

## **UMBC Intake/New Member Education Procedure**

*Mission: The UMBC Greek Community believes in respect and equality for all its members, providing brotherhood and sisterhood through service, scholarship, and leadership opportunities that contribute and improve the college experience.*

The Maryland Board of Regents governs this Intake/New Member Education Procedure. The Maryland Board of Regents grants oversight to the President of UMBC, who delegated this responsibility to the Vice President of Student Affairs. The Vice President of Student Affairs authorizes the Director of Student Life to support the development of the Greek Community.

UMBC, in partnership with the national offices of the organizations represented and recognized on campus, is committed to the continued growth and sustainability of each chapter and will work with the members of each chapter to help them remain in good standing at the local and national level.

This official membership intake and new member education procedure has been developed to assist in developing a values-based Greek community, consistent with the values of the national organizations. The procedures are outlined below.

### **National Pan-Hellenic Council (NPHC) and Multicultural Greek Council (MGC) Intake, Inter-Fraternity Council (IFC) and Panhellenic Association (PHA) New Member Education:**

Any NPHC/MGC/IFC/PHA chapter wishing to participate in membership intake or new member education activities must:

- 1) Receive approval from their national organization to participate in membership intake/new member/pledge education.
- 2) Ensure that the official membership intake/new member education policy set forth by the national office is on file with the Greek advisor.
- 3) Submit a list of candidates that will go through the membership process to the Coordinator of Greek Life no more than two weeks after the process has started. Chapters should ensure that members are eligible by having candidates submit an unofficial transcript. (Chapters may wish to contact the Greek advisor to verify eligibility.)
- 4) Attend a hazing workshop during the semester of which intake will take place; the workshop will be hosted by the Greek Advisor. The Chapter President and New member educator (or equivalent) are required to attend but all other members are encouraged.
- 5) Submit a final list of members once they have “crossed” or been initiated into the organization to the Coordinator of Greek Life. This list must be submitted two weeks prior to the 1<sup>st</sup> day of the finals period.
- 6) Complete any “coming out step show” and ALL intake/new member activities two weeks prior to the 1<sup>st</sup> day of the finals period. All new members of the organization must be initiated during the semester in which they joined. If the date set for the national initiation is past the UMBC deadline, a written request must be submitted to the Greek Advisor 14 days prior to the UMBC deadline.
- 7) Adhere to the “UMBC Student Code of Conduct” and “Hazing Policy.”

Note: Intake and new member education may only occur during the fall and spring semesters.

## **Potential New Members**

Any person interested in becoming a member of a UMBC chapter must:

- 1) Meet the membership eligibility criteria established by the University and the national office of the chapter of which they are seeking membership. The University requires students to complete at least one semester of college (either at UMBC or another institution of higher education) as a full time student and obtain at least a 2.25 GPA before they can participate in any new member activities. Governing councils may require higher GPAs. This should be stated in their constitution.
- 2) Adhere to the “UMBC Student Code of Conduct” and “Hazing Policy.”

## **Violations**

If a UMBC chapter violates any aspect of the procedures outlined in this document, the following may occur:

- 1) Correspondence with the national office will occur immediately to halt all membership intake/education activities for the chapter. The chapter may be ordered to suspend chapter-sponsored activities and participation in Greek Community functions.
- 2) The Coordinator for Greek Life will determine who should investigate the potential violation.
  - a. Governing council Judicial Boards (if applicable) will investigate potential violations dealing with Greek community policies and procedures.
  - b. Violations dealing with national, state, or local laws and all University policies will be referred to the Offices of Student Judicial Programs and Student Life.
  - c. Violating chapters or chapter members may be investigated by more than one entity and may receive varying outcomes for each investigation.
- 3) Investigations will be done in accordance with procedures set by the investigating body.
- 4) Outcomes following the judicial process will be sent to the chapter and national office.
- 5) Chapters or individual chapter members may appeal a ruling by the Governing Council’s Judicial Board to the Director of Student Life. Appeals to the Director of Student Judicial Programs must follow the Code of procedures outlined in the Student Conduct procedure.