PURPOSE OF THIS PACKET
The purpose of this packet is to provide an inclusive summary of the Standards of Excellence program for fraternities and sororities at Clemson University. This packet includes a brief summary of each community value, summary checklists regarding due dates, and blank report forms for all information to be submitted to Fraternity & Sorority Life. This packet is designed to assist student leaders prepare and report progress on all Values for fraternities and sororities.
Standards of Excellence Program

MISSION STATEMENT: There is a common set of values to which all fraternity and sorority members ascribe. The Standards of Excellence Program at Clemson aims to challenge the fraternity/sorority community membership to live up to those highest values and ideals upon which our respective organizations were founded. Knowing that individual members’ and chapters’ actions reflect on all fraternities and sororities at Clemson and nationwide, our community can only be as strong as its weakest link. The Standard of Excellence Program will challenge Clemson fraternity/sorority members to have integrity – steadfast adherence to the oath we took as we made a lifelong commitment to our respective fraternity/sorority. By providing a set of standards that reflect these common values, the Standards of Excellence Program provides a level of accountability, with an opportunity to seek distinction. In the end, the goal of the Standards of Excellence Program is simple. As members of fraternities and sororities, we should provide excellent leadership, scholarship, service and social opportunities and better prepare members to make significant contributions beyond the undergraduate experience.

Our Greek Community Shared Principles and Standards

community

Although we stand as members of various organizations, we are still connected through the Fraternity and Sorority Life community. We uphold the values and standards of our community and hold each other accountable, in order remain a unified group

I. Council Involvement
Fraternity & Sorority Life believes that chapters are successful when they collaborate with their inter/national organizations and become active participants in the respective campus governing body. Because of this belief, all chapters must:
A. Be recognized by a governing council and maintain good standing.
   1. NPC groups must be recognized by the Panhellenic Council.
   2. NIC groups must be recognized by the Interfraternity Council.
   3. NPHC groups must be recognized by the National Pan-Hellenic Council of Clemson.
   4. Independent and/or multicultural chapters should be in good standing with their Fraternity/Sorority Development Advisor. These chapters should seek associate membership in a council or charter a council to suit their needs (ie- NALFO, NAPA, MGC)
B. Have 25% of their membership cumulatively attend an event sponsored by or co-sponsor an event with another chapter of the same council.
C. Have 25% of their membership cumulatively attend an event sponsored by, or co-sponsor an event with a chapter not of the same council. Events involving alcohol or recruitment do not qualify.

Implementation:
✓ Councils/FSDAs will provide information to document (A).
✓ File with Fraternity & Sorority Life, a copy of a program evaluation form no later than two weeks after and before May 1st each event attended or co-sponsored.

II. Alumni/Graduate Chapter Relations
A. Fraternity & Sorority Life believes that an active, involved chapter advisor is a key ingredient to a successful chapter. Because of this, each chapter shall have a chapter advisor, who has the support of the inter/national organization. This chapter advisor should remain close to the daily operations of the
fraternity/sorority, and be of support and assistance to chapter officers and serve as a liaison between the fraternity/sorority and the University.

B. Chapter alumni and graduate chapters can play a positive role in the life of the chapter and its members. Too often chapters do not provide opportunities for alumni members to be involved in chapter activities nor do they keep alumni informed about chapter life and events. Chapters will be asked to annually publish an alumni newsletter, co-sponsor an event with a Clemson graduate/alumni chapter, or host a minimum of one program that involves alumni or graduate members.

**Implementation:**
- Submit and maintain up to date contact information for chapter advisors using the Chapter Advisor Roster forms. Forms should be submitted no later than September 20th each year. Forms can be found on the Fraternity & Sorority Life website.
- File with Fraternity & Sorority Life, a copy of your alumni newsletter, or fill out a program evaluation form on the alumni event hosted by the chapter. The newsletters or program must be on file, no later than May 1st of each year.

III. Administration and Finance

Poor administrative and financial management of a chapter is likely to have negative effects on overall chapter success. Through discipline, consistent bookkeeping/fiscal control, qualified supervision, and being organized the chapter will build an atmosphere of fiscal responsibility and security.

