- **F&SL Interest Sessions** are held at 3:00 PM on the following dates:
  - September 10
  - September 17
  - September 24
  - October 1
  - October 8
  - October 15
  - October 22
  - October 29
  - F&SL Interest Sessions will also be held at the beginning of each council-hosted orientation event.
- **Council-hosted Orientations Event**
  - CPH Get the Scoop – August 29, 2:00 PM
  - IFC Tour of Chapters – September 8, 7:00 PM
  - MGC Meet and Greet – September 8, 7:00 PM
  - NPHC Greek 101 – September 14, 7:00 PM
- **New Member Convocations,** required for all members, are held from 2:00-4:00 PM on the following Sundays:
  - October 3
  - November 21
- **Last day to start the 6-week process**: October 9, 2021
- **Last day for new member events/activities (education, initiation, retreats, presentations, etc.)**: November 20, 2021

Questions regarding this information should be directed to the Office of Fraternity and Sorority Life
817-272-9234 or fsl@uta.edu

Last Edited: July 2021

IMPORTANT DATES – SPRING 2022

- **F&SL Interest Sessions** are held at 3:00 PM on the following dates:
  - February 4
  - February 11
  - February 18
  - February 25
  - March 4
  - March 25
  - F&SL Interest Sessions will also be held at the beginning of each council-hosted orientation event.
- **Council-hosted Orientations Event**
  - CPH Info Session – January 25, 7:00 PM
  - NPHC Greek 101 – February 1, 7:00 PM
  - IFC Tour of Chapters – February 2, 7:00 PM
  - MGC Meet and Greet – February 3, 7:00 PM
- **New Member Convocations,** required for all members, are held from 2:00-4:00 PM on the following Sundays:
  - March 27
  - May 1
- **Last day to start the 6-week process**: March 18, 2022
- **Last day for new member events/activities (education, initiation, retreats, presentations, etc.)**: April 30, 2022

FS&L RECRUITMENT AND NEW MEMBER EDUCATION POLICY

A. Council Recruitment Planning

In cooperation with the Office of F&SL, each council will work to develop recruitment plans that are organized in a manner that promote student safety and the positive values of fraternity and sorority life.

Recruitment plans must be unique to each council and will:

- Address risk management issues commonly associated with recruitment events or new member events such as alcohol, hazing, and servitude.
- Include a comprehensive marketing plan and implementation strategy that highlights the many benefits for students to associate with the fraternal community.
- Develop guidelines and support for open recruitment, formal recruitment, and ongoing recruitment efforts for each governing council in alignment with UTA and national policies.

B. Recruitment of New Members

An organization may not market or host any recruitment and/or potential/new member events/activities/programs until they have received written confirmation of completed Recruitment and New Member Education requirements

Recruitment & New Member Education requirements includes the following:

- **Recruitment and New Member Education – Intent Form.** Intent form must be submitted by the designated date each semester.
- **Recruitment and New Member Education Plan.** Organizations must submit the completed plan using the template provided for review and signature to their advisors, (inter)national office or designated regional volunteers, and the Office of F&SL. The plan includes details of the recruitment, new member education, initiation, and post-initiation potential/new member activities. The plan must be uploaded in the organization's Teams channel prior to meeting with F&SL staff. The plan must demonstrate how it aligns with the UTA Principles of Community, Office of F&SL policies, and the new member education requirements of the regional/(inter)national organization.
  - Documents to be included with the plan are:
    - All (inter)national and/or regional paperwork that requires a signature from Office of F&SL staff
    - New Member Education/Membership Intake Process, Policies, and Curriculum

- The completed plan must have all signatures required: organization president, officer responsible for recruitment, officer responsible for educating new members, an advisor, and (inter)national office or designated regional volunteers.

- **Meeting with F&SL Staff.** Organizations must meet with a F&SL staff member to discuss the submitted Recruitment and New Member Intent Form and Plan. Required attendees include organization president, officer responsible for recruitment, officer responsible for educating new members, and an advisor. To schedule a meeting, please click here.

Written confirmation of completed requirements will be provided following the meeting or following any edits or corrections needed. For more information regarding the Recruitment and New Member Education requirements, please see Section 3 of the Handbook.

C. Summer Recruitment

If supported by the organization's council, the fraternity or sorority may host recruitment and new member education during the summer and must follow the requirements outlined in subsection 5.C of this policy section.

D. Potential Member/Interests Requirements

A potential new member (PNM) is defined as a student who potentially may receive a bid, invitation, and/or application to join a fraternity or sorority. For a PNM to be considered eligible for membership in any fraternity or sorority, they must be an enrolled student at UTA.

Before receiving a bid or invitation for membership, all PNMs must complete the following:

- Attend a F&SL Interest Session facilitated by the Office of Fraternity & Sorority Life.
- Complete the F&SL Potential New Member Risk Management Course. which is comprised of online modules based on the following topics:
  - Information about the Office of F&SL
  - Information about membership in fraternities or sororities
  - Alcohol and Other Drug Safety
  - Hazing Awareness and Prevention
  - Sexual Assault Prevention
  - Bystander Intervention Education

After receiving an invitation for membership, new members are required to attend a F&SL New Member Convocation program in the semester in which they joined.

E. New Member Education/Intake

The new member education process must not last longer than six (6) weeks. Any event or activity related to the new member joining process (e.g., recruitment, intake, rush, etc.) must be substance free. No alcohol or drugs may be present if the event or activity is related to new member activities, meetings, or initiation into an organization, including but not limited to "bid night," "big/little" events or activities, "family" events or activities and any ritual or ceremony.

F. Disclosure

All documents supplied to the Office of F&SL staff are kept confidential from all students and/or student leaders. They may be shared with university officials and organization staff as needed.

G. Violation of F&SL Recruitment and Potential/New Member Education Policy

Violations of the potential/new member education process could result in a referral to the F&SL Standards Committee and/or the Office of Community Standards.

