

Expansion Policy for Social Fraternities and Sororities at Western Oregon University

Western Oregon University values fraternity and sorority organizations as a component of the higher education experience. These groups directly complement the academic aspect of a university and allow for leadership and service within the college and surrounding community.

As interest in joining a fraternity or sorority grows, WOU supports the regulated expansion or extension of new organizations on campus. WOU will also support the right of an organized interest group to seek affiliation with an inter/national organization of its choice. WOU reserves the right to review and have final approval over any inter/national organization that seeks to expand through extension or an interest group on campus. This document outlines the process to expand to WOU's campus.

- I. Fraternity and Sorority Life Mission Statement
 - a. Fraternity and Sorority Life at Western Oregon University supports the mission of Student Engagement by creating opportunities for leadership development, academic achievement, social growth, and societal awareness through our recognized fraternities and sororities.
- II. Expansion Committee
 - a. Purpose
 - i. The purpose of the Expansion Committee will be to oversee all matters pertaining to potential and existing expansions of the fraternity and sorority community at Western Oregon University.
 - b. Membership
 - i. The Expansion Committee is a standing committee of the Fraternity and Sorority Council (FSC).
 - ii. Membership shall consist of, but not be limited to, the FSC President, FSC Recruitment Chair, and the presidents, recruitment chairs, and/or a designee of all recognized fraternities and sororities.
 - iii. If possible, advisors and other campus partners should be offered membership.
 - iv. The Assistant Director, Student Engagement shall serve as an ex-officio member of the committee.
 - c. Duties
 - i. Meet at least once a term
 - ii. Evaluate the campus' ability to host expansion and/or extension
 - iii. Review interest groups' and inter/national organizations' petition to expand and/or formal extension plans, as needed
 - iv. Provide recommendations to the university on expansion petitions
 - v. Provide support to interest groups and new chapters
 - vi. Regularly report findings, recommendations, and committee activity to FSC and Student Engagement
 - vii. Review the Expansion Policy yearly to ensure it is up-to-date with WOU's Fraternity and Sorority Life Policies and Procedures and any umbrella organization's expansion/extension guidelines

- d. Recommendations
 - i. After an expansion or interest group presentation and the collecting of campus constituent feedback, the Expansion Committee may make one of the following recommendations to the university:
 - 1. No invitation to expand should be extended at this time
 - a. Must include specific reasons as to why and when another presentation can be made
 - 2. Request for more information
 - 3. Invitation to expand should be extended to an organization
- III. Criteria for Expansion Consideration
- a. Demonstrated need through increasing numbers of prospective new members engaging in the recruitment process each year
 - b. Demonstrated need through an interest group forming
 - c. Size of established chapters rapidly increasing or inability of established chapters to accommodate the majority of prospective new members
 - d. University enrollment trends
 - e. Ability of inter/national organization to provide continued support to the chapter
 - f. Effect a new organization would have on the existing community
- IV. Expansion Procedures
- a. Western Oregon University recognizes that some umbrella organizations and inter/national organizations have specific agreements and/or procedures they follow when planning expansion efforts.
 - b. To the best of its ability, the Expansion Committee will honor those agreements and/or procedures if it does not directly conflict with a WOU policy or procedure.
 - c. The Expansion Committee will defer to the policies outlined in this document in an effort to be fair and equitable to all organizations.
- V. Outline of Expansion Process
- a. The expansion of new organizations must follow one of the following processes:
 - i. Interest group petition
 - ii. Open call for petitions from inter/national organizations
 - b. Interest group petition
 - i. A group of students form an interest group for either a specific organization or to explore potential organizations.
 - ii. Interest group meets with Assistant Director, Student Engagement to discuss expansion process.
 - iii. If interest group would like to proceed, they will meet with the Expansion Committee to discuss their reasons for pursuing membership in their selected organization and/or type of organization.
 - iv. In order to determine if expansion would be beneficial to the community, the Expansion Committee may request:
 - 1. Additional information from inter/national organization
 - 2. Additional meetings with interest group members, advisors, inter/national staff or volunteers, and/or alumni