A. A sound budget and proper implementation of the budget will allow a fraternity/sorority to cover daily business, intake/recruitment, social activities, housing, and dues with little hassle. If one has a plan and is prepared, the frustrating, time consuming financial workings of the organization can be easily dealt with, and outstanding debts and financial trouble can be avoided. Every chapter is asked to prepare a chapter budget each semester that is approved by their chapter advisor, and to evaluate their budget/financial management at the end of the academic year.

B. Chapters are asked to maintain good financial standing with their respective council, the university, headquarters and housing agencies, if applicable, by paying dues and bills in a timely manner. Any substantial debts to these organizations should be dealt with immediately.

C. Keeping up to date records of active members is essential to the business of the chapters, councils and the university. The assessment of council dues, grade reports, and compilation of statistics all depend upon accurate chapter rosters. To this end, chapters must maintain an up to date membership roster with the Fraternity and Sorority Life.

D. HOUSING: Successful chapters will be in good standing with the Housing Review Board and Residential Life. This includes the chapter’s compliance with the Standards Agreement, maintaining at least 95% occupancy, completion of submission of housing rosters by stated deadlines and respecting the space in which individuals from the chapter occupy. The levels of vandalism and a chapter’s ability to hold members accountable for damaging university property will be assessed.

**Implementation:**
- By September 20th, submit documentation that the chapter has prepared a budget, presented it to the general body, and that the said budget has been approved by the chapter advisor, including his/her signature. Or by September 20th, chapters seeking assistance with budget development/chapter finance matters may submit a projected budget signed by the chapter advisor, president, and treasurer must be prepared for Fraternity & Sorority Life. This projected budget can simply be a graph or chart of a rough estimate of where funds will go during the course of the year. Budget contents should be grouped by category (i.e. recruitment/intake, housing, philanthropy, social, etc). There is no need to itemize expenses or detail vendors.
- A midyear report of the budget is due February 15th.
- A final, end of the year report must be completed, evaluating the chapter’s successes and challenges in managing their finances. This should be signed by the chapter advisor, and will be due to Fraternity & Sorority Life no later than May 31st.
Submit and maintain an up to date membership roster with Fraternity and Sorority Life. New members must be added 48 hours after membership has been accepted. All members to be removed from the roster must be submitted to Fraternity and Sorority Life on the appropriate form no later than November 15th and April 15th each year. Members may only be added or removed using the online roster system.

By October 31st, rosters for Spring 2015 occupancy are due your respective Fraternity/Sorority Development Advisor (FSDA)

By January 9th, rosters for 2015-2016 occupancy are due to your respective FSDA

Chapter president, house manager, and advisor (if able) are to meet with the Assistant Director for Fraternity/Sorority Housing for State of the Chapter Meeting at the start of the calendar year

If there are cases of vandalism/damages within the hall, house managers along with the president of the chapters have appropriately addressed the situation (to be determined by Assistant Director of Fraternity/Sorority Housing and FSDA).

IV. Risk Management

A. All fraternities and sororities shall comply with the risk management policies as set forth by their inter/national organization.

B. As registered student organizations, chapters are subject to the Student Code of Conduct and Student Organization Code of Conduct.

C. Fraternity & Sorority Life will coordinate risk management sessions each semester/year. Sessions will be designed to educate attendees on the duties of the chapter to manage social events, the intake of new members, the obligation of residents of on-campus facilities, and the consequences that chapters face when found responsible for violating the code of student conduct. Each chapter is responsible for ensuring their social chair, risk management chair, intake chair/new member educator, chapter president, house manager, and any other applicable officer attends the scheduled programs.

Implementation:

- Each fraternity and sorority will be responsible for delivering their inter/national organizations risk management policy to Fraternity & Sorority Life on or before September 20th of the academic year.
- Chapters found responsible for violating the Student Code of Conduct/Conduct of Student Organizations will see a reflection of that violation in the assessment of this standard.
- Attendance will be taken at the risk management meetings.

leadership

We define leaders as brothers and sisters who have proven to be the best at setting examples. Leaders demonstrate good communication skills, responsibility, maturity; they have the ability to balance scholarship, service, and friendship in everything they do. We strive to be leaders not just in the Fraternity and Sorority Community but also on the Clemson University campus and the surrounding community.

