

The University of Texas at Tyler
Office of Student Engagement
Greek Affairs
Expansion/Extension Policy

(Created 10/2009. Updated 10/2018, 7/2021, 5/2022, 8/2024, 2/2025)

The University of Texas at Tyler supports expansion/extension for growth of the fraternity and sorority community. However, it also underscores that a structured process that places importance on healthy growth, academic excellence, and community involvement will allow for and support new associate groups and existing chapters.

When it is determined that a new organization is needed to strengthen and grow the fraternity and sorority community on campus, then the procedures as outlined below must be followed. The purpose of this document is to make organizations and individuals aware of the process that will be used to add fraternal organizations to this campus, ensure that the process is impartial, intentional, ensuring guidance and support will be provided to groups, carefully developed, and supportive to the mission of The University of Texas at Tyler.

In any expansion/extension process, the interested group must first contact the Office of Greek Affairs prior to recruiting members or submitting materials for expansion/extension.

It is highly recommended that local level governing councils recognize no more than one (1) expanding organization as an associate group (formerly known as a colony) within its council at any one time. This is subject to evaluation by the local level governing council and the Greek Affairs Office. If, in the estimation of the council and the Greek Affairs Office, that more than one expanding group would be beneficial, then more than one expanding organization would be permitted. However, in the interest of healthy, sustainable growth, the recommendation is that councils wait until associate groups receive their charter before they expand again, as applicable.

The Office Greek Affairs at The University of Texas at Tyler reserves the right to modify, change, and update this policy as necessary for the success of the fraternity and sorority community at any point.

The University of Texas at Tyler will also support and enforce all applicable expansion/extension guidelines set forth from the governing organizations at the national level (e.g. NIC, NPC, NPHC).

Only organizations that have an inter/national affiliation as a fraternity or sorority will be invited to pursue expansion/extension. The Office Greek Affairs at The University of Texas at Tyler will not grant recognition to local, regional, or startup fraternity and sorority organizations.

The Office of Greek Affairs is empowered to manage all and has final decision-making ability concerning areas of expansion and extension.

Definitions:

The following terms in this document are defined here and will have these meanings:

1. **Associate Chapter:** This is an organization that has not yet received a charter that is under the supervision and auspice of the respective national headquarters.
2. **Campus Crashing:** A strategy where a national organization will show up on campus, unannounced and begin to recruit students without first speaking with university staff in hopes that they will then be given recognition after the fact.
3. **Greek Affairs Advisor:** This is the university staff member whose principal assignment is to advise, oversee, and support fraternities, sororities, and the local level governing bodies.
4. **General Body:** The group consisting of the organizations' delegates and in select cases, organization presidents to the local level governing council. These are the voting members who are decision makers
5. **Interest Group:** a cluster of students who desire to bring a specific organization to the fraternity and sorority community.
6. **Local Level Governing Body:** refers to a local, university based, student-led governing council, which may be affiliated with a national governing body or may be an independent body, which enforces and provides oversight and accountability into operations, standards and policies on national organizations.
7. **National Governing Council/Body:** refers to an inter/national level trade association including but not limited to the North American Interfraternity Conference (NIC), the National Panhellenic Conference (NPC), the National Pan-Hellenic Council (NPHC), the National Association of Latino Fraternal Organizations (NALFO), or the National Asian Pacific Islander Desi American Panhellenic Association (NAPA).
8. **National Organization:** refers to an individual fraternity or sorority organization that is established on more than one institution of higher learning and has a centralized office that provides national oversight.
9. **Expansion Packet:** This is a document that is submitted in order to provide a comprehensive picture of the organization and how it would contribute to the fraternity and sorority community at the University of Texas at Tyler.