- Violations include the follow, but are not limited to:

- Intentional submission of improper paperwork (i.e., changing of dates on forms, falsifying original signatures, incomplete paperwork, late paperwork, failure to submit paper, etc.)
- Holding new membership education/intake without conforming to the F&SL Recruitment and Potential/New Member Education Policy set forth by the Office of Fraternity & Sorority Life.
- Hazing: Any violations of the Texas state law and The University of Texas at Arlington policy.
- Potential new members not completing required education (e.g., interest meeting, online modules).
- New members not completing required education (e.g., new member convocation)

CAMPUS AND STATE OF TEXAS POLICY

Hazing Policy

The University of Texas at Arlington's Handbook of Operating Procedures defines hazing as follows:

Engages in any intentional, knowing, or reckless act, occurring on or off campus of an educational institution, by one person alone or acting with others, directed against a student, that endangers the mental or physical health or safety of a student for the purpose of pledging, being initiated to, affiliating with, holding office in, or maintaining membership in any university student organization, group, or team whose members are or include students at an educational institution.

The term hazing includes, but is not limited to any type of physical brutality, physical activity, activity involving consumption of food, liquid, drugs, or alcohol, activity that intimidates or threatens the student, or any activity that induces, causes, or requires the student to perform a duty or task which involves a violation of the Texas Education Code Section 51.936.

Hazing with or without the consent of a student whether on or off campus is prohibited, and a violation of that prohibition renders both the person inflicting the hazing and the person submitting to the hazing subject to discipline. Knowingly failing to report hazing can subject one to discipline. Initiations or activities of organizations may include no feature that is dangerous, harmful, or degrading to the student, and a violation of this prohibition renders both the organization and participating individuals subject to discipline.

Hazing in state educational institutions is prohibited by State law (Texas Education Code Section 51.936 and Sections 37.151 - 37.157). In an effort to encourage reporting of hazing, UTA may grant immunity from student or employee disciplinary action to a person who, in good faith, voluntarily reports specific incidents of hazing prior to being contacted concerning the incident or being included in the institution's investigation of the incident. This immunity does not extend to the person's own violation of hazing.

Under the law, individuals or organizations engaging in hazing could be subject to fines and charged with criminal offenses.

According to the law, a person can commit a hazing offense not only by engaging in a hazing-related activity but also by soliciting, directing, encouraging, aiding, or attempting to aid another in hazing; intentionally, knowingly, or recklessly allowing hazing to occur, or by failing to report firsthand information that a hazing incident is planned or has happened in writing to the Vice President for Student Affairs or Dean of Students office. The fact that a person consented to or acquiesced in a hazing activity is not a defense to prosecution for hazing under this law.

Hazing Amnesty Policy

According to Senate Bill 38, made effective September 1, 2019, Amnesty can be provided to any person who voluntarily reports a specific hazing incident if they report the incident before being contacted by the institution or otherwise being included in the investigation as well as they cooperate with the institution throughout the process. However, this does not apply to those that report a hazing act they have committed or reports in bad faith.

Alcohol Amnesty Policy

The University, in support of the Texas Alcoholic Beverage Commission amnesty policy, affords Amnesty to a minor seeking aid in a medical emergency if the minor (1) requested emergency medical assistance in response to the possible alcohol overdose of the minor or another person; (2) was the first person to request medical assistance under Subdivision (1); and (3) if the minor requested emergency medical assistance for the possible alcohol overdose of another person: (A) remained on the scene until the medical help arrived; and (B) cooperated with medical assistance and law enforcement personnel.

How to Report Hazing or Activities That May Violate Policy?

Any student, advisor, or alumni/alumna can report any activity that they feel violates University, local, or state policy using the F&SL Reporting Form. Anyone utilizing the form can report anonymously.

RECRUITMENT AND NEW MEMBER EDUCATION PLAN TEMPLATE

FRATERNITY & SORORITY LIFE

ORGANIZATION STANDARDS PROGRAM & ANNUAL AWARDS

2021-2022 HANDBOOK

Office of Fraternity and Sorority Life
DIVISION OF STUDENT AFFAIRS

F&SL ORGANIZATION STANDARDS PROGRAM

The Office of Fraternity & Sorority Life at UTA strives to offer a program that promotes student success and development through the fraternal experience. While many of our organizations provide such an experience, the Organization Standards program will assist in developing achievable benchmarks and priorities to assure a vision of excellence for the future of the fraternity/sorority community at UTA.

The 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.

F&SL COMMUNITY PRIORITIES

- **Community Growth & Retention** - The Office of F&SL Staff will work collaboratively with the four (4) governing councils and industry experts to develop a marketing plan that highlights the benefits of fraternity and sorority life within the student experience. This plan will be developed to promote organization activity through various communication channels for students, families, alumni, and the greater community.
- **Community Relations** - In partnership with organizations, governing councils, and F&SL Programming Board, the Office of F&SL staff will create programming to bring together the F&SL community to engage in personal development and social programming to build community across organizations and councils.
- **Community Training & Prevention** - The community will utilize training and prevention education to supplement members' knowledge of UTA policies, organization operations, and standards. Moreover, training will address student safety topics (alcohol tobacco and drug prevention, hazing prevention, sexual misconduct prevention, mental health, bias prevention, and bystander intervention) using evidence-based strategies. Training should be grounded in the UTA Principles of Community and seek to enhance a student's knowledge on a broad range of topics. In support of organizations, councils, advisors, and other campus partners the Office of F&SL will assist in developing training topics to ensure member's needs are met. There will also be an emphasis to actively market campus resources to the F&SL community, advisors, alumni, and parents to meet the needs of stakeholders.
- **Member Development** - The Office of F&SL will develop a comprehensive member development plan to engage and develop members throughout their membership experience in a fraternity or sorority at UTA. This plan will be grounded in the Social Change Model of Leadership and provide students with the knowledge, skills, and abilities to enact social change in their communities.

EXPECTATION AND PARTICIPATION

Each organization must achieve **all Minimum Standards objectives**, as well as **60% of Honorable Standards objectives** to move forward with the **Organization Standards of Excellence level objectives**. The Organization Standards of Excellence objectives are based our F&SL Community Priorities. Each objective has a rubric in addition, organizations will receive an overall status of "Bronze, Silver, or Gold" based on total accumulated points.

SUBMISSION INSTRUCTIONS

To ensure a successful submission of your Organization Standards packet, please ensure your organization complies with the following instructions:

- **Submissions will be due April 4, 2022 by 11:59pm.** Late submissions will not be considered.
- **Packets will only be accepted if submitted using the provided template.** The Organization Standards packet template will be found in your Microsoft Teams channel.
- **Submissions will only be considered for activities that took place between April 12, 2021 and April 4, 2022**.
    - Please note that if your Founders' Day falls after the deadline for the submission, you may submit your celebration in the packet. However, no other philanthropy, service, alumni events/activities/programs, etc. hosted during the Founders' Day week celebrations after the due date may be submitted to fulfill other objectives in the Organization Standards program.
- **Do not submit previously submitted activities.** This will cause your application to be disqualified.
- **All supporting screenshots, pictures, links, etc. must be submitted in the packet.** Separate files will not be accepted.
- **Read the questions thoroughly.** Submissions that do not follow instructions will be disqualified.

