



UT ARLINGTON
GREEK LIFE
DIVISION OF STUDENT AFFAIRS

Chapter Expectations, Awards, and Standards Review (C.E.A.S.R)

Purpose Statement

The purpose of C.E.A.S.R. is to improve the overall quality of the UT Arlington Greek Life Community and the experiences of its members by establishing a comprehensive set of minimum chapter standards that the Greek Community, the Department of Greek Life and University Events, and the University expect each recognized chapter to maintain. Those chapters excelling in specific areas are rewarded, while those chapters falling short will be placed in an evaluation/review period and provided with recommendations, tools, and support facilitated by the Office of Greek Life to achieve the minimum requirements. This model seeks to provide chapters with continuous feedback and recommendations on how a chapter can enhance their members' experience.

All Greek organizations are required to complete the application packet by responding to each stated standard, and providing information about how the chapter approaches, meets or exceeds those standards.

Chapters must review/complete Relationship Statement Checklist and achieve standards in the following 6 categories of standards for awards:

Scholarship & Academics (6)

Recruitment & Retention (5)

Community Service & Philanthropy (5)

Leadership (8)

Campus Involvement (9)

Brotherhood & Sisterhood (7)

YEAR 2011 (Spring '11, Summer '11 & Fall '11)

Chapters should update the Office of Greek Life using the C.E.A.S.R. UPDATE FORM.
All forms and supporting evidence due once a semester on May 5th and December 5th.

GENERAL POLICIES

Chapter expectations are University requirements all chapters (i.e. as recognized student organizations and groups with housing on the UT Arlington campus) must complete. Failure to complete chapter expectations may result in an inactive status and/or immediate loss of recognition from the University. The standards communicated in this document assist the UT Arlington Greek Community in determining chapters in good standing with the University and chapters to receive Office of Greek Life awards.

It is **REQUIRED FOR ALL GREEK LIFE ORGANIZATIONS** to complete the *Relationship Statement Checklist* and complete at least 80% of the standards (i.e. 32 of 40 standards with at least half or more standards completed in each of the six areas) included in this document. The standards are in the following 6 areas: Scholarship & Academics (6); Leadership (8); Recruitment & Retention (5); Campus Involvement (9); Community Service & Philanthropy (5); and, Brotherhood & Sisterhood (7). Chapters must accomplish at least half or more standards completed in each of the six areas. Failure to complete 80% of the standards (i.e. 32 of 40 standards with at least half or more standards completed in each of the six areas) may result in the chapter's immediate loss of recognition by UT Arlington Greek Life. With this please be aware of the following rule that can be found in the Student Organizations Handbook:

- All single-sex organizations/fraternities and sororities as recognized by Title IX criteria, and formed and operating not for professional or honorary purposes, must be a member of one of the four governing councils (IFC, MGC, NPHC, or PHC) and the UTA Greek Life Office to remain an active and registered UTA student organization.
- If an organization loses recognition by either entity (the corresponding governing council or the UTA Greek Life Office) for any reason, the organization will become inactive for the time period as determined by Greek Life and/or the governing council. Inactive organizations will not be allowed any privileges awarded to active student organizations provided by UTA. Once the specified time period has passed, an organization shall petition Greek Life and the appropriate governing council for re-admission and recognition provided university requirements are met through the Student Governance and Organizations Office.
- In the event an organization petitions Greek Life and the appropriate council and is denied admission or recognition, the organization may appeal the decision in writing within five class days to the Vice President for Student Affairs or his/her designee. The Vice President for Student Affairs will have the final decision on the organization's admission or recognition and registration.

Any loss of recognition will be effective on the first day of the calendar year and will end when the next calendar year ends.

