Accreditation Program
2020-2021

Office of Fraternity & Sorority Life (OFSL)
Division of Student Affairs

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Introduction

The Office of Fraternity and Sorority Life (OFSL) works to ensure the continued functionality and development of the organizations within our community. OFSL seeks to highlight our fraternities and sororities’ various achievements, while providing tailored support to organizations that require it. The Accreditation Program has been created to facilitate these processes.

Purpose

The goal of the Accreditation Program is to enhance chapter management and student development, while evaluating the quality of recognized organizations at the University. OFSL has developed a program that will, upon successful completion by each individual organization, properly accredit chapters for their achievements. This program will evaluate and assess chapters on the completion of basic requirements and their annual conduct, while also examining each organization’s achievement in five critical areas: Scholarship, Service and Philanthropy, Organizational Development, Member Development, and SJU Community Engagement.

This program seeks to accomplish the following objectives to:

1) Establish the minimum standards and criteria that must be met in order to maintain good standing with both OFSL and St. John’s University
2) Enhance and/or highlight chapter achievements in Scholarship, Service and Philanthropy, Organizational Development, Member Development, and SJU Community Engagement.
3) Identify and address problem areas of FSL community organizations, and to provide appropriate support to struggling chapters
4) Facilitate both personal development among our students and organizational development within our chapters

Designations and Point Distribution

In order to identify the various levels of achievement among our organizations, the program will assign one of four designations to a specific organization based on the percentage of overall points the chapter accrues. The specific designations are as follows:

Distinguished Chapter: 90% or higher of points awarded (700-770) — Excellent chapter; highest level of achievement; will receive a $1500.00 budget allotment from SGI.

Notable Chapter: 80%-89% of points awarded (558-699) – Good chapter; second highest level of achievement; will receive a $1000.00 budget allotment from SGI.

Accredited Chapter: 70%-79% of points awarded (487-557) – Average chapter; has met the minimum OFSL standards and expectations; will receive a standard $500.00 budget allotment from SGI.
**Poor Standing Chapter:** 60%-69% (486 and below) – Struggling chapter; does not meet minimum OFSL standards and expectations; will lose privileges of fraternity and sorority life, including but not limited to the prohibition of a new member class; will be required to create/present a Plan of Action (POA) to OFSL; will not receive a budget allotment from SGI.

**Non-Accredited Chapter:** Did not submit a final accreditation program packet for review – objectionable chapter; chapters with “Non-Accredited” designations will no longer be recognized.

**Please note:** Chapters with **two consecutive** “Poor Standing” designations will be reclassified as “Non-Accredited.”

There are seven sections within this program that will be evaluated. Specific breakdowns of the points available within category are listed in each relevant section of the program.

**Sections A and B** – OFSL Basic Requirements and Organizational Conduct/Discipline – are “deductable categories.” This means no points are awarded for completion of the criteria within these sections, but points will be deducted if criteria are not fulfilled. The overall number of points that can be deducted is detailed in the table below:

<table>
<thead>
<tr>
<th>Section</th>
<th>Possible Deductions</th>
</tr>
</thead>
<tbody>
<tr>
<td>OFSL Basic Requirements</td>
<td>-285 points (see Basic Requirements pg. 4)</td>
</tr>
<tr>
<td>Organization Conduct/Discipline</td>
<td>see Section B pg. 5</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>Varies based on possible deductions</td>
</tr>
</tbody>
</table>

**Sections C through G** – Scholarship, Service and Philanthropy, Organizational Development, Member Development, and SJU Community Engagement – are “achievement categories.” This means that points will not be deducted if criteria are incomplete; points will be awarded based on what is fulfilled and/or submitted. The overall number of points that can be awarded is detailed in the table below:

<table>
<thead>
<tr>
<th>Section</th>
<th>Points Available</th>
<th>Target Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>Scholarship</td>
<td>150 points</td>
<td>105 points</td>
</tr>
<tr>
<td>Service and Philanthropy</td>
<td>150 points</td>
<td>100 points</td>
</tr>
<tr>
<td>Organizational Development</td>
<td>140 points</td>
<td>98 points</td>
</tr>
<tr>
<td>Member Development</td>
<td>190 points</td>
<td>130 points</td>
</tr>
<tr>
<td>SJU Community Engagement</td>
<td>140 points</td>
<td>100 points</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>770 points</strong></td>
<td><strong>533 points</strong></td>
</tr>
</tbody>
</table>
Program Submission Process

**Part 1:** Accreditation Program submissions must be submitted as a PDF via email to FSL@stjohns.edu no later than 4:30 pm on Thursday, April 29, 2021. The file should be titled in the following format: name of organization, “SJU AP,” 2020-2021.

Ex: AlphaAlphaAlphaSJUAP 2020-2021.pdf

Late submissions will result in the loss of 10 points per day. Be sure that the document is structured clearly and coherently, with all sections addressed fully and all supporting documentation provided.

Parts of the program that have specific due dates MUST be turned in by that date. **Any other component that does NOT include a specific due date must be included in your program packet that will be submitted at the end of the year.**

**Note:** Each section’s criteria will detail what type of documentation is required from the organization, as well as what criteria the office itself will track.

**Part 2:** After the submission of the packet, each organization will be required to hold a brief presentation (15-20 minutes). This will require two presenters for each organization. The purpose of the presentation is to:

1) Allow students the opportunity to discuss and highlight their organization’s specific achievements during the year
2) Address each area of the program individually
3) Engage in a dialogue with OFSL on chapter strengths and weaknesses
4) Address any questions the office may have on particular items that were submitted/sections of the program

Presentations will be held on Friday, April 30th, and Monday, May 3rd between 9:30am and 4:30pm in DAC 130. To schedule a meeting, email the address indicated above for the program submissions. There is no specific format required for this presentation and presentations will be open to the public.
Section A – OFSL Basic Requirements (Deductible Category)

These are the basic requirements that each fraternity and sorority are expected to fulfill during the course of the academic year. Points will be deducted for each criterion that is incomplete or submitted later than the noted dates. Please be aware that, even if the materials are late, they are required to be submitted. Failure to submit will result in a “Non-Accredited Chapter” designation regardless of points earned.

1) Submission of Good Standing Letter from (inter)national organization:
This letter, with an official organization letterhead and date, should include that the chapter is in both good financial and conduct standing with their (inter)national organization.

Documentation Required: Please provide a copy of the letter from (inter)national headquarters via email (FSL@stjohns.edu) by 12pm on Friday, September 4, 2020 (fall semester.)

Possible Deduction: -20 points semester

2) Submission of Organization’s Policies/Programs:
   a. Risk management policy
   b. Certificate of insurance, with St. John’s University noted as additionally insured
   c. Alcohol and substance abuse policy/program
   d. Anti-hazing policy
   e. Membership anti-discrimination policy
   f. Sexual assault policy

Documentation Required: Please provide a copy of the above outlined via email (FSL@stjohns.edu) by 12pm on Tuesday, September 15, 2020.

Possible Deduction: -100 points

3) Submission of accurate membership rosters: Submit accurate organization rosters to OFSL prior to the commencement of each semester. Please refer to page 16 of this packet for clarification on member status.

Documentation Required: Submission in appropriate Excel format to FSL (FSL@stjohns.edu.) Deadlines will be determined by Director of FSL each semester and communicated to all presidents.

Possible Deductions: -20 points per semester

4) Submission of Advisor/ State/ Regional Directors/Chapter Consultants Contact Information: Submit inter/national headquarters advisor and St. John’s University faculty/staff advisor contact information (This person is not the Greek Advisor; instead, this person is an administrator outside FSL who you seek for guidance).
Documentation Required: Please submit via email to FSL@stjohns.edu by 12pm on Monday, August 24, 2020. Submission must include name, position/title, phone number, and email address of advisors.