ORGANIZATION RECOGNITION

The Office of Fraternity and Sorority Life will evaluate organizations each academic year on the criteria outlined and the overall organization evaluation will be presented on the F&SL website at https://www.uta.edu/student-affairs/fsl/our-community.

Recognition Level Points Breakdown:

Bronze Organization	Silver Organization	Gold Organization
10-19 Points	20-29 points	30-40 Point

Additionally, each organization will receive an individual report and community report. It is our hope that these reports will assist the organization in on-going improvement to obtain and maintain a status of excellence in each of the priorities of the community.

Recognition Levels	Organizations will receive:
Gold Organization	• Recognition at F&SL Awards Ceremony • Letter of recognition sent to Headquarters regarding organization standing • Paid registration for one additional member to the F&SL Emerging Leaders Institute by the Office of Fraternity and Sorority Life • $100 organization programming grant provided by the Office of Fraternity and Sorority Life
Silver Organization	• Recognition at F&SL Awards Ceremony • Letter of recognition sent to Headquarters regarding organization standing • Two member registrations for the Follett Student Leadership Center's Leadership Retreat or Institute by the Office of Fraternity and Sorority Life
Bronze Organization	• Recognition at F&SL Awards Ceremony • Letter of recognition sent to Headquarters regarding organization standing

TOP ORGANIZATION OF THE YEAR AWARD

The three highest scoring organizations in the Standards of Excellence objectives will be eligible to interview to be recognized as Top Organization of the Year. Top Organization winners will receive a monetary award, the Top Organization of the Year trophy, and a featured Shorthorn ad, in addition to the recognition actions in their respective scoring level.

Organizations that have been found responsible and received disciplinary sanctions between April 12, 2021 and April 4, 2022 from their council, F&SL Standards Committee, Office of Community Standards, or their regional/(inter)national organization are not eligible for the Top Organization of the Year recognition.

F&SL Minimum Standards
Minimum Standards are the basic expectations that all active social fraternities and sororities must meet to remain in good standing with the Office of Fraternity and Sorority Life. Organizations that do not meet all Minimum Standards will be referred to the F&SL Standards Committee for review. Organizations not meeting Minimum Standards for three consecutive academic years could be at risk of losing recognition. Minimum Standards are found in the policy section of the F&SL Handbook. **All criteria are required to move to the Honorable Standards level.**

F&SL Honorable Standards 2022-2023	
Honorable Standards are standards that all organizations should aim to achieve. These are things that will enhance the fraternal experience and promotes engagement within the F&SL and UTA community. Organizations must achieve 60% of the criteria to move forward to the Standards of Excellence level and to be considered for the Top Organization Award. Honorable Standards criteria should be achieved with a simple "Yes" or "No".	
1	The organization president or designee attended monthly Fraternity and Sorority Life President Council Meetings between April 2022 and April 4, 2023.
2	An organization alumni advisor attended four of six (4 of 6) Advisor Roundtables offered monthly between April 12, 2022 and April 4, 2023.
3	Organization sent at least one (1) member to the Fall 2022 Leadership Retreat hosted by Follett Student Leadership Center.
4	In the Spring 2023 semester, at least 50% of organization members participated in The Big Event.
5	All members completed an average of 10 documented service hours during both the Fall 2022 and Spring 2023 semester.
6	The Organization President submitted an organization Care Plan and met with their organization coach during Fall 2022 to review and establish a plan to assist members.
7	The organization conducted or participated in an event - focused on an area of risk - meeting the needs of their organization Care Plan, in coordination with their organization coach.
8	The organization conducted or participated in an event - focused on diversity, equity, and inclusion - meeting the needs of their organization Care Plan, in coordination with their organization coach.
9	The organization maintained a grade point average above the All-University Average in both in the Spring 2022 and Fall 2022 semesters.
10	The organization maintained 90%-member retention based on the number of "DIS" statuses processed during the Spring 2023 and Fall 2022 semesters.
Must achieve 60% of the criteria before moving to the Standards of Excellence level.	

F&SL Standards of Excellence 2022-2023

Standards of Excellences are additional standards that all organizations should aim to achieve. These are things that makes an organization stand out and allow for opportunities for additional engagement and exposure.

There are three (3) designations within the Standards of Excellence level (Bronze, Silver, and Gold). Below are the points needed to achieve each designation.

Bronze: 10 to 19 points achieved
Silver: 20 to 29 points achieved
Gold: 30 to 40 points achieved

Only organizations that reach the "Gold" designation are eligible for the Top Organization Award.
Organizations that have been found responsible and received disciplinary sanctions during the current academic year from their council, the Fraternity & Sorority Life Standards Committee, the Office of Community Standards, or their regional/(inter)national organization are not eligible for the Top Organization of the Year recognition.

Standards of Excellence criteria should be achieved with a simple "Yes" or "No", which will indicate the number of points received.

	Category	Criteria
1	Community Relations	**Organization attended or hosted philanthropy project(s)** • **1 point**: 1 philanthropy project • **2 points:** 2 philanthropy projects • **3 points:** 3 philanthropy projects
2	Community Relations	**Organization attended or hosted community service project(s)** • **1 point**: 1 community service project • **2 points:** 2 community service projects • **3 points:** 3 community service projects
3	Community Relations	**Organization communicated specifically to alumni/alumnae throughout the academic year via a newsletter or a formal communication avenue (e.g., organization updates, engagement opportunities, upcoming events, etc.) initiated by the organization** • **1 point**: one newsletter/formal communication created and sent • **2 points:** two newsletters/formal communication created and sent • **3 points:** three newsletters/formal communication created and sent
4	Community Relations	**Organization promoted alumni engagement by hosting, participating, or attending an activity, event, or program with alumni/alumnae** • **1 point**: 1 activity, event, or program • **2 points:** 2 activities, events, or programs • **3 points:** 3 activities, events, or programs