PROCESS & AWARDS

Chapters will complete and submit the C.E.A.S.R. UPDATE FORM and supporting evidence to the Office of Greek Life once a semester on May 5th and December 5th. **FAILURE TO SUBMIT C.E.A.S.R. UPDATE FORMS TO THE OFFICE OF GREEK LIFE ONCE A SEMESTER ON MAY 5th AND DECEMBER 5th WILL RESULT IN A \$10 A day FINE TO BE PAID BY THE CHAPTER. CEASR updates will not be accepted after May 10th or Dec 10th.** Chapters should also complete and submit a Community Service and Philanthropy Form once a semester on May 5th and December 5th. Chapter presidents will receive a PROGRESS REPORT from the Office of Greek Life at the beginning of each long semester. The Office of Greek Life will also provide chapters with appropriate information (noted below).

This program is designed so all chapters individually achieve based upon their performance against the stated standards. Chapters are not rated against each other. A rating will be determined based only upon the responses given from the C.E.A.S.R. UPDATE FORMS collected by the Office of Greek Life throughout the year.

Rating	MINIMUM standards completed (by Dec. 5 th of each year)	Reward/Sanction
Gold Status/(in order to apply for a) Gold Star Award	36 of the 40 standards (90%) (chapters must accomplish at least half or more standards completed in each of the six areas)	Status for completion of standards/ Monetary award & name on plaque for award
Silver Status	34 of the 40 standards (85%) (chapters must accomplish at least half or more standards completed in each of the six areas)	Status for completion of standards/ name on plaque for award
Chapter in Good Standing	32 of the 40 standards (80%) (chapters must accomplish at least half or more standards completed in each of the six areas)	No sanction/no benefit
Chapter in Review (1st year)	31 of the 40 standards and below	<ol style="list-style-type: none"> 1. One year probation 2. Will be required to meet with the respective council advisor from the Office of Greek Life once each month to plan, implement goals, tasks, projects, etc. to gain Good Standing Status
Chapter in Review (2nd year)		<ol style="list-style-type: none"> 1. Chapter will not appear in any publication material with the current status noted. 2. Chapter will be reviewed by Standards Board
Chapter in Review (3rd year)		Chapters falling into this category will be subject to immediate loss of recognition by UTA Greek Life and to suspend all rights and privileges associated with organizations recognized by Greek Life for up to one calendar year.

Chapters should update the Office of Greek Life using the C.E.A.S.R. UPDATE FORM.
All forms and supporting evidence are due once a semester on May 5th and December 5th.

The Office of Greek Life will retain all copies of Relationship Statement Checklists and C.E.A.S.R UPDATE FORMS and awards applications. In December of every year, the Office of Greek Life will send a chapter's official C.E.A.S.R. progress report, in addition to a grade report noting the chapter's semester and cumulative grade point averages to the chapter president, on-campus and alumni/ae advisors, and the chapter's national headquarters/regional officer.

Greek Awards will be presented to those chapters showing outstanding performance in the various categories and excellence in overall programming. The Greek Award recipients will be determined by the award review committee of faculty, staff, and students. Chapters will apply for awards during spring semester of each year.

Chapters must complete at least 34 of the 40 standards to obtain Silver status. Chapters must complete at least 36 of the 40 standards to apply for the Gold Star Award. Finally, chapters must accomplish at least half the standards listed in each area. The additional awards offered at the annual Greek Life awards reception based off criteria different from in C.E.A.S.R.

The award review committee will be composed of UT Arlington faculty/staff (at least two (2) from the Division of Student Affairs) and students. The committee will review all of the award applications.

AMENDMENTS

C.E.A.S.R. will be reviewed once a year by a group of faculty, staff, and students to make advancements to the standard standards ONLY. If the group feels there are no advancements to be made, C.E.A.S.R. will remain the same as the previous year.

