GREEK ORGANIZATIONS & PROGRAM HOUSES: HANDBOOK & POLICIES

Questions?
Contact: Assistant Director for Greek & Program House Engagement
Student Activities Office
401-863-2341

Revised January 9, 2019
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I. INTRODUCTION

Brown University is a residential university which believes the educational mission is best fulfilled when the residence hall system provides a living and learning environment complementing the academic life of its students. A central feature of the Brown curriculum and residential system is the provision of choice to students. A variety of accommodations from singles to apartments are offered to sophomores, juniors, and seniors through the housing lottery and other residential options.

A prominent feature of this system is the opportunity for students to join a Greek Organization or Program House and live together within the residence halls. Program Houses and Greek organizations have been a part of Brown's campus life for over 175 years. These groups provide an environment where students with similar interests can live together and cultivate those interests, thus augmenting their academic life. These organizations are granted the privilege of common space within the residence halls for this purpose and receive the support of appropriate University departments, including the Office of Residential Life.

The privileges of each Greek Organization and Program House are accompanied by responsibilities to the University community, which are outlined below. Each Greek Organization and Program House must exist within the confines of all applicable University policies and procedures. The stated purpose and the group's activities must be consistent with the Student Code of Conduct and this Handbook and included Policies.

II. DEFINITIONS

**Active Member:** a student who has been initiated and fully joined a Greek organization or Program House.

**Assistant Director for Greek & Program House Engagement (AD GPHE):** staff member who is a part of the Student Activities Office (SAO) team and work closely with the Office of Residential Life (ORL). SAO hires and oversees the staff member who is in charge of the Greek Organizations & Program Houses at Brown University.

**City-Wide Greek Organization:** a collegiate chapter of inter/nationally recognized Greek organizations consisting of two or more colleges and/or universities where membership can be generated. Each city-wide chapter operates under one constitution/bylaws, one set of elected officers, one initiation, and is chartered and recognized by the organization's inter/national headquarters. For more information on city-wide recognition, go to Section VII. [City-Wide Recognition](#).

**Derecognized Organization:** group which had their University recognition suspended or permanently revoked by the University and/or inter/national organization. It is a violation of University policy for students to knowingly affiliate with groups, teams, or organizations that have had their University recognition suspended or permanently revoked by the University. The definition of affiliation includes joining, rushing, pledging or being involved in any activity that would normally be associated with being a member of such organization. This applies to organizations that were created by members of a derecognized organization in an attempt to continue its presence on campus.
**Greek Organization:** A predominantly social organization comprised of only Brown students, local or inter/nationally affiliated, which refers to its name utilizing Greek letters. (Academic Greek Letter Organizations report to their academic departments.)

**Inactive Member:** a student who has been initiated and fully joined a Greek organization or Program House but is abroad, on a leave of absence from the University, or is on leave from the organization.

**Inter/national Organization:** An organization affiliated with a group which has multiple organizations of the same name across the country or internationally. These groups pay insurance and fees to their inter/national organization to remain affiliated and in good standing. They also must abide by the rules of the inter/national organization in addition to the rules and policies of Greek Organizations and Program Houses on Brown’s campus.

**Local Organization:** An organization which is solely represented at Brown and does not have an affiliation with a group which has multiple organizations of the same name across the country or internationally. These groups do not pay insurance and fees to any other organization and operate independently on Brown’s campus in accordance with the rules and policies of Greek Organizations and Program Houses at Brown.

**Potential New Member:** a student at Brown University who is interested in a Greek organization or Program House for membership. Once they receive a bid for membership and accept the bid, they are then considered a new member.

**Program House:** An organization local or inter/nationally affiliated which does not refer to its name utilizing Greek letters.

**National Pan-Hellenic Council, Inc. (NPHC):** a collaborative organization of nine historically African American, international Greek lettered fraternities and sororities. The nine NPHC organizations are sometimes collectively referred to as the "Divine Nine".

**National Panhellenic Conference (NPC):** founded in 1902, is an umbrella organization for 26 inter/national women's sororities. Each member group is autonomous as a social, Greek-letter society of college women and alumnae.

**New Member:** a student who has accepted a bid for membership in their first semester in a Greek organization or Program House before being initiated. Students may not be new members for longer than 8 weeks.

**Non-Residential:** Organization recognized by the SAO which is not granted specific beds in a residence hall for members.

**North American Interfraternity Conference (NIC):** is an association of collegiate men's fraternities that was formally organized in 1910, although it began on November 27, 1909.

**Residential:** Organization recognized by the SAO and ORL granted specific beds in a residence hall for its members to live. The specific building of residence, specific number of beds, and placement of beds is determined by the AD GPHE and the ORL.
**III. TYPES OF ORGANIZATIONS**

Types Greek Organizations:
1. Inter/National Residential
2. Inter/National Non-Residential
3. Local Residential
4. Local Non-Residential

![Diagram of Greek Organization Types]

Types of Program Houses:
1. Local Residential
2. Inter/National Residential

![Diagram of Program House Types]
IV. CURRENTLY RECOGNIZED ORGANIZATIONS*

**Recognized Greek Organizations** (most current list online)

<table>
<thead>
<tr>
<th>Inter/National Residential</th>
<th>Alpha Chi Omega</th>
<th>NPC, sorority</th>
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<tbody>
<tr>
<td></td>
<td>Alpha Delta Phi Society</td>
<td>Gender Inclusive fraternity</td>
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<tr>
<td></td>
<td>Delta Gamma</td>
<td>NPC, sorority</td>
</tr>
<tr>
<td></td>
<td>Kappa Alpha Theta</td>
<td>NPC, sorority</td>
</tr>
<tr>
<td></td>
<td>Kappa Delta</td>
<td>NPC, sorority</td>
</tr>
<tr>
<td>Inter/National Non-Residential</td>
<td>Alpha Phi Alpha Inc.</td>
<td>NPHC, fraternity</td>
</tr>
<tr>
<td></td>
<td>Delta Sigma Theta Inc.</td>
<td>NPHC, sorority</td>
</tr>
<tr>
<td></td>
<td>Kappa Alpha Psi Inc.</td>
<td>NPHC, fraternity</td>
</tr>
<tr>
<td>Local Residential</td>
<td>Beta Omega Chi</td>
<td>Fraternity</td>
</tr>
<tr>
<td></td>
<td>Beta Rho Pi</td>
<td>Fraternity</td>
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<tr>
<td></td>
<td>Delta Tau</td>
<td>Fraternity</td>
</tr>
<tr>
<td></td>
<td>Theta Alpha</td>
<td>Fraternity</td>
</tr>
<tr>
<td></td>
<td>Zeta Delta Xi</td>
<td>Gender Inclusive fraternity</td>
</tr>
<tr>
<td>Local Non-Residential</td>
<td>Delta Phi</td>
<td>Fraternity</td>
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</table>

**Recognized Program Houses** (most current list online)

<table>
<thead>
<tr>
<th>Inter/National Residential</th>
<th>St. Anthony’s Hall</th>
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<tbody>
<tr>
<td>Local Residential</td>
<td>Asian/Asian American</td>
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<tr>
<td></td>
<td>(new - Fall 2019)</td>
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<tr>
<td></td>
<td>Casa Machado</td>
<td></td>
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<td></td>
<td>Environmental - North &amp; West</td>
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<td></td>
<td>French</td>
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<td></td>
<td>Harambee</td>
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<tr>
<td></td>
<td>House of Nínnuog</td>
<td></td>
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<tr>
<td></td>
<td>(new - Fall 2019)</td>
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<td></td>
<td>Latinx</td>
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<tr>
<td></td>
<td>Technology</td>
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V. PROCESS TO APPLY TO BE A NEW GREEK ORGANIZATION OR PROGRAM HOUSE

STEP 1: INTEREST SURVEY
If you are interested in starting a new Greek Organization or Program House at Brown University, please start by filling out a quick survey about your organization of interest.

Items needed:
1. If a Greek Organization:
   a. Affiliated with an Inter/National Organization?
      i. If Yes, please list.
         1. Please note: Nationally affiliated organizations must first go through the appropriate process for recognition based on the organization’s national council prior to applying to be an organization. This should be discussed with the AD GPHE.
      ii. If No - the organization will not be recognized by Brown University. There will be no newly established, local Greek organizations at Brown University starting spring 2019.
2. If a Program House:
   a. Proposed name for your group
   b. Is there a presence of this organization at other colleges and universities?
3. All Groups:
   a. Describe the basic functions of the organization.
   b. If interested - please explain why the group needs to be residential. If the group is currently recognized but not residential, how would becoming residential improve the organization?
   c. Approximately how many interested members do you have currently? Please email a list of names and Brown ID numbers to the AD GPHE.
   d. Name of person filling out form.
   e. Email address of person filling out form.

STEP 2: MEETING WITH THE AD GPHE
Once the survey has been submitted, please schedule a meeting with the AD GPHE. At the meeting with the AD GPHE, student(s) will discuss items needed for STEP 3 and receive guidance if there is any missing or unclear information.