5	Community Relations	**Organization (co)hosted Founders' Day Celebration** • **1 point**: co(hosted) a Founders' Day Celebration
6	Community Relations	**Organization engaged faculty through activity, event, program, etc.** • **1 point**: 1 facilitated faculty engagement • **2 points:** 2 facilitated faculty engagements
7	Community Relations	**Organization enhanced their F&SL community relations through event or activity support** • **1 point**: attend and participate in an event or activity hosted by another social fraternity/sorority • **2 points:** cohost an event or activity with another organization within the organization's council • **3 points:** cohost an event or activity with another organization outside of the organization's council
8	Community Relations	**Organization enhanced their university visibility and relations through event or activity support** • **1 point**: attend and participate in an event or activity hosted by a non-F&SL organization or department on campus • **2 points:** host an event or activity open to all UTA students • **3 points:** cohost an event or activity with a non-F&SL organization or department on campus
9	Community Growth & Retention	**Organization facilitated an internal organization retreat that focuses on building relationships, leadership development, and other interpersonal skills** • **1 point:** facilitated an internal organization retreat • **2 points:** worked with organization coach to develop an agenda for the internal organization retreat
10	Community Growth & Retention	**Organization has outlined a year-round organization branding plan for purposes of demonstrating the organization's goals and values, as well as the promotion of organization's operations and events** • **1 point:** organization has a social media presence (have at least one (1) organization social media account) • **2 points:** organization has a social media presence that is current and updated with posts regularly (posting at least twice a month) • **3 points:** organization has a social media presence that is current and updated with posts regularly (posting at least twice a month) and the organization has utilized council or campus resources to better promote their events (i.e., Shorthorn ads, printed flyers, alternative posting outside of social media, etc.)
11	Community Growth & Retention	**Organization hosted programs/workshops focused on building member's confidence and skills around recruiting new members.** • **1 point**: 1 recruitment skills program/workshop • **2 points:** 2 recruitment skills programs/workshops • **3 points:** 3 recruitment skills programs/workshops

12	Community Training & Prevention	**Organization conducted a facilitated officer transition on at least an annual basis** • **1 point**: conduct a facilitated officer transition • **2 points:** worked with organization coach to develop an agenda for the facilitated officer transition
13	Community Training & Prevention	**Organization hosted program(s) promoting academic support (i.e., time management, campus academic resources, study skills, note taking strategies, faculty guest speaker, etc.).** • **1 point**: 1 activity, event, or program • **2 points:** 2 activities, events, or programs • **3 points:** 3 activities, events, or programs
14	Community Training & Prevention	**Organization hosted program(s) focusing on career preparation (i.e., resume workshop, alumni career panel, interview skills, professional attire, etc.).** • **1 point**: 1 activity, event, or program • **2 points:** 2 activities, events, or programs • **3 points:** 3 activities, events, or programs
15	Member Development	**Organization participated in leadership development hosted by the organization's (inter)national organization** (locally, statewide, regionally, and or (inter)national) • **1 point**: Attendance of 2-3-organization members • **2 points:** Attendance of 4-5-organization members • **3 points:** Attendance of 6-organization members

Bronze: 10 to 19 points achieved
Silver: 20 to 29 points achieved
Gold: 30 to 40 points achieved

OFFICE OF F&SL ANNUAL AWARDS

Individual organization members may apply for any/all awards on behalf of their organization, individual members, alumni, and advisors. In addition, anyone may nominate individuals for individual awards regardless of organization affiliation.

Each organization can have more than one member for each individual member award by submitting multiple nomination forms. Organization members are unable to self-nominate. If interested in self-nominating, members should consider the Kent Gardner Scholarship.

All members and organizations must be in good standing with the local, national organization and the University to be eligible for awards.

Organizations that have received disciplinary sanctions during the current academic year from their council, the Fraternity & Sorority Life Standards Committee, the Office of Community Standards, or their regional/(inter)national organization are not eligible for the Top Organization of the Year recognition.

Individual Awards

Emerging Leader

This award recognizes a Fraternity Member and/or Sorority Member for their outstanding and continued service to the Fraternity and Sorority community at UT Arlington; strong academics; significant campus and community participation; strong personal character; and a positive role model for the current academic year. The recipients should be widely known and highly regarded in the F&SL community for their lasting contributions.

Member of the Year

This award recognizes a Fraternity Member and/or Sorority Member for their outstanding and continued service to the Fraternity and Sorority community at UT Arlington; strong academics; significant campus and community participation; strong personal character; and a positive role model for the current academic year. The recipients should be widely known and highly regarded in the F&SL community for their lasting contributions.

Advisor of the Year

This award recognizes an organization advisor (alumnae/alumni or faculty/staff) who goes above and beyond to serve the undergraduate organization. When considering which advisor to nominate (if you have more than one), organizations should account for service to the UT Arlington F&SL community, involvement with the national fraternity or sorority, assistance/guidance provided during organization issues, as well as overall engagement with the organization membership.

Friend of the Community Award

This award recognizes UTA faculty, staff, or departments who have contributed to the support and genuine care for the growth and development of the Fraternity and Sorority Life community at UT Arlington. The individual(s) have demonstrated having a passion for their work, and an overall supportive attitude towards students and their endeavors.

Organization Awards

Outstanding Philanthropy/Community Service Award

This award recognizes organizations who display the utmost altruistic behavior with raising funds or products to benefit a pre-selected philanthropy/non-profit. The organization receiving this award has also developed an innovative program that provides a service to the community while educating its members throughout the process. The program or activity has significantly contributed to those in attendance through engagement and education.

Outstanding Community Building Award

This award recognizes the sorority or fraternity organization that displays a genuine effort in building community among their peers. It recognizes an organization who has demonstrated that fraternity/sorority membership involves going beyond the individual organization and collaborating with organization within the greater UT Arlington community.

Creating a Culture of Care Award

This award recognizes the organization who has demonstrated efforts to influence their peers to create safe environments by taking a stand against risky behavior and educating its members/peers on effective risk management practices.

The event should have occurred after the previous awards ceremony and before the designated deadline. Programs that were mandated by F&SL, UTA, or your Organization are not eligible for this award.

Outstanding Alumni Relations Award

This award recognizes an organization with the most outstanding comprehensive alumni relations program (programming, engagement, communication, and outreach).

Outstanding Diversity and Inclusion Program Award

This award recognizes the organization who has promoted the institutional vision to foster an inclusive environment that supports a diverse community, encourages the exploration and discovery of the unfamiliar, and promotes the understand of all viewpoints.

