

# **Expansion Policy for NIC Affiliated Chapters at Lehigh University**

In the 2007- 2008 report of the Greek System Wide Assessment Committee the recommendation was made and accepted to begin the Greek expansion process with the intent of inviting up to two non-residential NIC fraternities to begin the colonization process.

The following procedures have been set in place to insure that the advancement of a new Greek social letter fraternity, as recognized by the NIC, will occur in a ordered and structured fashion that will enhance the Fraternity and Sorority Community at Lehigh University.

All social fraternities seeking to colonize and/or reactivate to Lehigh will be required to follow the standards and practices set forth in this policy.

Section 1: Lehigh University reserves the right, to accept, approve, or reject any social fraternity seeking recognition and/or colonization at Lehigh University. This model for controlled expansion respects the NIC open expansion directive stating that, “The North-American Interfraternity Conference, states its support for open, unrestricted expansion for all college and university fraternity systems, and charges Interfraternity Councils and member fraternities to move toward such a program”, while maintaining campus based authority over the process to ensure success for all parties involved.

Section 2: The University Committee on Greek Expansion will be charged by, and report to, the Vice Provost for Student Affairs. The Expansion Committee is comprised of the Associate Vice Provost and Dean of Students or designee, Director of Residential Services or designee, VP for Finance and Administration or designee, staff member from Office of Fraternity and Sorority Affairs, Executive Director of Alumni Association or designee, and Presidents of IFC and Panhellenic or designees.

Section 3: The Expansion Committee will be responsible for reviewing all applications submitted by Inter/National Headquarters and alumni corporations.

Section 4: The expansion process and timeframe fall solely under the discretion of the University Committee on Greek Expansion for the best interest of the existing fraternal community and the university.

Section 5: The University Committee on Greek Expansion will work with the North American Interfraternity Conference to contact organizations interested in expansion. This communication will request specific information, such as national support in order to establish a chapter, area alumni support, number of alumni in area, risk management and alcohol policies, leadership and new member educational programs, etc. The Expansion Committee will review all materials and select a number of organizations at their discretion to invite to campus to make presentations to the IFC, Greek, and

University community.

Section 6: A formal request for colonization must be submitted by the national fraternity to the Office of Fraternity and Sorority Affairs, which will forward it to the expansion committee. Six copies of the request must be submitted electronically, via compact disk.

Section 7: Each organization that expresses interest must receive approval of the expansion committee before being allowed to make an on-campus presentation.

Section 8: Presentations are organized and scheduled by the Expansion Committee. Invitations to view the presentations will go out to members of the fraternity and sorority community, faculty, staff and alumni.

Section 9: The presentations made by the national fraternity must include the following information. It is an expectation of the Committee on Greek Expansion that all criteria meet the standards and policies set by Lehigh University, the Office of Fraternity and Sorority Affairs and the Interfraternity Council listed below:

- An Official Letter of intent from the Inter/National Headquarters outlining the strategy for colonization at Lehigh as well as support and resource strategies the National Headquarters will provide a new colony.
- Logistical Information:
  1. Name of Fraternity.
  2. Founding Date and Location.
  3. Current number of colonies.
  4. Current number of undergraduate members and current number of alumni.
  5. Average chapter size.
  6. Number of chapters closed in the last five years and their reasons for closing.
  7. Membership Costs: new member, initiation fees, insurance, regular dues.
  8. Verification of appropriate liability coverage for the colony by the national headquarters
- Program Policies:
  1. Position on Risk Management.
  2. Position on Hazing prevention awareness resources
  3. Length/focus of new member education.
  4. Minimum standards for potential new members.
  5. Scholarship/ Academic support programs.
  6. Community Service and Philanthropy programs.
  7. Constitution and By-law highlights.
  8. Leadership/Member Development programs.
  9. How the organization plans to be successful in the Accreditation process of Lehigh University.

10. How the organization intends to operate as a non-residential chapter at Lehigh University.

- Colonization:
  1. List and status of colonies established in the last five years.
  2. Procedures for colonization (potential time-line if plausible).
  3. Ongoing support for colony.
- Organizational Support:
  1. List of all chapters and locations
  2. Volunteer support at the district and local level
- Resources:
  1. (Inter) National Headquarters
  2. Foundation Scholarship/loans
  3. Leadership Schools or conventions
  4. Publications
  5. Nearest chapter(s)
  6. Number of alumni in the Lehigh Valley area
  7. Contact information of committed alumni.

- Strengthening Greek Life: As a key part of the Fraternity and Sorority Community at Lehigh, Inter/national Headquarters will need to articulate their commitment to understanding and working in partnership with the university by utilizing the Strengthening Greek Life Process. (more information can be found at: <http://www.lehigh.edu/~indost/greek/strengthening.html>).

Section 10: After reviewing all applications for recognition, the Expansion Committee can recommend to the Vice Provost for Student Affairs that a particular applicant group be granted recognition, suggest adjustments to the applicant's proposal, or recommend that no current applicant group warrants an offer of recognition. The Vice Provost for Student Affairs makes the final decision.

Section 11: Upon acceptance by the Vice Provost for Student Affairs of a recommendation to grant recognition, the national organizations participating in the presentations are notified of the outcome. An invitation and preferred timeline for colonization is sent to the organizations selected.

Section 12: Upon arrival at Lehigh University the potential colony(ies) must follow the procedures set forth for colonization and full integration into the Lehigh Fraternity and Sorority Community.

In addition to the information requested above that should comprise the expansion packet, all applicants should be aware of the following:

- Priority will be given to groups who have a historical tie to the university over (inter)national fraternities or sororities that have never had a chapter at Lehigh.

- The primary factor the Expansion Committee will utilize in its recommendations is potential for long term success. The Expansion Committee will also take into account the history/legacy of groups. The most important variable in the decision to invite a group to colonize is the quality of their proposal and the chances of success in the future.
- The expansion is for chapters to be non-residential fraternities. There are no current plans or timeline in place to convert any newly recognized non-residential chapters to be residential chapters.

## **Tentative Timeline for Expansion**

**Friday, August 22nd: The deadline for Inter/National Headquarters to submit packets to the Office of Fraternity and Sorority Affairs.**

**Monday, September 9th: The Expansion Committee begins reviewing expansion petitions.**

**Monday, October 6th: The committee announces the final decision as to the expansion finalists. The Office of Fraternity and Sorority Affairs contacts the finalists and sets up on-campus expansion meetings.**

**October, 2008: Finalists visit Lehigh for campus visits, meetings with D.O.S. and OFSA staff and formal presentations to the expansion committee.**

**November 2008: Final selection(s) are made.**

**February 2009: New colony(ies) begin colonization process after men's recruitment.**

**End of spring 2009 recruitment: New colony(ies) begin recruitment processes.**