

University of California, Davis
Sorority and Fraternity Life Expansion Plan

The Center for Student Involvement (CSI) and Sorority & Fraternity Life (SFL) staff oversee the expansion process for all social, professional, and culturally-based fraternal organizations. Expansion is encouraged when a need exists or a(n) inter/national fraternity or sorority requests to bring an additional social Greek organization to campus and the addition of the organization is recommended by the Asian Sorority & Fraternity Council (ASFC), Davis Collegiate Panhellenic Association (DCPA), Interfraternity Council (IFC), National Pan-Hellenic Council (NPHC), Professional Sorority & Fraternity Council (PSFC), or United Sorority & Fraternity Council (USFC). The act of expansion is a time-intensive, resource demanding, and potentially enriching process for all parties involved. The expansion process serves to ensure that petitioning fraternities and sororities become successful contributors to the missions of the University of California, Davis, the fraternity and sorority community, and its respective organizations.

The sorority and fraternity community at the University of California, Davis is a large, diverse community of about 3,000 students within 6 governing councils that represents a variety of values, principles, and identities. We value and seek organizations whose ideals align with the mission and vision of the University and are committed to providing the resources necessary to cultivate a strong and sustainable organization. The University recognizes an organization that offers a valuable component of the undergraduate experience and the growth of sorority and fraternity life that advances the University's mission and goals. This document is designed to educate interested University of California, Davis students and inter/national fraternities and sororities of the procedures necessary to become affiliated as a prospective chapter or organization at the University.

I. University Considerations for Expansion

- A. The Center for Student Involvement Office of Sorority and Fraternity Life is committed to providing support to all recognized sororities and fraternities. To move forward with an organization's expansion, the following statements must be true:
1. The Sorority & Fraternity Life team within CSI Sorority and Fraternity life must be fully staffed and completely on-boarded.
 2. The Center for Student Involvement will only support up to three (3) expansions per academic year between all six councils, with each council eligible for up to one expansion every other year if all other criteria are met.
 3. SFL staff determines the readiness for growth. Factors include:
 - a) Chapter membership sizes, as predetermined by individual groups within each council, are at optimal to maximum numbers.

- b) Accreditation program results for chapters within each council meet minimum requirements for 85% of the chapters.
- c) University enrollment is steady or increasing.
- d) The council with which the organization plans to affiliate must be open to expansion.
- e) Complete submission of all required application materials.

II. Minimum Requirements for a Fraternity or Sorority Seeking Expansion:

- A. Any organization seeking expansion must understand that NO PLEDGING CEREMONIES NOR INITIATIONS NOR INTEREST MEETINGS are to occur, until the group has received written notification from the university granting permission to become a fraternity or sorority at UC Davis. An organization is not prohibited from identifying students interested in forming a new fraternity or sorority on campus.
- B. The organization seeking expansion is affiliated with an inter/national organization and is a current member of one of the following umbrella organizations: National Panhellenic Conference (NPC), National Pan-Hellenic Council (NPHC), National Multicultural Greek Council, Inc. (NMGC), National Association of Latino Fraternal Organization (NALFO), National Asian Pacific Panhellenic Association (NAPA), Professional Fraternity Association (PFA) or North American Interfraternity Conference (NIC). Or, if the organization seeking expansion is not affiliated with the above named umbrella organizations, the organization must have a(n) inter/national office supported by full-time staff members (or a national board) and at least eight (8) established chapters in the country at four-year institutions. If this is not the case, the organization must provide documentation of why the organization has not chosen to affiliate with a(n) inter/national organization.
- C. The organization must be eligible for and have proof of Title IX exemptions if the group is gender exclusive.

III. Procedures for Expansion

- A. Complete and submit the Expansion Packet (see Appendix A).
 - 1. Packets must be received by the **last Friday of the academic quarter** in order to be considered for review. Packets received after the last Friday will not be considered for review until the following academic quarter.
- B. Sorority & Fraternity Life staff will review the Expansion Packet and determine if the minimum requirements for a fraternity or sorority seeking expansion are met by the petitioning organization.
 - 1. If all requirements are met, the Expansion Packet will be forwarded to the appropriate council-specific Expansion Committee.

