

COLGATE UNIVERSITY STUDENT ORGANIZATION RELATIONSHIP STATEMENT

October 5, 2013

Revised June 7, 2014

A Colgate education extends beyond the classroom to all aspects of campus life. Student Organizations are therefore an important component of the Colgate experience. Involvement in a student organization helps students to develop leadership and management skills and to further lifelong friendships. Like other aspects of Colgate's liberal arts program, Student Organizations are guided by the six Living the Liberal Arts goals: intellectualism, personal development and wellness, civic engagement, access and inclusion, social responsibility, and a lifelong connection to Colgate (see Appendix A). These goals provide a framework for organizational excellence, and Colgate is committed to helping recognized Student Organizations succeed in achieving these aims.

Colgate encourages and supports Student Organizations by providing privileges and resources that can help them flourish and expects that each Student Organization will uphold its responsibilities and follow procedures that allow us to work together to support success of Student Organizations across campus. This Relationship Statement summarizes the connection between Student Organizations and the University. It describes the procedures that must be followed in order for a Student Organization to achieve and maintain recognition, as well as the privileges and responsibilities that recognition entails. All Student Organizations are expected to adhere to applicable University rules and regulations, as well as requirements established from time to time by University officials and Advising Departments.

Because of the number and diversity of Student Organizations on the Colgate campus, universal criteria for all organizations cannot be outlined in a single document. That ultimately depends upon the interaction between particular organizations and their Advising Departments, as well as applicable University policies and procedures. Rather, this Relationship Statement is designed to provide a starting point for students seeking to establish and maintain those organizations and thereby enrich their college experience.

This Relationship Statement does not address the recognition of new Fraternities or Sororities; instead, it addresses the continued recognition of Colgate's recognized Fraternities and Sororities.

DEFINITIONS

For purposes of this Relationship Statement, the following definitions apply.

Organization Advisory Committee (OAC) means the advisory body designated to act on behalf of the University to ensure that Advising Departments adopt consistent standards for initial recognition, renewal of recognition, and other matters involving Student Organizations covered by this Relationship Statement. The OAC is composed of one student and one faculty or staff member from each Advising Department, and is chaired by the Dean of Students.

Advising Department means a department that, subject to the oversight authority of the Vice President and Dean of the College (hereinafter "Dean of the College") or her/his designee and the advisement of the OAC, recognizes and advises one or more Independent Student Organizations

and/or Fraternities and/or Sororities. Advising Departments must be designated by either the Provost and Dean of the Faculty (hereinafter “Provost”), or the Dean of the College, or their respective designees.

Fraternity or Sorority means an established chapter of a national or international organization that has been granted a charter of recognition to operate at Colgate University and that has a structured process to select its membership. Its members must be fully matriculated Colgate students. Traditionally, Fraternities and Sororities have developed strong programs for alumni engagement and mentoring. Fraternities and Sororities are funded by dues from their members and, as such, are not eligible to receive monies collected through the student activities fee.

Independent Student Organization (ISO) means an organization established by Colgate University students to pursue a common interest. Each ISO is open to all fully matriculated Colgate students who seek to participate and become actively engaged in supporting the organization’s activities. An ISO may be established by any group of students that petitions an Advising Department for recognition, and that can demonstrate, to the satisfaction of the Advising Department, that it meets both the requirements of this Relationship Statement and any additional requirements that the Advising Department or the University may establish. ISOs may be funded through the student activities fee and should have equal opportunities for access to monies collected through assessment of that fee.

Sponsored Student Organization (SSO) means an organization that is not an ISO because it is organized, sponsored and operated by a University department, office or unit, rather than by students. Each SSO is established to serve the goals of the sponsoring department, office or unit, which oversees its operations and provides it necessary advice and financial support. SSOs are not subject to this Relationship Statement, and exist at the will of their sponsoring departments, offices and units.

Student Organization means a recognized Fraternity, Sorority or ISO, but not an SSO. All Student Organizations are legally separate and independent of the University, but must adhere to the recognition standards that the University may from time to time establish and revise, including without limitation those described in this Relationship Statement.

