GREEK LIFE POLICIES
2017-2018

Office of Greek Life
Center for Student Involvement
Student Center Annex, Office 104G
I. ELIGIBILITY / MEMBERSHIP

• All first semester freshmen and transfer students cannot go through recruitment/intake or participate in a new member process, until they have completed 12 Montclair State University credit hours.

• To be eligible to go through any Greek recruitment/intake or new member processes one must be a Montclair State University undergraduate student.

• All students interested in joining must have the minimum cumulative grade point average established by the Office of Greek Life. Additionally, all Greek members must meet the minimum GPA requirement. If a member does not meet the minimum requirement they will be go on Greek Life Academic Probation.
  o August 2016-May 2017: minimum GPA requirement 2.6
  o August 2017-May 2018: minimum GPA requirement 2.7

II. GENERAL

• To be active, hold a recruitment/intake, or events on campus, all organizations must have submit organization registration on Hawksync which includes your proof of insurance and your most up-to-date organization’s roster.
  o Any organization that fails to complete the organization registration through HawkSync before the assigned deadline will immediately go inactive. Please see Section IX for inactive status policies.

• All fliers/calendars must be approved for posting according to the University posting policy and Student Government Association Inc. posting guidelines.

• Recruitment Boards must be requested via HawkSync Greek Life page and approved. Boards can only be displayed around the Student Center and Bohn/Blanton quad. Recruitment boards are limited to 2 per organization.
  o Recruitment board must come down at the end of the academic year.

• Tabling will not be permitted at any location. Greek organizations will be allowed to register for a table to showcase their organization during the first week of recruitment.
  o Tabling does not include approved tabling through CSI which includes fundraising, informational, etc.

• Marching in lines will not be permitted on campus this includes “cutting corners”

III. RECRUITMENT/INTAKE AND NEW MEMBER EDUCATION

• In order to have a recruitment/intake events or new member process an organization must have an active status and be in good standing with the University, Office of Greek Life, Student Government Association Inc. and the Greek Council. If at any time the organization’s active status changes your process will immediately be stopped.

• Recruitment/Intake events will be permitted to start after the first full week of classes and will conclude one full week before the last day of classes (established by the University calendar).
  o Each semester the specific days will be sent out to the Greek community by the Coordinator for Greek Life.

• In order to start a new member process, you must submit a “REQUEST TO START” form via HawkSync. The form requires you to submit start/end dates along with the list of those going through the process. In order to start the process, every new member, the chapter president and the new member educator/intake advisor must attend ONE hazing prevention workshop and pass the Hazing Prevention Quiz. Once all members and chapter officers stated above complete this you will be notified by the Coordinator for Greek Life and will be allowed to start your process.
  o In order to be approved for a new member/intake process all those responsible are required to attend the Office of Greek Life’s New Member/Intake Educator Academy held once a semester.
• New member processes may not exceed 6 weeks
  o No events or processes can occur over any breaks established the University calendar (Summer Vacation, Winter Break, Spring Break, etc.)
• ALL recruitment/intake events, new member processes and initiations must occur on Montclair State University campus
  o If for any reason, an event needs to be held off campus you must submit a written request to the Coordinator for Greek Life no less than 5 days before the requested date. Off campus related events are not guaranteed, it is at the discretion of the Coordinator for Greek Life to approve.
• Organizations that require “study hours” must follow these mandated guidelines
  o If study hours are mandated for those joining an organization, they must be mandated for ALL members, they cannot be required of only new members or those looking to participate in a new member process
  o Mandated study hours cannot exceed 20 hours per member in one week (Sunday-Saturday). If for any reason an organization mandates more than 20 study hours for one member in a week’s time they must give applicable reasoning and then receive written permission from the Coordinator for Greek Life before it is permitted
• If your organization mandates an alumni/ae advisor participate in your new member processes please see Section VI Alumni/ae Involvement
• Pre/Post pledging is prohibited
• Cross pledging is prohibited
  o Cross pledging is defined as allowing members from another organization (fraternity or sorority) to view, question, or in any way participate in your organization’s member intake/new member process
• Uniforms will be permitted on campus; however they will not be permitted in the workplace. Therefore, any potential new member who works in a University office will be expected to change out of the organizational uniform prior to coming to work
• Social Probation will no longer be permitted

The Office of Greek Life shall have final decision regarding all recruitment, new member education/intake practices.