STEP 3: APPLICATION
Once the meeting is complete and you have discussed your idea, you may start the following process for application (listed here). The following criteria must be provided as part of the application:

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
</tr>
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<tbody>
<tr>
<td>Proposed Name</td>
<td>Indicate the proposed name for the organization</td>
</tr>
<tr>
<td>Organization Purpose</td>
<td>Please describe the distinctiveness of proposed Greek Organization or Program House from existing Greek or Program Houses (Mission, Vision, &amp; Values)</td>
</tr>
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</tr>
<tr>
<td>Potential for Contribution to the Brown Community</td>
<td>Describe how your organization will contribute to the large picture of the Brown community and what you all hope to offer.</td>
</tr>
<tr>
<td>Constitution</td>
<td>As a starting point, use the Undergraduate Council of Students (UCS) Model Constitution, which reflects the University’s academic and social purposes as well as the Greek or Program House's internal goals.</td>
</tr>
<tr>
<td>List of Interested Members</td>
<td>Include a list of potential members names and email addresses who have demonstrated interest in the organization (Brown students only)</td>
</tr>
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</table>
| Membership Requirements | **Residential:** A minimum of fifteen (15) members must live within the residence assigned, with at least one-quarter of those members having a semester standing greater than four (4). Organizations may discuss an exemption with the AD GPHE.  
**Non-Residential:** A minimum of ten (10) members with at least one-quarter of those members having a semester standing greater than four (4). Organizations may discuss an exemption with the AD GPHE. |
| Officer Structure, Operating Rules, Meeting Schedule | Include an organization structure of self-governance and operating rules, including elected internal officers and weekly meetings of these officers as a full team, and at least one monthly meeting of the entire organization during the months classes are in session. |
| Mechanism to respond to violations of internal processes and University rules & policies | Please explain the mechanism(s) for responding to violations of internal operating policies, University rules, and community standards. |
| Greek Council (Greek organizations only) | Students must be active and participating members of Greek Council and adhere to the constitution, by-laws, and standards set forth by the assigned Council. Approved Greek organizations will have full privileges on Greek Council, will be able to hold executive board positions on Greek Council, and will pay Greek Council dues. |
| Residential Space (if requested) | If you are interested in this for your organization, explain the need and how it would fulfill the Greek Organization or Program House’s goals |
IF APPROVED FOR RECOGNITION:
If approved for recognition, the organization will receive a letter from the AD GPHE informing it of the approval and the following:

1. The organization is required to meet weekly with the AD GPHE throughout the first year of their establishment or at a different duration as established by the AD GPHE.
2. Must follow the **Requirements to Remain in Good Standing**
   a. **Residential**
      i. After the first year, a minimum of 15 members in residence is required to remain in good standing. Organizations may discuss an exemption with the AD GPHE.
      ii. Members must have completed one full semester at Brown and be in good academic standing. Recruitment of semester 1 students is not permitted.
   b. **Non-Residential**
      i. After the first year, a minimum of 15 members is required to remain in good standing. Organizations may discuss an exemption with the AD GPHE.
      ii. Members must have completed one full semester at Brown and be in good academic standing. Recruitment of semester 1 students is not permitted.
   c. If the organization falls below the requirements for membership numbers, it will be required to create a plan to increase membership over 6 months. If the minimum is not met after 6 months, the organization will have 1 additional semester to reach the minimum. During this semester the organization will work directly with AD GPHE weekly (or as otherwise established by the AD GPHE) on its plan. If at the end of the semester the organization has not met the member minimum, it will be subject to termination.
3. Ability to register events through BearSync
4. Submit event information through Today at Brown
5. Ability to reserve University space through 25live

IF DENIED RECOGNITION:
1. If denied recognition, the AD GPHE will meet with the group to provide feedback on its application process. A group is permitted to re-submit an application for recognition in the following semester.
VI. PROCESS FOR CURRENT RECOGNIZED ORGANIZATIONS TO APPLY FOR HOUSING

If a student organization does not currently receive housing on campus, they may apply to be considered for a residential living space as a group on campus. The group must be in good standing with the SAO, Greek Council (if a Greek organization), and affiliated departments to move forward with this process. If there are no current vacancies in the on-campus housing spaces for organizations, a waitlist will be created and the AD GPHE will work with interested groups in case a vacancy becomes available.

Housing applications for the following year will be due no later than December 1st.
Example: December 1st 2018 - applications due for the 2019-2020 academic year

Applications will be reviewed over the winter break and organizations should be notified by the first day of classes if they will receive housing for the following academic year. This information is provided at the beginning of spring recruitment so organizations may share with prospective members the housing accommodations.

If there are no housing options available at the time of the process, applications will be kept on file while the organization is active and will be revisited when options become available. The ORL will determine which spaces are available for organizations and the placement decision for GPH groups will be made with the AD GPHE and Director of SAO.

FIRST STEP: MEETING WITH AD GPHE
Contact the AD GPHE & set up a meeting to discuss your interest. The group should send 2-3 representatives to the meeting and should have the following questions typed and printed to share with the AD GPHE:

1. Please submit a list of names, Brown ID numbers, and graduating class years of all current members (email an Excel spreadsheet before the meeting)
2. What is the mission, vision, and values of your organization?
3. Why does the organization need residential space?
4. How will the organization utilize the space?
5. What is the anticipated size of the organization?
6. Please share any additional information the group believes would be helpful in the decision making process.

NEXT STEP:
The AD GPHE will review the information, make the final decision, and notify the group of the outcome.

IF APPROVED FOR HOUSING:
The organization will receive a timeline for the anticipated move-in. The group will also be added to the Program House meetings if they are a recognized student organization and not currently a Greek group. Greek organizations fall under the Greek Council.
The group will need to work with the AD GPHE on a plan moving forward to fulfill GPHE requirements:

1. The organization is required to meet weekly with the AD GPHE throughout the first year of their establishment or at a different duration as established by the AD GPHE.

2. Membership Requirements to Remain in Good Standing
   a. After the first year, a minimum of 15 members in residence is required to remain in good standing. Organizations may discuss an exemption with the AD GPHE.
   b. Members must have completed one full semester at Brown and be in good academic standing. Recruitment of semester 1 students is not permitted.
   c. If the organization falls below the requirements for membership numbers, it will be required to create a plan to increase membership over 6 months. If the minimum is not met after 6 months, the organization will have 1 additional semester to reach the minimum. During this semester the organization will work directly with AD GPHE weekly (or as otherwise established by the AD GPHE) on its plan. If at the end of the semester the organization has not met the member minimum, it will be subject to termination.

GPH Benefits:
- Ability to register events through BearSync
- Submit event information through Today at Brown
- Ability to reserve University space through 25live
- Ability to apply for GPH housing

IF DENIED RECOGNITION:
1. If denied recognition, the AD GPHE will provide feedback on its application process. A group is permitted to re-submit an application for recognition in the following year.
2. If the group would like to appeal the decision, appeal letters must be submitted to the Director of SAO no later than five business days after receiving the letter from the AD GPHE. The Director of SAO will contact the organization within five business days of receiving the letter with a final decision.
VII. CITY-WIDE RECOGNITION

For an organization to be allowed to use Brown University facilities, recruit members, advertise events at Brown University, city-wide chapters must adhere to the Student Code of Conduct, the Inter/National Organization Policies, and the GPH Handbook and Policies which have been established to ensure the success of the city-wide chapters on Brown’s campus. If an organization would like to be recognized as a city-wide chapter and the charter would include more than just Brown University, the following must be in place for recognition at Brown:

**Charter Information:**
1. The charter may only include higher education institutions located physically in the State of Rhode Island.

**Charter Requirements:**
All higher education institutions in Rhode Island on the charter must agree to sign an agreement with Brown University acknowledging policies related to:
   a. GPA
   b. Current Status at the institution
   c. Conduct information

**Information on File with the AD GPHE:**
1. Copy of Chapter Charter List of affiliate institutions
2. Brief history of the national and local chapter
3. A copy of the chapter’s membership intake and education programs
4. All items listed below must be submitted within four (4) weeks of the start of the academic year. (If the chapter wants to do programming prior to the four (4) week deadline, they must submit the information below at least two (2) weeks prior to their planned event.)
   a. A grade check release form for each member
   b. A signed anti-hazing statement from each member and potential member or chapter complete roster information and completion of the hazing online training
   c. Advisor addresses and phone numbers
   d. A national and chapter constitution
   e. A roster of chapter officers, inclusive of the chapter representative local, national, regional and international officers
   f. Any information requested by Brown University as it relates to active status
5. Be in good standing with the national organization and the graduate/alumni chapter.
6. All events/activities to be scheduled on individual campuses must have prior approval through the Fraternity/Sorority Life Office.
7. All events must adhere to the Brown Student Activities Policies, the GPHE Handbook & Guidelines, and the Brown Code of Student Conduct.

**Membership:**
1. Brown students must follow the membership policies outlined in Section VIII B.
2. Members who are not Brown University students must:
   a. Be enrolled undergraduate students
   b. Be enrolled at a recognized higher education institutions physically located in RI
c. Have completed at least one full semester at an institution and have received at least 12 credit hours.
d. Sign a FERPA Consent and Release permitting the AD GPHE to receive information from the student’s institution at the beginning of each semester related to GPA, current status at the institution, and conduct information.
e. In the event the information changes, the student must notify within 24 hours the AD GPHE in regards to enrollment status, GPA information, and conduct status.

3. For the organization to receive full recognition at Brown University, at least 51% of the membership of the city-wide chartered group must be Brown University enrolled undergraduate students.
   a. **If membership falls below 51% undergraduate Brown Students**, the organization may no longer:
      i. Be recognized as a Brown student organization with full organization rights.
      ii. Reserve space at Brown as a solo organization.
      iii. Host events at Brown.
      iv. Be recognized through the SAO.
      v. Once the membership goes above 51%, the group will regain privileges associated with recognition on campus and must follow the GPHE Requirements to remain in Good Standing.
      vi. If the organization would like to do the above listed items from i.-v., they would need to work directly with the AD GPHE for permission.

2. The following officers must be Brown University enrolled undergraduate students for the organization to receive full recognition at Brown University:
   a. President
   b. Treasurer
   c. If these positions are non-Brown University students, the chapter must designate a Brown undergraduate student as a **Liaison to the AD GPHE** for all organization matters.
      i. The Liaison to the AD GPHE will be responsible for communicating information between the AD GPHE, Brown University, the organization, and all members in the chapter.
      ii. The Liaison to the AD GPHE must attend the following during the academic year:
          1. Greek Leaders Retreat (beginning of each semester)
          2. Greek Council meetings (every other week)
          3. Officer Trainings (every other week)
          4. Any other required meetings and trainings by the AD GPHE

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**Recruitment and Membership Intake Process:**

1. Recruitment and membership intake process activities may not commence on any campus prior to approval by the AD GPHE. This notification and subsequent approval must include the names of all students who will be involved in the intake process and the intake time frame. The expectation will be that this information will be treated with discretion, not being broadly shared until such time that the organization has made the official announcement of these students’ full membership.