Possible Deduction: **-15 points**

5) **Monthly Service Hour Reporting:** Submit on-time monthly service hour reports online through the Give Pulse platform. OFSL strongly recommends submitting these forms directly after each service event. Reports for service done within that month must be submitted by the last day of the month.

Possible Deduction: **-10 points for each late monthly submission**

**Section B – Organizational Conduct/Discipline (Deductible Category)**

OFSL holds the organizations within our community to a high standard of conduct. This section notes the types of actions that will result in the deduction of points for the program. Some conduct violations may result in automatic disqualification from the “Accredited” designation. Please review the table below to see the deductions for each violation:

<table>
<thead>
<tr>
<th>Conduct Violations</th>
<th>Points Deducted</th>
</tr>
</thead>
<tbody>
<tr>
<td>Failure to submit program packet on time</td>
<td>-10 points per day late</td>
</tr>
<tr>
<td><strong>Recruitment violations:</strong></td>
<td></td>
</tr>
<tr>
<td>I.e. “dirty rushing,” bid promising, formal recruitment violations (Panhel only), etc.</td>
<td>-25 points per violation</td>
</tr>
<tr>
<td><strong>Non-Hazing New Member Education violations:</strong></td>
<td></td>
</tr>
<tr>
<td>I.e. failure to submit NME materials on time, inaccurate new member roster, bid extension w/o grade release form, etc.</td>
<td>-40 points per violation</td>
</tr>
<tr>
<td><strong>Hazing Violations</strong></td>
<td></td>
</tr>
<tr>
<td>Will result in “Poor Standing” designation regardless of total points accumulated. Will be referred to/investigated by Student Conduct.</td>
<td>-150 points</td>
</tr>
<tr>
<td>Council Violations: Violating any council mandates or rules.</td>
<td>-15 points per violation</td>
</tr>
</tbody>
</table>

Please note that OFSL reserves the right to deduct points for any other inappropriate conduct that is not listed in the above table. Any point deductions will be assessed following the outcome of judicial procedures by respective Council, Office, or Student Conduct members to ensure points are correctly maintained.
Section C – Scholarship (Achievement Category)

Scholarship is one of the main pillars of the St. John’s Fraternity and Sorority Life community. This section is intended to evaluate an organization’s scholastic achievement, while also highlighting the accomplishments of chapter members. Additionally, this section evaluates the structures and resources a chapter makes available to their members to promote academic success.

1) **Chapter GPA:** The overall chapter GPA for each semester of the academic year. Points awarded based on tiered system. Please see the table below:

<table>
<thead>
<tr>
<th>GPA Scaling</th>
<th>Points Awarded</th>
</tr>
</thead>
<tbody>
<tr>
<td>3.7 to 4.0 (A- to A)</td>
<td>20 points</td>
</tr>
<tr>
<td>3.40 to 3.69</td>
<td>16 points</td>
</tr>
<tr>
<td>3.10 to 3.39</td>
<td>12 points</td>
</tr>
<tr>
<td>2.80 to 3.09</td>
<td>8 points</td>
</tr>
<tr>
<td>2.50 to 2.79</td>
<td>4 points</td>
</tr>
<tr>
<td>Below 2.50</td>
<td>0 points</td>
</tr>
</tbody>
</table>

**Documentation Required:** None. **OFSL Tracked.**

**Available Points:** **20 points per semester**

2) **All-Greek GPA:** The chapter’s GPA is higher than the All-Greek GPA for the semester.

**Documentation Required:** None. **OFSL Tracked.**

**Available Points:** **15 points per semester**

3) **Chapter Academic Plan:** The develops a program that provides academic support to its members, encourages academic success, and institutes provisions that ensure compliance with minimum academic standards. The last day to submit an academic program is by **12pm on Tuesday, September 8, 2020.**

**Documentation Required:** Please provide a copy of the program via email to **FSL@stjohns.edu.** The document must address the following: the objectives of the program, the resources that are available to members within the chapter, rewards programs (if any), consequences for failing to maintain minimum GPA.

