

## **IX. Standards for Student Organizations**

### **Standards of all Student Organizations**

As stated in the Policy Statement Relating to Campus Life, the University desires a community of student self-governance that balances student privilege and responsibility. Students involved in organizations are expected to adhere to the same standards of conduct to which students are held on an individual basis.

### **Standards for Fraternities/Sororities**

#### *Preamble*

Washington and Lee University continues to affirm that "fraternities/sororities are a valuable and integral part of both the University and Lexington communities." The University also continues to recognize that fraternity/sorority chapters "have important privileges as well as responsibilities to those communities." In keeping with the letter and spirit of these statements as set forth in the documents adopted by the Board of Trustees on May 25, 1985 - the "Policy Statement Relating to Campus Life" and the "Statement Relating to Fraternities," which incorporates the "Policy Statement on Fraternities" adopted by the University Council on February 25, 1976 - the University has developed the following standards for fraternity/sorority life at Washington and Lee University.

These standards are established in order to give direction and support to those entities crucial to and responsible for the vitality of the fraternity/sorority community:

- I. The University
- II. The National Fraternity/National Sorority
- III. The Interfraternity Council/The Panhellenic Council/ The Multicultural Greek Council
- IV. The Alumni Greek Council
- V. The House Corporation
- VI. The Local Chapter
- VII. The Chapter House
- VIII. Maintenance and Review of These Standards

The following standards define the privileges, responsibilities, and interrelationships of each of these fraternal entities; they also specify the physical standards to be met for the interior and exterior condition of its chapter house if the local chapter expects to remain an integral part of the University and Lexington communities. The historically black Greek organizations will have a governing body known as the Multicultural Greek Council (MGC). Only the relevant parts of these standards apply to organizations without chapter houses.

These standards provide guidance for construction, renovation, maintenance, and preservation of the chapter houses as part of the goal of strengthening the fraternity/sorority system at Washington and Lee. The University realizes that this goal can only be achieved when alumni and student fraternity/sorority members themselves adhere in practice as well as in rhetoric to their fraternal ideals, seek a higher standard of group living, and create a climate of fraternity/sorority life compatible with Washington and Lee's institutional philosophy and objectives.

These standards, then, are not to be construed as optional guidelines, but rather as reasonable requirements necessary for the local chapters to realize the University's expectations enumerated in the Board's "Statement Relating to Fraternities":

*Chapters ... are expected to maintain adequately the physical appearance of fraternity/sorority property and to assure the structural integrity of chapter houses. Chapter members are expected to conform to standards of honorable conduct and to exhibit a concern for the rights and sensibilities of others.*

- I. The University
  - A. Shall maintain these standards for all fraternity/sorority chapters at Washington and Lee.
  - B. Shall recognize each local chapter upon the recommendation of the Interfraternity Council/Panhellenic Council/Multicultural Greek Council and the Student Affairs Committee.
  - C. Shall recognize each alumni house corporation upon the recommendation of the Alumni Greek Council.
  - D. Shall require adherence to the fraternity/sorority standards.
  - E. Shall provide:
    - 1. Financial support to individual fraternity/sorority chapters through:
      - a. Programs to generate revenue for construction, renovation, repair and maintenance.
      - b. Loan assistance at favorable rates.
    - 2. Maintenance support and advice.
    - 3. Periodic inspection services.
    - 4. Guidance for the Interfraternity Council/Panhellenic Council/Multicultural Greek Council.
    - 5. Support for the Alumni Greek Council.
    - 6. Recognition and support of a University and/or Alumni Adviser for each chapter.
    - 7. Recognition and support of a House Director for each chapter.
- II. National Fraternity/National Sorority
  - A. Shall set forth standards for its local chapter.
  - B. Shall recognize the local chapter.
  - C. Shall require strict adherence to the National by-laws and regulations.
  - D. Shall provide:
    - 1. For the chapter's participation in the National governing structure.
    - 2. Guidance through:
      - a. National and regional leadership training programs.
      - b. Annual visits to the local chapter.
  - E. Shall notify immediately if local chapter is not in good standing.
- III. Interfraternity Council/Panhellenic Council/Multicultural Greek Council
  - A. Shall serve as the governing organizations of all recognized fraternities/sororities.
  - B. Shall hold regularly scheduled meetings.
  - C. Shall maintain up-to-date constitutions and by-laws which:
    - 1. Set a high standard for chapter conduct.
    - 2. Require each chapter to set a similarly high standard of conduct for its individual members and guests.
  - D. Shall elect conduct boards empowered to uphold the constitutions, by-laws, and other rules or agreements necessary for sound governance.
  - E. Shall be responsible to the faculty through the Student Affairs Committee.