RESPONSIBILITIES OF THE ORGANIZATION ADVISORY COMMITTEE

The OAC shall:

1. Take steps designed to ensure that the practices of each Advising Department are fair and consistent;
2. Provide advice and recommendations to assist Student Organizations in meeting the Living the Liberal Arts goals outlined in Appendix A.
3. Develop criteria for annual assessments of Student Organizations by each Advising Department consistent with the applicable specific requirements outlined in Appendices B or C;
4. Make recommendations to the Provost, the Dean of the College, or their respective designees, on the possible establishment of additional Advising Departments; and
5. Serve as a body to hear appeals from actual or prospective Student Organizations that were denied initial recognition or renewal of recognition by an Advising Department.

OVERSIGHT AUTHORITY OF THE DEAN OF THE COLLEGE

Any Advising Department that initially recognizes a Student Organization, or renews a Student Organization's recognition, must immediately notify the Dean of the College of that decision in writing. The Advising Department's decision will become effective if not modified or overruled by the Dean of the College (or her/his designee) within 10 business days of the Dean's receipt of that notification.

RECOGNITION OF STUDENT ORGANIZATIONS

Independent Student Organizations (ISOs)

Any group of Colgate students may petition an Advising Department for initial recognition as an ISO. The petition shall contain a short and plain statement setting forth the following:

1. The name of the proposed ISO;
2. The mission of the proposed ISO, and how that mission would advance the Living the Liberal Arts goals described in Appendix A;
3. To the extent that it anticipates seeking funding through the student activity fee, a proposed budget describing the amount of fees to be sought and how those fees would be used;
4. A list of proposed officers, all of whom must be Colgate students on active status; and
5. A written agreement by all members of the proposed ISO that:
 - A. The proposed ISO will adhere to the terms of this Relationship Statement and the attached Appendix B, all applicable University rules and regulations, including, without limitation, the University's Policy on Hazing, the Policy on Alcohol and Drugs, and the Policy on Equal Opportunity, Nondiscrimination, Sexual and Other Forms of Harassment, and any requirements established by the Advising Department;
 - B. Membership in the proposed ISO will be limited to fully matriculated Colgate students;

- C. The proposed ISO will adhere to appropriate risk management practices and insurance requirements as established by the University;
- D. The proposed ISO will not discriminate on the basis of gender, gender identity or expression, race, religion, national origin, ethnicity, color, age, marital status, citizenship, sexual orientation, or disability. The prohibition on discrimination on the basis of gender shall not apply to membership policies of existing ISOs recognized as single-gender organizations prior to the date that this Relationship Statement is adopted.

The Advising Department shall grant or deny recognition based on its evaluation of the petition, the availability of resources to support the proposed ISO, and its determination as to whether it is reasonable to expect that the ISO will adhere to all requirements and agreements referenced above. If granted, initial recognition shall be for a maximum of one year. Any recognized ISO may apply for renewal of its recognition in accordance to a schedule established by the Dean of the College or his/her designee. The criteria for renewal of recognition are the same as those for initial recognition, although only the ISO leaders (and not all of its individual members) will be required to sign the agreement referenced in paragraph 5 above; Advising Departments or the Dean of the College may adopt additional procedures to further expedite the renewal process. Renewal will also be for a maximum of one year.

Any initial recognition or renewal of that recognition may be conditioned or limited by the Advising Department or, ultimately, by the Dean of the College. So long as an ISO is recognized, it must remain in full compliance with all applicable agreements and requirements.

In the event that an Advising Department declines to recognize a prospective ISO or to renew recognition of a previously recognized ISO, the actual or prospective ISO may appeal the decision to the OAC in writing within 10 business days after receiving notification of the decision. The OAC shall review the request for recognition or renewal of recognition, and shall render a final decision based on the criteria set forth in this Relationship Statement (including without limitation the Advising Department's standards and practices adopted pursuant to this Relationship Statement).

Fraternalities and Sororities

This Relationship Statement does not address the recognition of new Fraternalities or Sororities at Colgate; instead, it addresses the continued recognition of Colgate's recognized Fraternalities and Sororities.

