



**HOFSTRA UNIVERSITY**

Fraternity and Sorority Life

# Expansion Process

## Table of Contents

<b>Expansion Policy Overview</b>	<b>2</b>
<b>Expansion Committee</b>	<b>2</b>
Expansion Preference	3
<b>Local Organizations</b>	<b>4</b>
<b>City-Wide or Metro Chapters</b>	<b>4</b>
<b>Values Congruence</b>	<b>5</b>
The Mission of Hofstra University	5
The Mission of Hofstra University's Office of Student Leadership and Engagement	5
The Mission of Fraternity and Sorority Life	5
Hofstra Pride Values	5
Perseverance	5
Responsibility	5
Innovation	5
Diversity	6
Empowerment	6
<b>Expansion Process</b>	<b>6</b>
<b>Colonization</b>	<b>8</b>
<b>Chartering</b>	<b>8</b>
<b>Unauthorized Expansion/Intake/New Member Activity</b>	<b>9</b>
<b>Resources</b>	<b>10</b>
Fraternity and Sorority Guidelines	10
Hofstra Expansion Application	10
Office of Student Leadership and Engagement Contact:	10

## Expansion Policy Overview

The purpose of the Fraternity and Sorority Life expansion policy is to provide a structured, fair, and transparent process for adding new fraternities or sororities to Hofstra University. . Greek letter fraternities and sororities may establish chapters on the Hofstra campus through formal invitation extended by the University. Expansion proposals from students, chapters, and/or national Greek-letter organizations must first be consistent with the mission and policies of Hofstra University. Additionally, the Office of Student Leadership and Engagement believes that any addition of new fraternities and sororities to the campus must contribute to existing chapters and the student body as a whole.

Any organizations wishing to join Hofstra's Interfraternity Council (IFC), Multicultural Fraternity and Sorority Council (MFSC), or the Professional Fraternity Council (PFC) must adhere to the process outlined below. For more information related to Hofstra's Panhellenic Council Extension, please see page 27 of the [NPC Manual of Information](#). The Hofstra Fraternity and Sorority Life Expansion Policy aims to provide opportunities for the long-term benefit of all students, both current and future, and for the broader Greek community at Hofstra University.

Hofstra University and the Office of Student Leadership and Engagement reserve the right to change the policies, procedures, rules, regulation, and information at any time. Changes will become effective at the time they are approved by the Executive Director of Student Leadership and Engagement.

## Expansion Committee

All processes will be overseen by the Fraternity and Sorority Expansion Committee (FSEC) which consists of the Executive Director for Student Leadership and Engagement, the Associate Director of Student Leadership and Engagement, Graduate Assistant for Fraternity and Sorority Life, and two student representatives from each council (one executive board member and one at large member). The Assistant Director for Fraternity and Sorority Life will serve as the chairperson of the committee.

The Office of Student Leadership and Engagement (OSLE) will allow a maximum of one expansion per council per academic year. Expansion may be scheduled up to five years in advance at the discretion of the Fraternity and Sorority Expansion Committee (FSEC). A list of interested organizations will be maintained by OSLE. Organizations wishing to expand must fill out and submit all information outlined in this document. The FSEC will be responsible for the following:

- Applications for consideration will be accepted throughout the summer. The deadline to submit is **October 1st each academic year**.
- The committee will convene in **October** to review all applications.
- The committee will complete the review of applications no later than **December** of the submitting academic year.
- The committee will coordinate and invite respective organizations chosen for a campus visit by **March 1st of the submitting academic year**.

## **Expansion Preference**

Hofstra prefers the following expansion interests in preference order:

1. *University Open Invitation to Expand:* In the event a governing council wishes to seek expansion opportunities, a formal invitation shall be sent to the council's national body and a notification will be posted on the Hofstra website.
2. *Inter/National Fraternity or Sorority Interest:* If an inter/national fraternity or sorority wishes to expand to Hofstra, they may indicate interest by submitting the application for expansion.