2. Prior to beginning the intake process, the Greek Life advisor must either be invited to attend and speak briefly during at least one informational meeting or be given the
opportunity to meet one-on-one with each potential new member in order to meet them in person, share expectations, and share resources.

3. Once an intake process is complete and the students have “crossed” into full membership with the organization, an official announcement must be sent to the AD GPHE (this can be in the form of an email).

Additional Requirements:

1. Follow all of the outlined requirements in Section VIII of this Handbook to remain in Good Standing with the AD GPHE and the SAO at Brown University.

2. Maintain a positive working relationship with the Greek Council and attend all required meetings and trainings.

If Policies Are Violated:

1. If a city-wide chapter has violated the Greek and Program House Handbook and Policies or Brown University’s policies, the AD GPHE will immediately contact the organizational advisor to discuss the process and possible interim suspension status.

2. In the event that a city-wide chapter’s recognition is suspended from an institution, the sponsoring graduate/alumni chapter, regional directorate, and affiliate institutions will be immediately notified of this action. The sanctions, as deemed appropriate by the sanctioning institution, will be upheld where appropriate by all other universities on the chapter charter.

3. Brown policies, including those which prohibit those not enrolled at the institution from participating in certain Brown activities, shall take precedence over these guidelines.
VIII. REQUIREMENTS TO REMAIN IN GOOD STANDING

Below is a summary of requirements Greek Organizations and Program Houses must follow to remain in good standing with the SAO, ORL, and Brown University. If at any time the requirements are not being fulfilled, the status of the organization may be subject to termination or the group may be derecognized. This means a group may lose recognition for their housing through the SAO in partnership with ORL. Deadlines must be met to ensure compliance.

### Fall Semester

<table>
<thead>
<tr>
<th>Category</th>
<th>Item</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Event Management</strong></td>
<td>Event Planning 101 training</td>
<td>Representative from group must attend at the beginning of the semester, hosted by SAO</td>
</tr>
<tr>
<td></td>
<td>Active Bear Sync Account</td>
<td>Keep updated officer &amp; group info in BearSync</td>
</tr>
<tr>
<td><strong>Organizational Management</strong></td>
<td>Mission, Vision, Values</td>
<td>Statements for each on file with AD GPHE</td>
</tr>
<tr>
<td></td>
<td>Academic year calendar</td>
<td>Tentative &amp; scheduled events</td>
</tr>
<tr>
<td></td>
<td>Constitution &amp; Bylaws</td>
<td>On file with AD GPHE &amp; updates as approved</td>
</tr>
<tr>
<td></td>
<td>Swipe Access List</td>
<td>Email to AD GPHE</td>
</tr>
<tr>
<td></td>
<td>Fall Roster w. changes</td>
<td>Due at the beginning of the semester</td>
</tr>
<tr>
<td></td>
<td>Monthly meeting w. AD GPHE</td>
<td>Sign-up for this time slot each month (Sep, Oct, Nov/Dec, Jan/Feb, Mar, Apr)</td>
</tr>
<tr>
<td><strong>Organization Meetings</strong></td>
<td>Organization Meetings</td>
<td>At least monthly</td>
</tr>
<tr>
<td></td>
<td>Organization Officer/Board Meetings</td>
<td>At least every 2 weeks</td>
</tr>
<tr>
<td><strong>Charter</strong></td>
<td>Inter/National organizations are required to have a copy on file with the AD GPHE</td>
<td></td>
</tr>
<tr>
<td><strong>Mailbox</strong></td>
<td>All groups are given a mailbox in SAO and are expected to check this regularly</td>
<td></td>
</tr>
<tr>
<td><strong>Membership</strong></td>
<td>Criteria for membership</td>
<td>Document explaining the rights and responsibilities for membership</td>
</tr>
<tr>
<td></td>
<td>Residential Organizations</td>
<td>- A minimum of 15 active members</td>
</tr>
<tr>
<td></td>
<td></td>
<td>- A minimum of 5 in-house members must be returning members</td>
</tr>
<tr>
<td></td>
<td></td>
<td>- A minimum of 15 members must live in the GPH designated allotment</td>
</tr>
<tr>
<td></td>
<td>Non-Residential Organizations</td>
<td>A minimum of 5 active members</td>
</tr>
</tbody>
</table>
### Leadership Development

<table>
<thead>
<tr>
<th>Event</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>Proper leadership structure</td>
<td>Maintained by each group &amp; updated officer info communicated following elections</td>
</tr>
<tr>
<td>Greek Leadership Retreat</td>
<td>For all Greek presidents and Council Members, (1x per semester)</td>
</tr>
<tr>
<td>GC or PH meetings</td>
<td>Active participation, biweekly or monthly</td>
</tr>
<tr>
<td>Panhellenic Council meetings</td>
<td>Active participation, weekly (Panhel only)</td>
</tr>
<tr>
<td>Officer Training Series</td>
<td>No more than 2 per officer per academic year</td>
</tr>
</tbody>
</table>

### Active Member Education

<table>
<thead>
<tr>
<th>Event</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>SAPE Liaison</td>
<td>At least one member of the organization must be a trained SAPE liaison through BWell.</td>
</tr>
<tr>
<td>Active Member Presentation</td>
<td>85% attendance of active members (1x per academic year, preferably fall semester)</td>
</tr>
</tbody>
</table>

### Spring Semester

#### Leadership Development

<table>
<thead>
<tr>
<th>Event</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>Leadership Retreat</td>
<td>For all Greek presidents and Council Members, (1x per semester)</td>
</tr>
<tr>
<td>GC or PH meetings</td>
<td>Active participation, biweekly or monthly</td>
</tr>
<tr>
<td>Panhellenic Council meetings</td>
<td>Active participation, weekly (Panhel only)</td>
</tr>
<tr>
<td>Officer Training Series</td>
<td>No more than 2 per officer during year</td>
</tr>
</tbody>
</table>

#### Recruitment

<table>
<thead>
<tr>
<th>Event</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>Recruitment Plans</td>
<td>Submit to the AD GPHE at the beginning of each semester the group recruits new members</td>
</tr>
</tbody>
</table>

#### New Member Education

<table>
<thead>
<tr>
<th>Event</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>New Member Ed Plans</td>
<td>Submit each semester the group has new members to the AD GPHE</td>
</tr>
<tr>
<td>Introduction to Wellness Presentation</td>
<td>Must be completed during their first semester as a new member with the organization</td>
</tr>
<tr>
<td>Hazing Prevention Module</td>
<td>Must be completed by new members during their first semester with an organization</td>
</tr>
</tbody>
</table>

#### Community Service

<table>
<thead>
<tr>
<th>Event</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>Service Event</td>
<td>Service hours in the community</td>
</tr>
<tr>
<td>Service or Fundraising Event</td>
<td>Either service in the community, raising money, or collecting donation items</td>
</tr>
</tbody>
</table>

#### Finances

<table>
<thead>
<tr>
<th>Event</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>SAO Account</td>
<td>All GPH groups must have an account set up through SAO for on-campus purchases</td>
</tr>
<tr>
<td>Annual Budget</td>
<td>Due by May 1st for the following academic year</td>
</tr>
</tbody>
</table>
A. ORGANIZATIONAL MANAGEMENT

1. Paperwork on File with the AD GPHE in the SAO:
   a. Mission, Vision, Values statements - serve as a guide for organization activities, recruitment, and policies.
   b. Academic Year Calendar - each year the organization should share the tentative and scheduled events for the year.
   c. Constitution & Bylaws - organizations must be abiding by their constitution and bylaws. Organization leadership must also make these documents available to all members and review as necessary.
   d. Swipe Access List - a due date will be determined each semester and organizations must submit the information as requested for out-of-house members to receive swipe access to the building their organization is located in.
   e. Semesterly roster - Make corrections as directed generally just the beginning & end of each semester

2. Meetings
   a. President and AD GPHE - the president (or head of house) must attend meetings with the AD GPHE monthly during the semester to keep the AD GPHE informed of chapter events, items in need of review, and general organization upkeep.
   b. Organization Meetings - the entire membership must meet at least once a month to discuss the organization, long and short term plans, concerns or issues with members, etc.
   c. Organization Officer/Board Meetings - the executive board or group of officers must meet at least every 2 weeks to discuss the organization, long and short term plans, concerns or issues with members, etc.

3. Charter
   a. A nationally-affiliated organization is required to have a copy of its charter on file with the ORL.

4. Campus Mailbox
   a. Greek Organizations and Program Houses shall be assigned a Campus Mailbox for the purpose of conducting organization business subject to the Campus Mailroom regulations. All correspondence from the University, including the SAO & ORL, will be addressed to the Greek Organizations or Program House leadership at this mailbox. The mailbox will be located outside the office of the AD GPHE.

B. MEMBERSHIP

1. Criteria for Membership - All Greek Organizations and Program Houses must establish their own criteria for membership.
   a. Rights and Responsibilities document - Organizations should create this outlining the rights and responsibilities of membership. This document should be shared with potential new members as clear expectations for membership.
It should also be reviewed each semester with active members to ensure everyone is on the same page about the organization.

b. Greek Organizations and Program Houses may not discriminate on the basis of sex, race, color, religion, age, disability, status as a veteran, national or ethnic origin, sexual orientation, gender identity, or gender expression. Fraternities and sororities are allowed under Title IX to remain single gender.

