

Hawk Accreditation System



Montclair State University
Hawk Accreditation System (H.A.S.)

The Office of the Leadership Coordinator for Fraternities and Sororities in conjunction with the Center for Student Involvement has implemented the following evaluation system to improve the quality of Greek Letter Organizations at Montclair State University. The results of the system will be used to rank organizations as Five Hawk, Four Hawk, and Three Hawk organizations.

The intent of this program is assist organizations in documentation of activities and accomplishments on a semester basis while creating standards by which each organization should strive to achieve and surpass. In addition, this documentation will allow the Office of the Leadership Coordinator to disseminate proper records/statistics to requesting departments. There is an expectation that each organization will meet the minimum expectation of a Three Hawk and continue to work toward Four and Five Hawk Accreditation. This program will be reviewed on an annual basis for improvements.

Instructions

- ✚ Select an executive board member to spearhead/coordinate/complete the system application. Due to the documentation involved in this process it is wise to select someone who is organized and has good writing skills
- ✚ Read through the ENTIRE Accreditation System, making note of any questions you may have and make sure to ask the Leadership Coordinator as soon as you find them.
- ✚ Begin compiling all data immediately. Official forms will be located on the Greek Affairs website and will be do on the last day of programming of each semester.
- ✚ Submit all documents in an organized manner through the use of a 3 ring binder or pocket folder. These binders will be reviewed at the end of each semester.
 - While it is encourage for you to be creative with the binder/folder keep the information typed and visible
 - Only include social and educational activities that occurred at Montclair State University (The only exceptions are service and philanthropy activities.)
 - If your organization/chapter participated in an activity at another institution create a separate section for this documentation.
 - Only include activities that took place during a Fall/Spring time frame

Organization/Chapter Rating Scale

- ✚ Five Hawk Accreditation – Organization/Chapter of Excellence
- ✚ Four Hawk Accreditation – Organization/Chapter Above Average
- ✚ Three Hawk Accreditation – Accredited Organization/Chapter

Three Hawk Accreditation Requirements

Scholarship

- Chapter Grade Point Average is a minimum of 2.25
- New Member Class Grade Point Average is minimum of 2.25
- 50% of Active Membership attendance at a minimum of 2 CADA workshops
- 50% of New Member Class attendance at a minimum of 1 CADA workshops

Community Service/ Philanthropy

- 50% Active membership participation in Greek Council sponsored Philanthropic/ Service Project
 - Letters from community partner/printout of participant page of dollars raised
- 5 hours of community service per active member
- \$10 raised per member for Philanthropic event
 - Picture of participants at site

Citizenship (unity, pride, spirit, and collaboration)

- Co-sponsor 1 event with another organization
- 25% of active membership attends Athletic event wearing MSU and Organization paraphernalia. Picture of everyone to be submitted

Accountability

- Turn in ALL documents on time
 - 1 unexcused absence at Greek Council
 - 1 unexcused absence at Sub-house meeting
- Documents:
- Chapter Roster
 - Proof of Insurance
 - Prospective Members List (for anti-hazing workshops)
 - Drops/New Members

Development (leadership and cultural)

- Participate in Fall Retreat
- 25% of active membership attend 2 of the "In The Know" Workshop Series sponsored by the Leadership Coordinator for Fraternities and Sororities

Four Hawk Accreditation Requirements

Scholarship

- Chapter Grade Point Average ranges from a 2.5 - 2.75
- New Member Class Grade Point Average ranges from a 2.5 - 2.75
- Have a written academic plan with incentives and sanctions
- 50% of Active Membership attendance at a minimum of 3 CADA workshops
- 75% of New Member Class attendance at a minimum of 1 CADA workshops

Community Service/ Philanthropy

- 75% Active membership participation in Greek Council sponsored Philanthropic/ Service Project
 - 10 hours of community service per active member
 - \$15 raised per member for Philanthropic event
 - 50% of active membership participate in a philanthropic event
- Letters from community partner/
printout of participant page of dollars raised
- Picture of participants at site

Citizenship (unity, pride, spirit, and collaboration)