- F. Shall discipline individual chapters through authority derived from the faculty via the Student Affairs Committee
  - G. Shall recommend prospective member chapters to the University for its recognition.
  - H. Shall have the power to recommend that the University withdraw recognition of a chapter.
  - I. Shall promote cooperation among the member chapters and the greater community.
- IV. Alumni Greek Council
- A. Shall promote the continued well being of the fraternity/sorority community at Washington and Lee University through participation by alumni in fraternity/sorority affairs.
  - B. Shall meet not less than twice annually.
  - C. Shall be constituted by the presidents of the house corporations or their appointed representatives.
  - D. Shall conduct itself in accordance with its Charter, as amended time-to-time.
  - E. Shall establish guidelines to assure that its house corporation members are in good standing. At a minimum, the Alumni Greek Council shall assure that its house corporation members:
    - 1. Are incorporated in the Commonwealth of Virginia;
    - 2. Are in good standing with the State Corporation Commission; and
    - 3. Have a minimum of three (3) active directors, two-thirds of whom must be affiliated with the national organization or alumni of Washington and Lee University.
  - F. Shall be responsible for certifying annually to the University, through the appropriate Student Affairs designee, compliance of its house corporation members with those requirements specifically enumerated in section IV. E 1 through 4 and section V. as necessary.
  - G. Shall promote cooperation among its house corporation members.
  - H. Shall provide services and information and act as a forum for the concerns of its house corporation members.
- V. House Corporation
- A. Shall write, implement, and periodically update a master plan to insure the perpetuation of the chapter and house corporation.
  - B. Shall incorporate in the Commonwealth of Virginia with a minimum of 3 active directors, of whom no more than one-third may be current student officers and preferably a majority should be alumni of Washington and Lee University.
  - C. Shall be represented on and be a member in good standing of the Alumni Greek Council.
  - D. Shall meet at least semi-annually at the chapter house with chapter representatives.
  - E. Shall hold title and/or lease to all real property and furnishings.
  - F. Shall serve as lessee by requiring separate contracts with the chapter and individual resident members.
  - G. Shall establish policies that protect the property and require a high standard of conduct among the members.

- H. Shall employ a House Director to represent the interests of the House Corporation and serve as liaison to the University and the Chapter. House Directors shall be required to comply with all University policies applicable to individuals working or living on campus. House Directors may not be students (undergraduate or law). *A chapter may seek a waiver of this requirement by submitting a written request to the appropriate Student Affairs designee. The Vice-President for Student Affairs and Dean of Students may grant a waiver under compelling circumstances, but in no event will a waiver be given to an individual chapter for more than two years in a 10-year period.*
- I. Shall establish financial criteria, approve the chapter budget, designate the dispensation of funds collected by the University, and audit chapter operations.
- J. Shall set fees sufficient to:
  1. Meet all debt and tax or related obligations.
  2. Provide insurance for property and furnishings at replacement value.
  3. Maintain adequate liability insurance for its directors and the chapter.
  4. Maintain the property and furnishings at the University standard.
- K. Shall collect and disburse funds in a timely manner.
- L. Shall re-certify compliance with these standards annually to the appropriate Student Affairs designee (see section IV. F).

