



2019-2020 – Cougar Accreditation Program

Purpose

This document outlines the Cougar Accreditation program for Southern Illinois University Edwardsville's Fraternity and Sorority Community. In order to maintain a community which positively impacts its students, community, and the campus at large, it is vital to set expectations and to communicate those expectations to member organizations. Cougar Accreditation is an annual evaluation process that sets minimum expectations which fraternities and sororities at Southern Illinois University Edwardsville (SIUE) must meet in order to remain active and in good standing with the University.

By setting these expectations as a checklist of which fraternities and sororities can complete throughout the year, fraternity/sorority leaders can track their own progress and can cater the program to the unique needs, goals, and values of their organization. Cougar Accreditation is the responsibility of the entire organization with the fraternity/sorority's executive team ensuring completion throughout the accreditation cycle as events and expectations are completed. This document's purpose is to give full details about the Cougar Accreditation program, how to submit documentation, and to give fraternity/sorority leaders a place to track their progress.

Cougar Accreditation is structured around six areas of fraternal excellence: community engagement, friendship, leadership, scholarship, chapter management, and risk prevention & self-governance. Fraternities and sororities are evaluated on each area and are provided with feedback in order to assist their fraternity or sorority in growth and development over time.

Method of Evaluation

The Cougar Accreditation program is based on primarily self-reporting by each fraternity and sorority during an accreditation cycle. Evaluation will occur for each fraternity and sorority in the following areas: community engagement, friendship, leadership, scholarship, chapter management, and risk prevention & self-governance. **The annual accreditation evaluation will be based upon activities, events, and programs from the twelve month period beginning January 1 and ending on December 31.**

For the 2019-2020 cycle, the dates are from **January 1, 2019 – December 31, 2019.**

A chapter is expected to meet a minimum of 60% of the criterion statements overall each accreditation cycle.

Cougar Accreditation Due Date: Friday, December 6, 2019

Late applications will not be accepted or evaluated. No extensions to the due date will be considered.

Chapters that fail to meet the minimum expectation of 60% overall or do not submit a Cougar Accreditation application will be considered 'not in good standing' for all reporting purposes, which will result in the following:

- First year of failure to meet minimum expectation of 60% or submit an application:
 - The fraternity/sorority **cannot** host/co-sponsor **ANY** social events (defined as parties, kickbacks, mixers, formals, or semi-formals) with alcohol for **ONE** semester.
 - The fraternity/sorority leadership will develop an improvement plan for each area the fraternity/sorority did not meet 60% of the total score and schedule a meeting with their chapter coach from the Kimmel to discuss the improvement plan and performance.
- Second, consecutive year of failure to meet minimum expectation of 60% or submit an application:
 - The fraternity/sorority **cannot** host/co-sponsor **ANY** social events (defined as parties, kickbacks, mixers, formals, or semi-formals) with alcohol for **ENTIRE** academic year.
 - The fraternity/sorority leadership will develop an improvement plan for each area the fraternity/sorority did not meet 60% of the total score and schedule a meeting with their chapter coach from the Kimmel to discuss the improvement plan and performance.
 - The fraternity/sorority leadership will have a conference call with their chapter advisor/graduate chapter advisor/advisory board and the Assistant Director for Fraternity and Sorority Life to discuss the improvement plan and performance.
 - The fraternity/sorority can only participate in **EITHER** Homecoming events **OR** Greek Week events **OR** SpringFest events during the academic year.
- Third, consecutive year of failure to meet minimum expectations of 60% or submit an application:
 - The fraternity/sorority **cannot** host/co-sponsor **ANY** social events (defined as parties, kickbacks, mixers, formals, or semi-formals) with alcohol for **ENTIRE** academic year.
 - The fraternity/sorority leadership will develop an improvement plan for each area the fraternity/sorority did not meet 60% of the total score and schedule a meeting with their chapter coach from the Kimmel to discuss the improvement plan and performance.
 - The fraternity/sorority leadership will have a conference call with their regional, state, or national organization representative(s) and the Assistant Director for Fraternity and Sorority Life to discuss the improvement plan and performance.
 - The fraternity/sorority **cannot** participate in **ANY** Homecoming events **OR** Greek Week events **OR** SpringFest events during the academic year.
- Fourth, consecutive year of failure to meet minimum expectations of 60% or submit an application:
 - The fraternity/sorority will lose **ALL** University recognition and will have no rights or privileges associated with being a registered student organization for a period of **ONE** academic year.
 - The fraternity/sorority would need to re-apply for recognition the following academic year through the Kimmel Student Involvement Center.