**Note:** academic programs can include study hours, internal tutoring, mentoring, (inter)national mandates and programs, etc. If there is something in your program that is not mentioned here, feel free to connect with OFSL to determine if it qualifies as a resource/program component.

**Available Points:** **30 points**
4) **Academic/Scholarship Chair:** The chapter has a designated officer to oversee all scholastic matters within the chapter. The last day to submit an academic program is by **12pm on Tuesday, September 8, 2020.** Include this in the program packet.

**Documentation Required:** Please provide the name and contact information of the officer in the final program submission. Include the responsibilities of the officer as outlined by chapter bylaws. If scholarship and academics falls under a different position, please include that officer’s information.

**Note:** if this position is elected every semester, please do this twice for the full 10 points. If it is a yearlong position, you will receive the full 10 points.

**Available Points:** **10 points**

5) **Honor Societies:** 10% of the chapter has been initiated into/joined an academic honor society.

**Note:** percentages work the same regardless of the number of active chapter members (small vs. large chapters). Include this in the program packet.

**Documentation Required:** Please provide a list of active chapter members and the honor societies that they are a part of. The organizations must be academic in nature. Gamma Sigma Alpha, Order of Omega, and any honor societies related to undergraduate majors all count. If you are unsure of whether or not a specific society counts, please connect with OFSL for clarification.

**Available Points:** **5 points per every 10% involved (maximum of 40 points).**

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**Section D – Service and Philanthropy (Achievement Category)**

Service has been one of the most important tenants of our FSL community, as well as a cornerstone of the Vincentian Mission at St. John’s University. Service works hand and hand with philanthropy to illustrate the character and values of our fraternities and sororities. This section is intended to evaluate an organization’s achievement in service and philanthropy.

**Part A – Service**

1) **Participation in University Service Day:** Organization took part in University Service Day to provide service to the surrounding Queens community as part of the annual University program. Include this in the program packet.

**Documentation Required:** Please provide photo of the organization at the event. Organizations have the option to either partner with a service organization if they wish or sign-up to participate on their own. Please provide a photo of your organization at
the event, as well as the accreditation sign-in sheet of those who participated in the event. OFSL will connect with the Mission Office to confirm attendance.

**Available Points: 30 points**

2) **Community Service Event(s):** Organization planned or attended a community service event off campus. Community service events include but are not limited to: volunteering at local food banks, hospital work, clean-ups, and participation/volunteering at walks, etc. Organization has the option to work with another group; however **this cannot be used with the University Service Day criteria.**

*Include this in the program packet. Note:* if your organization wishes to plan or attend an event that is not listed above, feel free to connect with OFSL to see if the proposed event fits this criterion.

**Documentation Required:** Please provide a photo of your organization at the event, as well as the accreditation sign-in sheet of those who participated in the event.

**Available Points: 20 points per semester**

3) **Service Hours per Member:** The average number of service hours per member that a chapter has based on their community service work throughout the academic year. The table below illustrates the point distributions for service hours, which is reviewed once per academic year.

<table>
<thead>
<tr>
<th>Average Hours per Member</th>
<th>Points Awarded</th>
</tr>
</thead>
<tbody>
<tr>
<td>10+</td>
<td>20 points</td>
</tr>
<tr>
<td>7-9.99</td>
<td>15 points</td>
</tr>
<tr>
<td>4-6.99</td>
<td>10 points</td>
</tr>
<tr>
<td>1-3.99</td>
<td>5 points</td>
</tr>
<tr>
<td>0-.9</td>
<td>0 points</td>
</tr>
</tbody>
</table>