ALL of the above expansion interests are expected to adhere to the insurance, academic, and new member requirements outlined below. Here are new member requirements:

- **Full Time Student (12+ credit hours)**
- **2.5 Cumulative GPA**
- **Earned 12+ Credit Hours**
- **Clean Record with Community Standards**

***Please Note:*** Despite a desire to create a new fraternity or sorority at Hofstra, expansion of the Fraternity and Sorority community at Hofstra is not guaranteed. Hofstra University reserves the right to deny an application or withdraw an invitation at any time.

## Local Organizations

The Office of Student Leadership and Engagement at Hofstra University **will not expand or reinstate** any organization not affiliated with an inter/national fraternity or sorority. Hofstra defines an inter/national fraternity or sorority with the following criteria.

### **Organizations MUST:**

- Have at least five chapters with at least 10 members per chapter in two states
- Have a national governing body composed of alumni members who are elected/appointed/hired as officers to supervise the affairs of the organization
- Host a national convention on an annual/biannual basis to conduct fraternity/sorority business
- Be affiliated with a trade association such as:
  - North-American Interfraternity Conference (NIC)
  - The National Pan-Hellenic Council (NPHC)
  - The National ASSociation of Latino Fraternal Organizations (NALFO)
  - The National Asian Pacific Islander Desi American Panhellenic ASSociation (NAPA)
  - The National Multicultural Greek Council (NMGC)
  - The Professional Fraternity Association (PFA)

## City-Wide or Metro Chapters

The Office of Student Leadership and Engagement does not accept applications from organizations wishing to include Hofstra University in a chapter that would be classified as a city-wide or metro-chapter. A city-wide fraternity or sorority is defined as a collegiate and/or graduate chapter consisting of membership that can be generated from two or more colleges and/or universities. All charters must be for Hofstra University only.

## Values Congruence

The policies and mission of fraternities or sororities at Hofstra University must be aligned with the policies and purpose outlined in the following mission and values.

### **The Mission of Hofstra University**

Situated at the nexus of urban, suburban, and coastal communities, Hofstra University prepares students to thrive in the complexity of life and work in our global society by:

- Cultivating an inclusive, diverse, learning-centered scholarly community, where free inquiry can flourish.
- Producing original research, scholarship, knowledge, and creative work.
- Providing excellent teaching in an extensive range of undergraduate, graduate, and professional programs with unique opportunities for interdisciplinary study.
- Empowering students to use their education to realize their dreams and ambitions and make meaningful contributions to their communities.

### **CORE VALUES**

- **BELONGING:** We build affirming, resilient relationships based on mutual respect and kindness that exemplify our commitment to diversity, equity, and justice.
- **COMMUNITY:** We value meaningful, mutually beneficial collaboration with local, regional, national, and global communities.
- **CREATIVITY:** We bring a creative growth mindset to everything we do.
- **DISCOVERY:** We pursue excellence through the generation, acquisition, and application of knowledge.
- **INTEGRITY:** We embrace a culture of mutual respect and ethical behavior and a commitment to civil discourse and the free and open exchange of ideas.

### **The Mission of Hofstra University's Office of Student Leadership and Engagement**

The Office of Student Leadership and Engagement creates intentional co-curricular student experiences. Through our programs, activities, and involvement opportunities, we foster socially conscious, critically minded, and globally aware student leaders.

### **The Mission of Fraternity and Sorority Life**

Fraternity and Sorority Life at Hofstra University is designed to create meaningful and impactful experiences for our members that are founded on the pillars of: service, philanthropic endeavors, leadership, scholarship, and siblinghood. Fraternity and sorority members are encouraged to lead through perseverance and integrity within their organizations, councils, university, and greater Hofstra community.