2. **Residential Organizations** are required to maintain a minimum of 15 active members.
   a. Minimally, 15 members must live in house each year. Organizations may discuss an exemption with the AD GPHE.
   b. If the organizations falls below, it will be required to create a plan to increase membership over 6 months. If the minimum 30 is not met after 6 months, the organization will have 1 additional semester to reach the minimum.
   c. During this semester the organization will work directly AD GPHE weekly (or as otherwise established by the AD GPHE) on its plan.
   d. If at the end of the semester the organization has not met the 15 member minimum, it will be subject to termination.

3. **Non-Residential Greek Organizations** are required to maintain a minimum of 5 active members
   a. Organizations may discuss an exemption with the AD GPHE.
   b. If the organization falls below, it will be required to create a plan to increase membership over 6 months. If the minimum 15 is not met after 6 months, the organization will have 1 additional semester to reach the minimum.
   c. During this semester the organization will work directly AD GPHE weekly (or as otherwise established by the AD GPHE) on its plan.
   d. If at the end of the semester the organization has not met the 15 member minimum, it will be subject to termination.

C. **LEADERSHIP DEVELOPMENT**

1. **Proper Leadership Structure**
   a. Within its system of self-governance, a Greek Organization or Program House is expected to elect resident student leadership.
   b. It is required for the Greek Organization or Program House to supply the AD GPHE the new officer list within fourteen (14) days of its establishment or any changes thereafter. Please use this sheet to submit officer information.
   c. Click here to learn more about suggested position descriptions.
   d. Standard positions included:
      i. President or Head of House (may have co-officers)
      ii. Risk Management / Social Events
      iii. Finance
      iv. Communications
      v. Membership Education (active & new members)
      vi. Recruitment / Intake
      vii. Philanthropy & Service
      viii. Programming
      ix. Policy
x. Academics (may fall under VP of Education)

xi. Housing Chair (may fall under President)
   1. For smaller organizations, these duties may fall under the Organization President or Head of House. For larger organization, more than 50, highly recommend this be a stand-alone position.

e. If an organization wishes to have a structure unlike the standard positions, they must get this approved by the AD GPHE

f. Must include one resident whose role includes serving as the primary liaison between the Greek Organization or Program House and the University, for the purposes of negotiating room allocation, addressing University concerns with the organization, and identifying protocols for students to apply for membership.

2. Greek Leaders Retreat
   a. Each semester, Greek leaders will attend a retreat and engage in topics such as team-building, goal setting, and educational discussions around topics such as risk management, anti-hazing, substance abuse prevention, and violence prevention.
   b. Retreats will take place at the beginning of each semester (dates, location, and times TBD the semester before). Organization presidents, Greek Council board members, and Panhellenic board members must be in attendance. If an organization president cannot make it due to an academic or athletic commitment, they must notify the AD GPHE to make arrangements for someone else on their e-board to attend.

3. Council Participation
   a. All groups must have continued good standing in their councils and this is a strict requirement in order to remain a Greek Organization or Program House. They shall serve as liaisons to the University and networks of mutual support, collaboration, and advocacy.

   b. Greek Organizations
      i. Required to gain membership in the Greek Council participate fully in activities and initiatives.
      ii. All Greek Organizations recognized by Brown are members of Greek Council and must adhere to the requirements of membership. Greek Council maintains recognition from UCS.
      iii. Greek Council - meetings generally occur every other week and on the opposite weeks discussion topics and officer trainings are held.

   c. Program Houses
      i. Will meet as a group once a month during the academic year, program house presidents / house heads will meet with the AD GPH to discuss events on campus and a variety of topics for successful leadership.

   d. Panhellenic Organizations
      i. Must have active participation and good standing with the Brown Panhellenic Council (PHC)
      ii. Mission:
         1. The Brown University PHC is committed to creating a unified, multi-faceted Greek community by empowering women to discover their fullest potential through continued community and campus involvement, interfraternal collaboration, and academic dedication. We encourage each chapter member to cultivate her
strengths while recognizing herself as a part of a broader sisterhood dedicated to the greater good.

iii. Purpose:

1. The Panhellenic Council is the unifying, governing, and coordinating body of the sorority community. As the communication link between the sororities, campus organizations, community leaders, and potential new members, we strive to maintain a close relationship between our member organizations and the Brown community. We seek to provide personal enrichment and knowledge to all Greek members. Panhellenic's influence is a crucial part of the university, promoting a stronger Greek community.

iv. For more information on the Panhellenic Council at Brown University, including Panhellenic Bylaws and Recruitment Rules, visit the website here.

4. Officer Training Series

a. Throughout the academic year, officers in Greek and Program Houses will have the opportunity to attend a variety of trainings and workshops specific to their position. Some examples include:

1. Risk Management
2. Event Planning
3. New Member Education
4. Recruitment
5. Finance
6. Philanthropy & Service
7. Programming (Sisterhood & Brotherhood events, etc.)
8. Public Relations
9. Alumni Engagement
10. Parliamentarians/Disciplinary Boards

D. ACTIVE MEMBER EDUCATION

1. Active Member Presentation

a. Organizations must hold a training or educational program for at least 85% of their active membership during an academic year.

b. The training or program must be approved by the AD GPHE to count towards their minimum requirements to remain an active organization in good standing.

c. Examples include such topics as substance abuse prevention, hazing prevention, leadership development, healthy relationships, mental health awareness, etc.

2. SAPE Liaison

a. At least one member of all GPH organizations must be a trained SAPE liaison through BWell.

E. RECRUITMENT

1. Recruitment Plans
a. Must be submitted to the AD GPHE before each semester an organization recruits and extends bids to new members.
b. Plans should include a list of recruitment events with dates, times, locations, and descriptions.

2. **Mandatory Criteria for Eligibility to Join a GPH Organization**
   a. All undergraduate students at Brown University will be eligible to participate in recruitment and receive a bid (invitation to join) after successfully completing one semester at Brown or an equivalent amount of study at another university if a transfer student.
   b. There is no recognized difference between associating with a chapter or inter/national affiliation. Students who do not meet criteria for becoming members of the Brown Greek and Program House community shall not affiliate with any local and/or inter/national organization until they meet such criteria.
   c. GPH organizations are urged to establish their own criteria for membership. Program Houses may not discriminate on the basis of sex, race, color, religion, age, disability, status as a veteran, national or ethnic origin, sexual orientation, gender identity, or gender expression.
   d. Fraternities and sororities are allowed under Title IX to remain single gender.
   e. Brown students are only eligible to join one Greek or Program House. Membership in more than one organization is prohibited.

3. **General Requirements for All Recruitment Events**
   a. No alcoholic beverages or illegal substances of any kind may be served or made available to anyone, member, prospective member or guest, in an organization house and/or at any organization functions during the recruitment period or any events where potential new members are present.
   b. Organizations are required to submit to the AD GPHE a list of prospective members being considered for bids prior to the extension of bids.
   c. This “potential new member list” will be used to verify the eligibility of all prospective members to affiliate with an organization. No bids may be offered until the AD GPHE has approved the list.

4. **Recruitment for All GPH Organizations (except Panhellenic groups)**
   a. Timeline
      i. Recruitment is from the end of January through the end of February.
      ii. It is a period of time during which potential members express interest in particular organizations and organizations express interest in particular potential members.
      iii. The AD GPHE in SAO & ORL will establish the dates of recruitment in the fall semester prior.
      iv. Fall recruitment is permitted for students semester level three and up.
   b. Process
      i. PNMIs look at each of Greek and Program Houses after to see where they see a potential fit.
      ii. Students are encouraged to stop by any of the organizations or events throughout the year. From the end of January through the end of February, each organization sponsors a number of open events designed specifically for potential new members to get to know its active members and learn more about the process of joining.
iii. All organizations must present all potential new members with financial information and obligations prior to bid distribution.

c. Bid Distribution  
i. Organizations hand out bids at the end of the recruitment period. Each group has different methods for choosing who to extend a bid to and some potential new members may be extended a bid by more than one organization.

d. Bid Acceptance  
i. Once students receive a bid, they have a few days to make a final decision on whether or not to join.

ii. Students will receive an email informing them they have been extended one or more bids to an organization. This email will include instructions on how to accept/decline bids and opt into/out of housing in an organization.

iii. Each PNM will have a deadline by which they will be required to login a accept/decline the bid.

iv. Any student that opts into housing will be removed from the housing lottery process.

5. Panhellenic Recruitment Process  
a. Formal membership recruitment (or FMR)  
i. A period at the beginning of Brown’s spring semester in which PNM women are given the opportunity to meet the sisters of Brown’s four Panhellenic sororities.

ii. It will be five to six days geared to introduce PNMs to as many sisters as possible and give them an idea of each chapter’s unique personality.

iii. Both the chapters and the PNMs will give input into the final decision of where each PNM will end up. Recruitment is governed by the Brown Panhellenic council.

b. Brown’s Panhellenic Council oversees the FMR process and follows the National Panhellenic Conference Manual of Information for all procedures.

c. This entire process is discussed through the PNM Orientation and Recruitment Kickoff. Recruitment Counselors will be available throughout the entire process to assist PNMs.

d. For more information regarding sorority recruitment and how to register, visit the Brown Panhellenic website.

F. NEW MEMBER EDUCATION

1. New Member Process  
a. Typically begins immediately following Bid Card Acceptance. While each organization maintains its own private ritual and traditions for the new member process, hazing is strictly forbidden. For more information on the University Hazing Policy, please click here.

2. No alcohol shall be present at any pledge/associate member/novice program, activity or ritual of the chapter.

3. New Member Education Plan
a. Each organization must submit their plan and schedule to the AD GPHE prior to every new member period.
b. The plan must include all social, educational, and philanthropic events, meetings, and sessions for their new members.
c. It should also include a calendar of events, descriptions of event (if not self-explanatory), and timeline till initiation.
d. The organization’s initiation date should also be included.
e. All of this information will be used to support organizations and their new members through the process and will not be shared with anyone else.