Section One: Local Level Governing Body Process:

There will be times where the local level governing bodies will acknowledge the need for expansion or extension in order to add organizations to enhance the size and distinctiveness of their own communities. When this desire has been established, the council will follow the established process:

1. Councils must first gain approval from the Greek Affairs Office and the Greek Affairs Advisor prior to beginning the expansion/extension process.
2. A local level governing council vote to open the specific local level governing council for expansion/extension must be taken and the vote must be affirmative to move forward.
3. The local level governing council and the Greek Affairs Advisor will determine the number of organizations to be involved in the expansion/extension process per needs and available resources.
4. After reviewing and determining the number of desired organizations to participate, Letters of Invitation will also be sent to all organizations that have indicated an interest in joining the fraternity and sorority community at The University of Texas at Tyler. This includes a current and past interest.
5. Interested organizations must present an expansion packet with information listed in all categories from Section Four to be officially considered for interest
6. The council must review the outlined information from all organizations who have officially stated their interest and sent in the proper expansion packet. The local level governing council should select at least three (3) organizations from the list of interested groups that have applied to participate in an interview and then an on-campus selection process.
7. Organizations that are selected to participate in the on-campus selection process may have the capability to meet with the Vice President of Student Success or their designee, Director of Student Engagement, Greek Affairs Advisor, and other administrative staff as circumstances allow. Organizations will also meet with the respective council executive board to discuss expectations and campus policies. Organizations will also be asked to make a presentation to members of the fraternity and sorority and campus community.
8. Chapters in the respective local level governing council will be required to send up to two (2) representatives to the presentations (not including the president and the advisors to these meetings/presentations). Chapters must send at least three (3) representatives to presentations, chapter president included.
9. After the presentations are completed for all candidate organizations, those who have attended will be requested to send evaluations to the Greek Affairs Office for tabulation. This information will be made available to the local level governing council for use in their deliberations.
10. After deliberations, the respective council representatives and executive officers will vote and provide their decision with supporting documentation of their choice. **A simple majority shall be sufficient to select an organization.**

After which the Greek Affairs Advisor and the respective council president will inform the organizations of the choice.

Section Two: Interest Group Process:

In times where the local level governing councils are between expansions or not currently considering expansions, the University of Texas at Tyler will only recognize fraternities and sororities with inter/national affiliations that are recognized by a governing council (MC, CPC, NPHC, MGC) at UT Tyler.

The following applies to student groups/organizations who wish to join the fraternity and sorority community when councils are not actively considering expansion in section one.

1. Prior to initiating contact with potential new student members, the Inter/national organization must first contact the Office of Greek Affairs.
 - a. Even if UT Tyler students have contacted the organization directly, it is the responsibility of the national organization to contact the Greek Affairs Office *before* talking to any other students.
 - b. Organizations will not be given permission to use campus facilities for the purpose of recruiting until the organization contacts Greek Affairs. They will be able to use outdoor “free speech” areas.
 - c. “Campus Crashing” or other similar recruitment strategies will not be permitted at any time.
2. After contact with the Office of Greek Affairs has been made, the inter/national organization must gain approval to expand/extend from the respective governing council, if such council exists. *If there is no governing council, Greek Affairs Advisor and the Director of Student Involvement may grant permission.*
3. The Inter/national organization must schedule a meeting of the respective council executive board along with their advisor to discuss expectations, policies, and provide further information on the organization’s internal process toward moving to charter.
4. Once approval to move forward is granted, an expansion packet with information listed from all categories from Section Four is required to be sent to the Office of Greek Affairs.
5. After information has been received by the organization, a presentation must be scheduled in front of the respective council’s general body. Invitations shall be sent to each chapter’s president and a chapter advisor. Chapters in the respective council will have the ability to send up to two (2) additional representatives, not including the chapter president and/or advisors to these meetings/presentations. Organizations may also have the opportunity to meet with various campus stakeholders depending on availability. Chapters must

send at least three (3) representatives to presentations, chapter president included.

6. After the presentation, those representatives who have attended will be asked to submit evaluations to the Office of Greek Affairs. Results will be tabulated and provided to the respective council for use in their deliberations.
7. After deliberations, the respective council executive officers will provide their decision with supporting documentation of their choice. After which the Office of Greek Affairs staff and the respective council president will inform the organization(s) of the decision. **A simple majority shall be sufficient to grant recognition.** If the group is not granted recognition, the organization will have the right to re-request in one (1) year, if so desired.
 - The local level governing council has the ability to grant approval/recognition, ask the organization to wait until an agreed upon later time, or deny recognition altogether.
8. Any organization who has not officially established after one (1) academic year must reapply and start the interest group process again.