Mardie Sorenson Outstanding Program Award

This award recognizes an organization that has excelled in creating successful, unique programming in any aspect of Fraternity & Sorority Life. The organization may submit more than one application for consideration if they wish. The event should have occurred after the previous awards ceremony and before the designated deadline. Programs that were mandated by F&SL, UTA, or your Organization are not eligible for this award.

FRATERNITY & SORORITY LIFE

EVENT/ACTIVITY PLANNING GUIDE

2021-2022 HANDBOOK

Office of Fraternity and Sorority Life
DIVISION OF STUDENT AFFAIRS

EVENT/ACTIVITY PLANNING GUIDE

WHAT CONSTITUTES AN EVENT

Factors that may make it more likely for an event to be deemed a fraternity or sorority event are, but are not limited to:

- If the event is announced at an organization meeting
- If t-shirts are made for the event
- If officers of the organization have knowledge or have planned the event
- If it takes place before or after an official organization event
- If it takes place at an establishment that is associated with the organization
- If pictures found on the internet (Instagram) suggest organization involvement
- If there is a clearly followed theme to the event which suggests coordination
- If the event is sponsored or endorsed by an organization, in-person or online, including those that occur on or off campus
- If a reasonable person would associate the event with a specific organization

The follow questions may guide you to better understand if your activity may be considered an event.

- Is the event being hosted in your organization house or a university-provided meeting space?
  If yes, every event you host there could be considered an organization event.
- Is the event being hosted in an on or off campus location where you traditionally hold your events?
  If yes, every event you host there could be considered an organization event.
- Is the event being hosted or planned by one or more members of the organization and supported by the Exec?
  If yes, this activity could be considered an event.
- Is the event being hosted or planned by one or more members and supported by members/associate/new members?
  If yes, this activity could be considered an event.
- Does the Executive Council have prior knowledge of the event?
  If yes, this activity could be considered an event.
- Is the event on the organization official/unofficial social media accounts [e.g., Instagram, GroupMe, Twitter, etc.]?
  If yes, this activity could be considered an event.
- Are members attempting to rename the event to give the appearance that it is not associated with the organization?
  If yes, this activity could be considered an event.
- If guests were stopped on their way to the event, would they say they were going to a the “XYZ” event?
  If yes, this activity could be considered an event.

- Is the event actively or passively endorsed by a majority of the active organization?
  If yes, this activity could be considered an event.
- Have members of the organization lied about the event?
  If yes, this activity could be considered an event.

HOW TO REGISTER AN EVENT

All organization events and activities (on-campus, off-campus, and online) must be registered with the Office of Student Organizations. To get the most updated information on how to register events click here.

HOW TO REGISTER AN EVENT WITH ALCOHOL

In addition to following the process for registering any event. The organization should review the Student Organization Handbook for more guidelines and expectations regarding events with alcohol present.

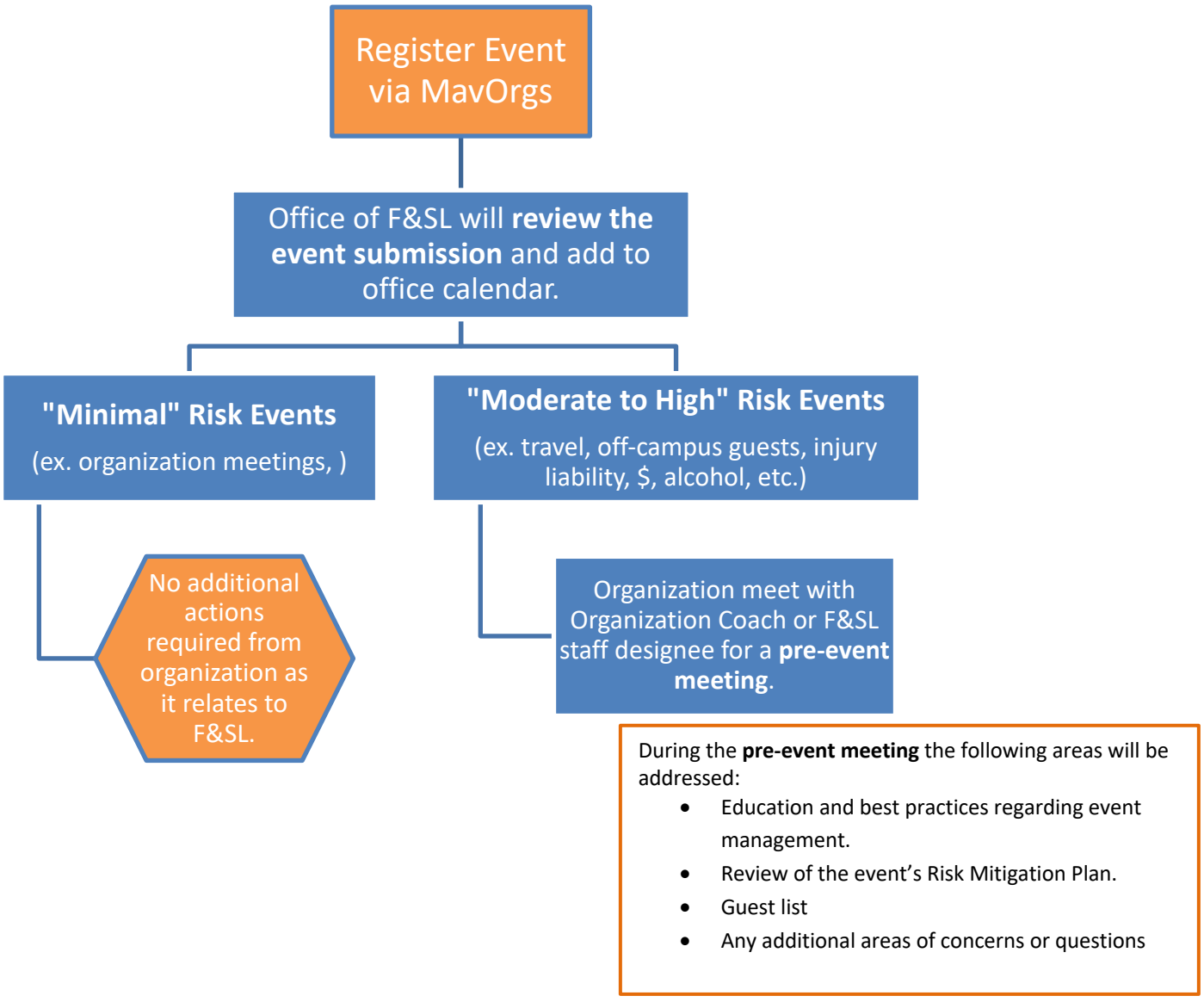
RISK REDUCTION AND MANAGEMENT PLAN

This plan is to allow organization event planners to analyze and proactively consider areas of risk for a particular event. The event planners should complete the risk mitigation plan prior to the pre-event meeting with an Office of F&SL staff member. It is highly encouraged that the event planner discusses the risk mitigation plan with the organization's risk management officer, organization leadership, and organization advisor to ensure that all considerable areas of risk have been addressed.