If a fraternity/sorority meets the minimum expectation of 60% overall, **BUT** fails to meet a minimum of 60% in any one area of fraternal excellence will develop an improvement plan for that area of fraternal excellence and schedule a meeting with their chapter coach from the Kimmel to discuss the improvement plan and performance.

Scoring

Each criterion statement will be evaluated individually using three options: full (2), half (1), and no credit (0).

- Full credit is given when documentation fulfills all of the list requirements for a particular criterion statement.
- Half credit is given if partial documentation is submitted and/or the chapter only completes a portion of a particular criterion statement.
- No credit is given if a chapter does not meet a particular criterion statement and/or does not provide the specified supporting documentation for a particular criterion statement.

Neatness, simplicity, and clarity are considered when evaluating and awarding credit. Fraternities and sororities should not depend on elaboration, exaggeration, or made up evidence to make a case for a criterion statement.

Rating and Recognition

Fraternities and sororities will be provided with a rating level and recognition based on the total score earned overall and in each area of fraternal excellence. The total score earned overall will be a factor in determining Chapter of the Year for each governing council. The score earned in the areas of fraternal excellence that represent the pillars of our community will be used to determine the Pillars of the Year awards.

Scores from all categories will be combined and fraternities and sororities will receive recognition based upon the following percentages:

- **Chapter of the Year:** One fraternity and/or one sorority from each governing council that achieves the highest comprehensive score – including the highest percentage of points for the accreditation cycle in addition to the highest average score for the accreditation presentation.
- **Platinum Achievement:** Any fraternity or sorority that achieves at least 95% of the total points.
- **Gold Achievement:** Any fraternity or sorority that achieves 90-94% of the total points.
- **Silver Achievement:** Any fraternity or sorority that achieves 85-89% of the total points.
- **Bronze Achievement:** Any fraternity or sorority that achieves 75-84% of the total points.
- **Seal of Approval:** Any fraternity or sorority that achieves 60-74% of the total points.

Each fraternity and sorority will receive written feedback from Fraternity and Sorority Life staff to be used as additional evaluation of fraternal excellence.

These awards of recognition will be presented at the annual Fraternity and Sorority Life Awards.

Accreditation Application Format

The application for the Cougar Accreditation program must be in the following format:

Cougar Accreditation Program

- Application must be submitted by use of the Kimmel flash drive provided to the chapter.
- Each document in the flash drive needs to be clearly labeled.
- The **summary page** must be completed and included on the flash drive.
- The documentation for each area of fraternal excellence should have its own folder on the flash drive.
- For each criterion statement in each area of fraternal excellence, there are three possible options: Yes, No, and Not Applicable.
 - If the fraternity or sorority meets the criterion statement, place an “X” on the line in front of the criterion statement.
 - If you place an “X”, the next step is to answer the question(s) or provide documentation.
 - Make a note on the documentation line of where the documentation can be found on the flash drive.
 - If the fraternity or sorority does not meet the criterion statement, leave the line blank and move on to the next question.
 - If you feel like the criteria statement is not applicable to your fraternity or sorority, place a “N/A” on the line in front of the criterion statement.
 - If you place a “N/A”, the next step is to provide a clear explanation as to why it does not apply and documentation that directly supports your explanation.
 - If the fraternity or sorority provides a legitimate reason, the fraternity or sorority will be rewarded for that criterion statement.
- If the criterion statement calls for the fraternity or sorority constitution or bylaws, please only provide the page on which the policy is located within the constitution or bylaws.
 - Highlight the appropriate section.
- Points will be deducted if the flash drive contents are not neat and orderly.
- The fraternity or sorority must provide specific dates for events and programs. Points will be deducted if there are no specific dates.
- Answer each question individually. Do not combine answers to questions.
- All documents, pdfs, photos, etc. should be easy to open within the flash drive.
 - Examples of easy to open files:
 - Word documents
 - PDF documents
 - PowerPoint files
 - Excel files
 - PNG files
- **The fraternity or sorority’s supporting documentation should be submitted as if the individual providing the score does not know anything about your fraternity or sorority.**
- **Note:** If your fraternity or sorority is unable to provide information for specific questions based on national policy, you may receive points if you provide a letter from your regional/state/national office stating the policy. This letter would need to specifically address each question and that the fraternity or sorority meets that particular criterion statement.