**Documentation Required:** This section is determined by the group’s monthly service hour submissions.

**Available Points: maximum of 20 points**

**Part B – Philanthropy**

4) **Planned and Executed a Philanthropy Event or Attended a Related Philanthropy Event:** Organization successfully planned and executed a philanthropy event related to their (inter)national philanthropy. The event may take place on campus or off campus. Or the organization attended an event related to their (inter)national philanthropy with 51% of their chapter present. **Include this in the program packet.**
Note: an organization may partner with an outside group in the community or work with the related philanthropic organization to put together the event. Additionally, organizations may also collaborate with other nearby chapters of their organization.

Documentation Required: Please provide a photo of the event, the accreditation sign-in sheet of members who participated, a description of what the event entailed, and a flyer of the event.

Available Points: **20 per semester**

5) **Philanthropy Dollars per Member:** The average amount of money raised per member by an organization for their (inter)national philanthropy. Please see the table below which illustrates the point distributions for this criterion. **Include this in the program packet.**

<table>
<thead>
<tr>
<th>Philanthropy Dollars Scaling (per member)</th>
<th>Points Awarded</th>
</tr>
</thead>
<tbody>
<tr>
<td>$30-$39.99</td>
<td>20 points</td>
</tr>
<tr>
<td>$20-$29.99</td>
<td>15 points</td>
</tr>
<tr>
<td>$10-$19.99</td>
<td>10 points</td>
</tr>
<tr>
<td>$5-$9.99</td>
<td>5 points</td>
</tr>
<tr>
<td>$0-$4.99</td>
<td>0 points</td>
</tr>
</tbody>
</table>

Documentation Required: Please provide a document detailing the organization’s philanthropy donations with notations of payment, such as receipts, a bank statement, letter, etc.

*Note:* if an organization does not directly collect funds for the philanthropy, please see OFSL for alternatives to this criterion.

Available Points: **20 points**

**Section E – Organizational Development**

Ensuring that the organizations within the community are functioning efficiently is one of OFSL’s top priorities. In order to do so, this section will evaluate several indicators of effective organizational function.

1) **Bylaws Revision Meeting:** the organization held an annual review of their chapter bylaws, and made necessary revisions to ensure chapter compliance. **Include this in the program packet.**

Documentation Required: Please submit a document detailing the following: the date of the meeting, meeting attendees, the topics and/or revisions discussed at the meeting, and what changes (if any) were made.

Available Points: **10 points**
2) **a. Chapter Goal Setting:** The organization set two goals that they wish to accomplish during the 2020-2021 academic year. Organizations are expected to successfully use the SMART goal writing method when goal setting. SMART stands for the following: **Specific** – Write out clear, concise goals. **Measureable** – How will you track your progress? **Achievable** – Set challenging, yet achievable goals. **Relevant** – How does it improve your organization? **Timely** – When will you get it done? Goal Setting is due by **12pm on Tuesday, September 15, 2020.**

**Note:** Submission of organization’s two goals in SMART format to [FSL@stjohns.edu](mailto:FSL@stjohns.edu).

**b. Chapter Goal Evaluation:** The organization reviewed whether or not they met those two goals that they’ve set. Goal Evaluation is due with the final program submission. In the evaluation, state whether or not you were successful in achieving your goals. What did your organization do well? If you did not reach your goal, what went wrong based on your SMART goals? How can this be achieved in the future?

**Note:** Submission of organization’s evaluation based on SMART method must be included in the submitted program packet.

In order to receive points for this criterion, you must complete **both parts** of the Goal process. Include the goal evaluation in the program packet.

**Available Points:** **20 points**

3) **Officer Transition Meeting:** The organization held officer transition meetings for the incoming executive board to both discuss their new roles and responsibilities. This meeting should include transmitting information regarding OFSL policies, procedures, and submissions that are required of them. **This meeting must take place with a graduate assistant in the OFSL office after the election of the new executive board.** For elections by academic year, meeting must take place in the spring semester. For calendar year elections, meeting must take place in the fall semester. **Only the President** is required to be present from old and new executive boards.