2. If the requirements are not met, the SFL Coordinator(s) will notify the petitioning organization that the Expansion Packet will not be accepted and explain which requirements were not met.
- C. If the Expansion Packet is forwarded for review by the Expansion Committee, the Committee will consider the items outlined in Section II of this document and make one of the following determinations:
1. Expansion is neither desirable nor feasible at this time. The petitioning organization may reapply at a later date.
 2. Extend an invitation to the petitioning group to give an on-campus presentation. This is not a commitment for expansion, but instead an invitation to continue the exploration of expansion.
 3. More information is needed before a decision can be reached.
- D. If the petitioning organization is invited for an on-campus presentation, they will be notified, and all parties shall determine an agreeable date.
1. The presentation shall include all those items in the Expansion Packet, excluding those noted with an asterisk (*).
 2. The audience of the presentation shall consist of the Expansion Committee and Executive Board of the appropriate Council, the voting delegates of all good standing chapters which are a part of the Council, a Sorority & Fraternity Life Council Advisor, and any member of the SFL Community that wishes to be in attendance.
- E. Council Discussion and Voting
1. Discussion of any presentation will be held at the Council meeting after the prospective group's presentation. The only individuals allowed in the room during this discussion are: the voting delegates, Council officers, and Expansion Committee members.
 2. Voting may take place at the time of discussion, or it may take place at the next regularly scheduled meeting of the Council.
- F. Council Recommendation
1. The Council will vote on a recommendation with respect to the petitioning organization, and the recommendation shall either be favorable or unfavorable.
 2. The Council's favorable recommendation is not an invitation to expand.
- G. Sorority & Fraternity Expansion Committee Final Decision
1. The recommendation of the Council shall be given to the SFL Expansion Committee.
 2. After reviewing all materials submitted and the recommendation of the Council, the SFL Expansion Committee may extend to the petitioning organization an invitation to expand. A preferred timeline for establishment will also be sent to the organization.

3. If an invitation is not extended, the petitioning organization may reapply after one academic year.
4. All UC Davis student organizations must have a minimum of five (5) currently enrolled students in order to be a registered student organization. If selected, the newly expanded organization must reach this requirement within their first two quarters of expansion. If this requirement is not met, the organization will be placed on a Probation status within the Center for Student Involvement.

IV. Sorority & Fraternity Expansion Committee

A. Purpose of the Sorority & Fraternity Life Expansion Committee:

1. The Sorority & Fraternity Life Expansion Committee within each governing council, along with Sorority & Fraternity Life staff, is responsible for determining the readiness and need for expansion based on Sorority & Fraternity trends (chapter size and health), university enrollment statistics, community needs, and the best interests of UC Davis students.

B. Membership of Committee:

1. Executive Vice President (or equivalent) of the specific governing council that the prospective organization is hoping to join.
2. One representative from each chapter (in good standing) within the governing council to which the prospective organization is applying for.
3. Council Advisor within Sorority & Fraternity Life staff.

C. Duties of the Expansion Committee:

1. Determine if their council (ASFC, DCPA, IFC, NPHC, PSFC, or USFC) can support an additional organization at the beginning of each calendar year.
2. Review all Expansion materials from the prospective inter/national organization that has submitted a complete Expansion Application to the respective council.
3. Attend the inter/national organization's presentation to the respective council.
4. Receive council recommendations about whether to accept or deny expansion to the inter/national organization.
5. If approved by the council, the Committee will move forward with onboarding the organization as a new chapter into their respective council.
 - a) If the outcome of a presentation to one of the six recognized governing councils results in the council's denial of expansion, extension, or reactivation to UC Davis, the inter/national office may submit a letter of appeal to the Director of the Center for

Student Involvement that oversees Sorority & Fraternity Life. This letter must be received within ten (10) business days of the notification of denial.

V. Additional Information

- A. After receiving recognition, the associate chapter/chapter will be governed by the applicable policies of the respective Council with which it is associated (ASFC, DCPA, IFC, NPHC, PSFC, or USFC).
- B. All fraternities and sororities must be compliant with the University's policies and procedures (including the Student Code of Conduct). Organizations understand that failure to comply with any of the above terms, CSI registration requirements, or University policies and regulations may result in administrative action and/or disciplinary sanctions. Administrative action may include, but not be limited to holds on organization activities or loss of active status. Organizations with inactive status do not have the benefits of Registered Student Organizations. To regain active status, I or another primary leader will have to request access to my RSO's AggieLife page to remedy identified deficiencies. Reported violations of University policies will be reported to the Office of Student Support and Judicial Affairs (OSSJA). If found in violation, OSSJA may impose sanctions including, but not limited to conditional registration or revocation of registration status. Each chapter must also comply with the respective Council's and inter/national organization's policies regarding maintaining associate chapter/chapter status.
- C. To begin a recruitment/intake process, Sorority & Fraternity Life staff will contact the organization to review recruitment/intake policies and procedures in order to ensure the group's full integration into the UC Davis SFL community.
- D. It is recommended that organizations who were removed due to disciplinary actions and wish to re-establish an associate chapter/chapter at UC Davis wait at least five (5) academic years before re-applying for expansion.