Accreditation Presentation Format

The presentation for the Cougar Accreditation program includes the following guidelines:

- Every fraternity and sorority must sign up for a Cougar Accreditation presentation.
- Every fraternity and sorority must have a **minimum of two (2) representatives** for the presentation.
 - One of the representatives **must** currently serve on the fraternity or sorority's executive team.
- The presentation period will be a total of 25 minutes.
 - Each fraternity and sorority will be given a maximum of 20 minutes to address the following:
 - The two areas of fraternal excellence that the fraternity or sorority believes they performed the highest.
 - The one area of fraternal excellence that the fraternity or sorority plans to work on over the next accreditation cycle.
 - An explanation of how the fraternity or sorority is relevant to the SIUE Fraternity and Sorority Community and Southern Illinois University Edwardsville.
 - The last five (5) minutes will be dedicated to questions from the accreditation presentation panel.
- The fraternity or sorority **must** use a visual presentation aid. This includes, but is not limited to, a PowerPoint, a Prezi, an Emaze, etc.
 - If a fraternity or sorority arrives at their accreditation presentation with no visual presentation aid, the accreditation presentation panel has the right to ask the fraternity or sorority to reschedule or deduct points.

Tips for Implementation

To ensure the successful implementation and completion of the Cougar Accreditation program, the following tips are provided to each fraternity and sorority:

- Recognize the value of the Cougar Accreditation program in serving as a tool to allow your fraternity or sorority to reach its ultimate potential for success.
- Utilize the Cougar Accreditation program as the basis for the setting of fraternity or sorority goals and make each member aware of its importance.
- Thoroughly read the Cougar Accreditation Program document to ensure there is a complete understanding of the expectations and requirements.
- Include the entire organization in the process. The completion of this application and presentation should not fall solely on the chapter president or another sole officer. Assign responsibilities for the implementation of each criterion statement to a particular officer/committee/chair/member.
- Start the documentation gathering early and often. Do not wait until the last minute as it will cause unneeded stress and potentially a lack of reporting.
 - Consider utilizing an online system to gather documentation from everyone. This could be through Dropbox, Google Drive, etc.
- Utilize your meetings with your chapter coach to ask questions about this process.

Cougar Accreditation Summary Page

Organization Name: Insert organization name

Contact Information –

Name of person submitting application: Insert first and last name

Title of person submitting application: Insert title of position

Email address of person submitting application: Insert SIUE email address

Cell phone number of person submitting application: Insert cell phone number

Campus advisor's name: Insert first and last name

Campus advisor's email address: Insert SIUE email address

Campus advisor's phone number: Insert office number

Chapter advisor's name: Insert first and last name

Chapter advisor's email address: Insert primary email address

Chapter advisor's phone number: Insert cell phone number

Chapter Information –

Number of students offered bids (IFC/PHC only):

Fall 2019: Insert a number

Number of students accepted bids (IFC/PHC only):

Spring 2019: Insert a number

Fall 2019: Insert a number

Number of students initiated into the chapter:

Spring 2019: Insert a number

Fall 2019: Insert a number

Total number of chapter members:

Spring 2019: Insert a number

Fall 2019: Insert a number

National Philanthropy: Insert a name

Local Philanthropy: Insert a name

Total philanthropy dollars raised/donations made:

Spring 2019: Insert a number

Fall 2019: Insert a number

Total community service hours volunteered:

Spring 2019: Insert a number

Fall 2019: Insert a number

Area of Fraternal Excellence – Community Engagement

Instructions: Place an “X” on the line provided next to each criterion statement if it applies to your fraternity or sorority. **Provide the support documentation for each criterion statement that applies to your fraternity or sorority.** On the documentation line, it should read the title of the document, pdf, image, etc., followed by the documentation’s exact location in the flash drive. If a criterion statement is not met or was not completed by your chapter, leave the link blank.

If a criterion statement does not apply to your fraternity or sorority, place a “N/A” on the line provided next to the criterion statement. Provide a clear explanation as to why it does not apply and documentation that directly supports your explanation.

Criterion Statements

1. _____ **The fraternity or sorority has an elected or appointed officer/committee responsible for coordinating the organization’s philanthropic and community service efforts.** *Documentation must include 1. An official job description, 2. Officer goals for their term, and 3. Organization goals for philanthropy and community service.*

Documentation:

1. _____
2. _____
3. _____

2. _____ **The fraternity or sorority coordinates at least two (2) philanthropic programs a year.** *Documentation must include 1. A type description of each program, 2. Advertisements used with location/date/time of each program, and 3. Evidence that the program took place (i.e. photographs.)*

Documentation:

1. _____
2. _____
3. _____

3. _____ **The fraternity or sorority support its (inter)national organization’s (inter)national philanthropic partner or cause.** *Documentation must include 1. The (inter)national philanthropic partner or cause that your (inter)national organization supports, and 2. Evidence of an event or program the fraternity or sorority hosts in support of that philanthropic partner or cause.*

Documentation:

1. _____
2. _____

4. _____ **The fraternity or sorority regularly informs members of community service (focused on hours volunteered) opportunities available on campus and in the community.** *Documentation must include 1. Evidence of regularly informing members of opportunities, and 2. List of agencies/service organizations distributed to members.*