V. Membership

A. The process of selecting and educating new members is essential to the positive development of chapters. Hazing, as defined by the Clemson University Code of Student Conduct, is totally unacceptable. The new member education/intake program must be conductive to the strong academic performance of every new member, help educate the new member on fraternity/sorority history, and be in compliance with national policy. Clemson University has developed membership requirements toward this goal.

B. Brotherhood/Sisterhood events are critical elements of healthy membership. Chapters should take care to develop events that exist for the sole purpose of members spending quality time with other members. Both formal and informal interaction is appropriate. This would include chapter intramural teams, chapter retreats, movie night, or bowling, etc. The intention of this standard is for chapters to intentionally create two events a semester, outside of chapter meetings, that are either for members only or members and their families, with a majority of the membership participating.
C. In addition to selecting new members, a chapter must retain its membership. There are two critical periods of membership during which chapters are likely to lose members, the new member period and the senior year. Chapters would be greatly served by developing retention efforts targeted at its membership during those times. Chapters could also focus on how to prepare graduating members for active roles in Graduate or Alumni Chapters. In short, retention efforts should address how the chapter maintains relevance to its members during all stages of lifelong membership.

Implementation:
✓ Comply with Fraternity and Sorority Life Membership Requirements. Any cases handled by the Office of Community and Ethical Standards that deal with the treatment of new members will reflect the chapter’s success in this category, in addition to direct violations of the requirements.
✓ Submit to Fraternity and Sorority Life, a Notice of Initiation Form. Form must be submitted, minimally, two weeks prior to initiation and can be found on the Fraternity and Sorority Life website.
✓ Submit to Fraternity and Sorority Life, a program evaluation form for any brotherhood/sisterhood events held. Forms must be submitted within two weeks of the event and by December 1st and May 1st of each semester. Semester-long events, such as intramural teams, only need to be submitted once.
✓ Submit to Fraternity and Sorority Life, a written retention plan for maintaining relevance to members throughout their lifelong affiliation. Plans are due by September 20th each year. Revised plans may be submitted by February 1st.

VI. Leadership Training
One of the primary goals of the Fraternity and Sorority community is to further the development of leadership skills and abilities within their members. One means to that end is the fostering of leadership potential within members throughout all stages of their academic experience. Highly educated and responsible leaders will set an example through their efforts.

A. Leadership Development within your organization
1. Officer Transitions – plan a retreat/meeting time for newly elected officers to be properly transitioned by outgoing officers. Chapter advisor should be present.
2. At least one person from your chapter should attend a leadership program and/or business meeting sponsored by your national/regional organization.
3. The executive board of each chapter should prepare goals that move the chapter towards excellence as defined by their organization standards and that satisfy all areas of the Standards Program.

B. Leadership development Fraternity/Sorority Life Office and other campus resources
1. Attend the Fraternity and Sorority Life Officers’ Retreat
2. Encourage chapter membership to attend campus leadership conferences
3. Encourage membership to take advantage of the workshops offered through Leadership Learning in the Gantt Center for Student Life
4. Encourage qualifying members to apply for membership in Order of Omega
5. Encourage membership to take advantage of other leadership training opportunities offered by the campus or fraternal community such as LeaderShape, SEPC, SEGLS, SEIFC, NBGLC, AFLV, etc.

Implementation:
✓ File with Fraternity and Sorority Life, a copy of a program evaluation form for Officer Transitions (A.1.) and inter/national organization sponsored leadership program (A.2.), no later than two weeks after each event held/attended and by May 1st. Summer events must be submitted September 20th.
✓ File with Fraternity and Sorority Life, a copy of the executive board goals no later than two weeks after the first day of classes each semester (September 20th and February 1st). The second semester of the executive board term should include progress toward the first semester goals as well as any additional goals for the term.
✓ Attendance will be taken at the annual officer’s retreat.
✓ A program evaluation form can be submitted to document attendance at leadership opportunities, for distinction only.
VII. Educational Programming
To enhance the individual and personal development of members, each chapter, with the assistance of their alumni and inter/national organization, will be asked to engage in at least three programs/workshops a semester (six total). The chapter shall elect which program or programs would best meet its particular needs by integrating their values, missions and standards throughout their chapter programming structure. The chapter shall submit an evaluation of each program no later than two weeks after each workshop. Programs may occur during chapter meetings or be open to the campus. If a chapter co-sponsors an educational program with another chapter, that program may be eligible to cover both educational programming and council involvement standards, thus allowing chapters to collaborate and not create duplicate programming requirements. Programs planned and implemented by the chapter or co-sponsored with another chapter, should have 50% of the chapter membership present to qualify. Listed below are ideas on programs that each chapter may host:

- Academic integrity
- Leadership development
- Academic success
- Male/Female relationships
- Alcohol awareness
- Personal achievement
- Career development
- Personal responsibility
- Communication
- Sexism, racism, etc.
- Confronting problem drinking
- Sexual assault
- Diversity
- Stress management
- Drinking and driving
- Study skills
- Eating disorders
- Time management
- Career development
- Personal responsibility
- Ethical decision-making
- Values clarification

Implementation:
✓ After each program has been completed, the fraternity/sorority will be responsible for filling out a program evaluation form. Three program evaluation forms are due no later than December 1st and the remaining three are due no later than May 1st of each academic year.

VIII. Campus Leadership and Involvement
A. A fraternity/sorority chapter’s image is formed greatly by its involvement in campus activities. Being involved in campus activities that are not just strictly Greek-letter organization sponsored events is very important to our image on campus. By being involved, we can build a more positive image of the Fraternity and Sorority community. Each chapter is asked to participate in the following activities each year to accomplish this goal:

1. 50% of the chapter must attend two all-campus events annually, preferably one each semester. Any event requiring participation of chapters to meet council obligations are excluded. Examples of all-campus events include First Friday, Homecoming Activities, TigerRama, Dance Marathon, Legacy Day, Clemson sporting event (not including football), etc. Organization meetings or events primarily sponsored by Greek chapters or councils do not fulfill this standard. This can also be reached by combining smaller events if total is 100%.

2. 50% of the chapter membership must participate in one organization outside of their Greek-letter organization. Examples include, but are not limited to registered student organizations, orientation ambassadors, peer dialogue facilitators, peer mentors, or Resident Advisors. This does not include IPTAY (unless you are on the IPTAY advisory board).

B. It is imperative that fraternity and sorority chapters become invested with the larger campus community. Of particular importance is developing relationships with faculty and staff. Toward this end, all fraternal organizations are required to have an involved faculty advisor. The faculty/staff advisor must be employed by Clemson University, but do not need to be an alumnus or alumna of any fraternity/sorority. The faculty/staff advisor will be responsible for assisting the organization in educational programming,
scholastic advisement as well as maintaining a healthy relationship between the fraternity/sorority and the University.

C. Chapters may sponsor non-educational programs intentionally open to the campus and file evaluations of those programs for recognition only.

**Implementation:**

- File with the Fraternity and Sorority Life, a copy of a program evaluation form no later than two weeks after each event attended and by May 1st each year.
- File with the Fraternity and Sorority Life, a member activity list by April 1st each semester.
- Submit and maintain up to date contact information for chapter advisors using the online roster forms. Forms should be submitted no later than September 20th of each year.

**Scholarship**

Striving to excel in our professional and educational endeavors, we strengthen our fraternal bond and maximize personal achievement. We strive to meet and surpass the standards set by our Inter/National Organizations and the University.

**IX. Scholarship/Academics**

Fraternities and sororities espouse their concern for the academic success and progress of individual members. Fraternity & Sorority Life expects that its students will pursue academic achievement as their highest priority. Fraternities and sororities positively affect intellectual development and should demonstrate this shared principle by assisting the performance of its members. Each chapter shall have:

A. A scholarship chairperson
B. Established academic advisor
C. A developed and implemented chapter scholarship program. Each fraternity and sorority will be asked to submit their scholarship program to the Fraternity & Sorority Life annually. Successful plans should include:
   1. Academic success plan utilizes resources outside of the respective organization
   2. Academic success plan includes a separate section dedicated towards members who fall below Fraternity and Sorority Life requirement of a 2.7 GPA.
   3. Plan includes a separate section dedicated toward the academic success of new members
D. You are what you recruit. Accepting members who are below average academically and then asking them to comply with other standards of your organizations rarely sets those individuals up for academic success, and ultimately sets the chapter up for sub-par chapter grades.
   1. Aspirants/New Members with an existing Clemson GPA must have 2.7 to be considered for membership. Bridge students and Tri-County Tech Students are not eligible.
   2. A Chapter’s New Member GPA, as reported by Fraternity & Sorority Life each semester, should be a 2.7 or above.
E. All chapters should meet or exceed a 2.7 GPA each semester.
F. In addition, sororities should meet or exceed the all-women’s GPA each semester. Fraternities should meet or exceed the all-men’s GPA each semester.
   1. If a chapter’s grades fall below that benchmark, the chapter should demonstrate a continued improvement by 0.05 each semester. (Mid-year assessment will reflect Spring to Fall while end of the year assessment will reflect Spring to Spring) Chapters may ask to be compared to the sex and race of their peer group for this assessment.
G. Chapters achieving a semester GPA above their respective Council GPA will be noted as exceeding academically.
H. Order of Omega is dedicated to supporting members who may be struggling academically by hosting an Academic Support Summit each semester. Chapters should have 50% of their members that fall between 2.5 GPA and 2.7 GPA should attend this event.
Implementation:
✓ Each fraternity and sorority will be responsible for delivering their scholarship program to Fraternity & Sorority Life on or before September 20th of the academic year.
✓ Submit and maintain up to date contact information for chapter advisors using the Chapter Advisor Roster forms. Forms should be submitted no later than September 20th each year. Forms can be on the Fraternity & Sorority Life website.
✓ Chapters should encourage, at minimum, 50% of its members between a 2.5GPA and 2.7GPA to attend the Order of Omega Academic Support Summit.

Service
We ensure that our organizations are focused and dedicated to serving their philanthropies as well as efforts within the community. Through these actions we understand and respect that our service is an integral part of the community’s well-being. We are committed to supporting the community’s efforts in the area of service.

X. Service/Philanthropy
Fraternities and sororities are committed to developing citizenship through service and outreach. Given the educational value that such service generates, all chapters asked to demonstrate that commitment. In addition to coordinating service projects and philanthropic events, chapters are asked to encourage their membership to become active volunteers. Clemson University and the surrounding community offer many opportunities to give. Furthermore, it is imperative that chapters strengthen the Fraternity and Sorority Community by supporting each other’s philanthropic events.

A. Service.
1. Engage in a minimum of one community service project in which you give your time to a worthwhile cause each semester. If co-sponsored with another chapter, this event may satisfy part of the council involvement standard.
2. Each semester, the chapter must cumulatively acquire an average of 10 service hours per member, with >75% of the membership actively volunteering. Working or attending a philanthropy event does not count toward service hours.

B. Philanthropy.
1. Initiate and implement a minimum of one philanthropic event in which at least 75% of your members raise money or goods to donate to a worthwhile cause each year. This project can be your national philanthropy, if applicable. Goals should be developed for funds raised on a per member basis. (i.e. $200.00 /member x 25 members = $5,000.00 or 10 lbs food/member x 50 members = 500 lbs of food)
2. Each organization is also asked to participate in at least one philanthropy project of another organization, preferably one from each council. Participation would include attending “Walk a Mile in Her Shoes,” the “Phi Delt 500,” etc. While donations are also appropriate, they don’t discount the value of your organization’s active participation.

 Implementation:
✓ Each chapter must file with Fraternity and Sorority Life a completed program evaluation form on the community service/philanthropy event(s) no later than May 1st of each year. Please include financial goals using the dollars per member formula for each philanthropic event.
✓ Ensure that all members have indicated the number of service hours each member has completed, and the agency/s where hours were volunteered by December 31st for fall semester and May 31st for spring semester each year utilizing Clemson Counts.
✓ Submit to Fraternity and Sorority Life, a copy of the receipt indicating the amount of the donation, and the agency accepting the donation, from the chapter’s philanthropic event.