Appendix A: Expansion Packet

Please provide the following information on separate sheets in the same order listed below. This should be submitted to Sorority & Fraternity Life staff at pagates@ucdavis.edu.

**Denotes that the below is not necessary to include in the expansion presentation. However, it must be submitted as part of the Expansion Packet.*

Letter of Intent:

- Support from the inter/national headquarters if applicable*
- Support from the alumni(ae)/graduate chapter, if applicable*
- Identification of which council the organization is seeking membership (Asian Sorority & Fraternity Council, Davis Collegiate Panhellenic Association, Interfraternity Council, National Pan-Hellenic Council, Professional Sorority & Fraternity Council, United Sorority & Fraternity Council)

The inter/national fraternity/sorority:

- Inter/National founding information and brief history
- Proof of Title IX exemptions* (for gender exclusive groups)
- Involvement and membership details with National Panhellenic Conference (NPC), National Pan-Hellenic Council (NPHC), National Multicultural Greek Council, Inc. (NMGC), National Association of Latino Fraternal Organization (NALFO), National Asian Pacific Panhellenic Association (NAPA), Professional Fraternity Association (PFA) or North American Interfraternity Conference (NIC) (or an explanation as to why the organization has chosen not to associate with a governing body).

Alumni Information:

- Total number of alumni in Sacramento/Davis area.
- A list of specific alumni who have already indicated an interest in working with the chapter in an advisory capacity.*
- Plans for organizing local alumni or alumnae and training them to become an effective chapter Advisory Board.
- Minimum number of alumni or alumnae required to form an Advisory Board.*
- Status of the nearest alumni/alumnae club/organization/graduate chapter.
- A written commitment from an alumni/alumnae and/or UC Davis staff employee or faculty member to serve as an advisor for one calendar year.*

A copy of the following inter/national organization policies, procedures and/or publications:

- Hazing policy and prevention program(s).

- Sexual Assault policy and prevention program(s).
- Alcohol and Substance Abuse policy and program.
- Organization's non-discrimination policy.
- Academic and Scholarship policies and program.
- Membership Education policy and program.
- Financial obligation of members including but not limited to dues, insurance costs, initiation fees, active member fees, and installation fees.
- Rush/Recruitment/Membership Intake policy and program.
- Leadership Development and Officer Transition programs.
- The constitution, both inter/national and local (if applicable)*
- The inter/national magazine or publication (if applicable)*
- A copy of the inter/national organization's insurance policy*

Establishment procedures and standards for chartering a chapter, including the following specific information:

- Minimal expectations of organization for existence and chartering.
- Expectations of Sorority & Fraternity Life Staff during the establishment/chartering process.
- Longest period of time generally required before an associate chapter/organization can be granted a charter.
- Maximum period of time an associate chapter/organization can continue to exist before chartering must occur.
- Outline the anticipated timeline for the UC Davis chapter.
- A detailed description of the organization's recruitment plan for the next six (6) quarters.
- Minimum number of new members required by the inter/national organization for the establishment.

Statistical information on Inter/National organizational strength:

- Total number of chapters.
- Total number of chapters and associate chapters in California and/or the Western region.
- Total number of chapter establishments during the past five (5) years, including where, number chartered.
- Total number failed expansions (including reasons behind closures).
- Total number of initiated members.
- Total number of chapter establishments anticipated this year and where, including timeline for founding of each.
- The number of chapters lost during the last three (3) years, including where, when and why.
- Average size of chapters on campuses similar to UC Davis.

Information on inter/national organizational support and assistance:

- Description of inter/national staff/alumni assistance to associate chapters and established chapters (e.g., pre-chartering, after chartering, etc.).
- Number of traveling consultants or support that will be dedicated to the UCD chapter during expansion and commitment of time for UC Davis group (if applicable).
- Description of conventions, leadership schools, or programs available to founding/new members.
- National expansion budget and percentage allotted to UC Davis group.
- A summary of the organizational structure at the chapter and inter/national levels.

Local purposes and goals, including a description of how these goals were formulated:

- Short term goals (while still an associate chapter/new group)
- Goals within two years after chartering.
- Long-term goals, within five to ten years.
 - At a minimum, goals should include: membership numbers, campus involvement, community involvement, academics, leadership development/membership education initiatives, and diversity long-term goals.

If a group is returning to campus either from disciplinary action or lack of memberships, describe the following:

- Reasons why the chapter left campus, and when.
- How the group plans to avoid future disciplinary action?
- How the group has cleared up any debts or circumstances still left incomplete from when previously on campus?

Other comments or requirements:

- Include any additional information you wish to have reviewed or considered.