## **Hofstra Pride Values**

Hofstra students have many guides, teachers, and mentors throughout their time on campus, all of whom work toward helping students reach their goals. While students have unique goals, we strive to help all students develop a wide range of skills and competencies. Hofstra students who are actively engaged in their educational experience, inside and outside of the classroom, will become strong Hofstra alumni living with purpose and Hofstra PRIDE, demonstrated through the following values:

### ***Perseverance***

Students are lifelong learners with a sense of purpose, striving for excellence by continuously expanding their knowledge and competencies.

### ***Responsibility***

Students demonstrate integrity and ethical behavior in all aspects of their lives. They take responsibility for and make informed decisions about their personal well-being - - physically, emotionally, and intellectually - - and actively participate in fostering a safe and healthy community.

### ***Innovation***

Students think critically about the world around them to better understand themselves, improve their problem solving and collaboration skills, and to become creative, effective, and principled leaders.

### ***Diversity***

Students build strong and positive relationships, actively engage in a variety of communities, and work collaboratively towards shared values that embrace diversity and inclusivity.

### ***Empowerment***

Students learn how to be effective self-advocates and to skillfully communicate their thoughts, feelings, and needs.

## **Expansion Process**

### **Required Information for Applying Organizations**

The inter/national organization must complete the Hofstra Fraternity and Sorority Life Expansion Application prior to the submission deadline. After the submission deadline for each semester, the FSEC will evaluate submissions for potential approval to present on campus. Interested organizations will be asked to provide specific information in their application, dependent on the Council expanding. Minimum materials required include:

- ☐ 1. Brief history and purpose of the inter/national organization.
- ☐ 2. Disclosure of current and historical connections to Hofstra University – If the inter/national organization seeks to reestablish a chapter formerly at Hofstra, a history of the Hofstra chapter, with reasons for the chapter's closing and plans to ensure success moving forward should be included.
- ☐ 3. Membership statistics:

- ☐ a. Present size of the organization (including but not limited to the number of current active chapters and probationary chapters and location of each).
- ☐ b. Number of new chapters and colonies in the last three years (current size and location of each).
- ☐ c. List of active collegiate chapters within three-hours of Hempstead.
- ☐ d. Current total number of undergraduate members and alumni/ae.
- ☐ e. Number and locations of chapters closed in the last five years and the reason(s) for closing.
- ☐ f. Number and locations of chapters currently on some form of conduct status.
- ☐ 4. Membership costs:
  - ☐ a. These must include, but are not limited to, new member and initiation fees, membership dues, etc. This should be an accurate cost breakdown for members and explanation of chapter expenses.
- ☐ 5. Requirements for membership within the organization.
- ☐ 6. Statement of support for expansion from inter/national organization.
- ☐ 7. Detailed description of how the organization will provide benefit to the Hofstra University Fraternity & Sorority Life community as well as strategies for building relationships within the governing Council, the University, and with alumni.
- ☐ 8. Establishing chapter procedures & policies, including but not limited to:
  - ☐ a. Anticipated expansion and charter timeline.
  - ☐ b. Recruitment/Intake plan.
  - ☐ c. New Member Education plan and if applicable, adapted plan to meet Hofstra's 6-week maximum new member period requirement.
  - ☐ d. Retention Plan.
  - ☐ e. Minimum standards for potential new members.
  - ☐ f. Scholarship/academic support programs.
  - ☐ g. Community service and philanthropy programs/requirements.
  - ☐ h. Sample chapter constitution and bylaws.
  - ☐ i. Code of conduct/standards/judicial procedures.
  - ☐ j. Relationship violence and sexual assault/sexual misconduct prevention.
  - ☐ k. Alcohol and substance use/abuse.
  - ☐ l. Risk Management Policy.
  - ☐ m. Leadership development & officer training.
  - ☐ n. Timeline of support through consultations and supervision for establishing a colony.
  - ☐ o. Descriptions of training on hazing, substance abuse, and sexual violence prevention.
  - ☐ p. Proof of Insurance.
- ☐ 9. Organizational Support