Events that could require a pre-event meeting and submission of risk mitigation plan. NOTE: This list is not exhaustive.

- Events with alcohol
- Events with ticket sales or money handling
- Fundraising events hosted at an establishment that serves alcohol
- Events with contact sports or water sports
- Events with transportation
- Events with non-organization member guests
- Semi-Formals/Formals
- Events held over 50-miles away from campus

F&SL ORGANIZATION EVENT/ACTIVITY REVIEW FLOW CHART



ADDITIONAL RESOURCES TO HELP IN EVENT/ACTIVITY PLANNING

Event Details

1. Who is planning the event?

   Organization: _____

   Name: _____

   Officer Title: _____

   Email: _____

   Phone: _____

1. Name/Theme of event: _____

2. Date of the event: _____

3. Time of the event: Start time _____ AM PM – End time _____ AM PM

4. Location of event:
   - ☐ Organization Property
   - ☐ Rented Facility (Hotel, Restaurant, Third-Party Venue, etc.)
   - ☐ Member(s) Residence
   - ☐ Other: _____

5. Purpose of event:
   - ☐ Recruitment
   - ☐ Educational
   - ☐ Social/Mixer
   - ☐ Formal
   - ☐ Philanthropy
   - ☐ Service
   - ☐ Other: _____

6. Which best describes the event below? Check all that apply.
   - ☐ Dry event (no alcohol)
   - ☐ Member Event Only
   - ☐ Fundraiser
   - ☐ Member and Date Event
   - ☐ Philanthropy
   - ☐ Third Party Vendor at a location
   - ☐ New member event
   - ☐ Sport
   - ☐ Parent/Family Event
   - ☐ Recruitment
   - ☐ Service
   - ☐ Event with one other fraternity / sorority

- ☐ Event with more than one other fraternity / sorority
- ☐ Event with one other non-fraternal student group
- ☐ Event with more than non-fraternal student group
- ☐ Event with one university department
- ☐ Event with more than one university department

7. The activities below could be considered *moderate/high* risk events. Does the planned event contain any of the following?
   - ☐ Bring your own gun (trap/skeet shooting)
   - ☐ Sky diving/ parasailing/bungee jumping
   - ☐ Travel (car-pooling, self-drive, busses)
   - ☐ Building of temporary structures
   - ☐ Pools
   - ☐ Mechanical Bulls
   - ☐ Bounce Houses/Inflatables
   - ☐ Slip & Slides/Any other water feature
   - ☐ Obstacle course
   - ☐ Contact sports (e.g., sand volleyball, dodgeball)
   - ☐ Tug-o-war
   - ☐ Rock Climbing
   - ☐ Team building events that include make-shift ropes courses, trust falls, blindfolded guided walks (etc.)
   - ☐ Events take place at heights more than one to two feet from the ground
   - ☐ Event with live animals present (e.g., rodeo, petting zoo).
   - ☐ Other: _____
   - ☐ Bonfires

8. Have any written contract or agreement been signed for any part of this event? **Yes or No**
   (see Contracts Template for Third Party Vendors if a Vendor does not present a contract to you.)
   - ☐ Food caterer: _____
   - ☐ Security guards: _____
   - ☐ Bus/transportation company: _____
   - ☐ Third party vendor: _____
   - ☐ University facility: _____
   - ☐ Hotel venue: _____
   - ☐ Sports field: _____
   - ☐ DJ: _____
   - ☐ Band: _____
   - ☐ Artist: _____
   - ☐ Facilities/Grounds (restrooms and waste management): _____
   - ☐ Other: _____

9. How will alcohol get to the event?

Please consult the university and your inter/national organization's risk management policy for additional guidance and policies.

- ☐ Third-Party Vendor [Bars, Restaurants, Catering Companies, Hotels, Etc.]
  Contract with a licensed establishment or caterer to provide a cash bar and/or a licensed location to host your event.

- ☐ Dry Event [No alcohol will be present]

Planning a Third-Party Vendor Event

What is a Third-Party Vendor?

Examples of Third-Party Vendors include bars, restaurants, catering companies, hotels, etc. Third Party Vendors are NOT individuals who work as bartenders. Any events/activities with alcohol must be hosted at a third-party vendor.

Planning the Third-Party Vendor Event Have you reviewed your organization's contract with the Third-Party Vendor? **Yes or No**

It is recommended that you reach out to your headquarters for contract questions and review.

The contract should be signed and dated by both the person authorized by your respective organization (i.e., organization president, advisor, etc.) and the vendor. In doing so, both parties understand that only through compliance with these stipulations will the organization be in compliance with Inter/national fraternity requirements. (see Contracts Template for Third Party Vendors if a Vendor does not present a contract to you.)

Building a Guest List

Do the math, the UTA F&SL Event/Activity Policy limits **three guests per member/new member** at events where alcohol is present.

How many members and new members do you plan to have at the event?		How many guests per member/new member will you allow at the event?		This is the total number of guests you can invite to your event.
	X	**3**	**=**	

The total number of attendees (members and guests) should not exceed fire code capacity for the venue.

1. Figure out how members will add names to the guest list. [see Building A Guest List]
   - ☐ Spreadsheet or Sign-Up List
     Create a spreadsheet and allow members to add guests' names.
     Bring the list to an organization meeting or post it online.
     Each member and new members' name should be on the list next to a blank space for each guest they are allowed to invite [Remember: three guests per member/new member].
   - ☐ Numbered Invitations
     Distribute numbered invitations to each member/new member to give to their guests.
     These invitations should be printed professionally or created in a way so they cannot be easily copied.
     Tickets cannot be sold or bartered.
     Keep a list with each member/new member's name on it and the numbers of the invitations they were given.
     During the event, keep a sign-in sheet at the door and write the guest's name next to the invitation number as s/he turns in the invitation.

