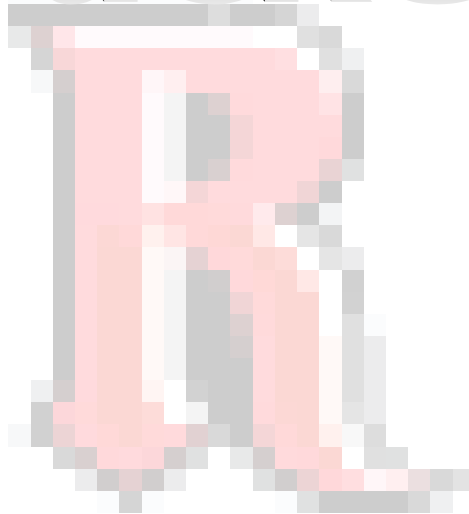


# Rutgers University – Camden

# Greek Recognition Packet



**Any questions?**

Please contact the Assistant Dean of Students, Allison Wisniewski at [aemery@camden.rutgers.edu](mailto:aemery@camden.rutgers.edu)

**Or you can specifically contact the following:**

Inter-Fraternity Greek Council (IFSC) at [IFSC@camden.rutgers.edu](mailto:IFSC@camden.rutgers.edu) or  
Rutgers Greek Council (RGC) at [RGC1@camden.rutgers.edu](mailto:RGC1@camden.rutgers.edu)

## **GREEK RECOGNITION POLICY**

### **I. Definitions**

- a. “IFSC” is the Inter-Fraternity Sorority Counsel, which is comprised of those organizations listed in the Greek Packet.
- b. “Initial Greek Presidents Meeting” is a meeting arranged after the Recognition Committee has approved the Prospective Organization’s status (see Section VI).
- c. “Final Vote Presidents Meeting” is a meeting arranged to make a final vote on the Prospective Organization’s status (see Section VII).
- d. “Interests” are those who pledge to become members of the Prospective Organization if able to expand into the Rutgers-Camden Greek Life system.
- e. “Prospective Organization” is a Greek organization seeking to expand into the Rutgers-Camden Greek Life system.
- f. “Recognition Committee” is a committee comprised of one (1) member from each recognized Greek organization at the Rutgers-Camden campus. Their responsibilities include developing and altering, if necessary, the Greek Recognition Policy, reviewing a Prospective Organization’s Packet, and making a recommendation either approving or denying recognition.
- g. “RGC” is the Rutgers Greek Counsel, which is comprised of those organizations listed in the Greek Packet.

### **II. Development of New Greek Organizations**

To foster unity while also enhancing individual organizations within the Rutgers-Camden University Greek System, these standards seek organizations that provide dedicated and cooperative leaders who demonstrate the qualities to succeed within and outside of the campus community.

### **III. Interest Letter; Greek Recognition Packet**

- a. Any Prospective Organization who wishes to expand into the Rutgers-Camden Greek Life system must contact the Assistant Dean of Students, Allison Wisniewski, in writing, expressing interest in joining the Rutgers-Camden Greek System.
- b. Once the interest letter is received and reviewed, the Prospective Organization must, upon notice from the Assistant Dean of Students, obtain the “Greek Recognition Packet” from him/her.

### **IV. Required Document Submission**

After reviewing the packet, each Prospective Organization must submit the following, in its entirety, to the Assistant Dean of Students:

- a. A list, in alphabetical order, of at least five (5) students who are interested in expanding a Greek organization onto the Rutgers-Camden campus, including each interest’s name, social security number, year in school, major, G.P.A., e-mail address, and any leadership positions held at Rutgers-Camden. All

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interests must have a minimum 2.3 G.P.A. and twelve (12) earned degree credits. Interests must be in good standing with the University as well as the Prospective Organization. If the prospective organization had previously been recognized within the Rutgers-Camden Greek System, but is no longer active due to a depletion of members, only three (3) interests are required, as long as the prospective organization's membership depleted no longer than two (2) years from the date of document submission to the Assistant Dean of Students;

