



## NEW MEMBER ONBOARDING POLICY

Unit: Greek Life

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### NEW MEMBER PROCESS

The University of the South's Greek Life Office strives to promote a safe and socially responsible environment among all fraternities and sororities on campus. All fraternities and sororities must abide by this policy to accomplish this goal

1. The new member process must last no longer than eight (8) weeks. Initiation must occur within the timeframe.
  - a. University breaks, except spring break, will be included in the eight (8) week time frame.
2. The new member process will begin on Shake Day.
3. New member activities may only occur between the hours of 8:00 am - 10:00 pm.
4. New member activities may not commence before the chapter's New Member Education Plan has been submitted with all required information and signatures and reviewed by the Greek Life Office.

### NEW MEMBER EDUCATION PLAN

1. **Requirements:** State the initiation requirements to be satisfied by new members before the end of the new member process.
2. **New Member Meetings:** Provide the date, time, location, description, and clearly define the purpose/outcome of the meeting/activity. Examples of topics that may be covered include:
  - a. Values and principles of the organization;
  - b. Inter/national organization history, such as founders, historical dates, etc.;
  - c. Chapter unity – siblinghood bonding (the focus should be bonding as a chapter, not new member class);
  - d. The development of future fraternity/sorority leaders (creating good chapter members, not just good new members);
  - e. Membership expectations (expectations should be the same for initiated and new members; e.g., code of conduct, financial obligations, academic requirements, attendance requirements, behavior expectations, policies, etc.);
  - f. Inter/national and university policies;

- g. Harm reduction/health and wellness resources and education;
  - h. Role of big/little brother or sister;
  - i. Scholarship; and
  - j. Chapter operations, committee structures, officer responsibilities, and involvement opportunities
3. **New Member Activities:** Provide the date, time, location, description, and clearly define the purpose/outcome of the activity. Examples of activities include:
- a. Retreats;
  - b. Teambuilding with the Sewanee Outdoor Program (SOP);
  - c. Philanthropy and service events/activities; and
  - d. Siblinghood events/activities (movie nights, paintball, gaming competitions, etc.)
4. **Ritual Events:** Provide the date, time, location, description, and clearly define the purpose/outcome. Examples of topics that may be covered include: The Greek Life Office defines "ritual events" to include the following:
- a. New member ceremonies;
  - b. Induction/pinning;
  - c. Pre-initiation events;
  - d. Initiation;
  - e. Big Brother/Little Brother, Big Sister/Little Sister, or Family activities; and
  - f. Quizzes/tests
5. **Certification:** The chapter president, new member educator, and chapter advisor must review the New Member Education Plan and certify that all representations made are truthful, and the New Member Education Plan complies with all applicable inter/national organization and University policies and expectations.

## **NEW MEMBER EDUCATION CALENDAR**

All new members must receive a new member education calendar within the first week of becoming a new member. The calendar should include the following information with associated dates, times, location, and a brief description: meetings, activities, ritual events, tests/quizzes, initiation, and due dates. Chapters may provide new members with a copy of the plan submitted to the Greek Life Office or use a different template. If using a different template, a copy of the calendar shared with new members must also be shared with the Greek Life Office.

## **SUBMISSION AND CHANGES**

Submission due dates will be communicated to chapter leadership at least one (1) month prior to the start of each semester. After the New Member Education Plan has been submitted and approved, the chapter president or new member educator must notify the Greek Life Office and provide the updated plan for review.

## **FAILURE TO COMPLY**

Failing to submit the New Member Education Plan, failing to have the plan reviewed by Greek Life, failing to submit changes, or providing false information may result in referral to the Office of Community Standards.