SUMMARY:

The purpose of this policy is to ensure that extension/expansion of Greek letter organizations occurs in a manner that includes a carefully developed plan conducive to the educational mission of the University, and the healthy growth of the Fraternity/Sorority Community.

POLICY:

Coastal Carolina University is committed to the development of a strong and viable Fraternity and Sorority community on campus. The purpose of these procedures is to ensure that extension/expansion of Greek letter organizations occurs in a manner that includes a carefully developed plan conducive to the educational mission of the University. This approach provides maximum opportunity for successful colonization and a meaningful and rewarding experience for the students within the Greek community. In this regard, when the Office of Fraternity and Sorority Life, in consultation with the NPHC, IFC, and PA, believes a new Greek letter organization can strengthen the Greek community, the procedures outlined below will be followed.

Process for Fraternity and Sorority Life Extension/Expansion

1. The Fraternity and Sorority Life staff and Fraternity/Sorority community will determine the appropriate time for extension/expansion. After the decision is made to extend/expand, a committee of affiliated and non-affiliated students, Student Affairs staff, and administrators will coordinate this process. The Coordinator of Fraternity and Sorority Life will serve as an ex-officio member of the Extension/Expansion Committee. The committee will send a letter to all eligible, (Inter)nationally affiliated Greek letter organizations inviting them to submit a letter of interest to the Office of Fraternity and Sorority Life. When considering extension/expansion, special consideration may be given to (Inter)national Fraternities and Sororities previously colonized and/or chartered on campus that have withdrawn but are now in good standing. Greek organizations wishing to establish at the University must be a member of the National Pan-Hellenic Council, National Panhellenic Conference, or North-American Interfraternity Conference.

2. Prior to initiating contact of potential new student members, each (Inter)national Greek-letter Organization wishing to establish a chapter at the University must submit a letter of interest to
the Committee. A packet of materials should accompany this interest letter. This packet of supporting materials should include the following:

A. Logistical Information
   1. Name of Fraternity/ Sorority
   2. Founding date
   3. (Inter)national History
   4. Current number of colonies
   5. Current number of undergraduate members
   6. Average chapter size
   7. Number of chapters closed in the last five years and reasons for closing
   8. Membership Costs: new member, initiation fees, insurance, regular dues

B. Program Policies
   1. Position on Risk Management
   2. Position on Hazing
   3. Length/focus of new member program
   4. Minimum standards of potential new members
   5. Scholarship/ Academic program
   6. Community Service program
   7. Constitution and By-laws
   8. Policy of relationship with host institution

C. Colonization
   1. List and status of colonies established in last five years
   2. Procedures
   3. Ongoing support for colony
      i. field staff visits
      ii. recruitment support
      iii. additional resources
   4. Criteria for chartering

D. Organizational structure
   1. (Inter)national headquarters structure
   2. List of all chapters and locations
   3. Administrative Support
      i. district
      ii. local

E. Resources
   1. (Inter)National Headquarters
      i. Foundation Scholarships/loans
      ii. Housing Support/ (Inter)National Housing Corporation
      iii. Leadership schools or conventions
      iv. Publications
   2. Conway/ Myrtle Beach and surrounding area
      i. Nearest chapter
      ii. Number of alumni in Conway and surrounding area
      iii. Contact information of committed alumni
3. Upon receipt and review of materials by the Committee, a decision will be made to invite up to three finalists to campus to make presentations. The main emphasis of the presentation should be:

- Services of the (Inter)national Greek organization;
- Why the Greek organization should be allowed to establish at the University;
- How the Greek organization would enhance the Greek community (what it would provide that other Greek organizations do not currently provide);
- Details of the membership development program;
- Details of policies related to:
  A. Academic Achievement and Scholarship
  B. Alcohol Abuse
  C. Substance Abuse
  D. Hazing
  E. Health Issues
  F. Sexual Harassment, Assault and Rape
  G. Legal Liability
  H. Risk Management;
- Details of the pledge/associate/new member program;
- Financial resources, support and commitment;
- Area alumni support, list of chapters (undergraduate and graduate) that can be supportive to a chapter at the University
- Timetable and guidelines for colonization and chartering.

4. After the conclusion of the campus presentations, the Committee, in consultation with the respective university Greek council, will decide whether to issue an invitation to colonize on campus. If the decision is to expand/extend, the Committee will make a recommendation for approval to the Coordinator of Fraternity and Sorority Life as to which organization to invite to CCU.

5. If the decision is made to issue an invitation and approved, the Coordinator of Fraternity and Sorority Life will send written notification to the organization. The notification will also request for the Greek organization to send a written schedule and guidelines of the extension/expansion program through to chartering, including financial obligations of members for their first full year. The Greek organization must also provide a “deadline date” by which the colony will be chartered. The group must remain a colony for at least one academic semester, yet has only two years to fulfill membership obligations. The Greek organization will not begin extension/expansion efforts until the University receives and approves the written schedule and guidelines. Final written approval of the colonization process including the “starting date” will come from the Coordinator of Fraternity and Sorority Life. If the Greek organization is not chartered by the agreed upon date, then, based upon the recommendation of the University, the Greek organization will withdraw from campus.

6. If the decision is made not to offer an invitation at that time, that notification will be presented in writing to the (Inter)national Greek organization(s).

7. Campus recognition procedures as outlined by the University, and the Panhellenic Association, Interfraternity or National Pan-Hellenic Councils must be followed and successfully completed. Further information may be obtained from the Office of Fraternity and Sorority Life.
8. Any Greek organization requesting to colonize and/or charter at the University must have, as part of their (Inter)national constitution & bylaws, an article requiring campus recognition for a charter to be awarded and that upon withdrawal of recognition by Coastal Carolina University the (Inter)national Greek organization must remove the charter and withdraw from campus.

9. Any Greek organization requesting to colonize or charter at the University must be a member in good standing of FIPG, or have proof of current liability insurance. The Certificate of Insurance must endorse Coastal Carolina University on the insurance coverage as additional insured. See the below language for certificate holder and additional insured endorsement.

Certificate Holder: Coastal Carolina University
Attn: __________________ (Coordinator of Fraternity and Sorority Life)
Post Office Box 261954
Conway, South Carolina 29528

Endorsed Additional Insured Language: “Coastal Carolina University, including its current and former trustees, officers, directors, employees, volunteer workers, agents, assigns and students, is added to this policy as additional insured.”

The Coordinator of Fraternity and Sorority Life will be the “official” representative of the University throughout the extension/expansion process, unless otherwise specified.