4. **Introduction to Wellness Presentation** - New members must participate in the wellness presentation provided by the SAO during the new member period. Completion of this requirement allows the student to become a full-member in the organization they received a bid from. Topics covered in the wellness presentation:
   a. 4 dimensions of wellness:
      i. Physical - sexual health, nutrition, sleep
      ii. Social - alcohol and substance use, foster sense of belonging
      iii. Emotional - stress & anxiety
      iv. Spiritual

5. **Hazing Prevention Module**
   a. In the weeks following Bid Acceptance, students will be required to complete this module.
   b. In the event a new member fails to complete New Member Education in a timely manner, they will be deemed ineligible for membership.

6. **Length of New Member Education Period**
   a. The period of new member education **may not exceed eight weeks** from the date of bid distribution and shall not continue into the reading period or final exam weeks.
   b. All new members must be initiated in the same semester in which they receive their bid.
   c. Concurrent new member periods are permitted if continuous recruitment has occurred.
   d. New members are not permitted to repeat the new member education program
      i. The only exception is if a student has been extended an official Leave of Absence through the University. The AD GPHE should be notified of the extenuating circumstance.

**G. EVENT MANAGEMENT**

Greek Organizations and Program Houses have the right to host and/or sponsor events, either for their membership or for the entire University community, consistent with applicable University policies and rules governing such events. Groups may reserve space on campus in the same manner and under the same guidelines as apply to registered student organizations recognized at the University. Events planned on or off campus, with or without alcohol, are a privilege for organizations in good standing with the ORL. Before planning an event, please make sure your group is in good standing and permitted to have the event.
Each semester there will be a mandatory training with information regarding event planning, using BearSync, booking with 3rd party vendors, events with alcohol, etc. Failure to have proper representation at this event may result in the loss of privileges for hosting events.

All event planning information is located on the SAO website including policies.

**EVENT PLANNING STEPS:**

<table>
<thead>
<tr>
<th>On-Campus</th>
<th>Off-Campus</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>With Alcohol</strong></td>
<td><strong>Without Alcohol</strong></td>
</tr>
<tr>
<td>1</td>
<td>Timeline</td>
</tr>
<tr>
<td>2</td>
<td>Review Budget</td>
</tr>
<tr>
<td>3</td>
<td>Select Date</td>
</tr>
<tr>
<td>4</td>
<td>Reserve Campus Space</td>
</tr>
<tr>
<td>5</td>
<td>On-Campus Event Notification</td>
</tr>
<tr>
<td>6</td>
<td>Schedule &amp; have meeting w. AD GPHE</td>
</tr>
<tr>
<td>7</td>
<td>Once approved by AD GPHE, Register Event on BearSync.</td>
</tr>
</tbody>
</table>

**Step 1: Timeline**
- Start planning your event based on the required timing:
  a. Events with Alcohol
    i. BearSync request due one month before the event. Please start the process even earlier to ensure steps 1-6 are complete
  b. Events without Alcohol
    i. BearSync request due 2 weeks before the event. Please start the process even earlier to ensure steps 1-6 are complete.

**Step 2: Review Budget**
- Do you know how much to estimate for each aspect of your event?
b. If you are unsure, meet with the AD GPHE in the SAO (Stephen Robert ‘62 Campus Center) for help estimating the costs for your event.

c. For an off-campus event with alcohol, please utilize the Off-Campus Social Event Budget Worksheet.

Step 3: Select Date
a. Do your dates conflict with a major University event such as Family Weekend or Commencement, for example? Did you check the Academic Calendar?
   i. List of Annual University Events
   ii. University Events Calendar
   iii. Academic Calendar

STEP 4: Choose a Location for the Event
a. On-Campus
   i. In an Organization House:
      1. Events can only be held in the 1st floor lounge/libraries in Wriston and in designated lounges in houses not on Wriston (for more information on where you can hold events in your house, please contact the AD GPHE).
      2. Events CAN NOT be held in basement spaces of any house.
      3. Events in an organizations’ spaces can not have alcohol
   ii. Designated Spaces on Campus:
      1. Check space availability to see if the date you have chosen for your event is possible. Reserve classrooms, meeting rooms and green spaces using the University Scheduling Office’s online request form.
      2. If you are unsure what space will meet your needs, review the Scheduling Office’s online space directory or contact the Scheduling Office for advice and suggestions.

b. Off-Campus
   i. Choose an off-campus location, which has been approved by the AD GPHE. This might be for a new member event (golfing, movies, etc.) or a retreat for your organization.

   c. *Keep accessibility issues in mind. Please utilize the SEAS Events Logo found on that page.

STEP 5: Event Notification (events with alcohol only)
a. On-Campus Event Notification
b. Off-Campus Event Notification

STEP 6: Schedule & have meeting with AD GPHE (events with alcohol only)
a. https://meganfoxri.youcanbook.me/ - click to book meeting with AD GPHE

STEP 7: Register Event on Bear Sync
a. Event with alcohol on & off campus (you must get approval to start this process)
   i. At least 3 weeks before the event Bear Sync request should be completed
b. Event without alcohol on & off campus (start this process as soon as possible)
i. At least 2 weeks before the event Bear Sync request should be completed.

ii. Please note some offices require more time for notice (facilities management, dining, etc.) so plan accordingly

**Final Steps:**
Once your event is registered on Bear Sync, the AD GPHE will contact you regarding any outstanding items or questions. Please make sure to follow the Bear Sync process thoroughly for a quick approval. Do not hesitate to reach out to the AD GPHE with any questions.

**What happens if you don’t register your event?**
On-campus and third party vendor events are required to be registered for safety and liability reasons. Failure to follow these procedures may result in a temporary suspension of organizational privileges (including, but not limited to: social privileges, recruitment, initiation, and loss of social spaces) pending an investigation by The Office of Student Conduct and Community Standards which may result in an organizational hearing or board hearing. More information on these processes can be found on the [Student Conduct website](#).

**Other policies:**
- The AD GPHE reserves the right to not approve parties
- Other restrictions may be put in place for large scale events such as Spring Weekend, etc., at the discretion of the AD GPHE and the SAO.

**H. COMMUNITY SERVICE**

One of the pillars for Greek Organizations and Program Houses at Brown University is philanthropy and service. **There are two required service events a year.** One has to be service and the other may be a service/fundraising event.

1. These events can either be single, large-scale events or smaller events involving a number of members and consistent participation.

2. One event may involve multiple houses as long as there is demonstration that the house had active participation in the event; one event must involve only one program house.

3. Proof of the depth or breadth of community activism must be provided to the AD GPHE utilizing the [Community Service and Philanthropy form](#).

4. It must be clear that the community service was carried out by House members on behalf of the House, initiated by the House and its leadership, and that there was substantial participation by House members.

**I. FINANCES**

1. **Financial Account in SAO**
   a. Any violations of the regulations that follow can result in your organization’s account being frozen, making your funds inaccessible.
   b. All GPH organizations are required to have an account through SAO for on-campus transactions including but no limited to dining services, facilities requests, etc.
i. Inter/National GPH Organizations:
   1. In addition to a financial account through the Student Activities
      Office, GPH inter/national organizations are permitted to have an
      outside bank account if it is monitored and audited by an
      inter/national organization volunteer or staff member.
   2. Each organization must share with the AD GPHE the volunteer or
      staff member contact name, email, and cell phone number at the
      beginning of each academic year or immediately following a
      change in oversight.
   3. Any other outside accounts or cash boxes are not permitted.
   4. Organizations found in violation of this policy will be referred to the
      Office of Student Conduct and Community Standards.

ii. Local GPH Organizations:
   1. Any other outside accounts or cash boxes are not permitted.
   2. Organizations found in violation of this policy will be referred to the
      Office of Student Conduct and Community Standards.

   c. The SAO manages financial accounts and transactions for student organizations.
   d. All UCS Category III groups automatically get accounts with the SAO. Any other
      group or organization may request an account by completing an application
      and submitting it to Diane Chouinard, Manager of Student Activities
      Finances. Please find financial policies through SAO here.
   e. Each group with an account is required to have one person serve as financial
      signatory. In agreeing to be a financial signatory, individuals are affirming that
      they are willing to hold their organizations to University financial policies and
      procedures, including those that follow. Also be mindful that there are restrictions
      on some items. Financial signatories are required to ensure that their
      organization does not spend or exceed the amount allocated within their
      organization’s account. IT IS CRITICAL THAT FINANCIAL SIGNATORIES KEEP
      UP ON THEIR ORGANIZATION’S BUDGET (by line item, if applicable). SAO
      financial account balances are available via BearSync to assist signatories in
      managing and reviewing transactions and budgets.
   f. Financial signatories are expected to review the following with their organization
      members:
      i. Expenses incurred by your organization should be reasonable and
         necessary in nature to support the mission of your group. Funds shall not
         be used for purposes that are personal in nature. Student group members
         MUST understand that they are personally liable to any vendor, on or off
         campus, for any expense incurred without approval.
      ii. No one can complete a financial transaction except the 2 signatories.
      iii. The amount of time it takes to conduct various financial transactions
         varies - plan accordingly.
   g. All accounts open the first day of classes and close the last day of classes in
      each semester. Hours for conducting financial transactions in the SAO are 9 AM
      to 5 PM, Monday-Friday. All financial transactions of the organization must be
      conducted through the SAO or other University departments. No separate bank
      account may be maintained. The only exception will be for Inter/National GPH
      Organizations. They may have an outside account monitored by executive office
staff and organization advisors. An account on campus will still be used for expenses through Brown (example - Dining Services).

2. **Budget for Academic Year**
   a. Before each academic year, the organization treasurer is required to share with the AD GPHE the budget for their organization. This should include all money collected from active and new members for dues and all expenses for the organization.
   b. If the group needs a template, reach out to the AD GPHE for guidance and an example.