**Documentation Required:** An outline of requirements for an effective Officer Transition Meeting will be available in the FSL office- Include this in the program packet. Include the date and time of meeting and names of persons that attended.

**Available Points:** **10 points**
4) **Alumnae/Alumni Outreach**: The organization hosted one alumnae/alumni outreach event OR published an annual newsletter to alumnae/alumni, updating them on chapter progress. **Include this in the program packet.**

**Documentation Required**: Please provide a photo with the date of the event OR provide a copy of the alumnae/alumni newsletter for 2019-2020.

**Available Points**: 10 points

5) **OFSL Presidents’ Meetings**: The organization’s president or designated executive board member attended all OFSL President’s Meetings for 2020-2021. See FSL calendar for dates.

**Documentation Required**: None. **OFSL Tracked.**

**Note**: Be sure to sign the attendance sheet at each of these meetings. If chapter does not have representation at every President’s Meeting, **zero points will be awarded.**

**Available Points**: 30 points

6) **OFSL Retreats**: The organization’s president or designated executive board member/prospective executive board member attended all OFSL retreats for 2020-2021. Dates will be listed on FSL calendar and communicated to presidents via email.

**Documentation Required**: None. **OFSL Tracked.**

**Note**: Be sure to sign the attendance sheet at each of these meetings. If chapter does not have representation at the Fall and Spring Retreats for the entire duration of the retreats, **zero points will be awarded.**

**Available Points**: 30 points

7) **SGI Organization Congress**: The organization’s president or designated executive board member attended every SGI Org Congress meeting each semester for 2020-2021. **Note**: organizations that do not attend are at risk of being fined under SGI rules. **Dates**: September 10th at 2 p.m., October 8th at 2 p.m., November 5th at 2 p.m., February 4th at 2 p.m., March 18th at 2 p.m., April 15th at 2 p.m.

**Documentation Required**: None. **OFSL/SGI Tracked.**

**Available Points**: 30 points
Section F – Member Development

While joining a fraternity or sorority provides individuals with the opportunity to engage/network with others, it also provides them with the opportunity to develop skills that will enable them to be successful in their future endeavors. OFSL recognizes this as an important aspect of our community. This section is intended to evaluate the organization’s ability to foster the development of its members.

1) **Leadership Development Workshop:** The organization attended or hosted a workshop or training designed to foster the individual’s growth and leadership skills. If the organization chooses to host its own program, the workshop must be lead by a St. John’s University staff or faculty member or a professional their field. (For example, chapters may choose to invite alumni to host a leadership workshop or others in their professional network.)

**Note:** percentages work the same regardless of the number of active chapter members (small vs. large chapters). Include this in the program packet.

**Documentation Required:** Provide the name of the participant, brief description of the workshop, and the date/time/location they attended the workshop.

**Available Points:** 10 points

2) **Bystander Intervention Leadership Training (BILT):** The organization sent one executive board member to be trained in Bystander Intervention Leadership 1.0 or 2.0 by the St. John’s University Office of Sexual violence Outreach, Awareness and Response Initiatives (S.O.A.R.).

**Note:** Participant must be different each time. Include this in the program packet.

**Documentation Required:** Provide the name of the participant and the date/time/location they attended the workshop. OFSL/S.O.A.R. Tracked.

**Available Points:** 10 points per semester

3) **Brotherhood Events or Sisterhood Events:** The organization hosted one brotherhood (fraternity) or sisterhood (sorority) event per semester. **This event is NOT to be combined with another organization.** This event is strictly to reinforce the bonds within your own organization and all events must be in accordance with St. John’s University policy (no alcohol). Include this in the program packet.

**Documentation Required:** Please provide document detailing the following: where the event was, the date, what the organization did. Please provide photos for each event.