☐ Online Ticket System (e.g., Eventbrite, Facebook, etc.)
Create a closed [non-recurring] event with a specific start and end time.
Do NOT allow friends to extend the guest list.
Set the Privacy to "Invite Only."
A designated officer [e.g., Risk Management Chairman] should be set as the Host and administrator for the event.
Each member/new member should submit the names of guests to the Host for invitation to the event OR the Host should designate a specific period during which members will be given access to add guests to the event.

☐ Other [Describe]:

_____

_____

_____

2. How many hours in advance will the guest list be closed? _____
Suggested organizational guidelines recommend the guest list be closed at least 24 hours prior to the event.

Managing the Event

Theme

1. Does the event have a theme? **Yes or No**

If yes, what is the theme? _____

Event themes should NOT be disrespectful or degrading to any person or population. When selecting a theme, ensure it:

- ☐ Does NOT rely on the stereotypes of certain groups.
- ☐ Does NOT encourage offensive dress or costumes.
- ☐ Does NOT stereotype men or women.
- ☐ Is NOT sexist. If you are unsure, try interchanging the word/theme with a racial word/theme.
- ☐ Is NOT centered on making fun of a particular group of people, culture, or organization.
- ☐ Does NOT lend itself to members, new members, or guests taking the theme to a place that is disrespectful or degrading.

Event Monitors [see Sober Monitor Resource]

1. Who will your officer in charge be for the event?

_____

2. How many event monitors will you have at the event? _____
Suggested organizational guidelines are one event monitor for every 15 attendees.
3. What is the system/process for selecting event monitors?

Suggested organizational guidelines utilize a fair ratio of brothers/new members and not using new members only.

4. List the names / phone numbers for the assigned event monitors.

Name	Phone	Name	Phone
Name	Phone	Name	Phone
Name	Phone	Name	Phone
Name	Phone	Name	Phone

5. How will you identify event monitors during the event so a member/guest could easily recognize them?

6. What are the responsibilities of the event monitors during the event?
   - ☐ Check members' and guests' IDs at the door to verify their age
   - ☐ Manage the guest list at the door
   - ☐ Mark the guests, members, and new members who are of the legal drinking age [i.e., 21 and over]
   - ☐ Monitor members' and guests' policy compliance
   - ☐ Other [Describe]: _____

7. Are you hiring security for the event? If so, what are their responsibilities?

8. Is the venue providing security for the event? If so, what are their responsibilities?

Transportation

1. Will you provide transportation to and from the event? **Yes or No**
   If yes, how?
   - ☐ Licensed transportation vendor [e.g., charter bus]
   - ☐ Pre-paid car service
   - ☐ Designated driver program
     [consult the risk management policy of your organization prior to selecting this option // see Designated Driver Guidelines]

☐ Other [Describe]: _____

2. What is the process/plan to ensure members/guests utilize the method of transportation both to and from the event?

Construction/Decorations

1. Will there be any special construction/decorations for this event? **Yes or No**
   If yes, please describe:

   _____

   _____

   _____

   Persons and/or company performing construction and contact information:

   Company Name: _____ Contact: _____

Prevention Questions

1. How many entrances will there be to the party? _____
   It is safest to only have ONE entrance to the event.

2. Is this event is planned to exceed five hours in duration? **Yes or No**
   Please explain why this event will exceed five hours.

3. Will ample food, other than snacks and non-alcoholic beverages be available? **Yes or No**
   Who will provide the food?

   _____

   What food/beverages will be served?

   _____

4. Are glass bottles prohibited from the event? **Yes or No**
5. Will this event involve any physical activity? **Yes or No**
6. Will doors to residential living be locked / secured during the event? **Yes or No**
7. Will you stop the service of alcohol at least one hour before the event ends? **Yes or No**
8. Will you select music that is NOT disrespectful or degrading to a particular group of people or culture? **Yes or No**
9. Will you ensure no illegal drugs and controlled substances are at the event? **Yes or No**
10. Will you ensure there are no tables or paraphernalia within the event that are used for drinking games? **Yes or No**

11. Will you ensure the event does NOT involve strippers, exotic dancers, or similar, whether professional or amateur?

    Yes or No

12. Please describe any specific prevention plans from the above areas.

Risk Mitigation Plan

1. Do you have a risk mitigation plan in place for the event? **Yes or No**
   If yes, please describe:

   _____

   _____

   _____

2. Will emergency services be readily available at the event? **Yes or No**
3. Who is the officer in charge to contact emergency services?

   Name: _____ Phone:

   _____

   Title: _____ Email:

   _____

4. If the need for assistance arises, who will be responsible for contacting:
   - ☐ Emergency personnel
   - ☐ Organization President
   - ☐ Organization Advisor
   - ☐ House Corporation President
   - ☐ Fraternity/Sorority Headquarters
   - ☐ University Officials

   Name: _____ Phone:

   _____

   Title: _____ Email:

   _____

Educational credit goes to FIPG, Pi Kappa Phi Fraternity and the North American Interfraternity Conference for portions of this resource.

FRATERNITY & SORORITY LIFE

EXPANSION/ (RE)ESTABLISHMENT PLANNING

2021-2022 HANDBOOK

Office of Fraternity and Sorority Life
DIVISION OF STUDENT AFFAIRS

ORGANIZATION EXPANSION/RETURN PROCESS

STATEMENT ON EXPANSIONS AND ORGANIZATION RETURN

The Office of F&SL 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 F&SL encourages this growth as it is seen as a positive tool in strengthening the fraternity and sorority community.

The (re)establishment of new and returning organizations will be considered and determined by the need of each council. All fraternities and sororities wishing to expand/return to UTA must follow the Organization Expansion/Return guidelines, the Vice President for Student Affairs will approve all requests.

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 F&SL, Division of Student Affairs & UTA.

All fraternity and sorority organizations must be recognized by a F&SL governing council, the Office of F&SL, and the Office of Student Organizations to be considered in good standing with the university. All interested organizations should review council expansion policies as well as the Student Organization Handbook before moving forward in the expansion process.

