

Panhellenic and Inter-Fraternity Council Greek Life Accreditation Program

University of Redlands Greek Accreditation Program

The University of Redlands is host to a community of local-only Greek Fraternities and Sororities that provide students an opportunity to be active in an organization whose members share common ideals and values. A group of 17 including students from every organization, alumni and staff advisors began developing a program in 2015 focused on the integration and assessment of the Greek Community Pillars. The Greek Accreditation Program (GAP) allows chapters to review their purpose, effectiveness, internal structures, new member processes and accomplishments to encourage growth and celebration of achievements of the individual organizations.

As an organization in good standing, it is the responsibility of the membership to ensure that an organization is meeting the minimum standards and is working towards surpassing the minimum expectations. Knowing that individual member's and chapter's actions reflect on all Greeks at Redlands and nationwide, our Greek community is only as strong as our weakest link. Through a reflective journey, formal presentation to a committee of staff and student collaborators, interviews with organization members and a final assessment, groups receive recognition and suggestions for continued development.

Greek Life Mission: The Greek Community at the University of Redlands is committed to upholding excellence by way of academic achievement, community service, leadership, tradition and alumni relations. Through brotherhood and sisterhood we strive to strengthen members individually and as an organization.

The Bulldog Accreditation Program consists of six distinct areas of evaluation listed below:

- **Chapter Operations**
- **Ritual and Values**
 - **Leadership**
- **Community Participation**
- **Service and Philanthropy**
 - **Academics**

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Chapter Operations

I. Chapter Management

- a. How does your Organization set goals session each semester? How does your organization set accountability for goals and measure process for goals?
- b. How does your Organization review regularly your constitution and bylaws?
- c. How does your Organization host consistent, structured and effective meetings?
- d. How do you mediate conflict in your organization?
- e. How do you include all members in the daily decision-making, goal setting and assessment of events?
- f. What is the process for your executive board to give and receive feedback? How do you know that the process is effective? What are the terms of your executive positions (president, vp, new member educator, social chair, etc.)?
- g. How do you ensure that the leadership completes the Organizational Semester Transition document on time?

II. Risk Reduction

- h. How does your organization outline the responsibility, accountability and follow-through for risk management (committee, position, etc.)?
- i. How does your organization educate on Risk Reduction regularly with all members? (Hazing, Alcohol and Drug Use/Abuse, Sexual Assault/Misconduct, Mental Wellness, Eating Disorders)
- j. How does your chapter create and assess a plan when hosting university-approved social events?
- k. How does your Organization clearly outline Members' Expectations? (Attendance Policy, Member Behavior, Hazing, Member Conflict, Alcohol and Drugs)
- l. Describe your chapter's member accountability process and how you know it's effective (a functioning standards/judicial board)?
- m. Has your organization been found responsible for a violation of the ASUR, Greek Council or IFC/Panhell Constitution/ (Judicial Board)? If so, please list violations and please provide any necessary details.
- n. Has your organization been found responsible for a violation of any campus policies? (Student Organizational Board) If so, please list violations and please provide any necessary details.

III. University Advisor

- o. How does the Executive board members complete University Advisor Contract each semester? How do you hold the organization and advisor accountable to the standards in the contract?

IV. Fiscal Responsibility

- p. Describe the Organization's budget development process. (Include does the Organization have a budget, approved by the organization and regularly published to all members?)
- q. Does the Organization have a clearly outlined plan for money management?
- r. How do you hold the Treasurer, Executive Council and other officers accountable with the organization's finances?
- s. How are your advisers directly involved in your finances?
- t. Explain the Organization's process for paying dues.
 - i. Is there a documented option for payment plans?
 - ii. Does the payment process include delineated outcomes for members who do not pay dues?
- u. Is the Organization in good financial standing with the ASUR Club Account? If not, please explain.

V. House Management

- v. What are the internal organizational responsibilities of your House Manager?

- w. Is your house meeting the house occupancy? If your chapter does not have a house, do you have a suite or mutual gathering area?
- x. Were there concerns or issues of the past year's house inspections?
- y. How does the organization communally hold members accountable to the regular cleaning and maintenance of the house?