- ☐ a. The organization must have an established viable Advisory Board and/or written plan to obtain the support of an advisor and alumni three months prior to chapter colonization or recolonization. This Advisory Board/Advisor must be composed of local volunteers who will be actively working with the new chapter. The organization should include the following in the application:
  - ☐ i. Structure of potential alumni advisory board.
  - ☐ ii. Nearest graduate/alumni chapter(s).
  - ☐ iii. Number of active alumni/ae in the Long Island area.
- ☐ b. Before colonization/recolonization, the Board/Advisor must:
  - ☐ i. Meet with Hofstra University Administrators.
  - ☐ ii. Meet with the Council Advisor.
  - ☐ iii. Receive advisor training, in some form, from national officers as to responsibilities and duties to the chapter.
  - ☐ iv. Complete Hofstra University student organization required training.
- ☐ c. Detailed list of the inter/national organization's support and resources throughout this process
  - ☐ i. Address recruitment, initial establishment through chartering, and first two years as an emerging chapter on campus.

### **Required Information for Presenting Organizations**

After the submission deadline for each semester, the FSEC will evaluate submissions for potential approval to present on campus. If after the presentations, an inter/national organization is approved for expansion OSLE and the FSEC will coordinate an expansion start date.

- In the event that multiple inter/national organizations have been approved, an order of expansion will be created by the FSEC.
  - Inter/national organizations may accept or deny the proposed time frame.
  - If a group denies the proposed timeline, but is still interested in expansion at Hofstra they must re-apply at a later date.

After an inter/national organization has been approved and scheduled for expansion, they will be required to plan out a timeline of their expansion efforts with OSLE. A probationary recognition will be granted to expansion groups for the following academic year or a period of time outlined in the approval letter.

Expansion efforts may not begin prior to the close of the primary recruitment period as defined by the respective governing council. The purpose of this restriction is to avoid creating an unhealthy competition between the current organizations and new expansion colony, as well as to ensure that normal recruitment efforts are not affected by expansion efforts.

**Without formal recognition at Hofstra, the fraternity or sorority is not given permission to list Hofstra as a chapter/auxiliary on any materials, including, but not limited to, websites, chapter rosters, etc.**

## **Colonization**

Upon approval of the FSEC, the colony will become associate members of their respective governing council. Colonies approved by the FSEC and Dean of Students Office will be required to abide by all Hofstra, OSLE, Fraternity and Sorority Life, and governing council guidelines and policies. Failure to abide by these policies will be reported to the inter/national organization and may affect the colony's eligibility to finish expansion at Hofstra.

## **Chartering**

Inter/National organizations are required to inform OSLE in writing once the colony has been approved to charter and work in conjunction with OSLE and the colony to coordinate any installation ceremonies.

OSLE will notify the governing councils of the colony's approval to charter. The governing council shall follow their policies in regards to the colony's transition from associate member to chartered organization.

## **Unauthorized Expansion/Intake/New Member Activity**

Hofstra University defines unauthorized expansion/intake/new member activities as, but not limited to: campus crashing; ghost lines; recruiting or soliciting membership; pledging, educating and/or initiating Hofstra students without having approved organization recognition by Hofstra University; non-Hofstra students initiating the expansion process, etc.

Violations of this policy will prompt the following action to be enacted against the fraternity/sorority:

- Inability to seek recognition of fraternity or sorority as a recognized student organization at Hofstra until, at least, two calendar years after there is clear and definite evidence that no Hofstra student has been initiated into the fraternity/sorority.
- Inability to host or coordinate any events at Hofstra that are affiliated in any way, to the fraternity/sorority.
- Inability to participate as a co-sponsor of any student event hosted at Hofstra.

Repeat violations of this policy may result in a permanent ban from the expansion process.

## Resources

### [Fraternity and Sorority Guidelines](#)

### [Hofstra Expansion Application](#)

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#### **Contact Us**

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