IV. HAZING

Hazing is illegal in both the state of New Jersey punishable under federal law. Please see State of New Jersey Hazing Law 2C: 40-3 for more information.

• Anyone looking to join a Greek organization is mandated to attend one Hazing Prevention Workshop during the semester they are joining. In order to be eligible they must attend the workshop, sign the Greek Life Member Acknowledgment of Anti-Hazing Policy and complete all post-workshop requirements
• In order to be approved for a new member/intake process all those responsible are required to attend the Office of Greek Life’s New Member/Intake Educator Academy held once a semester

V. NEW MEMBER PRESENTATIONS/PROBATES

• All new member presentations/probates must be registered with the Office of Greek Life and occur on Montclair State University campus
• Request for a new member presentation/probate must be submitted 30 days prior to the requested day of the event. Late requests will not be approved.
• For more information on policies and protocol for new member presentations/probates please see New Member Presentation Request Form
VI. ALUMNI/AE INVOLVEMENT
• If your organization mandates an alumni/ae advisor serve as your new member educator/intake advisor, there still needs to be an undergraduate representative as the new member educator/intake advisor in conjunction with the alumni/ae advisor
  o Organization must submit a written request with their “Request to Start” paperwork to the Coordinator for Greek Life to have an alumni/ae assist with any processes
• Alumni/ae are not to be included on active rosters submitted to the Office of Greek Life
• Alumni/ae are welcomed to attend events on campus organized by their individual organizations or the Greek community, however they are not allowed to participate in events such as Homecoming, Greek Week, etc. as they are deemed only for the current active members of the Greek community

VII. GREEK COUNCIL

Greek Council occurs every Tuesday at 5:30pm in Student Center 411-414

• To maintain the integrity of voting on decisions made for Montclair State University the Greek Council representative for every organization must be MSU undergraduate student and an active member of their organization
• The organization’s representative for Greek Council must be the same person from week to week, unless they email the Director of Greek Council with their replacement 24 hours in advance of a Greek Council meeting
• The organization’s representative cannot sit on the council if they just completed their first semester of their initiation process unless otherwise approved by the Director of Greek Council and the Coordinator for Greek Life

VIII. RED HAWK ACCREDITATION

• All active organizations must complete Red Hawk Accreditation to be in good standing with the University and the Office of Greek Life
  o Outcomes of Red Hawk Accreditation will be reviewed and decided by the Coordinator for Greek Life and the Assistant Director of Government and Administration under the Greek Council
• Metro chapters must complete all expectations of the accreditation process
  o Organizations must complete mandated programming requirements (via the accreditation process) here at Montclair State; programs held on another campus will not be accounted for as a requirement for accreditation

IX. ORGANIZATION ACTIVE/INACTIVE STATUS

• If your organization has zero membership of Montclair State students the organization will be deemed inactive even if the organization’s charter is still active through the Student Government Association Inc.
• If at any time your organization is deemed inactive by the Office of Greek Life, the following applies,
  o Not permitted to attend Greek Council or respective sub-council meetings
  o Not permitted to attend Greek events
  o No space will be approved to hold events on campus
  o All events approved before the inactive status will be canceled until status is changed
  o Not permitted to hold chapter meetings
Not permitted to start and/or continue intake process
- No longer be permitted to place fliers on campus
- Not allowed to request funds through Greek Council
- SGA chapter account will be frozen
- HawkSync page will be deactivated

X. INSURANCE

All organizations must carry proof of liability insurance to maintain active status. An organization will not be allowed to function without insurance. The minimum requirement is $100,000. All policies must state Montclair State University on the certificate. Proof of insurance is to be submitted with your organization registration which is mandated at the beginning of each semester.

If your policy expires prior to the conclusion of the academic semester you are required to submit a new certificate prior to your insurance lapsing. If your certificate is not current, all activities for the organization will cease until your new certificate is submitted.

If the above documents are not submitted by the due date established by the Coordinator of Greek Life, your organization will be deemed inactive until insurance has been given to the University.