- v. Expansion Committee gives recommendation to Assistant Vice President for Student Affairs on the interest group's petition.
- vi. Assistant Vice President for Student Affairs has final approval over expansion invitations to organizations.
- vii. Interest group is notified of their expansion status by the Assistant Director, Student Engagement.
 - 1. If petition is successful, planning for the establishment of the new chapter begins.
 - 2. If petition is unsuccessful, the interest group may petition again after three (3) academic terms.
- c. Open call for petitions from inter/national organizations
 - i. Expansion Committee puts out a call to umbrella organization(s) and/or specific group(s) to submit expansion petitions.
 - ii. Inter/national organization(s) submit written expansion petitions to the Expansion Committee.
 - iii. Expansion Committee reviews expansion petitions and selects organization(s) from which they will request further information.
 - iv. If selected, organization(s) submit a binder, thumb drive, or PDF with requested information.
 - v. Expansion Committee reviews documents and selects organization(s) to present on campus.
 - vi. Selected organization(s) give an expansion presentation on campus in front of key campus constituents.
 - vii. Expansion Committee obtains feedback from campus constitutions on presentations and gives a recommendation to the Assistant Vice President for Student Affairs on the expansion petitions.
 - viii. Assistant Vice President for Student Affairs has final approval over expansion invitations to organizations.
 - ix. Successful and/or unsuccessful organization(s) are notified of their expansion status with the university by the Assistant Director, Student Engagement.
 - x. If an organization was selected, planning for the establishment of the new chapter begins.

VI. Approval Process Steps and Requirements

- a. Petitioning organization and/or interest group provides a written request to the Expansion Committee expressing the desire and reasoning behind the petition to establish a new organization.
 - i. Must be accompanied by:
 - 1. Documentation and supporting materials from the inter/national organization
 - 2. Timeline for the expansion process
- b. If invited by the Expansion Committee to send more information, the petitioning organization provides the following materials for review via a binder, thumb drive, or PDF.
 - i. Organizational Purpose and Values

1. Please explain the organization's purpose and values in relation to how they benefit student development
- ii. Partnership Philosophy
 1. An explanation of the organization's philosophy concerning the partnership with the chapter's host institution
- iii. Constitution and Bylaws
 1. Copy of national documents
 2. Copy or sample of local documents (if possible)
- iv. National Policies
 1. Academic policies and/or programs
 2. Anti-Hazing policy and/or programs
 3. Sexual Assault Awareness and Prevention policies and/or programs
 4. Alcohol and Substance Abuse Awareness and Prevention policies and/or programs
 5. Internal judicial policies and procedures
 6. Member continuing education policies and/or programs
 7. New Member education policies and/or programs
 8. Rush/Recruitment/Intake policies and/or programs
 9. Leadership development opportunities provided by inter/national organization
 10. Officer transition policies and/or programs
 11. Chapter accreditation process and/or standards for charter chapters
 12. Anti-discrimination and inclusion policies and/or programs
 - a. Specifically related to gender inclusion, if possible
- v. Finances
 1. Estimated local chapter membership dues
 2. National membership dues
 3. New member dues
 4. Other financial obligations of the chapter or undergraduate members
- vi. Philanthropy and Service
 1. National philanthropy and purpose
 2. Possible local philanthropy causes (if applicable)
 3. Philanthropic requirements of chapters and/or members
 4. Service hour requirements of chapters and/or members
- vii. Expansion procedures and standards for new chapters to become fully chartered chapters
 1. Including an anticipated timeline for establishing a new chapter at WOU from first new member class to receive a charter
- viii. Communication Plan with WOU
 1. Please outline your plan to keep Student Engagement and the Expansion Committee informed about the establishment of the new chapter.
- ix. Inter/National Strength Statistics
 1. Total number of initiated members

