Chapter Standards and Policies Program

(CSAPP)

2013-2014
The Chapter Standards and Policies Program (CSAPP) directs chapters in their accomplishments of the goals set by the Inter-Greek Council for the Greek Life community at Campbell University. The requirements, which are based on shared values of fraternal organizations, assist in fulfilling the mission statement of the Greek Life as well as strengthen the community.

I. Chapter Advisory

Fraternal organizations will establish alumni/alumnae and parental support for the purpose of providing community, stability, information, training, discipline, leadership, business expertise and maturity. The Chapter Advisor Update Form must be completed and submitted by September 15th of each year.

II. Scholarship

The average GPA for each fraternal organization must be 2.7, or higher, each semester. For purposes of this section, the higher of (i) the chapter’s current semester GPA or (ii) the chapter’s cumulative GPA shall be considered. Fraternal organizations failing to meet the 2.7 academic performance standard at the end of a fall or spring semester will be required to meet with the Graduate Assistant for Greek Life to develop an academic improvement plan. Fraternal organizations failing to meet or exceed the 2.7 academic standard for two (2) consecutive semesters (not including summer terms) are subject to sanctions for violation of this statement.

III. Educational Programming

To enhance the individual and personal development of members, each fraternal organization will engage in at least two (2) programs/workshops per academic year (not including summer terms). The organization shall elect which program or programs would best meet its particular needs by integrating their values, missions and standards throughout their chapter programming structure. Programs may occur during organization meetings or be open to the campus. Organizations may co-sponsor an educational program. Programs must have 50% of the organization’s membership present to qualify. Listed below are ideas on programs that each chapter may host:
The fraternal organization must submit an Educational Programming Notification Form no later than three (3) weeks before an event is hosted by the organization. No later than two (2) weeks after each event, an Educational Programming Evaluation Form must be completed.

IV. Service/Philanthropy

Fraternal organizations should be committed to developing citizenship through service and outreach. In addition to coordinating service projects and philanthropic events, fraternal organizations are asked to encourage their membership to become active volunteers. Campbell University and the surrounding community offer many opportunities to give. Furthermore, it is imperative that fraternal organizations strengthen the Greek Community by supporting each other’s philanthropic events. Given the educational value that such service generates, all organizations are required to demonstrate that commitment as follows.

1. Service
   a. Each fraternal organization will engage in a minimum of one community service project in which the organization gives its time to a worthwhile cause each academic year (not counting summer terms).
   b. Each academic year (not counting summer terms), the fraternal organization must cumulatively acquire an average of 12 service hours per member, with greater than 75% of the membership actively volunteering.

2. Philanthropy
   a. Each fraternal organization will initiate and implement a minimum of one philanthropic event each academic year (not counting summer terms) in which greater than 75% of the membership raises money or goods to donate to a worthwhile cause each year.

Each fraternal organization will submit the Service/Philanthropy Evaluation and the Service Hours Spreadsheet Form by May 15 of each year detailing its compliance with this requirement.

V. Campus Involvement

Fraternal organization should be committed to forming connections with other non-Greek-letter organizations and persons not part of the Greek system. Therefore, each fraternal organization should
participate in at least two (2) all-campus activities each academic year (not counting summer terms). All-campus events include, but are not limited to, the following:

- Welcome Week
- Homecoming Activities
- Spring Fling
- Exam Breaks

The Campus Activities Evaluation Form must be completed and submitted no later than two (2) weeks after each event.

VI. Chapter Membership

To ensure proper installation and transition of chapter officers, the Chapter Officer Roster Update Form must be completed no later than two (2) weeks after the installation of new officers.

VII. Risk Management

Fraternal organizations will cooperate with their (inter)national organizations to develop individual organization risk management policies. These policies will be submitted by November 1 of each year. Subject to any other laws and regulations, fraternal organizations and their advisers will cooperate with the Office of the Vice President for Student Life to make available medical information for the emergency treatment of any organization member.

The Greek Life staff will also host risk management training during the fall semester (August) of each academic year to ensure the fraternal organizations are aware of the University policies. Topics to be covered during this meeting include alcohol/drugs, hazing, and sexual abuse/harassment. All members of an organization are subject to the provisions concerning each of these topics as stated in the University Bulletin and the Student Handbook of Campbell University.

The organizations President or Vice President and membership educator (or the individual responsible for new member education) shall be present at the training. The Fraternity and Sorority Alcohol and Drug Compliance Form and the Fraternity and Sorority Non-hazing Compliance Form must be completed no later than one (1) week after the risk management training.

VIII. Financial Management

Poor financial management of a fraternal organization is likely to have negative effects on the ability of the organization to have a positive influence on its members and the University. Each fraternal organization will maintain fiscal responsibility through fiscal discipline, consistent bookkeeping, and qualified supervision.

By September 15 of each year, each fraternal organization will submit an annual budget that has been approved by the membership of the organization. The president of the organization, or its equivalent, will certify in writing that the budget has been so adopted. The budget will cover the period from August 1 immediately prior to said September 15 date to the following July 31. The budget is subject to the approval of the Office of the Vice President for Student Life.
Each fraternal organization will maintain good financial standing with its (inter)national headquarters office, the University, and all third-party vendors and providers. By October 31 of each year organizations will submit a financial statement of the income and expenses of the organization to the Graduate Assistant for Greek Life. This statement will set out the income and expenses of the organization and its assets and liabilities. The statement will cover the immediately preceding twelve-month period from August 1 to July 31. The accuracy of the statement will be verified in writing by the president of the organization, or its equivalent.

If, in the opinion of the Office of the Vice President for Student Life the fraternal organization is not maintaining fiscal discipline, the organization will be deemed in violation of this Statement and will subject to sanctions, as set out above. The Office of the Vice President for Student Life will have the right at any time to examine and audit the financial books and records of a fraternal organization. Fraternal organizations may engage sponsors only with the prior written approval of the Office of the Vice President for Student Life. Sponsors are entities (persons, clubs, businesses, etc.) that transfer funds to or for the benefit of an organization on an on-going basis and/or for the major purpose of advertising. The Office of the Vice President for Student Life will have the authority to determine at its sole discretion when an entity is a sponsor.

**End of Year Budget Review**
Document and submit documentation of where annual funds were spent by May 15 of each year.