



**POLICY APPLYING TO OFFICIAL RECOGNITION OF MEN'S AND WOMEN'S  
FRATERNITIES, AND OTHER SIMILAR ORGANIZATIONS  
BY THE UNIVERSITY OF CALIFORNIA, LOS ANGELES  
October 24, 2005**

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**I. GENERAL PROVISIONS**

A. UCLA may officially recognize and assist men's and women's fraternities, and other similar organizations, hereinafter referred to as "fraternities," whose purposes and practices are, and remain, consistent with those of the University. University policy in respect to fraternities is in accord with Title IX of the Education Amendments of 1972, of the United States Civil Rights Act.

1. Official recognition of men's and women's fraternities may be conferred by the Center for Student Programming through Fraternity and Sorority Relations (CSP/FSR), which serves as the sponsoring University Unit for all recognized social fraternities.

a. Each fraternity is expected to maintain membership in one of the established governing councils, as applicable:

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|-------------------------|---|
| Asian Greek Council     | Multi-Interest Greek Council                  |
| Interfraternity Council | Panhellenic Council                           |
| Latino Greek Council    | UCLA Chapter of National Pan-Hellenic Council |

b. Each fraternity seeking official recognition must be in good standing with its inter/national organization. All local and/or regional fraternities may be required, as a condition of recognition, to adopt standards equivalent to those of the appropriate inter/national organizations.

c. Ordinarily, the recognition process will occur on an annual basis at a time determined by CSP/FSR. In unusual circumstances, the University may review the status of an organization at any time prior to the annual recognition process. Unusual circumstances may include, but are not limited to: a recent history of repeated infractions of this Policy, or cases where a chapter is under sanction by its inter/national organization, governing council or the University.

2. Each fraternity seeking official University recognition must place a copy of its inter/national and local governing documents on file with CSP/FSR. These documents will be kept in confidence to the extent permitted by law. Groups previously identified to the University by their inter/national organizations as being strictly prohibited from filing their constitutive documents will provide them for review at the time of seeking Official Recognition, and will make them available to the University upon request at any future time. The governing documents shall include (if they exist):

- Inter/National Constitution and Bylaws
- Inter/National Standing Rules and Policies
- Local chapter Bylaws, Operating Procedures, and Chapter Code of Conduct
- Local Articles of Incorporation

Copies of the above documents, when revised, are to be promptly filed. Each fraternity must adhere to the provisions of its governing documents.

3. All officially recognized organizations are required to abide by all applicable University and governing council rules and regulations, including, but not limited to, the UCLA REGULATIONS ON ACTIVITIES, REGISTERED CAMPUS ORGANIZATIONS, AND USE OF PROPERTIES; UNIVERSITY OF CALIFORNIA POLICIES APPLYING TO CAMPUS ACTIVITIES, ORGANIZATIONS, AND STUDENTS; UCLA STUDENT ALCOHOL POLICY; UNIVERSITY POLICY ON THEME-BASED SOCIAL ACTIVITY; UCLA POLICY ON SEXUAL HARASSMENT.
4. Each fraternity shall comply with all applicable federal, state and local laws and ordinances. Particular areas in which compliance is expected include:
 

The use, service, and abuse of alcohol	Hazing
The use and abuse of narcotics or drugs	Noise control
Sexual harassment, assault, and abuse	
5. Each fraternity must conduct all recruitment programs and activities as alcohol-free events and may not include, in any form, the use, service, or consumption of alcohol.
6. Each fraternity must annually file a current certificate of liability insurance coverage with CSP/FSR. Organizations which do not have continuous year round coverage must file a certificate of insurance showing proof of liability coverage on an event-by-event basis.
7. A fraternity may use the name of the University only while it is officially recognized and only in connection with actions, activities, and programs which have the express prior approval of CSP/FSR.
8. Each fraternity shall undertake programs consistent with the organization's resources and primary goals, which contribute to: responsible social interaction, community relations, and service to the University and local community.
9. Each fraternity is expected to conduct its business practices in a lawful and ethical manner, maintaining fair personnel practices and conducting its fiscal affairs in accordance with generally accepted practices.
10. Each fraternity shall establish, maintain, and comply with a well-defined code of conduct, and shall ensure that all of its members have a working understanding of the code of conduct. The fraternity shall have an internal judicial system to enforce this code. The University must receive an annual copy of this code of conduct if it is not clearly included in the organization's constitution/bylaws.
11. Each fraternity shall establish and maintain a program for the academic advancement of each of its members and shall designate a person to maintain accurate membership rosters, receive chapter grade reports, and act as a liaison to CSP/FSR.
12. Each fraternity is required to have appropriate officers, representatives, or chapter membership attend educational programs, activities, and initiatives sponsored and coordinated by CSP/FSR. Fraternities may also be required to meet periodically with CSP/FSR.
13. Each fraternity shall be required to have and maintain an active Alumnus(a) Advisor and/or Advisory Board to assist with general chapter management and operations and act as a liaison to CSP/FSR.