J. **FELLOWSHIP**

Greek Organizations and Program Houses are expected to maintain positive relationships with the independents residing in their residence halls.

1. These independents should be treated with the respect due to all residents of University residence halls.
2. Organizations shall designate either the President or Vice President as an Independent Liaison.
   1. This person is required to personally introduce themselves to each independent in their dorm and provide their name and room number to the residents.
   2. If a change in leadership occurs second semester of the academic year, a new Independent Liaison must be named and introductions must be repeated. This person must work in conjunction with the residence hall’s Community Assistant to ensure that independents’ issues are addressed. Upon receipt of a complaint, this person must openly address the complaint to the leadership of the house. This can occur either in a meeting of the leadership of the house or a general body meeting.
IX. HOUSING POLICIES

OVERVIEW
This section serves to clarify Greek & Program House (GPH) Policies in University owned residence hall spaces in relation to GPH organizations, Office of Residential Life (ORL), and the School of Professional Studies (SPS) regarding who is responsible for furnishings, renovations, storage, cleaning, maintenance, etc. of residence hall spaces. If there are any questions, contact the AD GPHE in the Student Activities Office (SAO).

Every organization is responsible for the upkeep of its space which is inspected on a routine basis. If a space is not being maintained properly, a house will be informed and given a certain amount of time to rectify the problem. If the problem is not rectified, the AD GPHE or ORL will correct the issues at cost to the house. The organization may also lose a space as a result of non-compliance or safety concerns. The Office of Student Conduct and Community Standards or the SAO may impose sanctions in regards to violations.

IX.I SOCIAL SPACES

Social Spaces - Lounge, Library, Kitchen, and Basement storage and social rooms

In the same manner as with all residence halls, the University shall be responsible for maintaining the physical structure of the building in which a Greek or Program House resides. It is highly recommended that groups purchase an insurance policy to cover any items belonging to the group in the social spaces.

A. STANDARD CONDITION*

<table>
<thead>
<tr>
<th>Room</th>
<th>Responsible for Standard Condition - Residential Life / Facilities Management</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lounge</td>
<td>• Paint - gray trim with lighter gray walls</td>
</tr>
<tr>
<td></td>
<td>• University Furniture - AD GPHE maintains an inventory of what University furniture is in each space</td>
</tr>
<tr>
<td>Library</td>
<td>• Paint - white walls &amp; white trim</td>
</tr>
<tr>
<td></td>
<td>• University Furniture - AD GPHE maintains an inventory of what University furniture is in each space</td>
</tr>
<tr>
<td>Kitchen (basement)</td>
<td>• Paint - white walls &amp; white trim</td>
</tr>
<tr>
<td>Basement storage rooms</td>
<td>• University Furniture - AD GPHE maintains an inventory of what University furniture is in each space</td>
</tr>
<tr>
<td>Basement social rooms</td>
<td>• Paint - white walls &amp; white trim</td>
</tr>
<tr>
<td></td>
<td>• No University furniture will be provided for these spaces</td>
</tr>
<tr>
<td>Patio</td>
<td>• No University furniture will be provided for these spaces</td>
</tr>
</tbody>
</table>

*Some standard conditions may vary if a space has wood paneling, was updated in the past before this policy was created in 2019, etc.
B. USAGE

GPH organizations may determine the function of assigned spaces in consultation with the AD GPHE and furnish them appropriately, subject to applicable government and University laws and regulations.

<table>
<thead>
<tr>
<th>Room</th>
<th>GPH Organization</th>
<th>SPS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lounge</td>
<td>Start of Early Arrivals (August) through last day of exams (May)</td>
<td>Day after commencement (May) through Start of Early Arrivals (August). Any damages during this time will be paid by SPS.</td>
</tr>
<tr>
<td>Library</td>
<td>Start of Early Arrivals (August) through last day of exams (May)</td>
<td>Do not use or access over the summer</td>
</tr>
<tr>
<td>Kitchen (basement)</td>
<td>Start of Early Arrivals (August) through last day of exams (May)</td>
<td>Do not use or access over the summer</td>
</tr>
<tr>
<td>Basement storage rooms</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Basement social rooms</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**COMMENCEMENT**

Lounges/libraries, kitchens, and basement spaces should not be used during senior week and during commencement weekend by undergraduate students, including graduating seniors, and alumni.

**SUMMER MONTHS:**

- When a GPH group is not occupying a social room space (during the summer), they are required to store all organization items in an appropriate storage room as determined by the AD GPHE or at their own cost off-site.
- Social spaces must be set up and furnished with University furnishings by the GPH group in preparation for the summer months.
- Personal items may never be stored in GPH social spaces or common spaces. It is the responsibility of each member/resident to remove all items and store off-site. If personal items are discovered, the University has the right to remove and dispose of these items.
- The AD GPHE will inspect social rooms before exams are completed (date and time to be arranged with GPH leadership and AD GPHE).
- If the spaces are not prepped and set up properly before the inspection date, the group may be charged to prep and set up the room and may lose usage of the space.
C. CLEANING

<table>
<thead>
<tr>
<th>Room</th>
<th>Academic Year</th>
<th>Summer Months</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lounge</td>
<td>Custodial Services will clean these spaces on a regular basis</td>
<td></td>
</tr>
<tr>
<td>Library</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Kitchen (basement)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Basement storage rooms</td>
<td>GPH groups are responsible for cleaning and maintaining these spaces</td>
<td>Not accessed during the summer months</td>
</tr>
<tr>
<td>Basement social rooms</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

D. RENOVATIONS

GPH organizations have the right to propose, and in some cases to implement, changes to their social spaces in order to further their individual mission or purpose. Such changes may only be implemented after obtaining permission from the AD GPHE and the ORL.

1. LOUNGE / LIBRARY / KITCHEN

<table>
<thead>
<tr>
<th>Room</th>
<th>GPH Organization</th>
<th>Residential Life/Facilities Management</th>
</tr>
</thead>
<tbody>
<tr>
<td>Painting</td>
<td>Any changes to colors will be paid by GPH group and the work will be</td>
<td>Will provide standard colors in good condition.</td>
</tr>
</tbody>
</table>
### Lighting

Any changes to lighting will be paid by GPH group and the work will be completed by Facilities.

Will provide standard lighting.

### Furnishings

The group may purchase their own furnishings. Group owned items must be removed during the summer months & replaced with University provided items by the GPH group.

Will provide University furniture. If group does not use the items during academic year, they must be stored in a basement space. Items must be returned to spaces for the summer months by the GPH group.

### Damages

Any damages caused by the group and/or members/guests will be billed to the individual organization.

Any damages not caused by the group and/or members/guests will be paid by ORL.

---

### 2. BASEMENT STORAGE ROOMS & BASEMENT SOCIAL SPACES

<table>
<thead>
<tr>
<th>Room</th>
<th>GPH Organization</th>
<th>Residential Life/Facilities Management</th>
</tr>
</thead>
<tbody>
<tr>
<td>Painting</td>
<td>May propose changes to the paint and if approved, may do the work themselves.</td>
<td>Will provide standard condition colors.</td>
</tr>
<tr>
<td>Lighting</td>
<td>Lighting may not be changed in these spaces.</td>
<td>Will provide standard lighting.</td>
</tr>
<tr>
<td>Furnishings</td>
<td>The group may purchase their own furnishings for these spaces.</td>
<td>ORL will not provide furnishings for these spaces.</td>
</tr>
<tr>
<td>Damages</td>
<td>Any damages caused by the group and/or members/guests will be billed to the individual organization.</td>
<td>Any damages not caused by the group and/or members/guests will be paid by ORL.</td>
</tr>
</tbody>
</table>

---

### E. EXTERIOR OF BUILDING

<table>
<thead>
<tr>
<th>Room</th>
<th>GPH Organization</th>
<th>Residential Life/Facilities Management</th>
</tr>
</thead>
<tbody>
<tr>
<td>Painting</td>
<td>A group may not paint nor alter the exterior of the building. If a group wants their letters above their main entrance door, they must discuss with the AD GPHE.</td>
<td>Will provide an organization’s name painted on the building above the main entrance door as a one-time offering.</td>
</tr>
<tr>
<td>Furnishings</td>
<td>A group may purchase their own furnishings and must store items during the summer months.</td>
<td>No University furniture will be provided or should be used outside of the approved rooms in the building.</td>
</tr>
<tr>
<td>---</td>
<td>---</td>
<td>---</td>
</tr>
<tr>
<td>Damages</td>
<td>Any damages determined to be caused by the group and/or members/guests will be billed to the individual organization.</td>
<td>Any damages determined to not be caused by the group and/or members/guests will not be the financial responsibility of the group.</td>
</tr>
</tbody>
</table>

### F. SOCIAL SPACE KEYS

Each GPH organization is allotted certain common area spaces for use only by that organization during the academic year. These spaces are on a “house key”. House leadership is responsible for distributing house keys to members each year. Additional house keys may be ordered through AD GPHE. The cost is $10/key.

Please complete a [key request form](#) here.