- Co-sponsor 2 event with another organization
 - Orgs can be Greek, Non-Greek or a University department (not same)
- 50% of active membership attends Athletic event wearing MSU and Organization paraphernalia. Picture of everyone to be submitted

Accountability

- Turn in ALL documents on time
 - 1 excused absence at Greek Council
 - 1 excused absence at Sub-house meeting
- Documents:
- Chapter Roster
- Proof of Insurance
- Prospective Members List (for anti-hazing workshops)
- Drops/New Members

Development (leadership and cultural)

- Participate in Fall Retreat
- 25% of active membership attend 3 of the "In The Know" Workshop Series sponsored by the Leadership Coordinator for Fraternities and Sororities
- 50% active membership participate in cultural program

Five Hawk Accreditation Requirements

Scholarship

- Chapter Grade Point Average is a 2.76 and above
- New Member Class Grade Point Average is a 2.76 and above
- Have a written academic plan with incentives and sanctions and present to other chapters
- 50% of Active Membership attendance at a minimum of 4 CADA workshops
- 100% of New Member Class attendance at a minimum of 1 CADA workshops

Community Service/ Philanthropy

- 100% Active membership participation in Greek Council sponsored Philanthropic/ Service Project
 - 15 hours of community service per active member
 - \$20 raised per member for Philanthropic event
 - 50% of active membership participate in a philanthropic event
 - Host 1 Philanthropic event (not co-sponsored)
- Letters from community partner/printout of participant page of dollars raised
 - Picture of participants at site

Citizenship (unity, pride, spirit, and collaboration)

- Co-sponsor 3 event with another organization (one with each)
 - Greek
 - Non-Greek
 - University department
- 75% of active membership attends Athletic event wearing MSU and Organization paraphernalia. Picture of everyone to be submitted
- Participate in Homecoming (float/dance) * Sub-house effort only orgs participating will get points

Accountability

- Turn in ALL documents on time
 - Perfect attendance at Greek Council
 - Perfect attendance at Sub-house meeting
- Documents:
 - Chapter Roster
 - Proof of Insurance
 - Prospective Members List (for anti-hazing workshops)
 - Drops/New Members

Development (leadership and cultural)

- Participate in Fall Retreat
- 25% of active membership attend 4 or more of the "In The Know" Workshop Series sponsored by the Leadership Coordinator for Fraternities and Sororities
- Sponsor Cultural event or workshop (not co-sponsored)

Electives for Accreditation Requirements

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|--|-------------------------------------|
| <input type="checkbox"/> Active Members are members of other organization(s)/ Athletic team(s) | List member's name and organization |
| <input type="checkbox"/> Active Members hold leadership position(s) on campus (ex RA/DA, Peer Leader, Ambassador, etc) | List member's name and position |
| <input type="checkbox"/> Form an intramural sports team | Provide Roster of team |
| <input type="checkbox"/> Facilitate 2 workshops about current world issues your organization feels strongly about | Provide copy of flier from event |

Incentives

- Certificate presented at Greek Council Banquet
- 5 Hawk Organizations receive a trophy
- Most improved organizations receive a trophy
- Greek Council dues go down by \$1 as Hawk level increases
- 5 Hawk Organizations will have name on plaque in Student Center
- 5 Hawk Organizations will be able to rent 2 machines from CSI for free for 1 event held in the Student Center
- 4 Hawk Organizations will be able to rent 1 machines from CSI for free for 1 event held in the Student Center
- Priority Room Requests?
- 5 Hawk Organization decorate/post on designated board in CSI for 2 weeks
- 5 Hawk Organizations receive 5 free flier enlargements from Information Desk
- 4 Hawk Organizations receive 4 free flier enlargements from Information Desk
- 3 Hawk Organizations receive 3 free flier enlargements from Information Desk
- 5 Hawk Organizations Lunch with President *
- 4 Hawk Organizations Lunch with Deans*

Disincentive

- If you have not met 3 Hawk Status you will no longer be allowed to have a table in the cafeteria for the following semester
 - If you have not met 3 Hawk status you will not be able to take a pledge class for the following semester
 - If you do not turn in your roster by the due date you will not be able to have a pledge class that semester
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