14. The fraternity's facility (chapter house, residence, chapter room, lodge, or meeting area), if any, must be safe and provide a healthy living environment, including, but not limited to, adequate refuse collection, property upkeep and maintenance, and satisfaction of building and safety codes as required by local fire, health, and governmental agencies. This provision includes, but is not limited to, the requirement that appropriate government agencies (e.g., Fire Department, Department of Health Services) are asked to perform regular inspections on an annual basis and certify that each facility complies with applicable laws and regulations under their respective jurisdictions.
  15. The University may periodically require fraternities to demonstrate that the provisions of this policy have been met. However, the University assumes no responsibility or liability for enforcing compliance and such compliance is and remains the sole responsibility of each fraternity.
- B. Fraternities which agree to and abide by the aforementioned provisions and regulations for official recognition, and are in good standing (i.e., not subject to any sanction imposed by their inter/national organization, governing council or CSP/FSR which restricts eligibility), are eligible to receive the following services from the University:
1. An officially recognized fraternity may use the name of the University in connection with actions, programs, and activities which have the express prior approval of CSP/FSR. (See State of California Educational Code, Section 92000 and Presidential Policy to Permit Use of the University's Name.)
  2. Officially recognized fraternities may participate in all University sponsored programs and activities (e.g., Welcome Week, Recruitment Programs, Intramurals, Homecoming, Blue and Gold Week, Spring Sing, etc.) in the same manner as other registered organizations.
  3. Programs may be developed for assistance to fraternities in a variety of areas as requested (e.g., community relations, assistance in training and assessing Resident Advisor/House Director candidates, Chapter Advisor education workshops, House Corporation Board and other house employee related assistance).
  4. Educational programs may be developed to meet the needs and interests of fraternities, including: new member forums, risk management and social programming, leadership training and education, social issue awareness workshops, internal chapter operations and management, etc.
  5. Advice and counsel, as well as referrals and resources, will be offered in the areas of chapter development and programming, leadership development, personal safety and risk management, alcohol and substance use and abuse, sexual assault and abuse, stress management, eating disorders, etc.
  6. Additional assistance and counsel may be available in the areas of chapter governance; judicial concerns; interpreting University policies, procedures and regulations; providing information on state and municipal law as they relate to membership activities (e.g., hazing); educational and social programming; general fiscal matters; emergency preparedness, etc.
  7. Advice will be provided in the areas of University policy, procedures, and regulations as well as approvals in areas of policy, programming, and judicial affairs to officially recognized governing councils and such councils' executive boards/councils, associated committees, and affiliated sub-groups.

8. The University will provide access to campus facilities for meetings and programs and assist with campus program funding information and resources.
9. The University will provide electronic mail, web hosting services, comprehensive web-based communication, and offer assistance in identifying technical resources or services.
10. The University will provide, upon written request and approval and within applicable University policy and law, access to lists of new student admittees for the purposes of membership outreach and recruitment.
11. The University will provide, upon request and within applicable University policy and law, such services as maintaining membership records and computing fraternity grade point averages and standings.
12. Officially recognized governing councils may be eligible to share in the use of office space within CSP/FSR. Access to and use of other University facilities and/or services will be made available on the same basis and conditions as for other officially recognized organizations.

