Minimum Standards

Mission
To enhance the student experience through fraternal and faith-based connections.

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

Status

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

1. Chapter of Distinction: Chapters exceeding all minimum standards will be identified as chapters of distinction.

2. Good standing: Chapters meeting all minimum standards will be in good standing with Samford University. Chapters must be compliant with all requirements in each area to be considered in good standing. Chapters in good standing receive all rights and privileges associated with membership in the respective governing council, the Office of Greek Life and the Office of Student Leadership and Involvement through registration as an active student organization.

3. Warning: Chapters having not met minimum standards will be placed on warning. Written notification will be sent to the chapter’s advisor and executive board to alert that a minimum standard has not been satisfied. Some privileges may be revoked and a member of the chapter’s executive board may be required to meet with a staff member in the Office of Greek Life to develop a plan of action to return the chapter to good standing.

4. Probation: After implementation of plan of action, chapters who do not meet minimum standards will be designated as on probation. Written notification will be sent to the chapter’s advisor and executive board to alert the status change. Some privileges will be revoked and the chapter may be required to participate in an improvement plan to return the chapter to good standing.

5. Chapter Under Suspension: Failure to complete requirements of a chapter improvement plan will result in suspension of the chapter. The chapter will lose its registered status, ceasing all privileges associated with being a registered student organization at Samford University. A suspended chapter is required to develop a plan to restore its recognition status including a strategy to meet and maintain the Minimum Standards for Greek Organizations.
Minimum Standards

Overview of Minimum Standards

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

1. General Standards
2. Membership
3. Scholarship/Academic Performance
4. Leadership and Chapter Management
5. Community Engagement
6. Risk Management and Liability
7. Educational Programming

General Standards
- Chapters must register/renew registration as a Samford student organization with the Office of Leadership and Involvement and the Office of Greek Life via OrgSync yearly. Due July 1st
- Chapters must submit chapter rosters accurately outlined in the timeline.
- Chapter must adhere to the Samford Greek Event Policy and register all events through OrgSync ten days prior to the event.

Membership
- Chapters must verify new members/aspirants.
  - All chapters must verify potential new members’ grades before invitations of membership are extended. IFC and Panhellenic, this guideline is for outside the formal recruitment process.
- NPHC chapters must submit a letter of intent for membership intake.
  - Due two weeks prior to informational program.
  - Letter can be emailed to greeklife@samford.edu from the graduate chapter advisor.
- Initiation Deadline: Chapters must initiate all new members within 8 weeks of bid acceptance.

Scholarship
- 100% of chapter members must have a signed record release form on file with the Office of Greek Life.
- Chapters must uphold a minimum term GPA of a 2.85.
  - Chapters not meeting scholarship requirements two semesters in a row will then be placed on probation.
- Chapters must elect or appoint an academic chairperson.
• Chapter presidents or academic chairpersons are the only officers to receive academic reports for the chapter.

Community Engagement
• Chapters must complete at least two community service projects and one philanthropic project per semester.
• Chapters must document semester philanthropic giving via OrgSync.
• Chapters must co-sponsor one event with another fraternity/sorority or recognized student organization that is educational or service based per year. Mixers or social do not count toward this requirement.

Leadership & Chapter Management
• Chapter presidents must act as liaisons between the Office of Greek Life and the Samford chapter.
• Chapters must have a chapter advisor and faculty/staff advisor.
• Chapters must have representation at officer trainings, workshops, and meetings.
• Chapters must have representation at council meetings by a chapter delegate, meeting the council’s requirement for attendance.
• Chapters must elect or appoint a spiritual life officer or chaplain.
• Chapters must maintain good financial standing with the university, respective council, and national organization.
• 50% of chapter members involved in other student organizations and programs at Samford. The chapter will submit a list of members, their involvement, and leadership positions held in the fall semester.

Risk Management and Liability
• Chapters must submit inter/national and local risk management policies to be kept on file with the Office of Greek Life. Due September 1st.
• Chapters must sign and submit anti-hazing forms each fall semester.
• Chapters must verify with a copy of an agenda or minutes from a meeting reviewing the Samford Anti-Hazing Policy.
• Chapters must submit certificate of insurance each spring semester.
• Chapters must remain in good standing with the Office of Student Values.
• Chapters must abide by all Samford University policies.

Educational Programming
• Chapters must cover a total of three educational programs topics per semester.
  o Topics of the programs should include but are not limited to:
    ▪ Values and Ethics
    • Leading with Faith
    • Ritual Focus
    ▪ Academic Support
• Study & test skills
• Time management
• Utilizing your academic advisor

▪ Risk Management
  • Safety procedures

▪ Alcohol and Drug Education & Awareness
  • Responsible use of alcohol
  • Understanding illegal drugs
  • Confronting problem drinking in your chapter

▪ Sexual Assault Awareness
  • How to be a part of the solution
  • It’s On Us

▪ Bystander Intervention
  • Respect of others

▪ Diversity and Inclusion
  • Stereotypes
  • Identifying privilege
  • Inclusive communities

▪ Hazing
  • National Hazing Prevention Week
  • Peer to peer accountability

▪ Personal Enrichment
  • Personal health and safety
  • Career development/Networking
  • Financial Planning
  • Etiquette education

• Chapters must meet attendance requirements at all Office of Greek Life educational programs.
  o Greek Life sponsored events qualifying for this minimum standard will be shared prior to the start of the semester.
  o Excuses will be accepted for academic or athletic obligations only. Excuses must be submitted in writing or email to the Office of Greek Life 72 hours prior to the program.

• Chapters must host new member educational sessions.
  o National new member education requirements must be on file in the Office of Greek Life.
  o Detailed chapter schedules for new member education must be submitted for approval to the Office of Greek Life with advisor signature of approval before September 1 and February 1.

Bonus
  • Alumni Relations:
Chapters must organize and host one alumni/alumnae event per year such as Founder’s Day, Homecoming Event, Step Sing event, etc.

- Collaboration with University Office or Department:
  - Chapters must co-sponsor an event/program with a Samford University office or department.

- Greek Honor Society
  - Eligible chapter members may apply for membership in Order of Omega and Gamma Sigma Alpha Honor Society.

- Greek Life Awards Application:
  - Chapters must submit completed Greek awards nomination packet.
Submission Timeline

January 15
- Spring semester rosters submitted via OrgSync and email
- Active members assessed Greek fee

February 1
- Certificate of Insurance deadline – email greeklife@samford.edu
- Spring new member education detailed schedule

March 1
- New member rosters deadline submitted via OrgSync and email
- New members assessed Greek fee

April 1
- Educational programming deadline – form via OrgSync
- Roster lock for spring semester

May 1
- Service hours and philanthropy dollar amount form via OrgSync

June 1
- Renew organization registration via OrgSync

August 1
- Fall semester rosters
- Active members assessed Greek fee

September 1
- Fall new member education detailed schedule
- National organization risk management policy submitted to the Office of Greek Life

October 1
- New member rosters deadline submitted via OrgSync and email
- New members assessed Greek fee
- Anti-hazing discussion in minutes submit to Office of Greek Life
- Anti-hazing forms submit to Office of Greek Life
- Chapter grade release forms

November 1
- Educational programming form via OrgSync
- Roster lock for fall semester

December 1
- Service hours and philanthropy dollar amount form via OrgSync
- Member campus involvement and leadership form via OrgSync