INSTRUCTIONS

1. Review the *Relationship Statement Checklist* and standards (below) based in the following 6 areas: Scholarship & Academics (6); Leadership (8); Recruitment & Retention (5); Campus Involvement (9); Community Service & Philanthropy (5); and, Brotherhood & Sisterhood (7).
2. Create an action plan within your chapter involving chapter members, leadership, and advisors (i.e. both alumni/ae and on-campus) to complete both the Relationship Statement Checklist and the C.E.A.S.R. standards.
3. Chapter Presidents (or designee) should complete and submit all C.E.A.S.R UPDATE FORMS and any supporting evidence for any standards to the Office of Greek Life due once a semester on May 5th and December 5th. Every chapter must submit a C.E.A.S.R. packet once a semester on May 5th and December 5th. FAILURE TO SUBMIT a C.E.A.S.R. PACKET TO THE OFFICE OF GREEK LIFE A ONCE A SEMESTER ON MAY 5TH AND DECEMBER 5TH WILL RESULT IN A \$10 A DAY FINE TO BE PAID BY THE CHAPTER.
4. Chapter Presidents (or designee) should complete a Philanthropy and Community Service Form noting any philanthropic endeavors and community service activities and submit it to the Office of Greek Life once a semester on May 5th and December 5th.
5. Chapter Presidents (or designee) will receive a C.E.A.S.R. PROGRESS REPORT noting any standards completed and submitted to the Office of Greek Life at the beginning of each long semester. The Office of Greek Life will also send a chapter progress report electronically.
6. In January of each year, Chapter Presidents (in addition to other chapter constituents) will receive an official YEARLY C.E.A.S.R. REPORT noting any standards completed and submitted to the Office of Greek Life for the previous year.
7. In the spring semester of each year, Chapter Presidents (and chapter designees) may begin applying for the Gold Star Award. (Additional award applications will be offered at this time as well)
8. Chapters attend the annual Greek Awards reception to receive any awards.

RELATIONSHIP STATEMENT CHECKLIST

The University of Texas Arlington acknowledges that a chapter and the University are separate entities, each with independent legal status. Even though the Greek chapters exist as a privilege granted by UT Arlington, the University does not seek a superior/subordinate relationship; rather, it seeks a relationship where each can support and assist the other in its purposes. UT Arlington is committed to a mutually supportive relationship with social fraternities and sororities and desires to maintain that relationship through mutually accepted commitments and obligations presented in the policies and procedures for each of the four councils and through mutually accepted standards and procedures through the current accreditation program.

Greek organizations at UTA are a component of the institution's total educational program. As such, they are partners with the University in a mutually supportive educational endeavor. Greek organizations and UT Arlington sustain their relationship with a mutual pledge to promote group responsibility and mature group conduct through the following areas: internal chapter operations, external chapter operations, scholarship, membership development, alumni/ae relations, educational and social programming, and risk management.

Each chapter must complete the following items for each semester in order to be considered an active student organization and member of the Greek community at UT Arlington:

<ul style="list-style-type: none"> <input type="checkbox"/> Complete organizational update forms and signature page (HOP) on the MAVorgs website no later than February 1 (spring) and September 1 (fall) <input type="checkbox"/> (<i>Chapters with Facilities</i>) Submit any and all housing rosters, updates, and housing corporation information <input type="checkbox"/> Attend Texas mandated (2639) University-sponsored Risk Management seminar (not Greek 101) <input type="checkbox"/> Enlist the support of both an On Campus (faculty/staff) advisor and Off Campus (alumni/ae) advisor <input type="checkbox"/> Submit active roster to the Office of Greek Life by census date (may not remove members from list after submission) <input type="checkbox"/> Submit recruitment/intake forms and plans prior to any new member education period <input type="checkbox"/> Maintain active membership of at least ten (10) members, including advisors (chapters under 10 members have one year probation to maintain members on campus) 	<ul style="list-style-type: none"> <input type="checkbox"/> Submit proof/evidence of chapter's insurance policy to the Office of Greek Life no later than February 1 (spring) and September 1 (fall) <input type="checkbox"/> Submit proof/evidence of chapter's anti-hazing policy to the Office of Greek Life no later than February 1 (spring) and September 1 (fall) <input type="checkbox"/> Maintain an active chapter checking account and submit only checks when paying dues and fines to the Office of Greek Life or respective governing council <input type="checkbox"/> Submit rosters of new members to the Office of Greek Life no later than November 20 (fall) and April 20 (spring) <input type="checkbox"/> Understand Academic Initiative of 2.5 cumulative GPA requirement to participate in University/council sponsored activities <input type="checkbox"/> Submit CEASR Update Packet to the Office of Greek Life on May 5th and Dec 5th. <input type="checkbox"/> Attend President Workshop Meetings called by the Office of Greek Life once a month <input type="checkbox"/> Attend ALL GREEK MEETING (at least 51% of chapter members) during the fall semester
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Signatures below indicate these parties have reviewed and understand UT Arlington's Relationship Statement and Chapter Expectations, Awards, Standards Review (C.E.A.S.R).