- b. A completed "Prospective Greek Organization Questionnaire" contained in the packet;
- c. A letter of petition explaining the purpose and intent of the organization and interest in affiliation with either the RGC or IFSC. The letter must include a mission statement outlining the group's goals, outstanding characteristics, and potential benefits to Greek Life at Rutgers-Camden and the Greek Community;
- d. Proof of \$ 1,000,000 liability insurance;
- e. An official letter of intent on letterhead from the National Headquarters stating that the National Headquarters has knowledge of the interest group and outlining the support the National Headquarters will give the group, along with the National Headquarters' requirements for chartering;
- f. The name, address, telephone number and e-mail address of a faculty/staff advisor from the Rutgers-Camden campus must be provided, as well as a signed, written statement from the person indicating a willingness to serve.
- g. Copies of the following National policies, procedures, and programs:
  - i. New Member Program
  - ii. Hazing Policy
  - iii. Membership Development Program
  - iv. Rush/Recruitment/Intake Program
  - v. Financial Policies
  - vi. Public Relations
  - vii. Leadership Development
  - viii. Scholarship
  - ix. Judicial
  - x. Community Service and Philanthropy
  - xi. Code of Conduct
  - xii. Career Counseling/Networking
  - xiii. Other Programming Resources

### **V. Submission Review**

- a. Once the packet has been submitted, in its entirety, to the Assistant Dean of Students, she/he will contact the IFSC and RGC Presidents so that they may convene the Greek Recognition Committee to review the submission.
- b. The Recognition Committee is responsible for reviewing the submission to ensure that all the required documents are present. Any deficiency will be

reported to the Prospective Organization's student representative as listed on the Prospective Greek Organization Questionnaire.

- c. Once the submission is complete, the Recognition Committee must meet within two (2) weeks to review the packet and make a recommendation based on the submission. In writing, the Recognition Committee will either deny or approve the Prospective Organization by a 2/3 vote.
  - i. If the Recognition Committee denies the application, the Prospective Organization cannot re-apply for one (1) year from the denial date of the letter. The letter must contain the specific reasons given by the committee for the denial.
  - ii. If the Recognition Committee approves the application, then they will make a positive recommendation to the IFSC and RGC Presidents, and will proceed to Section VI of the Recognition Standards.

#### **VI. Initial Presidents Meeting Upon Recognition Committee Approval**

- a. Within three (3) weeks of the Recognition Committee Approval notice, the IFSC and RGC Presidents will convene an Initial Greek Presidents Meeting.
- b. Each recognized Greek organization must have a President, or other chosen delegate, in attendance at the Initial Presidents Meeting. The President, or other chosen delegate, must have the power to vote on behalf of the affiliated Greek sorority or fraternity.
- c. Upon arranging the Initial Presidents Meeting, the IFSC or RGC President will inform the Prospective Organization's representative, in writing, of the date of the Greek Presidents Meeting with at least two (2) weeks notice of the meeting date.
- d. The Prospective Greek organization is responsible for attending the Initial Presidents Meeting to make a brief presentation followed by a question and answer period by Greek organizations. At the end of the question and answer period, the President of either the IFSC or the RGC will dismiss the Prospective Organization to engage in discussion. A Prospective Organization's failure to attend the Initial Presidents Meeting will result in an automatic denial. If the application is denied for this reason, the group cannot re-apply for one year from the date of the denial letter unless good cause is shown to the IFSC and RGC Presidents and the Assistant Dean of Students.
- e. At the conclusion of the meeting, the Greek organizations will vote, based on a majority, of whether or not the councils are prepared to make a final decision as to the Prospective Organization's status at the Final Vote Presidents Meeting. The IFSC and RGC Presidents do not have the power to vote. The Assistant Dean of Students has the power to vote - her/his vote being equal to that of one (1) organization. If not agreed upon by a majority, the Presidents will arrange another meeting to continue discussion.
- f. If the Greek Presidents agree, by a majority, that a vote will take place at the next meeting, the Presidents must arrange a Final Vote Meeting. The

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Prospective Organization must be notified, in writing, of the date of the Final Vote Presidents Meeting once it is arranged.