**Available Points:** 10 points per semester
4) **New Member Intake Process:** The organization hosts intake at least once per academic year. This includes recruitment, new member education, and initiation of those new members into the chapter. Growth is essential to the progression of Fraternity & Sorority Life. Welcoming new members to our community keeps our organizations alive and thriving on campus.

**Note:** In order to be recognized as an active student organization, the chapter must have at least five active members. If a chapter falls below five active members, the chapter has the following two semesters to reach five members, or it will automatically be designated as a Non-Accredited Chapter.

**Documentation Required:** None. OFSL Tracked.

**Available Points:** 20 points

5) **Programming:** The organization hosted one program, event, seminar, or guest speaker on any of the following topics: **Leadership Development, Sexual Assault Prevention and Awareness, Alcohol/Drugs, Bystander Intervention, Academic Success, or Career Resources.** An organization may also follow its National Programmatic Thrust however we will need verification from your national website. Note: cannot do the same topic twice. **Include this in the program packet.**

**Documentation Required:** Please provide a document detailing the following: date of the program, discussion of the program topic, number of attendees. Please provide a photo of the event and a flyer or other advertising material. Note: if you wish to do another topic that is not included in any of the above, feel free to connect with OFSL to discuss whether or not the topic will satisfy this criterion **before** the program is planned and executed.

**Available Points:** 20 points

6) **Diversity, Equity, Inclusion:** The organization hosted one program, event, seminar, guest speaker OR attended an educational session on any of the following topics: **Social Justice, Diversity, Equity, Inclusion, Anti-Racism, Racial Literacy.**

**Documentation Required:** Please provide a document detailing the following: date of the program, discussion of the program topic, number of attendees. Please provide a photo of the event and a flyer or other advertising material.

**Available Points:** 20 points
7) **Organization History:** The organization hosted one program on its history at either St. John’s University or (Inter)nationally. This program can be a daylong event or a weeklong initiative. The topics for discussion are up to the organization (founders, important dates, values, etc.). Informational’s will count towards this event. Does not count for the “Programming” criterion. **Include this in the program packet.**

**Documentation Required:** Please provide a document detailing the following: date(s) of the program and discussion of the program topic. Please provide a photo of the event and a flyer or other advertising material.

**Available Points:** 20 points

8) **Hazing Prevention Program:** The organization hosted one event during National Hazing Prevention Week (September 21-25, 2020.) The program may be researched and presented by chapter members; the chapter may opt to invite a guest speaker to lead the program; or the chapter may opt to create a social media campaign. The program should be open to the campus community to attend. Resource: HazingPrevention.org

**Documentation Required:** Please provide a document detailing the following: date of the program, discussion of the program topic, number of attendees. Please provide a photo of the event and a flyer or other advertising material.

**Available Points:** 20 points

9) **New Member Education Meeting:** The organization’s president and new member educator attended OFSL’s presentation on New Member Education guidelines each semester (applicable if your organization is taking new members). President and New Member Educator must fill out all necessary Membership Intake Paperwork AND meet with the Director of FSL. Leadership Must Schedule NME meetings with Mrs. Torres for approval of an intake process and must clear all New Members/Aspirants **BEFORE** intake starts. Failure to submit all names for consideration and grade checks will be deemed in violation of Membership Intake. Points will be deducted for this offense. **See calendar for dates.**

**Documentation Required:** None. **OFSL Tracked.**

**Note:** if your organization is only taking one new member class during the year, attendance at the presentation will award 20 points. If you are taking two new member classes, you must attend both presentations to be awarded the full 20 points.

**Available Points:** 20 points

10) **New Member Anti-Hazing Presentation:** 100% of the organization’s new members must attend the OFSL Anti-Hazing Presentation. **See OFSL calendar for date, time, location.**
Section G – St. John’s Community Engagement

It is important for our fraternities and sororities to establish connections both within the FSL community and within the greater St. John’s community. This section is intended to evaluate the organization’s ability to engage with the both the FSL and University communities.