Section Three: Process for a formal request of recognition of an organization which desires to restore recognition after a loss of recognition due to disciplinary sanctions/restorative actions

1. The organization will send a formal letter to the Office of Greek Affairs stating their desire to re-establish on campus. This will only happen after the period where the organization's loss of university recognition (aka suspension) ends.
2. The organization will then meet with the Office of Greek Affairs to discuss possible admission as an associate chapter (also known as a colony). The Office of Greek Affairs Advisor will confirm the organization's eligibility with the Director of Judicial Affairs and verify that the organization has fulfilled all obligations and stipulations due to any judicial sanctions/restorative actions placed.
3. After confirming the organization has met the terms of their suspension, the organization will meet with the respective local level governing council's executive board to discuss rejoining the council as an associate group.
4. If there is agreement that the organization can rejoin the fraternity and sorority community; then the organization will be provided with a list of criteria to be submitted in a timely manner which includes information outlined in Section Four and can also include information on the organization's plan for the following areas:

- a. The process of procuring a new alumni chapter advisor and increase involvement of a faculty chapter advisor
 - b. Any and all restrictions/prohibitions on involvement of member(s) from previous incident that caused loss of recognition
 - c. Addressing payment of previous amounts owed to the respective council, if applicable. *Local Level Governing Council will inform the organization of any debts owed.*
5. After this information has been received, a presentation shall be made to the respective council's general body and the Office of Greek Affairs. After the presentation, the council will then deliberate if the organization has met the criteria set forth by the respective council. A vote of 2/3 is required for the organization to rejoin the fraternity and sorority community. After deliberations, the respective council executive officers will provide their decision with supporting documentation of their choice. After which the Office of Greek Affairs and the respective council president will inform the organizations of the decision. If the group is not granted recognition, the organization will have the right to re-request in one (1) year, if so desired
- The local level governing council has the ability to grant approval/recognition, ask the organization to wait until an agreed upon later time, or deny recognition altogether.

Note: If an organization is seeking to rejoin the fraternity and sorority community after a loss of recognition from the inter/national headquarters, then they shall be treated to the same process for interest groups outlined above in Section Two.

Section Four: Expansion Packet Materials to be Submitted for Review

1. *Letter of intent* explaining why this organization should become a part of the UT Tyler fraternity and sorority community.
2. *A packet containing the following:*
 - a. Logistical Information
 - i. Name of fraternity/sorority
 - ii. Founding date
 - iii. History at UT Tyler (if applicable)
 - iv. Current number of associate groups (colonies)
 - v. Current number of undergraduate chapters
 - vi. Average chapter size

vii. Number of chapters closed in the last 5 years and reasons for closing

viii. Membership costs: new member, current member, initiation fees, insurance

ix. Proof of liability insurance (minimum \$1,000,000)

b. Program Policies

i. Risk management policy

ii. Hazing statement

iii. New Member Education Program

iv. Minimum standards for new members

v. Scholarship program

vi. Community service program

vii. Recruitment program

c. National organization Constitution & by-laws

d. Expansions/Extensions/Associate Groups (AKA Colonies)

- List and status of expansions/extensions established in last 5 years

e. Procedures

f. Support

- Explanation of national/regional support

g. Recruitment

h. Criteria for obtaining charter

i. Timeline for charter

- Internal criteria for charter

j. Organizational Structure

- List of all chapters within 125 miles

k. Resources

i. National governing structure

- ii. Scholarship opportunities
- iii. Leadership schools and conventions
- iv. Nearest chapter
- v. Number of alumni in East Texas area
- vi. Contact information of committed alumni

3. Submission Guidelines: Must be submitted in electronic form as a **.pdf** to the Greek Affairs Office.

Section Five: Association Process

Organizations selected to expand/extend or rejoin the fraternity and sorority community at The University of Texas at Tyler must meet the following criteria:

Abide by all federal, state, local laws, Board of Regents policies, University policies, and all governing council constitution/bylaws/and standing rules

- a. Register as a student organization when meeting the requirements
 - a. Five members and one on campus advisor
 - b. Constitution/Bylaws, Member Roster, Risk Management Policy
 - c. Officers and on campus advisor complete university organization orientation.
- b. Join a Local Level Governing Council (CPC, MC, NPHC, MGC)