

Student organizations are formed for the purpose of bringing individuals together who have common goals or interests, and to add to the co-curricular experience of students. The core principles of social fraternal organizations are similar in nature: to promote academic integrity, cultivate brotherhood/sisterhood and a sense of belonging, offer service to the campus and local community, provide opportunities for leadership, appreciate a specific culture or multiculturalism, strengthen character, and develop the values of confidence, honesty and dignity in members. Social fraternal organizations are embedded in the rich history of campus life at Sonoma State, and the continued interest of students to participate in fraternal activities shows that fraternity and sorority life remains relevant to the collegiate experience. The Student Involvement is committed to providing support to all recognized social fraternal organizations.

University recognition is a privilege granted to student organizations by the Student Involvement. The office supports the formation of and grants recognition to student organizations whose purposes and activities enhance the social, cultural, recreational, and educational functions of Sonoma State. Such organizations foster valuable experiences for students that often lead to significant learning and development.

Any new or returning fraternity or sorority seeking to expand at Sonoma State and receive university recognition must follow the procedure below and complete the expansion packet in its entirety. Completed packets may be turned in at any time to the Student Involvement. Packets will be reviewed and a response will be issued no later than 60 days from packet submission.

### **Expansion Committee**

The Expansion Committee will coordinate all social fraternal organization expansion matters for the university, for both internal and external inquiries. The Expansion Committee shall consist of the Three Governing Council Presidents, the Fraternity and Sorority Life Advisor, and another full-time professional staff member from Student Involvement; and in the case of external interest, two Chapter Presidents will be chosen to represent the Governing Council in which the expansion will take place. It is the responsibility of the Expansion Committee to review submitted packets, or internal interest for growth, coordinate all steps of the expansion process.

## **Procedure for Expansion:**

### **Step 1: Indicate interest by communicating with the Fraternity and Sorority Life Advisor in the Student Involvement**

The interested students or organization representatives must meet and communicate the potential expansion interest to the Fraternity and Sorority Life Advisor. This meeting will serve as an introduction for both parties to review the expansion process.

### **Step 2: Create expansion packet**

The expansion packet MUST include the following information in its entirety and will be reviewed by the Expansion Committee. Completed expansion packets may be submitted to the Fraternity and Sorority Life Advisor via hard copy to the Second floor of the Student Center.

#### **Expansion Packet Contents for organizations.**

##### **1. Expansion Interest Questionnaire (page 7)**

##### **2. Inter/National or Regional Headquarters Values, Policies, and Publications**

- a. A description of the organizational values and founding principles
- b. Membership anti-discrimination policies
- c. A summary of the organizational structure at the chapter and inter/national or regional levels
- d. Constitution (inter/national, regional, or local)
- e. Minimal expectations of colony for chartering
- f. Risk management policies including alcohol/drugs, hazing, and sexual misconduct
- g. Scholarship policies
- h. Inter/national or regional publications

##### **3. Chapter Development**

- a. The following information for three specific time periods: 1) during colonization; 2) two years after chartering; and 3) five years after chartering
  - i. Membership goals 3
  - ii. Community interaction and service projects
  - iii. Campus involvement

- iv. Programming initiatives
- v. Chapter & alumni board finances
- vi. Fundraising efforts
- vii. Impact on FSL and Sonoma State communities

#### **4. Membership Development**

- a. Risk management education programs including alcohol/drugs, hazing, and sexual misconduct
- b. Membership education policy and program (new and continuing member)
- c. Recruitment/intake program
- d. Leadership development and officer transition programs

#### **5. Information on inter/national strength**

- a. Total number of chapters inter/nationally or regionally
  - i. Total number of chapters colonized in the past five years, including where
  - ii. Total number of failed expansion projects, including where
- b. Total number of initiated members inter/nationally or regionally
- c. Total number of chapters in California
- d. Total number of anticipated colonizations in the next calendar year, including where
- e. Number of chapters closed and/or suspended during the last three years, including where, when, and why
- f. Average size of chapters on campuses similar to Sonoma State in enrollment size and percentage of student body affiliated
- g. Leadership development and officer transition programs
- h. Risk management education programs

#### **6. Insurance Information**

A copy of the organization's insurance certificate (\$1,000,000 per occurrence, \$2,000,000 aggregate, \$1,000,000 automobile liability if applicable). Note, these limits are subject to change pending CSU and University Risk Management requirements. These amounts should be verified at the time of application by Student Involvement.