#### VI. The Local Chapter

- A. Shall have and abide by written by-laws which:
  1. Define the duties and responsibilities of all chapter officers.
  2. Require members to behave honorably.
  3. Establish parietal regulations for the chapter house.
  4. Prohibit the possession, use, and distribution of illegal drugs and controlled substances.
  5. Set guidelines for the responsible use of alcohol.
  6. Prohibit firearms and weapons (including air guns and fireworks) on the chapter house property.
  7. Prohibit smoking.
  8. Provide for regular cleaning of the chapter house and prompt repair of all maintenance problems.
  9. Include strict enforcement policies subject to the review of the Interfraternity Council/Panhellenic Council/Multicultural Greek Council conduct boards.
  10. Require the chapter president (current or former before the school year after the current is elected) live in the chapter house. Live in means primary and preferably only residence. Additional upperclassmen and/or officer should live in as well.
  11. Require all new student chapter officers specified by Interfraternity Council/ /Panhellenic Council/Multicultural Greek Council be elected by the Wednesday after the last possible initiation date.
- B. Shall have a University Adviser to assist the chapter with campus and community relations, as well as academic affairs. (Description attached as Appendix 1)
- C. Shall promote academic excellence and intellectual growth among its members.
- D. Shall conduct a social program that conforms to the Interfraternity Council/Panhellenic Council/Multicultural Greek Council's regulations.

- E. Shall conduct a responsible new member education program that conforms to the Interfraternity Council/Panhellenic Council/Multicultural Greek Council's regulations.
- F. Shall establish with the House Corporation's approval a financial policy that:
  - 1. Complies with University and National fraternity/National sorority regulations.
  - 2. Requires sound business practices to minimize the chance of fraud.
  - 3. Utilizes the University collection program for charges and requires prompt payment of bills.
  - 4. Includes an annual budget.
- G. Shall have adequate liability insurance.
- H. Shall:
  - 1. Be in good standing with its national fraternity/national sorority.
  - 2. Strictly adhere to its by-laws and regulations.
  - 3. Actively participate in its national governing structure and leadership training programs.
- I. Shall re-certify compliance with these standards annually to the appropriate Student Affairs designee, and through the Interfraternity Council/Panhellenic Council/Multicultural Greek Council.

VII. Chapter House Physical Standards (currently maintained by the University)

- A. The fraternity/sorority chapter shall maintain a residence with an exterior which:
  - 1. Is compatible with the neighborhood.
  - 2. Is kept in excellent condition at all times.
  - 3. Has landscaped grounds conforming to an approved plan.
    - a. The grounds shall be well maintained at all times.
    - b. A chapter plan shall provide, consistent with the needs of the chapter, as much paved, off-street parking as possible, to be connected to the house by paved walkways.
- B. The fraternity/sorority chapter shall maintain a residence with an interior which:
  - 1. Meets or exceeds all applicable code requirements for fire, safety, health, and sanitation plus such additional requirements imposed by the university or its insurers.
  - 2. Provides bedroom and bath facilities of a quality at least equal to the best residence hall accommodations provided by the University.
  - 3. Contains living and recreational areas with well-defined uses and which are furnished and maintained in ways appropriate for such uses.
  - 4. Provides for each fraternity chapter a large social area, isolated from other parts of the house, with adequate exterior access, ventilation, adjacent rest room facilities, and sound absorption design features. It is the intent of this standard that fraternity social events occur only in this room. If the room is to have other uses requiring furnishings or equipment, there should be adequate adjacent storage to permit removal of these items during such events.
  - 5. Contains a dining room sufficient to provide meal service to membership in a sanitary, attractive, and comfortably furnished area.
  - 6. Contains a kitchen which is a sanitary and efficient space meeting all code requirements and with separate areas for food preparation and

distribution. It shall be possible to restrict access to the kitchen from the rest of the house.