## II. DISCIPLINARY PROCEDURES

- A. Discipline may be imposed upon a recognized fraternity in accordance with these procedures and following the filing of written charges with CSP/FSR alleging that the fraternity does not meet, or has violated, one or more of the applicable regulations set forth in this policy and/or the following University policies: UCLA REGULATIONS ON ACTIVITIES, REGISTERED CAMPUS ORGANIZATIONS, AND USE OF PROPERTIES; UNIVERSITY OF CALIFORNIA POLICIES APPLYING TO CAMPUS ACTIVITIES, ORGANIZATIONS, AND STUDENTS; UCLA STUDENT ALCOHOL POLICY; UNIVERSITY POLICY ON THEME BASED SOCIAL ACTIVITY; UCLA POLICY ON SEXUAL HARASSMENT.
- B. CSP/FSR is responsible for the administration of the discipline process. The University recognizes two formal disciplinary procedures: 1) Peer Review and 2) Administrative Review. Peer Review is conducted by the appropriate Council's Judicial Board as delineated in the council's governing documents. Judgments issued by the appropriate Council's Judicial Board will be reviewed and approved by CSP/FSR. Administrative Review is conducted by the Senior Associate Director, CSP, or designee. Further, CSP/FSR may conduct mediation or issue warnings in an effort to resolve complaints informally without resort to a formal adjudication process.
  1. ADMINISTRATIVE PROCESS:
    - a. Following the receipt of written charges, CSP/FSR will notify the President and Alumnus(a) Advisor (and, when appropriate, the inter/national executive office) of the accused organization that a complaint has been received. The President may be requested to meet with the Senior Associate Director to determine the next course of action.
    - b. In the event of a serious allegation which affects the health, safety, or security of the organization and/or the campus community, the University, preferably in conjunction with the inter/national fraternity, may impose suspension of all chapter activity, pending investigation. The governing Council having jurisdiction for the member organization(s) will be notified of any such suspension.
    - c. If further investigation into the complaint is needed, CSP/FSR may direct the appropriate Council's President to appoint a fact-finding board, according to the

internal appointment mechanisms of that Council. At the discretion of CSP/FSR, designated University official(s) and/or a third party may participate in or conduct the fact-finding process.

- d. The fact-finding board will gather information and evidence, and will produce a written report which details the information gathered, sets forth its findings of fact and recommended disposition of each allegation of the complaint. The fact-finding process will be conducted within a reasonable time frame established by CSP/FSR.
  - e. When a charge is sustained through fact-finding or admission of guilt, CSP/FSR has the authority to determine whether adjudication of the charge(s) will be heard by the appropriate Council's Judicial Board or conducted through an administrative review hearing under basic procedural standards of due process. Further, CSP/FSR, as the sponsoring unit, has the authority to advance a case into administrative review when a fraternity has a history of previous violations or consistently demonstrates a lack of substantial rehabilitative behavior.
  - f. CSP/FSR will notify, in writing, the President and Alumnus(a) Advisor of the accused organization with notice of the suspected violation, a general description of the facts, and its determination of whether the matter will advance through peer review or administrative review.
  - g. For administrative review, the President shall within ten (10) working days schedule and attend an administrative review hearing for adjudication of the matter. Peer review through a Council's Judicial Board will occur as delineated in the council's governing documents.
  - h. CSP/FSR will provide written notification of the disposition of the charges and any resulting sanction(s) imposed at the conclusion of the administrative review process to the President, the Alumnus(a) Advisor, and the inter/national executive office within ten (10) working days.
2. **SANCTIONS:** If it is determined that a fraternity does not meet, or has violated, one or more of the aforementioned standards and/or regulations, one or more of the following sanctions may be imposed:
- a. **WARNING:** Written notice to the fraternity that continued or repeated violations may be cause for further disciplinary action. Additionally, the warning will suggest a reasonable time frame for corrective action. If that action is not taken in the time frame by the fraternity, further sanctions may be invoked.
  - b. **PROBATION:** Probation will be for a specific period of time. It may include terms and conditions, including a time frame for corrective action by the fraternity. If any term or condition is not met in a timely fashion, further sanctions may be invoked.
  - c. **SUSPENSION OF OFFICIAL RECOGNITION:** The suspension shall be for a specific period of time during which all actions and activities of the chapter previously sponsored by the University may be suspended, and all University rights and privileges pertaining to official recognition may be revoked.

The undergraduate chapter, working with the local Alumni(ae) Advisory and/or Corporation Board, will be required to submit a written plan for corrective action to

be taken by the chapter in order to meet the standards established. Conditions may be placed upon the suspension.