At the time a Fraternity or Sorority's renewal is being considered, the Fraternity or Sorority will provide the following to the Office of Fraternity and Sorority Affairs (or successor Advising Department):

1. The name of the Fraternity or Sorority;
2. The mission of the Fraternity or Sorority, and how that mission advances the Living the Liberal Arts goals described in Appendix A;
3. A list of the officers of the Fraternity or Sorority, all of whom must be Colgate students on active status; and
4. A written agreement by the Fraternity or Sorority that:

- A. The Fraternity or Sorority will comply with the terms of this Relationship Statement and the attached Appendix C, all applicable University rules and regulations, including, without limitation, the University's Policy on Hazing, the Policy on Alcohol and Drugs, and the Policy on Equal Opportunity, Nondiscrimination, Sexual and Other Forms of Harassment, and any requirements established by the Office of Fraternity and Sorority Affairs (or successor Advising Department);
- B. Membership in the Fraternity or Sorority will be limited to fully matriculated Colgate students;
- C. The Fraternity or Sorority will adhere to appropriate risk management practices and insurance requirements as established by the University;
- D. The Fraternity or Sorority will not discriminate on the basis of gender, gender identity or expression, race, religion, national origin, ethnicity, color, age, marital status, citizenship, sexual orientation, or disability; provided, however, that Fraternities and Sororities may have policies that provide for single-gender membership.

The Office of Fraternity and Sorority Affairs (or successor Advising Department) shall grant or deny renewal of recognition based on its evaluation of the information submitted, the availability of resources to support the Fraternity or Sorority, and its determination as to whether it is reasonable to expect that the Fraternity or Sorority will adhere to all requirements and agreements referenced above. Renewal will be for a maximum of one year.

In the event that the Office of Fraternity and Sorority Affairs (or successor Advising Department) declines to renew recognition of a previously recognized Fraternity or Sorority, the Fraternity or Sorority may appeal the decision to the OAC in writing within 10 business days after receiving notification of the decision. The OAC shall review the request for renewal of recognition, and shall render a final decision based on the criteria set forth in this Relationship Statement (including without limitation the Office of Fraternity and Sorority Affairs' (or successor Advising Department's) standards and practices adopted pursuant to this Relationship Statement).

PRIVILEGES AND SUPPORT OF STUDENT ORGANIZATIONS

Once recognized, Student Organizations are encouraged to develop and implement programs that both engage their members and connect with the broader Colgate community. The following benefits are available to Student Organizations, subject to conditions and limitations that the University may adopt from time to time. Recognized Student Organizations may:

1. Use regulated references to Colgate University (*e.g.*, name, trademarks, service marks);
2. Have access to available funding sources;
3. Have access to Colgate vehicles;
4. Reserve space on campus;
5. Utilize a dedicated Colgate Organizational Budget Account;
6. Have access to organizational management software;
7. Have access to faculty/staff advisers and administrative resources.

ORGANIZATIONAL RESPONSIBILITY AND ACCOUNTABILITY

Once recognized, a Student Organization must adhere to all applicable University policies and procedures. Failure to do so may result in the Student Organization's recognition being restricted, suspended or withdrawn pursuant to the University's published disciplinary procedures.

Per the Code of Student Rights and Responsibilities, a Student Organization will be subject to organizational discipline when it is reasonable to attribute the actions of at least some of its members to the organization as a whole. Among the situations in which organizational discipline may be imposed are the following:

1. Any act or omission in violation of the Colgate University Code of Student Conduct, or University policy, that has received the explicit or implicit consent or encouragement of one or more of the Student Organization's officers;
2. Any act or omission in violation of the Colgate University Code of Student Conduct, or University policy, that has been undertaken by one or more members of the Student Organization as a result of the unreasonable failure of the officers to oversee the conduct of the organization's membership and/or organizational activities;
3. Any failure of the officers of the Student Organization to ensure the adoption of reasonable precautions to avoid a violation of the Colgate University Code of Conduct, or University policy; or
4. Any policy or practice of the Student Organization that results in a violation of the Colgate University Code of Student Conduct, or University policy.

Any alleged violation of the Colgate University Code of Student Conduct or University policy that can reasonably be attributed to a Student Organization will be referred to the appropriate University personnel for review and action in accordance with applicable disciplinary procedures. Violations of the Colgate University Code of Student Conduct or other University policies may result in sanctions as set forth therein. These sanctions may include, but are not limited to, the loss of privileges up to and including suspension or withdrawal of recognition, fines, penalties, and/or mandatory education or training.

The University's disciplinary procedures are separate and distinct from, and shall not preclude (even when based on the same or related events or circumstances), decisions by Advising Departments or the Dean of the College to deny initial or renewed recognition of a Student Organization, and/or to impose limitations or conditions on recognition in accordance with this Relationship Statement.