**7. Proof of 501(a) or 501(c) status or demonstration that 501 status has begun**

In order to comply with Title IX, Education Amendments of 1972, Section 6A, all single sex Sonoma State fraternities and sororities must submit proof of their 501(a) tax exemption status. Organizations that are exempt under Section 501(a) include those organizations that are classified within Section 501(c). Section 501(c) applies to single-sex organizations recognized by the IRS under social or fraternal designation, including but not limited to sections 501(c)(4), 501(c)(7), 501(c)(8), and 501(c)(10).

*Title IX, Education Amendments of 1972*

***Section 1681. Sex***

***(a) Prohibition against discrimination; exceptions.*** *No person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving Federal financial assistance, except that:*

***(6) Social fraternities or sororities; voluntary youth service organizations***

*(A) of a social fraternity or social sorority which is exempt from taxation under section 501(a) of Title 26, the active membership of which consists primarily of students in attendance at an institution of higher education.*

**8. Sonoma State History & Alumni Information**

- a. Total number of alumni in Sonoma County (if known)
- b. Statement of interest and support from the alumni in establishing a chapter, if applicable (if alumni are present)
- c. A list of specific alumni who are interested in working with the chapter in an advisory capacity (if alumni are working with chapter)
- d. Nearest alumni group, if applicable

**9. Names, student ID #s and contact information of at least eight (8) interested current Sonoma State students**

**10. Letter of intent from the Inter/National Headquarters or Regional Expansion Chairperson**

**Step 3: Committee's Campus Invitation**

Once completed expansion packets have been submitted, the Expansion Committee will determine with of the organizations they will be asking to continue on in the process of expansion. This determination will be based of the follow:

- Expansion materials provided
- Organization's standing and impact at sister institutions
- Capability and resources of Sonoma State to support the expansion and another organization

If an invitation has been extended you will receive a formal letter the FSL Advisor on when campus presentations will take place and the next steps in the process.

**Step 4: Present expansion plan to Governing Council and staff**

The organization must present the information contained in expansion packet, as well as any other important information at an in-person meeting with the appropriate Governing Council. The presentation should focus on long term sustainability of interested organization and their added value to the current Sonoma State and FSL community. Members from each chapter represented in the council as well as council executive board members should be in attendance. Based upon the presentation, the Governing Council will provide

their recommendation to the Expansion Committee. Additionally, the organization must make a similar presentation to the Student Involvement and other key Sonoma State staff.

**Step 5: Obtain approval letter to expand or denial letter**

After the completion of all steps, the Expansion Committee will make a final recommendation regarding the viability of the interested organization. If approval for expansion is granted, a letter will be generated and detail the expansion timeline. However, if expansion is not approved, the Fraternity and Sorority Life Advisor will send the organization a letter of explanation. The organization will have a right to submit a new request for expansion in the following academic year.

**Expansion and Recognition Process for  
Fraternities and Sororities**

*\* Completion of the expansion packet does not mean that the expansion process can commence and does not guarantee acceptance to colonize. Colonization cannot initiate until the entire process for approval has been completed and the approval letter for expansion has been received.*

*\*\* For inquires or questions regarding the expansion and recognition process, please contact the Student Involvement Fraternity and Sorority Life staff at 707-664-2898 or [serratol@sonoma.edu](mailto:serratol@sonoma.edu).*

**Sonoma State Fraternity & Sorority Expansion Interest Form**

(Please answer the following on a separate sheet of paper.)

Main Contact Name: \_\_\_\_\_

Email: \_\_\_\_\_

Phone: \_\_\_\_\_

Name of (Potential) Fraternity/Sorority: \_\_\_\_\_

National/Regional Contact Person: \_\_\_\_\_

Email: \_\_\_\_\_

Phone: \_\_\_\_\_

Website: \_\_\_\_\_

1. Why do you wish to start/create this fraternity/sorority at Sonoma State?
2. How is this fraternity/sorority different from other FSL organizations on campus?
3. How is this fraternity/sorority different from other campus organizations?
4. What are the values and principles of the fraternity/sorority and why are they important to you and your interested members?
5. Why do you want to be part of the FSL community at Sonoma State?
6. How will this fraternity/sorority add value to the FSL Council of which it is a member?
7. How will this fraternity/sorority add value to Sonoma State and its students?