### **VII. Final Vote Meeting**

- a. All organizations must be present at the Final Vote Presidents Meeting. Each organization's President, or other delegate selected by the organization, must have the power to vote on behalf of the affiliated Greek sorority or fraternity.
- b. The Final Vote Meeting must be attended by Assistant Dean of Students. The Assistant Dean of Students has the power to vote - her/his vote being equal to that of one (1) organization.
- c. At the commencement of the meeting, the Greek Presidents will engage in a brief, final discussion, guided by the IFSC and RGC Presidents.
- d. Each organization must enter a private vote either approving or denying the Prospective Organization's recognition at Rutgers-Camden by 2/3 vote. The IFSC and RGC Presidents do not have the power to vote. The votes will be summed by the IFSC and RGC Presidents and the Assistant Dean of Students.
- e. If a conclusion is not satisfied by 2/3 vote, the delegates will again engage in a brief discussion, guided by the IFSC and RGC Presidents.
- f. The process will repeat until a decision is made as to the Prospective Organization's status.
- g. Either the IFSC or the RGC President is responsible for notifying the Prospective Organization's representative in writing, within two (2) days of the Final Vote Meeting, as to their status of approval or denial. The Prospective Organization may also be informed, in person, immediately after the final vote.
- h. If the application is denied, the group cannot re-apply for one year from the date of the denial letter.

# PROSPECTIVE GREEK ORGANIZATION QUESTIONNAIRE

## PROSPECTIVE ORGANIZATION

Full Name of Prospective Organization: \_\_\_\_\_

1. Is this organization a fraternity or sorority? Please circle one.
2. Does this organization wish to affiliate with IFSC or RGC? Please circle one.
3. Has this organization ever been active on the Rutgers-Camden campus? Circle Yes or No.
  - a. If yes, write a short statement explaining the years that the organization was recognized on the Rutgers-Camden campus and the reasons as to why this organization is no longer recognized on the Rutgers-Camden campus.

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- b. If no, has the organization ever attempted to expand in the Rutgers-Camden Greek community? If yes, write a short statement as to why and when the organization was denied expansion into Greek life on the Rutgers-Camden campus.

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4. How many chapters IN THE COUNTRY currently bear the organization's letters? \_\_\_\_\_
5. How many chapters IN NEW JERSEY currently bear the organization's letters? \_\_\_\_\_
6. Is this organization nationally affiliated with any of the following:
  - National Panhellenic Council
  - Inter-Fraternal Council
  - Pan-Hellenic Council
  - Other: \_\_\_\_\_

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**STUDENT REPRESENTATIVE**

Name: \_\_\_\_\_ SS#: \_\_\_\_\_

Email: \_\_\_\_\_

Street Address: \_\_\_\_\_

City/Town: \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_

Phone: (Home) \_\_\_\_\_

(Cell) \_\_\_\_\_

Major: \_\_\_\_\_ Year in School: \_\_\_\_\_ G.P.A. \_\_\_\_\_

**NATIONAL REPRESENTATIVE**

Name: \_\_\_\_\_

Email: \_\_\_\_\_

Position Held in National Organization: \_\_\_\_\_

Phone: \_\_\_\_\_

**RUTGERS-CAMDEN FACULTY REPRESENTATIVE**

Name: \_\_\_\_\_

Email: \_\_\_\_\_

Position Held on Rutgers-Camden Campus: \_\_\_\_\_

**Student Representative Certification**

I, \_\_\_\_\_, student representative for the interest group seeking to expand \_\_\_\_\_ into the Rutgers-Camden Greek Life system certify that I have read the contents in this Greek Packet and failure to abide by policies and procedures may result in a denial of recognition within the Rutgers University – Camden Greek system. I certify that the information contained within this questionnaire and the other documents submitted are true.

Student Representative Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_

Date: \_\_\_\_\_