CONCLUSION

This Relationship Statement reaffirms the value of opportunities for Colgate students to be engaged in a wide variety of activities that complement their academic experience. Their efforts, with University support, will help ensure that this critical aspect of the student experience is thoughtful, productive and consistent with the University's core educational mission.

APPENDIX A:

Organizations of Excellence Goals

All recognized organizations are linked by a common set of principles that complement the educational mission of the University. These Living the Liberal Arts principles, as applied to student organizations, serve to enhance campus life, create opportunities for social interaction, and foster personal growth.

- *Intellectual Development.* Promoting reflection and making connections between academics and the broader world through dialogue, idea exchange and interactions with multiple stakeholders.
- *Citizenship, Leadership and Service.* Developing a lifelong commitment to civic engagement by contributing to greater social awareness and positive social change, engaging in direct service at Colgate and in surrounding communities, and facilitating opportunities to develop ethical and articulate leaders.
- *Diversity, Access and Inclusion.* Treating all members of the Colgate community fairly, welcoming students of all backgrounds, collaborating with other groups, encouraging expression of various beliefs/backgrounds within groups, promoting discovery of new perspectives, and organizing events with broad appeal.
- *Personal Growth, Health and Wellness.* Expressing a commitment to their members' well-being and structuring programs to support a healthy lifestyle.
- *Accountability.* Instilling pride and responsibility for the organizations' actions, upholding a clear mission, providing high expectations and transparency, and promoting opportunities for meaningful reflection.
- *Lifelong Connections.* Encouraging social interaction among members, facilitating continuity and evolution of the organization, honoring and developing constructive traditions, fostering peer learning, and connecting with active alumni mentors and resources.

It is the expectation of each recognized organization that the relevant principles and potential initiatives below are present in their organizational strategic planning, goal-setting, and operations. The Organizations of Excellence document is a guide to help a group set relevant goals (e.g., presidents' goal setting session at beginning of term) and can be reviewed annually.

Goal 1. *Intellectual Development*

Potential Initiatives

- *Initiative 1:* Increase faculty interactions with student organizations.
- *Initiative 2:* Encourage discourse/idea exchanges with multiple perspectives.
- *Initiative 3:* Institute staff/faculty advisors.

Goal 2. *Citizenship, Leadership and Service*

Potential Initiatives

- *Initiative 1:* Develop service goals for organizations.
- *Initiative 2:* Provide training for students in community-identified service programs.
- *Initiative 3:* Provide leadership and skill development.

Goal 3. Diversity, Access and Inclusion

Potential Initiatives

- *Initiative 1:* Foster a diverse membership that honors the individual expression of members.
- *Initiative 2:* Engage in activities that promote members' understanding of people different from themselves.
- *Initiative 3:* Interact and communicate with other groups and organizations on campus, especially those of different disciplines and different departments on campus.

Goal 4. Personal Growth, Health and Wellness

Potential Initiatives

- *Initiative 1:* Create a support structure to assist members in managing their multiple obligations.
- *Initiative 2:* Develop programs and utilize resources for their members to further their personal growth, health and wellness.

Goal 5. Accountability

Potential Initiatives

- *Initiative 1:* Develop organizational expectations and goals.
- *Initiative 2:* Establish a membership development and expectations plan.
- *Initiative 3:* Develop organizational accountability and self-reflection tools.
- *Initiative 4:* Develop a recognition program for accomplishment.

Goal 6. Lifelong Connections

Potential Initiatives

- *Initiative 1:* Establish and deepen alumni/ae engagement and connections with the organization.
- *Initiative 2:* Develop intra-organizational member relationships.
- *Initiative 3:* Develop plan for organizational stability, sustainability and legacy.
- *Initiative 4:* Steward the organization's constructive traditions.
- *Initiative 5:* Institute a mentoring program/advisory board.

APPENDIX B:
Specific Requirements for Recognition of
Independent Student Organizations

I. General Expectations

- A. ISOs shall support the mission of the University as an academic institution seeking to provide students with a superior education in the liberal arts.
- B. ISOs shall operate in accordance with sound business practices with respect to organization finances and business relations with their members, the University and the community.
- C. Each ISO is expected to respect both community standards and the rights of others.
- D. The rules and regulations of the University take primacy over the rules and procedures of ISOs.