Chapter President Signature _____ **Date** _____

Alumni/ae (Off campus) Advisor Signature _____ **Date** _____

Faculty/Staff (On campus) Advisor Signature _____ **Date** _____

SCHOLARSHIP AND ACADEMICS (6)

- **(1) Each Chapter should have at least a cumulative GPA of 2.5 each semester** (*the Office of Greek Life will provide this information and update a Chapter's C.E.A.S.R. PROGRESS REPORT appropriately*).
- **(2) Each Chapter should maintain a minimum cumulative GPA of 2.5 requirement for members to vote at chapter meetings hold chapter offices, become a new member, and remain in good standing with the chapter** (*update the Office of Greek Life using the C.E.A.S.R. UPDATE FORM and provide the chapter's constitution and bylaws as evidence*).
- **(3) Each Chapter's membership (or at least 50% of all members) should attend at least one (1) University-sponsored academically related seminar/program a semester** (*update the Office of Greek Life using the C.E.A.S.R. UPDATE FORM and provide a roster sign-in sheet at these events as evidence*).
- **(4) Each Chapter should maintain a scholarship/academic program that is revised yearly that the chapter shares with an On-Campus Advisor. This program should enlist a scholarship chair who is an active member in the chapter that implements the scholarship/academic program. The program should address academic needs in various areas including but not limited to: mentoring programs, tutors, monetary awards, required/recommended study hours, academic related seminars/speakers, recognition of outstanding performance, etc.** (*update the Office of Greek Life using the C.E.A.S.R. UPDATE FORM and provide names and emailed correspondence from the chapter's On-Campus Advisor regarding the scholarship/academic program as evidence*).
- **(5) Each Chapter should formally and publically recognize members for excellent academic performance** (*update the Office of Greek Life using the C.E.A.S.R. UPDATE FORM and provide an agenda, plans, or publication as evidence*).
- **(6) Each Chapter's membership (or at least 20%) should apply for and/or accept membership into scholastic honors societies** (*update the Office of Greek Life using the C.E.A.S.R. UPDATE FORM and provide list of members and honor societies as evidence*).

RECRUITMENT and RETENTION (5)

- **(1) Each Chapter should miss no more than two (2) New Student Summer Orientation Activities Fairs** (*the Office of Greek Life will provide this information and update a Chapter's C.E.A.S.R. PROGRESS REPORT appropriately*).
- **(2) Each Chapter should retain 80% of new members from beginning of recruitment/intake until the end in any given semester** (*the Office of Greek Life will provide this information and update a Chapter's C.E.A.S.R. PROGRESS REPORT appropriately*).
- **(3) Chapters should recruit and retain a number of people equivalent to or exceeding the number of graduates, transfer, or those who resigned membership, etc. each year** (*the Office of Greek Life will provide this information and update a Chapter's C.E.A.S.R. PROGRESS REPORT appropriately*).
- **(4) Each Chapter should maintain and implement a recruitment and retention (intake) program. The written list of standards/program should focus on values-based recruitment and development of all members** (*update the Office of Greek Life using the C.E.A.S.R. UPDATE FORM and provide program as evidence*).

- **(5) Each Chapter should host at least one (1) non-alcohol social program/activity (outside any formal recruitment period) a semester with the purpose of recruiting new members** (*update the Office of Greek Life using the C.E.A.S.R. UPDATE FORM and provide an agenda, plans, or program as evidence*).