1) St. John’s Student Organization Collaboration: The organization hosted one program with a student organization outside of the FSL community on any educational topic. Include this in the program packet.

   Documentation Required: Please provide a document detailing the following: date of the event, name of the student organization, discussion of the topic of the program, estimated number of attendees. Please provide a photo of the event with the other student organization.

   Available Points: 20 points

2) FSL Intra-Council Collaboration: The organization hosted one program with a fraternity/sorority within its own governing council on any educational topic. Include this in the program packet.

   Documentation Required: Please provide a document detailing the following: date of the event, name of other organization, discussion of the topic of the program, estimated number of attendees. Please provide a photo of the event with the other organization.

   Available Points: 20 points per semester

3) FSL Inter-Council Collaboration: The organization hosted one program with another fraternity/sorority outside its own governing council on any educational topic. Include this in the program packet.

   Documentation Required: Please provide a document detailing the following: date of the event, name of other organization, discussion of the topic of the program, estimated number of attendees. Please provide a photo of the event with the other organization.

   Available Points: 20 points per semester
4) **SJU Speakers:** The organization attended two St. John’s University events with guest speakers that address topics pertinent to the FSL community throughout 2020-2021 with 51% of its members. Include this in the program packet. Documentation Required: Please provide a photo of the event and the accreditation sign-in sheet of all who attended with a signature from an administrator present.

**Available Points:** 10 points

5) **FSL Council Engagement:** The organization must have at least one member run for a position on the Executive Board of its respective council.

**Documentation Required:** None. OFSL Tracked.

**Available Points:** 10 points

6) **Cross-Involvement:** 20% of the organization’s members hold leadership positions on campus either within the executive board of another student organization or by holding a student leader position such as, Resident Assistant, Student Ambassador, Orientation Leader, or President’s Society. Note: percentages work the same regardless of the number of active chapter members (small vs. large chapters). Include this in the program packet.

**Documentation Required:** Please provide a list of active chapter members with their names and positions held within other student organizations.

**Available Points:** 5 points per every 20% (up to 20 points)
## Fraternity and Sorority Life Guide

### Sheet for Rosters

<table>
<thead>
<tr>
<th>Scenario</th>
<th>Status</th>
<th>GPA counted</th>
<th>Accreditation Participant</th>
<th>Eligible for Greek Week</th>
<th>Counted toward Total (Panhellenic Only)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Above 2.5 CUM GPA</td>
<td>Active</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>Under 2.5 CUM GPA</td>
<td>Inactive</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td>5th &amp; 6th yr pharmacy OR 5th yr physician’s assistant</td>
<td>Student’s choice</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td>Internship (part-time)</td>
<td>Active</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>Full time student teaching, study abroad, clinical</td>
<td>Student’s choice</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>Yes</td>
</tr>
<tr>
<td>Part-time (11 credits or fewer)</td>
<td>Inactive</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
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<tr>
<td>Not registered as a student</td>
<td>Inactive</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
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<tr>
<td>Taken off the (inter)national organization’s roster</td>
<td>Inactive</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td>Inactive by (inter)national</td>
<td>Inactive</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

*Please note: the active/inactive status of members for OFSL rosters does NOT impact (inter)national membership dues and requirements. Any dues-paying member who is deemed inactive based on the OFSL criteria above must still adhere to the membership guideline requirements outlined by the (inter)national organization for active membership.*
Accreditation Program General Sign-In Sheet

Organization:

<table>
<thead>
<tr>
<th>Date:</th>
<th>Event:</th>
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</table>

Note: An administrator at this event must sign this sheet at the conclusion of the event in the space AFTER the last member listed on this sheet.

<table>
<thead>
<tr>
<th>NAME</th>
<th>X#</th>
<th>NAME</th>
<th>X#</th>
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