Documentation:

1. _____
2. _____

5. _____ **The fraternity or sorority co-sponsors community service (focused on hours volunteered) events with other fraternity/sorority organizations.** *Documentation must include 1. Evidence of other fraternity/sorority organizations involved in the planning and implementation, and 2. A summary of the total number of individuals involved and hours volunteered.*

Documentation:

1. _____
2. _____

6. _____ **The fraternity or sorority co-sponsors community service (focused on hours volunteered) events with non-fraternity/sorority members and/or community members.** *Documentation must include 1. Evidence of non-fraternity/sorority members and/or community members involved in the planning and implementation, and 2. A summary of the total number of individuals involved and hours volunteered.*

Documentation:

1. _____
2. _____

7. _____ **The fraternity or sorority honestly tracks every member's community service hours each semester.** *Documentation must include 1. A list of all members, the total number of hours each member volunteered, and the locations each member volunteered.*

Documentation:

1. _____

8. _____ **The fraternity or sorority uses at least two (2) methods for promotion of their philanthropic or community service events to attract participation from other fraternities, sororities, student organizations, students, and community members.** *Documentation must include 1. Evidence of one (1) method used to promote the organization’s philanthropic or community service events, and 2. Evidence of a second method used to promote the organization’s philanthropic or community service events.*

Documentation:

1. _____
2. _____

9. _____ **The fraternity or sorority has a policy prohibiting alcohol and drug use at philanthropic and community service events.** *Documentation must include 1. A copy of the bylaw or constitution statement showing the policy.*

Documentation:

1. _____

10. _____ **The fraternity or sorority collectively completes ten (10) or more hours of community service per member throughout the year.** *Documentation must include 1. 1. A list of all members, the total number of hours each member volunteered, and the locations each member volunteered.*

Documentation:

1. _____

11. _____ **The fraternity or sorority has an ongoing commitment of community service (focused on hours volunteered) to a local organization in the community.** *Documentation must include 1. The name and contact information of the local organization, and 2. At least two times the fraternity or sorority has volunteered for the organization in the past year.*

Documentation:

1. _____
2. _____

Area of Fraternal Excellence – Friendship

Instructions: Place an “X” on the line provided next to each criterion statement if it applies to your fraternity or sorority. **Provide the support documentation for each criterion statement that applies to your fraternity or sorority.** On the documentation line, it should read the title of the document, pdf, image, etc., followed by the documentation’s exact location in the flash drive. If a criterion statement is not met or was not completed by your chapter, leave the link blank.

If a criterion statement does not apply to your fraternity or sorority, place a “N/A” on the line provided next to the criterion statement. Provide a clear explanation as to why it does not apply and documentation that directly supports your explanation.

Criterion Statements

1. _____ **The fraternity or sorority has an elected or appointed officer/committee responsible for coordinating brotherhood or sisterhood programming.**
Documentation must include 1. An official job description, 2. Officer goals for their term, and 3. Organization goals for brotherhood/sisterhood.

Documentation:

1. _____
2. _____
3. _____

2. _____ **The fraternity or sorority coordinates at least two (2) brotherhood or sisterhood events a semester.** *Documentation must include 1. A type description of each event, and 2. Evidence that the program took place (i.e. photographs.)*

Documentation:

1. _____
2. _____

3. _____ **The fraternity or sorority makes regular attempts to reach out to non-fraternity/sorority organizations to establish partnerships and communication outside of the fraternity/sorority community.** *Documentation must include 1. Evidence of regular communication with non-fraternity/sorority student organizations.*

Documentation:

1. _____
2. _____

4. _____ **The fraternity or sorority coordinates at least one event, activity, or program with one organization from each of the four governing councils.** *Documentation must include 1. Evidence of at least one (1) event, activity, or program with an IFC fraternity, 2. Evidence of at least one (1) event, activity, or program with an NPHC fraternity or sorority, 3. Evidence of at least one (1) event, activity, or program with a PHC sorority, and 4. Evidence of at least one (1) event, activity, or program with a UGC fraternity or sorority.*

Documentation:

1. _____
2. _____
3. _____
4. _____

5. _____ **The fraternity or sorority works to build strong relationships with campus departments.** *Documentation must include 1. A letter of recommendation from a campus department (other than the Kimmel Student Involvement Center) that can speak to your organization's relationship with their department.*

Documentation:

1. _____

6. _____ **The fraternity or sorority participates in Homecoming Week in the fall semester.** *Documentation must include 1. Evidence of participation in Homecoming Week activities.*

Documentation:

1. _____

7. _____ **The fraternity or sorority participates in SpringFest in the spring semester.** *Documentation must include 1. Evidence of participation in SpringFest activities.*

Documentation:

1. _____

8. _____ **The fraternity or sorority has at least one (1) member of their organization sign-up and assist with Move-In in the fall semester.** *Documentation must include 1. Evidence of participation in Move-In Day (i.e. photographs), and 2. A letter from a Housing staff member affirming the member(s) participation in Move-In Day.*

Documentation:

1. _____
2. _____

Area of Fraternal Excellence – Leadership

Instructions: Place an “X” on the line provided next to each criterion statement if it applies to your fraternity or sorority. **Provide the support documentation for each criterion statement that applies to your fraternity or sorority.** On the documentation line, it should read the title of the document, pdf, image, etc., followed by the documentation’s exact location in the flash drive. If a criterion statement is not met or was not completed by your chapter, leave the link blank.

If a criterion statement does not apply to your fraternity or sorority, place a “N/A” on the line provided next to the criterion statement. Provide a clear explanation as to why it does not apply and documentation that directly supports your explanation.

Criterion Statements

1. _____ **The fraternity or sorority holds an officer transition workshop or retreat for newly elected and outgoing executive officers.** *Documentation must include 1. An agenda from the retreat, 2. Attendance recorded at the retreat, and 3. Organization goals and outcomes from the retreat.*

Documentation:

1. _____
2. _____
3. _____

2. _____ **The fraternity or sorority has a minimum of 50% of its membership involved in at least one additional non-fraternity/sorority experience (i.e. another student organization, on-campus or off-campus employment, etc.)** *Documentation must include 1. A list of all members and their involvement outside of their fraternity or sorority for the fall semester, and 2. A list of all members and their involvement outside of their fraternity or sorority for the spring semester.*

Documentation:

1. _____
2. _____

3. _____ **The fraternity or sorority regularly shares information from the 'Places To Be At The E' with their members each semester.** *Documentation must include 1. & 2. Two forms of communication from the fall semester that informs members of opportunities and encourages their attendance, and 3. & 4. Two forms of communication from the fall semester that informs members of opportunities and encourages their attendance*

Documentation:

1. _____
2. _____
3. _____
4. _____

4. _____ **The fraternity or sorority participated in a regional or national leadership conference sponsored by a (inter)national organization.** *Documentation must include 1. A list of members who attended with a printed out confirmation of registration or payment for each individual, and 2. A schedule of events from the conference.*

Documentation:

1. _____
2. _____

5. _____ **The fraternity or sorority sponsored or co-sponsored a program or event open to all university students, faculty, and staff. Note: If the event was co-sponsored, make sure in the description of the event that it is made clear your organization's role in the event.** *Documentation must include 1. A description of the event (including location, date, time), and 2. Evidence of the event taking place (i.e. photographs).*

Documentation:

1. _____
2. _____

6. _____ **The fraternity or sorority is in regular attendance at their respective governing council's meetings.** *Documentation must include 1. & 2. At least two (2) meeting minutes from the fall semester showing your organization's representation at the meetings, and 3. & 4. At least two (2) meeting minutes from the spring semester showing your organization's representation at the meetings.*

Documentation:

1. _____
2. _____
3. _____
4. _____

7. _____ **The fraternity or sorority has at least one (1) member initiated in Order of Omega.** *Documentation must include 1. A list of active member of Order of Omega with members from your chapter highlighted.*

Documentation:

1. _____

8. _____ **The fraternity or sorority participates in SOLO in the fall semester.** *Documentation must include 1. The name of member(s) who attended, and 2. A copy of the program book, nametag, or handouts from the conference.*

Documentation:

1. _____
2. _____

9. _____ **The fraternity or sorority participates in Leadership Lunches throughout the academic year.** *Documentation must include 1. The name of member(s) who attended, and 2. Copies of handouts from the session(s).*

Documentation:

1. _____
2. _____

10. _____ **The fraternity or sorority participates in the Emerging Leaders program.** *Documentation must include 1. The name of member(s) who participate, and 2. A reflection letter from a member who participated in the program and what they've learned.*

Documentation:

1. _____
2. _____

11. _____ **The fraternity or sorority participates in SIUE's session of LeaderShape.** *Documentation must include 1. The name of member(s) who attended, and 2. A copy of the program book, nametag, or handouts from the conference.*

Documentation:

1. _____
2. _____

12. _____ **The fraternity or sorority has a member who serves as an executive board officer in a non-fraternity/sorority organization.** *Documentation must include 1. A list of members, the organization(s) they are a member of, and the position they hold on the executive board of the non-fraternity/sorority organization.*

Documentation:

1. _____

13. _____ **The fraternity or sorority submits at least one (1) nomination to the annual Kimmel Leadership Awards.** *Documentation must include 1. A copy of the application(s) submitted or verification from the Kimmel Student Involvement Center that the fraternity or sorority submitted award nominations.*

Documentation:

1. _____

14. _____ **The fraternity or sorority makes an effort to receive recognition from the regional or (inter)national level of their organization by sharing events and/or accomplishments of the fraternity or sorority or individual members.** *Documentation must include 1. Copies of at least two (2) news releases or communication pieces issued in the past year to their regional or (inter)national organization.*

Documentation:

1. _____
2. _____

15. _____ **The fraternity or sorority makes an effort to receive recognition from the Alestle, University Marketing & Communications, local newspaper, etc. by sharing events and/or accomplishments of the fraternity or sorority or individual members.** *Documentation must include 1. Copies of at least two (2) news releases or communication pieces issued in the past year to on- or off-campus media or marketing.*

Documentation:

1. _____
2. _____

16. _____ **BONUS: The fraternity or sorority sent at least one member to attend an interfraternal leadership conference (i.e. AFLV Central, NBGLC, UIFI, NPHC Summit, etc.)** *Documentation must include 1. A copy of the program agenda, location, and date, and 2. The name(s) of members who attended.*

Documentation:

1. _____
2. _____

17. _____ **BONUS: The fraternity or sorority has at least one (1) member that is currently a Student Athlete participating in one on of the SIUE Athletics sport teams and is in good standing.** *Documentation must include 1. A letter from the member's coach or printed roster confirming position and current standing on the team.*

Documentation:

1. _____

18. _____ **BONUS: The fraternity or sorority has at least one (1) member involved in Student Government and is in good standing.** *Documentation must include 1. A letter from the Student Body president confirming position and current standing in Student Government.*

Documentation:

1. _____

Area of Fraternal Excellence – Scholarship

Instructions: Place an “X” on the line provided next to each criterion statement if it applies to your fraternity or sorority. **Provide the support documentation for each criterion statement that applies to your fraternity or sorority.** On the documentation line, it should read the title of the document, pdf, image, etc., followed by the documentation’s exact location in the flash drive. If a criterion statement is not met or was not completed by your chapter, leave the link blank.

If a criterion statement does not apply to your fraternity or sorority, place a “N/A” on the line provided next to the criterion statement. Provide a clear explanation as to why it does not apply and documentation that directly supports your explanation.

Criterion Statements

1. _____ **The fraternity or sorority elects or appoints a scholarship chair or officer who regulates programming and provides resources for academic achievement with the organization.** *Documentation must include 1. An official job description, 2. Officer goals for their term, and 3. Organization goals for academic achievement.*

Documentation:

1. _____
2. _____
3. _____

2. _____ **The fraternity or sorority has a written academic or scholarship plan that establishes how members are supported and held accountable for maintain a minimum GPA requirement.** *Documentation must include 1. A typed copy of the academic or scholarship plan (updated within the last two years), and 2. A documentation of minimum GPA requirement for active members.*

Documentation:

1. _____
2. _____

3. _____ **The fraternity or sorority will create and organize at least one incentive program annually to promote striving for academic excellence.** *Documentation must include 1. A typed description of the incentive program, and 2. Evidence of implementation of the program.*

Documentation:

1. _____
2. _____

4. _____ **The fraternity or sorority hosts or participates in at least two (2) educational programs/workshops pertaining to academic achievement each year. At least one (1) of these programs must involve a campus faculty or staff member.** *Documentation must include 1. An agenda, program, or handout(s) from at least two (2) programs/workshops, and 2. Evidence of the involvement of a faculty or staff member in at least one (1) of the programs/workshops.*

Documentation:

1. _____
2. _____

5. _____ **The fraternity or sorority regularly encourages chapter member participation in campus programs/resources related to academic excellence.** *Documentation must include 1. One (1) form of communication use to regularly encourage participation or utilization of campus programs/resources, and 2. A second form of communication use to regularly encourage participation or utilization of campus programs/resources.*

Documentation:

1. _____
2. _____

6. _____ **The fraternity or sorority regularly encourages chapter members to develop positive relationships with faculty members.** *Documentation must include 1. Communication to members about visiting with faculty members, and 2. An event or program aimed at developing relationships with faculty members during the year.*

Documentation:

1. _____
2. _____

7. _____ **The fraternity or sorority has a minimum GPA requirement for joining.** *Documentation must include 1. A copy of the bylaw or constitution statement showing the GPA standard.*

Documentation:

1. _____

8. _____ **The fraternity or sorority has a minimum GPA requirement for being elected to and holding an executive officer position that is higher than the minimum GPA requirement to be in good standing with the chapter.** *Documentation must include 1. A copy of the bylaw or constitution statement showing executive officer qualifications, 2. A copy of the bylaw or constitution statement showing good standing with the chapter standard, 3. Evidence of upholding chapter standard for when GPA requirement is not fulfilled.*

Documentation:

1. _____
2. _____
3. _____

9. _____ **The fraternity or sorority maintains a semester GPA equal to or greater than the all-Fraternity/Sorority semester GPA.** *Documentation must include 1. A copy of the official grade report for the fall semester, 2. A copy of the official grade report for the spring semester. **Grade reports can be found on the Fraternity and Sorority Life webpage.***

Documentation:

1. _____
2. _____

10. _____ **The fraternity or sorority maintains a semester GPA equal to or greater than the All-Male or All-Female semester GPA.** *Documentation must include 1. A copy of the official grade report for the fall semester, 2. A copy of the official grade report for the spring semester. **Grade reports can be found on the Fraternity and Sorority Life webpage.***

Documentation:

1. _____
2. _____

11. _____ **The fraternity or sorority maintains a semester GPA equal to or greater than a 2.50 GPA for the spring semester.** *Documentation must include 1. A copy of the official grade report for the spring semester. **Grade reports can be found on the Fraternity and Sorority Life webpage.***

Documentation:

1. _____

12. _____ **The fraternity or sorority maintains a semester GPA equal to or greater than a 2.50 GPA for the fall semester. Documentation must include 1. A copy of the official grade report for the fall semester. *Grade reports can be found on the Fraternity and Sorority Life webpage.***

Documentation:

1. _____

Area of Fraternal Excellence – Chapter Management

Instructions: Place an “X” on the line provided next to each criterion statement if it applies to your fraternity or sorority. **Provide the support documentation for each criterion statement that applies to your fraternity or sorority.** On the documentation line, it should read the title of the document, pdf, image, etc., followed by the documentation’s exact location in the flash drive. If a criterion statement is not met or was not completed by your chapter, leave the link blank.

If a criterion statement does not apply to your fraternity or sorority, place a “N/A” on the line provided next to the criterion statement. Provide a clear explanation as to why it does not apply and documentation that directly supports your explanation.

Criterion Statements

1. _____ **The fraternity or sorority has a chapter advisor or graduate chapter advisor who is an alumnus or an alumna of the organization.** *Documentation must include 1. Evidence of an active relationship between the organization and advisor (i.e. a letter from the advisor describing their involvement with the organization.)*

Documentation:

1. _____

2. _____ **The fraternity or sorority has a SIUE faculty/staff campus advisor/fiscal officer.** *Documentation must include 1. Evidence of an active relationship between the organization and advisor (i.e. a letter from the advisor describing their involvement with the organization.)*

Documentation:

1. _____

3. _____ **The fraternity or sorority’s governing documents (constitution and bylaws) have been reviewed and updated within the last two year.** *Documentation must include 1. A copy of the organization’s governing documents, and 2. Evidence of the review and update in the last two years.*

Documentation:

1. _____
2. _____

4. _____ **The fraternity or sorority’s governing documents and other important policies are easily accessible to all organization members.** *Documentation must include 1. Evidence of availability and accessibility (i.e. Get Involved page, website, portal, etc.)*

Documentation:

1. _____

5. _____ **The fraternity or sorority sets both organization goals and individual officer and committee chair goals for the year.** *Documentation must include 1. A list of the organization’s goals, 2. A list of officer goals, and 3. A list of committee chair goals.*

Documentation:

1. _____
2. _____
3. _____

6. _____ **The fraternity or sorority has a current, updated Get Involved profile.** *Documentation must include 1. A screenshot of an updated Get Involved profile.*

Documentation:

1. _____

7. _____ **The fraternity or sorority has an active social media presence and regularly uses it to communicate chapter events, new items, and member highlights.** *Documentation must include 1. A list of all organization social media handles, 2. Evidence of regular social media presence, and 3. Evidence of regular use to communicate events, new items, and member highlights.*

Documentation:

1. _____
2. _____
3. _____

8. _____ **The fraternity or sorority via traditional or current technological means, publishes a newsletter, at least annually, highlighting accomplishments and initiatives within the organization and distributes it to relevant stakeholders, including staff, administrators, and alumni/ae.** *Documentation must include 1. A copy of the newsletter or publication, 2. Evidence of distribution via hard copy, e-mail, website, social media, etc.*

Documentation:

1. _____
2. _____

9. _____ **The fraternity or sorority hosts and/or encourages alumni/ae advisors involvement with fraternity- or sorority-sponsored activities.** *Documentation must include 1. Evidence of those activities, and 2. Evidence of alumni/ae advisors being encourage to get involved.*