II. Group Accountability

- A. The process by which ISOs consider potential new members is expected to be transparent, fair and respectful. As stated in the Colgate Student Handbook, both pledging and hazing are strictly prohibited.
- B. Each ISO has group privileges that flow from its recognition by the University. Each ISO also has certain group duties and obligations. Prominent among those duties is the expectation that each ISO will comply with the basic standards as described in the Relationship Statement. Each ISO also has obligations to its individual members. Thus, ISOs must strive to create an environment in which personal growth, health and safety may occur. In addition, while individual members may be educated concerning the history and traditions that may define the group, this must be done within the context of preserving human individuality and dignity.
- C. Sanctions will be handled by disciplinary process as described in the Relationship Statement. It is the responsibility of each ISO to ensure it and its members abide by sanctions. Failure to do so shall lead to more serious or additional sanctions. In addition, individual ISO members may face campus disciplinary action for failure to comply with organizational sanctions.
- D. In general, an organization is accountable for the behavior of its members and its invited guests at events sponsored (or co-sponsored) by the organization. It is the responsibility of officers or those in charge to identify the problems that may arise and take corrective action as soon as possible. Sometimes it is appropriate to contact outside agencies for assistance such as Campus Safety, Campus Advisers or local police.

III. Membership, Recruitment, and Education

- A. As a means of professional development, the University and Student Government Association will offer workshops focused on leadership and skill development (e.g., financial management, event planning, public relations, and risk management) for leaders and members of ISOs. The appropriate ISO officer(s) are expected to attend these workshops in their efforts to bolster the ISO's effectiveness.
- B. ISO Presidents and Co-leaders must sign a hazing attestation statement, prepared by the University, acknowledging that they have read and understand the University hazing policy. This will be coordinated as part of the annual ISO registration process.

APPENDIX C:
Specific Requirements for Recognition of
Fraternities and Sororities

The 2013 Colgate University Student Organization Relationship Statement updates the *1991 Statement of the Relationship Statement between Colgate University and its Greek Letter Organizations*, as previously amended. Certain requirements that are specific to Fraternities and Sororities and that were initially outlined in the 1991 document (as amended) are outlined below:

I. General Expectations

- A. Fraternity and Sorority chapters should be affiliated with a national or international organization.
- B. Fraternity and Sorority chapters should support the mission of the University as an academic institution seeking to provide students with a superior education in the liberal arts.
- C. Fraternity and Sorority chapters shall promote student conduct consistent with the purposes and principles of their founding.
- D. Fraternity and Sorority chapters shall operate in accordance with sound business practices with respect to chapter finances and business relations with their members, the University and the community.

II. Minimum Standards for Recognition

- A. The process by which Fraternities and Sororities consider potential new members is expected to be transparent, fair and respectful. As stated in the Colgate Student Handbook, both pledging and hazing are strictly prohibited. Only sophomores, juniors and seniors will be permitted to participate in recruitment, and only juniors and seniors will be allowed to live in the chapter houses.
- B. Each chapter is expected to respect both community standards and the rights of others at all times.
- C. The rules and regulations of the University take primacy over any rules and procedures of Fraternity and Sorority chapters, their alumni/alumnae corporations, or their national or international organizations.

III. Group Accountability

- A. Each Fraternity or Sorority has group privileges that flow from its recognition by the University. Each Fraternity or Sorority also has certain group duties and obligations. Prominent among those duties is the expectation that each Fraternity or Sorority will comply with the basic standards as described in the Relationship Statement. Each Fraternity or Sorority also has obligations to its individual members. Thus, each Fraternity or Sorority must strive to create an environment in which personal growth, health and safety may occur. In addition, while individual members may be educated concerning the history and traditions that may define the group, this must be done within the context of preserving human individuality and dignity.
- B. Sanctions will be handled by disciplinary process as described in the Relationship Statement. It is the responsibility of each chapter, working with its national, international and/or alumni/alumnae organizations, to ensure that it and its members abide by sanctions. Failure to do so shall lead to more serious or additional sanctions. In addition, individual Fraternity

and Sorority members may face campus disciplinary action for failure to comply with chapter sanctions.