COMMUNITY SERVICE and PHILANTHROPY (5)

- **(1) Each Chapter's membership (or at least 50%) should attend/participate in the Big Event sponsored by Student Activities** (*the Office of Greek Life will provide this information and update a Chapter's C.E.A.S.R. PROGRESS REPORT appropriately*).
- **(2) Each Chapter's membership should complete at least ten (10) community service hours per member** (*Chapters MUST have Community Service and Philanthropy Forms with appropriate evidence on file with the Office of Greek Life; The Office of Greek Life will provide this information and update a Chapter's C.E.A.S.R. PROGRESS REPORT appropriately*).
- **(3) Each Chapter should plan, coordinate, implement, and establish at least one (1) MAJOR UNIVERSITY-BASED community service event and/or philanthropy initiative. This chapter initiative should greatly impact (i.e. through making the event open to the entire campus community) the University through operation and publicity.** (*update the Office of Greek Life using the C.E.A.S.R. UPDATE FORM and provide an agenda, plans, or publication as evidence*).
- **(4) Each Chapter's membership (or at least 20%) should attend/participate in a chapter's community service event and/or philanthropy initiative from each governing council (i.e. IFC, PHC, NPHC, and MGC), including the chapter's own respective governing council** (*update the Office of Greek Life using the C.E.A.S.R. UPDATE FORM and provide an agenda, plans, or publication as evidence*).
- **(5) Each Chapter should host and/or co-host at least one (1) community service event/initiative with any student organization outside the Greek community** (*update the Office of Greek Life using the C.E.A.S.R. UPDATE FORM and provide an agenda, plans, or publication as evidence*).

LEADERSHIP (8)

- **(1) Each Chapter's membership (or at least 20%) should attend in the UT Arlington Leadership Retreat sponsored by The Leadership Center** (*the Office of Greek Life will provide this information and update a Chapter's C.E.A.S.R. PROGRESS REPORT appropriately*).
- **(2) Each Chapter's membership (depending on requirements at the time) must attend the Emerging Leaders Institute sponsored by Greek Life and University Events** (*the Office of Greek Life will provide this information and update a Chapter's C.E.A.S.R. PROGRESS REPORT appropriately*).
- **(3) Each Chapter's membership as new members must attend their applicable fall or spring Greek 101's sponsored by the Office of Greek Life and University Events** (*the Office of Greek Life will provide this information and update a Chapter's C.E.A.S.R. PROGRESS REPORT appropriately*).
- **(4) Each Chapter's membership (or at least 10%) should attend at least one (1) leadership development retreat/event sponsored by its Inter/National chapter or UT Arlington** (*update the Office of Greek Life using the C.E.A.S.R. UPDATE FORM and provide a sign in sheet for evidence*).

Chapters should update the Office of Greek Life using the C.E.A.S.R. UPDATE FORM.
All forms and supporting evidence are due once a semester on May 5th and December 5th.

- **(5) Each Chapter should hold a meeting/retreat where incoming officers should be trained, review job duties and responsibilities, as well as begin planning for future chapter goals and objectives (update the Office of Greek Life using the C.E.A.S.R. UPDATE FORM and provide agenda and date for evidence).**
- **(6) Each Chapter's membership should join and be involved in at least one (1) other university recognized student organization (update the Office of Greek Life using the C.E.A.S.R. UPDATE FORM and provide a roster with members involvement as evidence).**
- **(7) Each Chapter's membership (or at least 10%) should be elected to another university recognized student organization and/or chapter's respective governing council (update the Office of Greek Life using the C.E.A.S.R. UPDATE FORM and provide a roster with members involvement as evidence).**

CAMPUS INVOLVEMENT (9)