Documentation:

1. _____
2. _____

10. _____ **The fraternity or sorority has an elected or appointed officer responsible for managing the organization's finances and budget.** *Documentation must include 1. An official job description, 2. Officer goals for their term, and 3. Organization goals for finances and budget.*

Documentation:

1. _____
2. _____
3. _____

11. _____ **The fraternity or sorority has an elected or appointed officer responsible for managing the organization's meeting agendas, minutes, and correspondence.** *Documentation must include 1. An official job description, and 2. Officer goals for their term.*

Documentation:

4. _____
5. _____

12. _____ **The fraternity or sorority compiles and utilizes a detailed budget.** *Documentation must include 1. A copy of the budget, and 2. Evidence of its approval at an organization meeting.*

Documentation:

1. _____
2. _____

13. _____ **The fraternity or sorority requests annual allocation funding from Student Government.** *Documentation must include 1. Evidence of the organization's submission of the annual allocation request to Student Government.*

Documentation:

1. _____
2. _____

Area of Fraternal Excellence – Risk Prevention & Self-Governance

Instructions: Place an “X” on the line provided next to each criterion statement if it applies to your fraternity or sorority. **Provide the support documentation for each criterion statement that applies to your fraternity or sorority.** On the documentation line, it should read the title of the document, pdf, image, etc., followed by the documentation’s exact location in the flash drive. If a criterion statement is not met or was not completed by your chapter, leave the link blank.

If a criterion statement does not apply to your fraternity or sorority, place a “N/A” on the line provided next to the criterion statement. Provide a clear explanation as to why it does not apply and documentation that directly supports your explanation.

Criterion Statements

1. _____ **The fraternity or sorority coordinates or participates in a risk management workshop that educates organization members on alcohol, substance abuse, and underage drinking issues.** *Documentation must include 1. Agendas or outlines from the workshop held, and 2. Evidence that the workshop actually took place (i.e. photographs, attendance/sign in sheets, informational materials handed out.)*

Documentation:

1. _____
2. _____

2. _____ **The fraternity or sorority has a written policy or position statement that prohibits the use of organization funds to purchase alcohol or illegal drugs.** *Documentation must include 1. A copy of the written policy or statement.*

Documentation:

1. _____

3. _____ **The fraternity or sorority has and enforces a written policy or position statement that prohibits hazing within the fraternity or sorority.** *Documentation must include 1. A copy of the written policy or statement.*

Documentation:

1. _____

4. _____ **The fraternity or sorority coordinates or participates in Hazing Prevention Week.** *Documentation must include 1. Evidence of participation in Hazing Prevention Week programs.*

Documentation:

1. _____

5. _____ **The fraternity or sorority coordinates or participates in a specific workshop for all chapter members on hazing awareness, prevention, and consequences.** *Documentation must include 1. Evidence of anti-hazing workshop, 2. Attendance of appropriate participants, 3. Resources that relate to prevention, and 4. Examples of consequences.*

Documentation:

1. _____
2. _____
3. _____
4. _____

6. _____ **The fraternity or sorority coordinates or participates in at least one program that promotes the value of human dignity and/or promotes a climate of diversity and inclusion.** *Documentation must include 1. Agendas or outlines from each of the workshops held and 2. Evidence that the workshops took place (i.e. photographs, attendance/sign-in sheets, informational materials handed out.)*

Documentation:

1. _____
2. _____
3. _____

7. _____ **The fraternity or sorority coordinates or participates in at least one program that educates members about the prevention of sexual assault, stalking, and other forms of power-based personal violence.** *Documentation must include 1. Agendas or outlines from each of the workshops held and 2. Evidence that the workshops took place (i.e. photographs, attendance/sign-in sheets, informational materials handed out.)*

Documentation:

1. _____
2. _____
3. _____

8. _____ **The fraternity or sorority has an elected or appoints officer that is responsible for managing the chapter's standards or judicial process.** *Documentation must include 1. An official job description, and 2. Officer goals for their term*

Documentation:

1. _____
2. _____

9. _____ **The fraternity or sorority coordinates or participates in Sexual Assault Awareness Month.** *Documentation must include 1. Evidence of participation in Sexual Assault Awareness Month programs.*

Documentation:

1. _____

10. _____ **The fraternity or sorority coordinates or participates in at least one program that educates members about mental health and wellbeing.** *Documentation must include 1. Agendas or outlines from each of the workshops held and 2. Evidence that the workshops took place (i.e. photographs, attendance/sign-in sheets, informational materials handed out.)*

Documentation:

1. _____
2. _____