2. Total number of chapters nationwide
3. Total number and host institutions of chapters and expansions in Oregon and the Pacific Northwest
4. Average size of chapters on campuses similar to WOU
5. Total number of expansion efforts over the last five (5) years
 - a. Include host institutions, number that obtained their charter, and the number that failed with the reason for closure
6. Total number and location of expansion efforts planned for the upcoming two years
7. Two reference contacts of campus-based professionals at institutions where the organization chartered within the past two (2) years
8. Total number of chapters that have either lost their charter or campus recognition over the last three (3) years
 - b. Include host institutions, date of closure, and reason for closure
- x. Inter/National Support Information
 1. Advisory Board structure for chapters
 2. Description of inter/national staff/volunteer or local assistance to new chapters vs. established chapters
 3. Number of traveling consultants, description of program, and plan for visits of WOU chapter (if applicable)
 4. Description of conventions, conferences, leadership and/or development programs available to undergraduate members
 5. Inter/National expansion budget and amount that is allocated to the WOU chapter (if applicable)
 6. Scholarships and/or financial support programs available to undergraduates (if applicable)
- xi. Alumni Information
 1. Total number of alumni members in Salem, Oregon and the surrounding area
 2. Interest and/or commitments of local alumni in supporting the expansion and eventual chapter
 3. If possible, names and contact information of local alumni committed to serving as advisors
 4. Closest alumni/graduate chapter
- xii. Organizational Structure
 1. Summary of organizational structure at the chapter level
 2. Summary of inter/national organizational structure
- xiii. A copy of the inter/national magazine/publication (if possible)
- xiv. Goal Setting
 1. Present goals for the chapter to achieve prior to obtaining a charter and the first few years following their chartering.
 2. Please include:
 - a. Membership numbers
 - b. Campus involvement

- c. Community involvement
 - d. Academics
 - e. Leadership Development initiatives
 - f. Membership Education initiatives
 - g. Diversity programming and/or initiatives
 - c. If invited by the Expansion Committee to make a campus presentation, these guidelines should be followed:
 - i. An inter/national staff member or volunteer must be present.
 - ii. If possible, the potential local alumni advisor should be present.
 - iii. The presentation should be no longer than 30 minutes to leave sufficient time for questions.
 - iv. Content should highlight the information submitted to the Expansion Committee with a focus on how this organization might enhance the fraternity and sorority community at WOU and efforts the organization will take to help the new chapter be successful.
 - d. The Expansion Committee reserves the right to request additional information from the petitioning inter/national organization at any stage of the petitioning process.
- VII. Chapter Establishment Steps and Requirements
- a. The inter/national organization establishing a new chapter must consult with Student Engagement regarding all plans and procedures.
 - b. The new chapter is responsible for adhering to the policies, procedures, and requirements outlined in WOU's Fraternity and Sorority Life Policies and Procedures documents. These are including but not limited to:
 - i. A WOU staff or faculty advisor on file with Student Engagement
 - ii. Representatives from the inter/national organization and/or new chapter should establish regular meetings with the Assistant Director, Student Engagement
 - iii. Signatures on file of all members acknowledging that they have read and agreed to WOU's Anti-Hazing Policy
 - iv. Signatures on file of all members releasing their grade and judicial report to Student Engagement
 - v. Certificate of insurance on file with Student Engagement
 - vi. Regular attendance and participation in the Fraternity and Sorority Council
 - c. New chapters may be called before the FSC Judicial Board for violations of WOU's Fraternity and Sorority Life Policies and Procedures.
 - d. Notification must be given to Student Engagement when the new chapter receives its charter.
 - e. Failure to meet any of the above requirements or those outlined in WOU's Fraternity and Sorority Life Policies and Procedures may result in a review by the university to determine status of recognition.
- VIII. Intake/Recruitment/Rush Policies and Procedures during Expansion
- a. Organizations invited to expand on WOU's campus must follow the membership and recruitment requirements outlined in WOU's Fraternity and Sorority Life Policies and Procedures.

- b. Exceptions may be made to WOU's Fraternity and Sorority Life Recruitment Guidelines by petitioning the Fraternity and Sorority Council.

Last Updated: 9/28/2021

References:

Rider University Office of Greek Life. (2008). Fraternity and Sorority Expansion Policy. Retrieved from http://www.rider.edu/sites/default/files/docs/Greek_Expansion_Policy.pdf

University of Arizona, The. (2012). Expansion Procedures at The University of Arizona. Retrieved from <http://greek.arizona.edu/sites/greek.arizona.edu/files/documents/Expansion%20Policy%207.6.12.pdf>