- **(1) Each Chapter should apply (be nominated) for at least two (2) awards/honors from the Office of Greek Life and University Events (the Office of Greek Life will provide this information and update a Chapter's C.E.A.S.R. PROGRESS REPORT appropriately).**
- **(2) Each Chapter should coordinate at least one (1) event or program that includes parents/family of members during Parent's Weekend (Chapters MUST file paperwork with the Office of Greek Life to be included in the Parent's Weekend brochure to achieve this standard; the Office of Greek Life will provide this information and update a Chapter's C.E.A.S.R. PROGRESS REPORT appropriately).**
- **(3) Each Chapter should participate in the following Greek campus-wide events: Greek Week, National Hazing Prevention Week, and Babysteps (i.e. Parent's Weekend Greek event) (the Office of Greek Life will provide this information and update a Chapter's C.E.A.S.R. PROGRESS REPORT appropriately).**
- **(4) Each Chapter should participate in the Homecoming Spirit Competition (the Office of Greek Life will provide this information and update a Chapter's C.E.A.S.R. PROGRESS REPORT appropriately).**
- **(5) Each Chapter should host/sponsor at least one (1) program/initiative recognizing UT Arlington faculty members (update the Office of Greek Life using the C.E.A.S.R. UPDATE FORM and provide an agenda, plans, or publication as evidence).**
- **(6) Each Chapter's new and active members (or at least 20%) should attend another council's New Member Showcase and/or NPHC fraternity/sorority Probate (update the Office of Greek Life using the C.E.A.S.R. UPDATE FORM and provide a sign in sheet for evidence).**
- **(7) Each Chapter's membership (or at least 20%) should attend and participate in two (2) of the following University Events: Spring Fest (concert festival behind MAC); Maverick Stampede After Party; Oozeball; Bed Races (update the Office of Greek Life using the C.E.A.S.R. UPDATE FORM and provide a sign in sheet for evidence).**
- **(8) Each Chapter should apply (be nominated) for at least one (1) award/honor from either the chapter's inter/national organization or UT Arlington (update the Office of Greek Life using the C.E.A.S.R. UPDATE FORM and provide applications or awards as evidence).**
- **(9) Each Chapter should co-host/sponsor/support at least one (1) program/initiative from a chapter outside their governing council (excluding Community Service and Philanthropy events, mixers, and formals) (update**

the Office of Greek Life using the C.E.A.S.R. UPDATE FORM and provide an agenda, plans, or publication as evidence).

BROTHERHOOD AND SISTERHOOD (7)

- **(1) Each Chapter should publish and submit a calendar (i.e. one providing a balanced social schedule, complementing personal development, while not interfering with members' academic, family, or job responsibilities) annually/a semester with the Office of Greek Life (the Office of Greek Life will provide this information and update a Chapter's C.E.A.S.R. PROGRESS REPORT appropriately).**
- **(2) Each Chapter should have in place and enforce a Risk Management Policy, Code of Conduct or Member Expectations pertaining to risk management, alcohol, and drug use polices (update the Office of Greek Life using the C.E.A.S.R. UPDATE FORM and provide the program as evidence).**
- **(3) Each Chapter should maintain and develop an accurate and up to date web page that is linked with the UTA Greek Life web page (update the Office of Greek Life using the C.E.A.S.R. UPDATE FORM and provide current URL address as evidence).**
- **(4) Each Chapter should have at least one (1) Alumni/ae Advisor that the chapter shares overall chapter goals and objectives with each semester (update the Office of Greek Life using the C.E.A.S.R. UPDATE FORM and provide name(s) and contact information as evidence).**
- **(5) Each Chapter should participate with alumni(ae)/graduates in at least two (2) events or programs per year (outside Homecoming Stepshow) (update the Office of Greek Life using the C.E.A.S.R. UPDATE FORM and provide an agenda, plans, or publication as evidence).**
- **(6) Each Chapter should be involved with, contribute to, or publish an alumni/alumnae or collegiate newsletter once a semester (update the Office of Greek Life using the C.E.A.S.R. UPDATE FORM and provide newsletter or e-newsletter as evidence).**
- **(7) Each Chapter should have a New Member or Intake program. This program should be outlined and be presented in a written format to the new members. The program should address a variety of areas including: scholarship, history of the organization, policy and procedures, financial expectations, and purpose (update the Office of Greek Life using the C.E.A.S.R. UPDATE FORM and provide program as evidence).**