Rituals and Values

VI. Embodying your Values

- a. What are your organization's values?
- b. How do you promote those values/pillars internally?
- c. How do you promote those values/pillars externally?

VII. Chapter Educational Programs

- d. How does the organization host personal development educational programs or speakers? (Examples of programs include: leadership development, the REAL Thanksgiving Dinner, CDI Speaker, personal financial management, health issues, career development, social etiquette, campus involvement, cultural, religious, gender identity, sexual orientation, socioeconomic differences, values and ethics, gender issues, sexual responsibility, current events, sustainability, chapter specific values, how to swing a golf club, creating effective PowerPoints for the workplace, writing a resume, sexual-assault prevention, study skills, etc).
- e. How does the chapter promote campus and community educational resources and activities?
- f. How do you ensure for a variety of educational programs (leadership, social, professional, cultural, religious, identity, values, academic)?

VIII. Recruitment

- g. How does your organization approach year-round recruitment?
- h. Describe how you ensure all recruitment events drug and alcohol-free?
- i. How does the organization educate new active members on the organization's recruitment plan?
- j. Did your chapter recruit 25% of its total membership last year? If not, how are you prioritizing recruitment?

IX. Retention of Members

- k. How many members went inactive or dropped out of the new member process?
- l. Is there an evaluation system for evaluating why new and active members leave?

X. New Member Process Review (Reviewed by SLIC Staff only)

- m. Does the organization distribute a written new member education program annually to all members? How do you ensure your New Member Educator turns in a semester calendar by Bid Day? Does your chapter distribute a new member education calendar? If not, why not?
- n. What areas does your new member education program stress the most? (e.g. history, brotherhood, scholarship, involvement, projects, etc.)
- o. How does the organization ensure your New Member Educator took the New Member educator survey and read the New Member Educator Handbook?
- p. Did you make any changes to the New Member Process this year?
- q. How does the organization review traditions, activities and the accuracy of those events?
- r. Do you have the following internal rituals on file with SLIC?

- i. Opening & Closing Ceremonies (meeting)
 - ii. Formal Night of the Wings/Scream Night Ceremony
 - iii. Initiation Ceremony
 - iv. Officer Installation Ceremony
 - v. Graduation/Senior Ceremony
- s. How does the organization preserve the tradition and accurate ritual process (clearly written ritual book)?

Leadership

XI. Executive Board Training and Transition

- a. How does the organization ensure every position on the executive board has a position transition process?
- b. How does the organization ensure an effective officer transition after each election?
- c. How does the organization ensure the organization updates the URConnect portal at officer transition?

XII. Leadership Development

- d. How does the organization provide leadership education for members (including but not limited to LEAD, Leadership Symposium, Keli'ikoa)?
- e. How does the organization apply for Order of Omega and COAB awards?
- f. Has the organization received any campus awards or recognition?

XIII. Individual Leadership Positions (Non-Greek Organization)

- g. How does the organization your organization encourage members holding leadership positions on campus? (Greek Councils, CA, CD, AdHost, Peer Advisors, ASUR Cabinet, Judicial Council, Senate, International Student Advisor, CDI Intern, Captain of Recognized Athletic Team, etc.)

Community Participation

XIV. Governing Body: ASUR, Greek Council, Inter-Fraternity Council and Panhellenic Council

- a. How does the organization ensure regular attendance at Greek Council for all required representatives per the constitution?
- b. How does the organization ensure the Organization is in good financial standing with their ASUR Club Account and Greek Council dues?

XV. Greek Community

- c. How did the organization actively participate in Greek Week?
- d. How did the organization participate in the Greek Cup?
- e. How did the organization participate at Greek LipSync?
- f. How does the organization host and support alcohol-free social activities? (Examples: bonding activities, bowling, 'Bachelor' Nights, Super Bowl, game nights, Paint Twister, crafting nights, BBQ's, etc.)