- d. RESIDENT ADVISOR/HOUSE DIRECTOR: A fraternity which owns, rents, or leases a physical plant (chapter house) may be directed to employ a Resident Advisor/House Director following repeated behavior or incidents which are found to be in violation of this policy. Appointment of a Resident Advisor/House Director shall be for a minimum of one academic year, but implementation may be required at any time during the year. A review of the chapter's compliance with the provisions of this policy will be held within one academic year following such appointment. Resident Advisors/House Directors shall be in residence in the chapter house, residence, or lodge at any time when the facility is open and/or occupied. This includes the summer months and the quarter breaks when the chapter house, residence, or lodge is occupied by one or more persons. Resident Advisors/House Directors shall be the employees of each Chapter or Corporation Board. This sanction may be combined with any of those numerated above.
- e. WITHDRAWAL OF OFFICIAL RECOGNITION: (In the case of withdrawal of Official Recognition, such sanction must be specifically approved by the Assistant Vice Chancellor, Student & Campus Life.) Upon withdrawal of official recognition, the fraternity will lose all rights and privileges pertaining to such status including, without limitation, the right to participate in any University sponsored event as a fraternity.

3. APPEALS PROCESS:

- a. Judgments issued after administrative review may be appealed in writing to the Assistant Vice Chancellor, Student & Campus Life, within five (5) working days, with a copy to CSP/FSR. Where the recommended sanction is Withdrawal of Official Recognition, appeals may be directed to the Vice Chancellor, Student Affairs.
- b. Judgments issued by the appropriate Council's Judicial Board may be appealed to the President's Council or delegate members of that appropriate body within five (5) working days by presenting a letter of intent to the President of the appropriate council with a copy to CSP/FSR. The appeals process will be conducted in a timely manner and in accordance with the provisions outlined within the appropriate Council's governing documents.
- c. Should an appeal be denied, appropriate notification shall take place within 48 hours to the appealing organization and the reasons therefore, and provide clarification of the sanction. Written notification to the Chapter President, Alumnus(a) Advisor, and inter/national executive office will be made in a timely manner.

**STATEMENT OF UNDERSTANDING BETWEEN FRATERNITIES  
AND THE UNIVERSITY OF CALIFORNIA, LOS ANGELES  
(EXECUTED ANNUALLY)**

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**I. OFFICIAL RECOGNITION:**

Having thoroughly read and being in full understanding, agreement and support of the attached POLICY APPLYING TO OFFICIAL RECOGNITION OF MEN'S AND WOMEN'S FRATERNITIES, AND OTHER SIMILAR ORGANIZATIONS BY THE UNIVERSITY OF CALIFORNIA, LOS ANGELES, \_\_\_\_\_ Chapter of \_\_\_\_\_ fraternity seeks Official Recognition from the University of California, Los Angeles, as affirmed by the below signature of the collegiate Chapter President.

BY: \_\_\_\_\_  
CHAPTER PRESIDENT

BY: \_\_\_\_\_  
UNIVERSITY OF CALIFORNIA, LOS ANGELES

DATE: \_\_\_\_\_

DATE: \_\_\_\_\_

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**II. REGISTRATION:**

For the purposes of REGISTRATION, the President and two additional students listed below are authorized signatories representing this fraternity for the purposes of University business.

**PRESIDENT:**

\_\_\_\_\_  
UCLA ID PRINT NAME EMAIL SIGNATURE

**AUTHORIZED REPRESENTATIVE:**

\_\_\_\_\_  
UCLA ID PRINT NAME EMAIL SIGNATURE

**AUTHORIZED REPRESENTATIVE:**

\_\_\_\_\_  
UCLA ID PRINT NAME EMAIL SIGNATURE

**III. ORGANIZATION DATA:**

ADDRESS: \_\_\_\_\_ PHONE: \_\_\_\_\_

EMAIL: \_\_\_\_\_ WEBSITE: \_\_\_\_\_

ORGANIZATION'S STATEMENT OF PURPOSE:

**SPONSORING DEPARTMENT:** The below signature(s) affirm the Center for Student Programming, Fraternity & Sorority Relation's full acceptance of the responsibilities of sponsorship and advisement.

DR. BERKY NELSON: \_\_\_\_\_  
DIRECTOR, CENTER FOR STUDENT PROGRAMMING SIGNATURE

CAMPUS ADDRESS: 105 Kerckhoff Hall (160706)

CSP/FSR ADVISOR: \_\_\_\_\_  
PRINT NAME SIGNATURE

CAMPUS ADDRESS: 105 Kerckhoff Hall (137606)