PROCESS TO (RE)ESTABLISH A FRATERNITY OR SORORITY AT UTA

1. Review the council expansion documents on the Fraternity and Sorority Life website.
2. Complete UTA F&SL Expansion Interest Form to include the following:
    a. Contact Information (First Name, Last Name, Title, Email, Phone Number)
        i. Headquarters
        ii. Regional/District
        iii. Local
    b. Indicate Council of Interest
    c. Submit Letter of Interest (Must include a regional or HQ signature, organization's letterhead, and indicate the extent of local alumni support)
    d. Submit Copy of (Inter)National Constitution and Bylaws
    e. Submit Copy of (Inter)National Risk Management Policy
    f. Submit Copy of (Inter)National Recruitment and New Member Education/Intake Policies and Procedures
3. Completed UTA Expansion forms are reviewed by council of interest.
4. Council Approval Process. Council of interest conduct a vote of support/approval (letter)
5. Institution Approval Process. Vice President of Student Affairs will review completed form and letter of support/approval from council to approve/decline.
6. If approved, the organization will then work with a F&SL staff member to become a recognized student organization through the Fraternity and Sorority Life and Student Organizations office.

   a. Office of Fraternity and Sorority Life host meeting with the organization to explain privileges and detailed timeline.
7. The F&SL staff member will also assist with any needs as the organization begins to recruit new members.
   a. The Office of Fraternity and Sorority Life will serve as the Sponsoring Organization until the new/returning organization as completed the Student Organization's New RSO (Registered Student Organization) process. The new organization will be able to participate/host the following with the support of the Office of Fraternity and Sorority Life.
      i. F&SL Open Houses
      ii. Activity Fair Days
      iii. Organization-hosted Interest Session (up to 2)
      iv. Council-hosted programming focusing on recruitment
8. The organization must abide by all university, council, and office policies and guidelines, as they are a guest of the institution.

INTEREST GROUPS

The Office of F&SL does not recognize or support the creation of interest groups. An interest group is defined as a student-lead movement, with or without support from a national headquarters, petitioning to create a new social fraternity or sorority organization. For a new fraternity or sorority organization to join any F&SL council, at UTA the specific council must be open for expansion, and the application to join must come from a national headquarters.

FRATERNITY/SORORITY CHARTERING

Newly established organizations that followed the Office of F&SL Expansion/Return Policy and Procedure and were approved to colonize on campus must receive and become fully chartered as a member of the University community by the end of their second full academic year. Should a newly established organization fail to meet this deadline, they could lose recognition at UTA.

FRATERNITY & SORORITY LIFE

APPENDIX

2021-2022 HANDBOOK

APPENDIX

IMPORTANT CONTACTS

Organizations should take advantage of the below resources provided by our campus partners:

Office	Phone Number	Resources/Service Provided
The Office of Fraternity & Sorority Life	817-272-9234	Comprehensive Organization, Council, and Community Support, Coaching, and Education.
Office of Student Organizations	817-272-2963	MavOrgs Support and Education, Student Organization Policy Coaching.
Dean of Students	817-272-6080	Student Advocacy and Support. Emergency Assistance Fund. Behavior Intervention, Mavs Stand Up Bystander Intervention.
Behavioral Intervention Team	817-272-7862	Confidential Identification, Intervention, and Response to Students in Need.
UTA Police Department (Non-Emergency)	817-272-3381	Non-Emergency Services (e.g., Personal Security Escorts, Vehicle Jumpstarts).
UTA Police Department (Emergency ONLY)	817-272-3003	Emergency Reporting.
Office of Community Standards	817-272-2354	Student Conduct & Discipline Violation Investigations and Adjudications.
Title IX	817-272-4585	Title IX Policy Violation Investigations.
Relationship and Sexual Violence Prevention (RVSP)	817-272-3943	Advocacy, Support, and Programs for Survivors. Organization/Community Educational Programming.
Health Services	817-272-2771	Ambulatory Health Care Facility for Students on Campus. Health Promotions. Organization/Community Educational Programming.
Counseling & Psychological Services	817-272-3671	Individual and Group Counseling, Psychiatry Services. Organization/Community Educational Programming.
Student Access & Resource Center	817-272-3364	Accessibility Services for Students and Alternative Testing.
Multicultural Affairs	817-272-2099	Advocacy and Support to Students of Color, Social Justice Education, Heritage Months Programming. Organization/Community Educational Programming.
LGBTQ+ Programs	817-272-2947	LGBTQ+ Advocacy, Support, and Education. Organization/Community Educational Programming.
Military and Veteran Services	817-272-3017	Veteran Advocacy, Support, and Education.
Follett Student Leadership Center	817-272-9220	Leadership Programs, Volunteer Experiences. Organization/Community Educational Programming.
UTA/Tri-C Food Pantry	817-272-9220	Food Distribution to Students with Food Insecurities.
Lockheed Martin Career Development Center	817-272-2932	Resume Review and Mock Interviews, On-Campus Student Employment, Internship and Career Fairs. Organization/Community Educational Programming.

IMPORTANT POLICIES AND RESOURCES

In addition to the policies and resources outlined in the F&SL Handbook, fraternity and sorority members must also have knowledge of the policies and resources outlined below:

Policy Name (Hyperlinked)	Description
Student Organization Policies	Bank for all relevant Student Organization policies.
Student Organization Resources	Resources for student organization officers such as Student Org Handbook, administrative policies, event planning and registration, risk management, etc.
Student Conduct and Discipline Policy	The purpose of this policy is to prescribe the standards of conduct expected of University students, specify disciplinary sanctions which can be imposed when conduct does not conform to the prescribed standards, and establish due process procedures for the imposition of such sanctions. Includes
F&SL Resources	Resources for fraternities and sororities, including the F&SL Handbook, event planning guide, community reports, F&SL Calendar, etc.
F&SL Reporting Form	Form used to report incidents, concerns, and issues stemming from fraternities and sororities at UTA.
Discipline of Student Organizations Policy	Policy describing the process of resolving registered student organization alleged violations of Regents' Rules and Regulations, University regulation, administrative order, or federal, state, or local law or regulation.
Hazing Policy & Law	This resource describes what hazing is according to UTA policy and Texas state law, and amnesty for reporting.
Illicit Drugs and Alcohol Abuse Procedure	Policy describing the standards of conduct, health risks, university penalties, available counseling or rehabilitation resources, and penalties under State and Federal Law.
Sexual Misconduct Policy	Policy describing the process of reporting and resolving of sexual misconduct, retaliation, and other prohibited conduct under this policy.