XVI. University Community

- g. How did the organization actively participate in Intramurals?

- h. How does the organization support, co-sponsor, or host campus events? (Examples include Relay for Life, Anderson Halloween Carnival, Fall/Spring Fest support/cleanup team, Sustainability Fair, Multicultural Festival, individual organization sponsored week: Literacy Awareness, Body Image Awareness Week or RAINN Week)
- i. How does the organization host recognition events for a specific group of people? (Examples include: Phenomenal Women Tea, athletic support pre/post-game activities, Custodial/Facilities Worker Breakfast, Recognition day for Academic Department, etc.)

XVII. Alumni Community

- j. How does the organization sponsor alumni events annually? (Examples include Homecoming Traditional Lunches, Homecoming After-Football Game Co-Sponsorship, Founder's Day Dinner, Holiday Parties, Alumnae Teas, Alumni Community Service Day, etc.)
- k. How does the organization produce an alumni newsletter annually through the Alumni House (up to four times a year)?
- l. Describe the organization's structure and relationships with the alumni advisory board (Patrons/Patronesses/Alumni Advisor)?
- m. Describe the organization's structure and relationships with the alumni association?

XVIII. Parent Community

- n. How does the organization communicate with the parents in your organization?
- o. How does the organization host Parent Events? (Examples Include Homecoming and Parent's Weekend, Father's Day BBQ's, Mother's Day Teas, Invitation to Presents, etc.)

Service and Philanthropy

XIX. What Organization does your organization sponsor?

- a. Describe the service events the organization sponsors?

XX. Community Service

- b. Did a member attend the Volunteer Center Training?
- c. List the totaled number of hours completed as an organization (spring-fall)? How much was your organization fined for missed service hours?
- d. List the average number of hours of each individual person?
- e. Describe how the organization evaluates the impact of the service and how it reflects the values of the organization?
- f. Describe how does the organization recognize members who go above and beyond for service?
- g. Describe how the organization promotes members completing the all Greek Hours service requirement?
- h. List the most popular place people volunteered at out of all members of organization?

XXI. University Service

- i. *List the totaled number of hours completed as an organization?*
- j. *List the totaled number of hours of each individual person?*

XXII. Philanthropy

- k. *Describe the organization's philanthropic organization in which they donate funds each year?*
- l. *Describe the organization's philanthropic involvement and fundraising? Please share what other organizations that helped out with philanthropy goals.*
- m. *Did your organization host an event with this philanthropy open to all of campus?*

n. *How much money was raised? How much was donated?*

Academic Achievement

XXIII. Academic Achievement

- a. Does the organization distribute a written scholarship program that is distributed to all members?
- b. How does the organization provide incentives and recognition for scholarship excellence? (Examples are recognition dinners or ceremonies, certificates or awards, advertisements recognizing members, incentives and rewards for academically excelling members.)
- c. List the organization's cumulative GPA per semester?
- d. Please share trends of active, new member and cumulative GPA.
- e. Is the organization above or below the all-greek organization average?

XXIV. Interactions with Out of Classroom Learning

- f. How does the organization support attendance at events sponsored by University Faculty or an Academic Department? (i.e. attendance at a speaker sponsored by the Biology department)
- g. How does the organization host or co-sponsor events that promote academic skill development? (study abroad, study skills, time management, graduate school presentations, alumni mentor program, etc.)

FAQ for Completing the Greek Accreditation Program Proposal

How does my organization develop an accreditation plan?

- Organizations are encouraged to create a committee and/or position within the organization to gather information for the accreditation throughout the year.
- Organizations are asked to submit a report outlined by the six areas of review and how the organization addressed the questions laid out in the format above. Please note that the reports will be published online.
- Each report will have a different length and information provided as organizations can make their experience individualized based on the organizations' mission and fraternal values.
- Each year, an organization should set outcomes for upcoming year and record action taken to achieve the outcome.
- Outlines for the Greek Accreditation Program can be found on the Redlands.edu website and URConnect.

What is the timeline for the Review Process?