- C. In general, a Fraternity or Sorority chapter is accountable for the behavior of its members and its invited guests at events sponsored (or co-sponsored) by the chapter. It is the responsibility of officers or those in charge to identify the problems that may arise and take corrective action as soon as possible. Sometimes it is appropriate to contact outside agencies for assistance such as Campus Safety, Campus Advisers or local police.

IV. *Membership, Recruitment, Selection and Education*

- A. To assist chapter officers in developing an exceptional recruitment and membership education program, the Dean of the College adviser to the Fraternity and Sorority system will, and the alumni/alumnae chapter adviser should support chapter officers in developing and implementing their recruitment and new member education plans. A copy of each chapter's recruitment and new member education plan must be kept on file by the Fraternity or Sorority chapter and the University, and shall be revisited annually for improvement prior to formal recruitment in the fall. Each chapter must adhere to its program, and must notify the Dean of the College adviser to the Fraternity and Sorority system and its alumni/alumnae chapter adviser in writing if it needs to modify any aspect of the plan, including the date and/or time of any specific event.
- B. To best inform new members of the benefits and responsibilities of membership, the following applicable information must be issued in writing to all potential new members at the beginning of each recruitment period:
 - 1. The chapter's statement of purpose.
 - 2. Information regarding costs of affiliation and membership.
 - 3. Chapter academic performance, including chapter GPA.
 - 4. Disciplinary history of the chapter and current recognition status.
 - 5. Residency and meal plan requirements.
 - 6. A calendar of events for new member programs and a date by which the process will conclude.
- C. Recruitment
 - 1. Each chapter must follow all University policies regarding recruitment, including:
 - a. Recruitment must take place during a two-week period designated by the University.
 - b. All recruitment events must be dry (i.e., during the recruitment period no alcohol will be present at any event to which potential new members have been invited or are permitted to attend).
 - c. Only sophomores, juniors and seniors will be permitted to engage in recruitment; and only juniors and seniors will be allowed to live in the chapter houses.
 - d. To assist in bidding procedures, the Dean of the College adviser to the Fraternity and Sorority system shall review these annually.
- D. Membership
 - 1. Immediately after a student accepts a bid from a chapter, the student shall be considered a full member of the chapter. Following the admission of new members, a chapter may host a formal ceremony which confirms the full membership of those students who have accepted bids. If a chapter chooses to host such a ceremony, it must precede the education period for new members.
 - 2. A new member's membership cannot be revoked by the chapter unless the member has violated the chapter's standards of conduct. A decision to revoke a new member's

membership should be reviewed with the Dean of the College adviser to the Fraternity and Sorority system.

3. New members may terminate their membership for any reason.

E. New Member and Member Education Following the Recruitment Period

1. A chapter may conduct an education period for its members. The education period is not to exceed a four week period and specific programs should be limited to reasonable dates and times established by the Dean of the College adviser to the Fraternity and Sorority system. During the education period, the members shall learn about their obligations of membership, the history, traditions and rituals of the chapter, and risk management.

2. All required activities should be educationally purposeful and be required for all members. Activities designated for new members only will be optional.

3. Fraternity and Sorority officers are expected to attend all leadership development workshops and meetings held by the Dean of the College adviser to the Fraternity and Sorority system and/or by Panhellenic and/or IFC regarding new member education, chapter operations, and member leadership development.

4. All new members are expected to attend an educational workshop sponsored by the Dean of the College adviser to the Fraternity and Sorority system, the Panhellenic Council and the IFC. The workshops are designed to help new members help their organizations thrive and thus will be focused on topics such as positive team building, leadership development, alcohol education, and academic success.

5. All new members, Chapter Presidents, and New Member Educators must sign a hazing attestation statement, prepared by the University, acknowledging that they have read and understand the University hazing policy.

V. *Insurance Requirements*

A. Each Fraternity or Sorority chapter shall, at its sole cost and expense, cause to be maintained personal injury and property damage liability insurance under one or more policies naming the chapter and the University as insureds, against claims for personal injury, death or property damage occurring on, in or about the chapter house, with limits of liability of not less than \$1,000,000 per incident and \$2,000,000 in the aggregate, or such other amounts as the University may require. The University will only increase these requirements upon not less than six months' prior written notice to the chapter. The University may annually audit each chapter for compliance with this policy.