7. Provides for any special requirements of the national fraternity/national sorority or house corporation.
  8. Is regularly maintained and clean at all times, and complies in all respects with the maintenance requirements of the house corporations and the bylaws of the Interfraternity Council/Panhellenic Council.
  9. Provides an apartment on the premises for the non-student House Director.
- C. In support of these standards, each fraternity/sorority shall have professionally developed plans and specifications for renovation or new construction which assure functional efficiency, durability, and ease of maintenance.

#### VIII. Maintenance and Review

The VP for Student Affairs and Dean of Students will be responsible for the maintenance and the periodic review every three years of the Standards for Fraternities/Sororities.

The VP for Student Affairs and Dean of Students will convene an *ad hoc* committee to review the Standards for Fraternities/Sororities. The *ad hoc* committee to review Standards for Fraternities/Sororities, in addition to the VP of Student Affairs and Dean of Students or designee, will consist of the appropriate Student Affairs designee, the President of the Alumni Greek Council, the President of the Interfraternity Council, the President of the Panhellenic Council, the President of the Multicultural Greek Council and a fraternity/sorority University adviser. Input from Facilities Management and the Treasurer's Office will be gathered in the deliberation process for any proposals which might affect those offices.

Following the review of the Standards for Fraternities/Sororities, the VP of Student Affairs and Dean of Students will submit recommendations for any changes in the Standards for Fraternities/Sororities to the President of the University or designee for consideration and approval. The President or designee will then promulgate approved revisions to all appropriate parties, the national fraternity/national sorority offices, house corporations, Interfraternity Council/Panhellenic Council, and local chapter presidents.

## Appendix I. University Adviser to a Fraternity/Sorority Chapter

1. Required by University policy and the Standards for Fraternities/Sororities
2. A member of the Washington and Lee University faculty or administration who:
  - A. serves as an adviser to the chapter officers regarding:
    1. University policy concerning fraternities/sororities
    2. Community relations
    3. Campus relations
  - B. promotes academic excellence and intellectual growth among the chapter members
  - C. provides liaison between the chapter, the faculty and the administration
  - D. provides informal advice to the chapter and members on academic affairs
  - E. encourages the chapter through its officers to develop and maintain a positive image within the whole University community
  - F. suggests programs to foster interaction between the chapter and the faculty
  - G. meets several times a year as a group with all University Advisers to exchange ideas and information
  - H. meets regularly with the president or chapter leadership to discuss concerns and plans
  - I. provides continuity of relationship between University and chapter and
  - J. may serve as a chapter adviser or other role as deemed appropriate (or eligible) by the national office or house corporation for the chapter.
3. The University will provide:
  - A. recognition of this work as a positive contribution to the quality of University life
  - B. access to pertinent information in support of the work
  - C. appropriate setting for meetings of the University Advisers as a group.

## Appendix II. House Director

Role: Establishes and maintains an environment consistent with the needs of the students and the requirements established in the "Standards for Fraternities and Sororities." Develops relationships with members of the chapter and promotes the University Mission.

### Expectations:

1. Resides in the chapter house when students are present. W&L expects the House Corporation to provide a substitute House Director if the regular HD is going away from the House for more than one night. If that is impossible we ask that the HD notify:
  - respective House Corporation contacts,
  - W&L Public Safety and,
  - appropriate Student Affairs designee
2. Complies with all University policies applicable to individuals working or living on campus.
3. Supports University initiatives and stays involved in the Campus Community.
4. Attends House Director Trainings or other meetings as scheduled by the appropriate Student Affairs designee.
5. Communicates expectations for use of the chapter house in collaboration with the chapter officers, the University, and the House Corporation.
6. Notices when a student appears to need assistance and refers them to the proper resource. If the House Director perceives potentially life-threatening issues developing they should contact local authorities, Public Safety (x8999) and Counseling Services (x8590). The House Director should not act as a counselor for issues concerning mental health or substance abuse, but rather refer the individual to a trained University staff member.
7. Submits work orders in accordance with Facilities Management guidelines and ensures work orders are completed successfully in a timely manner.
8. Has basic computer knowledge, including the skills necessary to access email.