<table>
<thead>
<tr>
<th>Room</th>
<th>GPH Organization</th>
<th>Residential Life</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lounge</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Library</td>
<td>All lock changes which are organizational requests due to lost keys are paid for by the GPH group.</td>
<td>All lock changes after an organization has been removed or derecognized will be paid by the organization. If a group goes inactive, ORL will pay for the lock changes.</td>
</tr>
<tr>
<td>Kitchen (basement)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Basement storage rooms</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Basement social rooms</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### G. WHEN A GROUP VACATES THEIR SPACE

If an organization becomes inactive, derecognized, or otherwise is no longer in their allotted space, they must return all rooms, exterior, and hallways to the standard colors and condition as described in Section I. The cost to repaint hallways, lounges, libraries, etc. must be paid by the group. Facilities at Brown will complete all of the work, and the organization will be billed through their SAO account. If the organization does not have enough funds in their student organization account to cover the damages, renovations, etc. each individual student member will be billed through student damage billing.
IX.II COMMON SPACES

Common Spaces - Foyer, Basement Hallway, Staircases and Stairwells

A. STANDARD CONDITION

<table>
<thead>
<tr>
<th>Room</th>
<th>Residential Life</th>
</tr>
</thead>
<tbody>
<tr>
<td>Foyer</td>
<td>Paint - gray trim with lighter gray walls</td>
</tr>
<tr>
<td>Staircases &amp; Stairwells</td>
<td>Paint - white walls and white trim</td>
</tr>
<tr>
<td>Basement Hallway</td>
<td></td>
</tr>
</tbody>
</table>

B. USAGE

<table>
<thead>
<tr>
<th>Room</th>
<th>GPH Organization</th>
<th>SPS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Foyer</td>
<td>1st day of classes (fall semester) through last day of exams (May)</td>
<td>Day after commencement (May) through Start of Early Arrivals (August)</td>
</tr>
<tr>
<td>Staircases &amp; Stairwells</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Basement Hallway</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

COMMENCEMENT - the foyer, staircases, stairwells, and basement hallways will be accessed by guests during senior week and during commencement weekend.

C. CLEANING

<table>
<thead>
<tr>
<th>Room</th>
<th>Academic Year</th>
<th>Summer Months</th>
</tr>
</thead>
<tbody>
<tr>
<td>Foyer</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Staircases &amp; Stairwells</td>
<td>Custodial will clean these spaces on a regular basis</td>
<td></td>
</tr>
<tr>
<td>Basement Hallway</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

D. RENOVATIONS*

<table>
<thead>
<tr>
<th>Room</th>
<th>GPH Organization</th>
<th>Residential Life</th>
</tr>
</thead>
<tbody>
<tr>
<td>Painting</td>
<td>Any murals must be presented by the</td>
<td>Will provide standard colors in good</td>
</tr>
</tbody>
</table>
**IX.III RESIDENT ROOMS / SUITES**

The AD GPHE in the SAO and the ORL will assist each GPH organization in fulfilling their obligations. All GPH organizations should keep in mind that their housing is contingent on maintaining good standing with the SAO and Student Conduct and Community Standards. The space allocated to each GPH organization depends on overall enrollment of the University, the number of groups in the applicant pool, and the availability of space within the residential inventory. **Final decisions are at the discretion of the AD GPHE in conjunction with ORL.**

**A. IN-HOUSE MEMBERSHIP REQUIREMENTS**

1. Resident membership in residential organizations is available only to students having a semester standing greater than or equal to two (2).
2. Students who resign their membership or who are asked to leave a residential organization may be moved to new housing by the ORL at the organization’s discretion and based on availability.
3. Residential Organizations are required to maintain a minimum of 15 active members.
   a. Minimally, 15 members must live in the house each year. Organizations may discuss an exemption with the AD GPHE.
   b. If the organizations falls below, it will be required to create a plan to increase membership over 6 months. If the minimum 15 is not met after 6 months, the organization will have 1 additional semester to reach the minimum.
   c. During this semester the organization will work directly with AD GPHE weekly (or as otherwise established by the AD GPHE) on its plan.
   d. If at the end of the semester the organization has not met the 15 member minimum, it will be subject to termination of housing.
4. Residential Organizations must have a minimum of 5 returning members living in house members at all times. If a student joins during the spring semester, they are not a “returning member” for the following fall semester.
B. ALLOTMENT

1. The allotment process for GPH organizations is the means by which the AD GPHE assigns specific residence hall rooms to each organization. At the start of each spring semester, every GPH residential group will work with the AD GPHE to determine the house allotment for the following academic year. The allotment is based on the number of new members intending to live in-house and the number of returning members intending to return in house. During this process, it is extremely important that no deadlines are missed. The AD GPHE will work with each house, but we cannot be helpful if a deadline passes.

2. Proposed housing allotment and retraction plan - finalized within a week after the pre-lottery processes are complete, and these are the spaces that your organization will have to offer its in-house membership for the following fall. This allotment may decrease depending upon final numbers, but there is no way to increase the number of spaces after it has been finalized.

3. Allotments for GPH residential groups are designed to keep membership in close proximity. If your organization shares a residence hall with independent students, maintaining a strong independent community is also considered during the allotment process.

4. The AD GPHE will not assign independent students to vacancies within a Greek or Program House allotment. Please refer to the vacancies section for guidelines on filling vacancies or to the retraction section if the house is not able to fill the vacancy.

5. The AD GPHE and ORL reserve the right to change the allocation of rooms if membership changes after the initial determination. In such instances, the AD GPHE will notify the GPH residential group leadership as soon as possible after the change is made and will consult the GPH residential group leadership in terms of which resident will be required to change rooms.

6. GPH residential groups should be filling their allotted spaces with members only. Independents should not be filling allotments. GPH spaces are allotted to create community among membership. Any exemptions must be approved by the AD GPHE.

C. ROOM ASSIGNMENTS

1. Residential GPH organizations shall have the right to make their own room assignments and changes within their houses based on the number of members.
   a. This allocation must be processed through the appropriate protocols established by the AD GPHE & ORL.
   b. The allocation of rooms (amount and location) shall be determined by the AD GPHE & ORL.

D. RETRACTION

1. Retraction is the process by which a GPH residential group will draw back from its allotment if in-house membership decreases. All GPH residential groups are required to maintain themselves at the full capacity of their allotment. If this is not possible, the house must retract the appropriate amount of space in accordance with the retraction plan.
   a. The appointed housing coordinator or president for the organization will be responsible for relaying information regarding retraction and assignment changes to your membership. The AD GPHE will contact the housing coordinator or
president who will then need to make sure that they contact any affected students. If a student contacts the AD GPHE directly, they will be asked to work directly with the housing coordinator for their organization.

b. Retraction will be used if in-house membership decreases and the house does not have anyone that they can pull into the space. Any decrease in in-house membership that cannot be filled will be followed by retracting the appropriate space(s). All double rooms in each house must remain at capacity. If a house loses membership from a double room, they must either pull someone into the vacancy or shift around assignment to retract a single.

E. VACANCIES
1. Any vacancies in house will be communicated to the housing coordinator or president by the AD GPHE. The housing coordinator or president will then be responsible for finding a student to fill the vacancy or organizing the next step on the retraction plan.
2. The timeline for finding a student to fill the vacancy is dependent upon the time of year:
   a. **After Assignments in April through end of June**: the house will have five business days to find a student to pull into the vacancy. After that time if the house does not have anyone to fill the vacancy, the AD GPHE will send out notification as to what space will be retracted. At this point, the housing coordinator or president will organize the retraction and contact any student affected by the changes.
   b. **Start of July through three business days before early arrival begins**: the house will have 24 hours to find a student to pull into the space. After that time if the house does not have anyone to fill the vacancy, the AD GPHE will follow the next step of the retraction plan automatically moving the student from the next space to be retracted into the vacancy. The housing coordinator or president will be notified of this change and will be asked to respond within twenty four hours if they would like to arrange their membership assignments differently.
   c. **First Day of Early Arrivals through December or during the spring semester** - the house will have two business days to find a student to fill the space. After that time, if the house does not have anyone to fill the vacancy, the housing coordinator or president will need to follow the next step on the retraction plan and communicate any moves that need to take place to complete retraction. Students will have three days to complete their relocation.
   d. **Mid-Year Vacancies (over winter break)** - the house will follow the midyear change process. Keeping in mind that any student who is being pulled in from elsewhere on campus or who will be changing rooms within house will need to pack and store their belongings before winter break.

F. ROOM CHANGES
1. Member of Group - Remain in Allotment
   a. The student who would like to move must work with the housing coordinator or president for the organization. The housing coordinator or president will then work with the AD GPHE so that the changes are appropriately recorded through official channels.
   b. **Room Change Form**
2. Member of Group - Outside of House Change
a. The student should follow the standard room change process and start with ORL.

b. If this student is offered a space and accepts the offer, the AD GPHE will then contact the housing coordinator as the vacancy created within the house’s allotment will need to be filled, or the house can follow the retraction plan.

3. If a member of your organization is being asked to change rooms to a location outside of the house’s allotment by house leadership, leadership needs to contact the AD GPHE before making any requests of the student.

G. MID-YEAR CHANGES
1. During the month of November, the current housing coordinator of each house will be contacted to review the mid-year change process.

2. This process tracks who will be leaving at the end of the fall semester and who will return at the start of the spring semester.

3. Each house can fill spaces within its own allotment with students who are returning to Brown in the spring semester or with students who currently live elsewhere (on- or off-campus).

4. If a house cannot fill the vacancies that outgoing membership has created, they will need to work with AD GPHE to identify the room(s) to be retracted.

5. Students who are changing rooms within house due to retraction or who are being pulled in from elsewhere on campus will be required to pack and store their belongings before leaving for winter break.

H. REQUESTING NON-RESIDENT ACCESS
1. At the start of each semester, the housing coordinator or president for a GPH organization may request card access for out-of-house members. Requests will only be approved for active students who are included on the organization’s membership lists, which are provided to AD GPHE each semester.

2. A form will be provided to the house to request access, and card access will be granted once a semester. Associated deadlines will be communicated to house leaders.

3. Card access will not be granted to students who are currently inactive with the University.

4. Members must have completed the necessary educational modules for full swipe access (online hazing module & BWell presentations or online modules).
X. CONDUCT

All Greek Organizations & Program Houses and their membership follow the Brown Code of Student Conduct listed on the website for the Office of Student Conduct and Community Standards. All Brown students are responsible for reading and following the the Code of Student Conduct. Student Organizations also have a process which is followed and may be found in the code.