- Each Chapter will present a plan annually in the Spring. The due date will be set in March, however organizations may submit their reports earlier.
- Each organization will need to provide two members to sit on other organization's review committees who's names will be due at the same time the report is due.
- Within five days the committees will be formed and the formal process of review will begin.
- The committee will have a few weeks to review the information, complete the rubrics and complete interviews.
- The review committee will submit the rubrics to SLIC and a final review meeting will be scheduled with the organization's leadership and a SLIC staff member. The Accreditation level will be published openly. The meeting and published score should be completed before finals begin.

How will my chapter's accreditation plan be evaluated and reviewed?

- The Accreditation Review Committee will be comprised of one advisor (University Advisor, SLIC staffer or Student Life representative) as well as two students from other organizations will be assigned to review the information for organizations.
- The areas of accreditation are based on the organizations ability to demonstrate relevance to their values.
- The review committee will utilize the rubrics provided to assess each organization's strengths and areas for focus. These rubrics are available for organizations to review online.
- The committee will additionally conduct interviews with speakers, members and involved parties to assess the quality or outcomes from the items listed by the organization. It is up to the review committee to determine who to interview and what questions to ask (sample questions are provided in the rubric but the review committee may ask any appropriate question related to the report).
- The review committee will evaluate achievement of the organization's outcomes per the goals set out for their organization from the previous year.

What is the Accreditation Ranking System?

- The rubrics for each of the six areas will be graded and assigned a score. The score will place the organization in one of **five tiers** of accreditation:
 - 5 Outstanding
 - 4 Meets Expectations
 - 3 Satisfactory
 - 2 Needs Improvement
 - 1 Unacceptable
 - 0 Unaccredited

- Regardless of the score, all chapters will receive feedback from the Student Leadership and Involvement Center based off of the scoresheets of the committee members. Organizational leadership and Advisors are welcome to attend this meeting.
- Organizations who are ranked 5: Outstanding will not need to complete the accreditation paperwork and will only need to work on achieving goals for one academic year.

Where will the Accreditation Rankings be posted?

- The Accreditation Rankings will be posted on the Redlands.edu website, on URConnect and in the annual Alumni Greek Newsletter.
- The Rankings will be publically advertised in SLIC.
- The Accreditation Reports will be posted online.

What happens if my organization is listed as 'Needs Improvement' or 'Unacceptable'?

- Organizations will meet with a team member from the Student Leadership and Involvement Center to develop a plan for the organization to set reasonable goals for the semester, while maintaining all or some features of the organization's current configuration. There are many elements to Greek life and organizations may be asked to take a semester break from the organizational expectations and privileges, including recruiting, taking new members, housing on campus, applying for a party license, voting in Greek Council, etc. in order to focus on the health and stability of the organization as a whole.
- Organizations who receive a 0 Unaccredited did not submit any form to be recognized.

Redlands Pillars Values

Tradition: *Through brotherhood and sisterhood, organizations promote the values of their organization, uphold the mottos for which they were founded, the history of the organization and institution and the implications of their actions within the Greek and University community.*

Community Service: *Individual Organizations engage in a long-term meaningful relationship with a philanthropic purpose with regular support, service and community education.*

Academic Achievement: *Individual organizations support academic endeavors through an ongoing program that allows for constant edification for both in and out of classroom experiences.*

Leadership: *Individual organizations support individual growth and leadership development through interpersonal communication, increased self-awareness, a focus on preserving a holistic identity, and the encouraged reflection as an individual and organization of the purpose and meaning of a social Greek organization.*

Alumni Relations: *Individual organizations maintain healthy and collaborative relationships with their alumni through proactive communication and positive relationship development.*

This document was created by students and administrators at the University of Redlands who utilized the following documents to assist in the creation: True Gentleman's Initiative from Sigma Alpha Epilison, San Diego State Standards of Excellence, Ball State University Plan for Greek Excellence, Information from Chris Walker-Patron of Kappa Sigma Sigma, UCLA Standards of Excellence, University of Arizona Standards of Excellence and Valparaiso Standards of Excellence.