If an organization is under investigation, notice, or has a status change with their inter/national organization, the group must notify the AD GPHE. Notification must be received within 48 hours of receipt from the chapter’s president, advisor, or executive leadership. It is important both the inter/national organization and the GPHE office are on the same page through an investigation or status change.

XI. TERMINATION OF AN ORGANIZATION

An organization may be terminated for a number of different reasons including but not limited to: failure to maintain the organization, organizational conduct, violation of Brown University policies, violation of Greek and Program House Handbook and Policies, SAO Policies, or violation of the inter/national organization’s policies.

Termination may occur by the following means:

1. Student Conduct Board through the Office of Student Conduct and Community Standards (Please view the most up-to-date Code for the most accurate information)
   a. If an organization is alleged to have violated a Brown policy, the information is forwarded to the Office of Student Conduct and Community Standards. The Office of Student Conduct and Community Standards determines if the organization will go through a disciplinary process either with a dean or administrator or with the Student Conduct Board. Termination of an organization is a possible sanction through the Office of Student Conduct and Community Standards at the conclusion of a board hearing.

2. Recommendation through Greek Council, the Panhellenic Council, or the Program House Group to the AD GPHE.
   a. If it is determined through any council (in accordance with the specific constitution and by-laws) that an organization has not been upholding the values of the Council’s policies, the Council is able to recommend to the AD GPHE that an organization lose recognition. The recommendation, with justification, is provided in writing to the AD GPHE, who will review the recommendation.

3. Loss of recognition through a inter/national organization
   a. If a inter/national organization terminates a chapter on Brown’s campus, the organization will no longer be recognized.

4. Failure to remain in good standing through the Student Activities Office and / or failure to complete the minimum annual requirements.
Should there be concerns about individual or community safety, ability to manage risk, or concerns about event management, a student organization, greek letter organization, or program house may temporarily or permanently lose social privileges, housing, and/or be de-recognized at the discretion of the Director of the Stephen Robert '62 Campus Center and Student Activities or designee.

A. **Derecognized Greek Organizations**  
(Previously Recognized by Brown)

From the Brown Code of Student Conduct:

**Participation in Derecognized Student Groups.** It is a violation of University policy for students to knowingly affiliate with groups, teams, or organizations that have had their University recognition suspended or permanently revoked by the University. The definition of affiliation includes joining, rushing, pledging or being involved in any activity that would normally be associated with being a member of such organization. This applies to organizations that were created by members of a derecognized organization in an attempt to continue its presence on campus.

If a student is an initiated member of a Greek organization which is derecognized from the University, they may not join another Greek organization at the University. Students who are new members and not initiated when the group is derecognized may be eligible to join another Greek organization. This will be determined when the organization is derecognized.

<table>
<thead>
<tr>
<th>Local or National Council</th>
<th>Organization</th>
<th>Chapter</th>
<th>Established at Brown</th>
<th>Inactive</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Sigma Lambda Upsilon Sorority, Inc.</td>
<td></td>
<td>1991</td>
<td>2004</td>
</tr>
<tr>
<td><strong>National Pan-Hellenic Council (NPHC)</strong></td>
<td>Alpha Kappa Alpha Sorority, Inc.</td>
<td>Iota Alpha</td>
<td>May 18, 1974</td>
<td>2012</td>
</tr>
<tr>
<td></td>
<td>Omega Psi Phi Fraternity, Inc.</td>
<td>Theta Epsilon</td>
<td>June 1947</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Phi Beta Sigma Fraternity, Inc.</td>
<td>Iota Upsilon</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Sigma Gamma Rho Sorority, Inc.</td>
<td>Mu Kappa</td>
<td>1991</td>
<td></td>
</tr>
<tr>
<td><strong>National Panhellenic Conference (NPC)</strong></td>
<td>Sigma Kappa</td>
<td>Kappa</td>
<td>1908</td>
<td>1911</td>
</tr>
</tbody>
</table>
### North American Interfraternity Conference (NIC)

<table>
<thead>
<tr>
<th>Fraternity</th>
<th>Chapter</th>
<th>Founded</th>
<th>Dissolved</th>
</tr>
</thead>
<tbody>
<tr>
<td>Alpha Tau Omega</td>
<td>Gamma Delta</td>
<td>1894</td>
<td>1940</td>
</tr>
<tr>
<td>Beta Theta Pi</td>
<td>Kappa</td>
<td>1847</td>
<td>1971</td>
</tr>
<tr>
<td>Delta Kappa Epsilon</td>
<td>Upsilon</td>
<td>1850</td>
<td>1964</td>
</tr>
<tr>
<td>Delta Upsilon</td>
<td></td>
<td>1960</td>
<td>1991</td>
</tr>
<tr>
<td>Lambda Chi Alpha</td>
<td>Iota Zeta</td>
<td>1912</td>
<td>1970</td>
</tr>
<tr>
<td>Phi Gamma Delta</td>
<td>Pi Rho</td>
<td>1902</td>
<td>1968</td>
</tr>
<tr>
<td>Phi Kappa Psi</td>
<td>RI Alpha</td>
<td>1902</td>
<td>2015</td>
</tr>
<tr>
<td>Phi Sigma Kappa</td>
<td>Phi</td>
<td>1906</td>
<td>1939</td>
</tr>
<tr>
<td>Psi Upsilon</td>
<td>Sigma</td>
<td>1840</td>
<td>1964, 1993</td>
</tr>
<tr>
<td>Sigma Chi</td>
<td>Beta Nu</td>
<td></td>
<td>2019</td>
</tr>
<tr>
<td>Sigma Nu</td>
<td>Delta Lambda</td>
<td>1912</td>
<td>1964</td>
</tr>
<tr>
<td>Sigma Phi Epsilon</td>
<td>RI Alpha</td>
<td>1912</td>
<td>1919</td>
</tr>
</tbody>
</table>

### B. Derecognized Program Houses  
(Previously Recognized by Brown)

<table>
<thead>
<tr>
<th>Type, Location</th>
<th>House</th>
<th>Closed</th>
<th>May Apply To Return</th>
</tr>
</thead>
<tbody>
<tr>
<td>Local, Residential</td>
<td>International House</td>
<td>December 2018</td>
<td>Fall 2020</td>
</tr>
</tbody>
</table>

### C. Previously Recognized Program Houses  
(Previously Recognized by Brown)

<table>
<thead>
<tr>
<th>Type, Location</th>
<th>House</th>
<th>Closed Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Local, Residential</td>
<td>Social Action</td>
<td>Spring 2019</td>
</tr>
<tr>
<td>Local, Residential</td>
<td>Art House</td>
<td></td>
</tr>
</tbody>
</table>
XII. REACTIVATION OF A BROWN GREEK ORGANIZATION OR PROGRAM HOUSE

Inactive organizations are those who have previously been recognized at Brown University, permitting them to operate on Brown’s campus but have not had current student membership in the recent past. For an inactive organization to regain privileges to operate on campus, efforts must be made to ensure the chapter is ready to re-activate and that the University is prepared to provide the appropriate advising and resources necessary for their success. For both residential and non-residential organizations, they must seek the approval of the SAO. They may do so through working with the AD GPHE.

A. Steps for Reactivation

1. Meet with the AD GPHE to discuss the group’s intentions. The AD GPHE will review the petition including a review of whether the organization is in good standing with the University. The organization must acquire the approval of the SAO to proceed with recruitment on campus.

2. If the organization was suspended from recognition due to disciplinary action, the terms of the disciplinary outcome must be satisfied and the chapter must be able to demonstrate that changes have been implemented to ensure that the issues that occurred have been resolved fully.

3. If part of an inter/national organization, the students must acquire approval from executive office to move forward with the process. Please provide copies of all documents sent to the executive office to the SAO.

4. The organization seeking re-activation must submit proposed organization bylaws, policies and procedures, leadership structure, a list of officers (include University/College affiliation), contact information for regional and local advisors, as well as projects and goals for the immediate future to the SAO for review.

5. Upon University approval for reactivation, the organization must have financial good standing with the respective Council by paying council dues within one month of the reactivation date.
XIII. HAZING PREVENTION

Hazing is not only against University policy but it is a violation of Rhode Island State Law. For the most up to date Brown University hazing policy, visit the Office of Student Conduct and Community Standards website.

Rhode Island State Law (11-21-1 Hazing)
Penalty for hazing:
(a) Any organizer of, or participant in, an activity constituting hazing as defined in subsection (b), shall be guilty of a misdemeanor and, upon conviction, shall be fined not more than five hundred dollars ($500) or punished by imprisonment for not less than thirty (30) days nor more than one year, or both.
(b) The term "hazing," as used in this chapter, shall mean any conduct or method of initiation into any student organization, whether on public or private property, which willfully or recklessly endangers the physical or mental health of any student or other person. Such conduct shall include, but not be limited to, whipping, beating, branding, forced calisthenics, exposure to the weather, forced consumption of any food, liquor, beverage, drug, or other substance, or any brutal treatment or forced physical activity which is likely to adversely affect the physical health or safety of the student or any other person, or which subjects the student or other to extreme mental stress, including extended deprivation of sleep or rest or extended isolation.

Hazing will not be tolerated. Any violation of the State of Rhode Island law regarding hazing is a criminal offense and may be subject to arrest and prosecution any student(s) involved with the alleged hazing. The University may also exercise disciplinary jurisdiction over such offenses. In the event of University disciplinary action, individual students and/or student organizations may be subject to action. Hazing, as defined by the State of Rhode Island law, shall mean any conduct or method of initiation into any student organization, whether on public or private property, which willfully or recklessly endangers the physical or mental health of any student or other person. Such conduct shall include, but not be limited to, whipping, beating, branding, forced calisthenics, exposure to the weather, forced consumption of any food, liquor, beverage, drug, or other substance, or any brutal treatment or forced physical activity which is likely to adversely affect the physical health or safety of the student or any other person, or which subjects the student or other to extreme mental stress, including extended deprivation of sleep or rest or extended isolation.