

**Logistical Recruitment Rules
Formal Sorority Recruitment
University of California, Merced
Spring 2015**

It is the understanding that these are the rules to be followed for Formal Recruitment at UC Merced. Organizations are responsible for educating individual members on all recruitment rules and procedures.

A. Potential New Member

1. Definition

- i. Before formal recruitment, a potential new member (PNM) is defined as any full-time undergraduate student who is not a member of a fraternity or sorority.
- ii. From Recruitment Kickoff through Bid Day, a potential new member is any student registered for formal recruitment.

2. Eligibility

- i. Students must be registered for formal recruitment online through the Fraternity & Sorority Council (FSC) in order to join a Greek Letter Organization. This registration will be coordinated through the UC Merced Intel forms for NALFO Recruitment and ICS for Panhellenic Recruitment.
 1. Registration for Women's Recruitment will close January 22nd, 2015 at 11:59pm and no one may be able to register after this time.
- ii. In order to maintain eligibility in Formal Recruitment (NPC, NALFO, and Men's Recruitment), a PNM must be able to attend one of the mandatory informational sessions that will take place on January 21st, 2015 and January 22nd, 2015.
 1. In the event that a PNM cannot attend one of these events due to class, work, varsity athletics, or a family emergency, they must email the Fraternity and Sorority Life Advisor, Fraternity Sorority Council President, Executive Vice President of Sororities, and the Executive Vice President of Fraternities in order to follow through with the Formal Recruitment Process.
- iii. Students may be registered for both Panhellenic and NALFO Recruitment.
 1. At the end of the Philanthropy round, students registered for both recruitment processes must choose which process they would like to continue to take part in and receive a bid from. No student shall receive a bid from both an NPC organization and a NALFO organization in order to comply with NPC RFM rules and regulations.
- iv. One must be a full-time, undergraduate student with a cumulative Grade Point Average of at least 2.5, based on at least 12 earned college or university credit hours and be in good standing with the University to be eligible for membership.

1. The GPA and credit hours can be from any college or university, but must be earned post high school graduation.
2. Proficiency or examination credits do not qualify.
- iii. Students must not currently be affiliated with any sorority or have been previously initiated by any sorority in order to be eligible to join.

B. Events

1. No recruitment events may occur outside of the formal recruitment schedule as defined by the FSC and Office of Student Life.
2. Any event sponsored or co-sponsored by a sorority that takes place between the first day of Spring Semester and Bid Day where PNMs are present may be considered a recruitment event.
3. Only students registered for recruitment through the FSC may participate in recruitment events. Informational sessions hosted by the FSC are not included in this rule.
4. Formal recruitment events will be defined as:
 - i. Panhellenic Recruitment, the scheduled events on Spirit Night, Philanthropy Night, Preference Brunch and Bid Night,
 - ii. NALFO Recruitment, the scheduled informational and social events, and
 - iii. Organizations that do not follow the guidelines on these days may be subject to judicial consequences.

C. Formal Recruitment Period

1. Formal recruitment will occur on dates designated by the Coordinator of Fraternity and Sorority Life in consultation with the Recruitment Chairs from each chapter.
2. The formal recruitment period will be designated as the first day of the Spring Semester through Bid Day.
3. No PNM may be invited to on or off-campus sorority events during the formal recruitment period. Sorority events are defined as any event sponsored or co-sponsored by a fraternity or sorority. The only exception is the FSC monitored official fraternity and sorority recruitment events.
4. No chapter may host or co-sponsor any open event outside of formal recruitment during both Go Greek Week and Formal Recruitment.
5. Dry period will take begin during the “Go Greek Week” period on January 19, 2015 and will end on each Recruitment process’s respective end date (NPC, January 25, 2014 and NALFO January 27, 2015) All active members shall refrain from consuming alcohol or being present where alcohol is being served.

D. Formal Recruitment

1. All event times and rooms will be scheduled through Fraternity and Sorority Life and assigned to the sororities in a lottery process.
 - i. This includes a room to hold the event, as well as an additional room assignment for technical support, storage, etc.

2. The recruitment schedule will designate all times and a final copy will be provided to all sororities by the close of the fall semester prior to formal recruitment.
3. An attendance list of all PNMs will be recorded at the beginning of every event and reported to the Chapters both through ICS (Panhellenic only) and in written form at the debriefing meetings following each event.
4. For safety reasons and logistics all individuals (actives, alumni and potential members) present at a recruitment event shall not be under the influence of alcohol and or other controlled substances. Any member who appears impaired will be asked to leave the event and may face judicial consequences.
5. Only Members and new members of the host fraternity or sorority, alumni members of the host fraternity or sorority, and invited potential new members invited to the event may attend any recruitment event. No members of other Greek Letter Organizations or outside entertainment may attend any event. All events are single-sex events.
6. Only non-alcoholic beverages may be served at events. No alcohol is ever permitted at a recruitment event. Light snacks may be served only by organizations that have completed the Food Handling Training.
7. Sororities are not permitted to provide potential new members with gifts or party favors. Any new item with which a potential new member exits an event will be considered a gift.

E. Formal Event Logistics

1. Rooms
 - i. Organizations are responsible for reporting problems with their assigned event room upon arrival to the Executive Vice President of Sororities. They are also responsible for cleaning up the room and leaving it as they found it.
 1. Organizations that damage rooms will be responsible for paying fines to the University office that manages that facility.

Panhellenic Specific Information:

2. Spirit Night
 - i. All sororities will host parties in accordance with the Recruitment Schedule provided to the chapters during the Fall semester.
 - ii. Spirit Night shall focus on the spirit of the organization. Decorations and themes should be coordinated with a basic introduction to the organization.
 1. This is the time in which Chapters are expected to present the cost of their membership dues to PNMs.
3. Philanthropy Day
 - i. All sororities will host four 45 minute events in an assigned location during the exact times specified on the schedule provided by the council.
 - ii. No individual or organization may ask a PNM which other event or events he or she will attend that night.

- iii. Philanthropy Night must be geared toward promoting each individual organization's philanthropy. Craft projects, guest speakers (so long as they are members of the respective organization), or viewings of a philanthropy video are appropriate within the allotted time frame.
- 4. Preference Brunch
 - i. All sororities will host up to three 50 minute preference events. PNMs may attend up to two events each but in order to achieve more space for these events, three events per group will be scheduled.
 - ii. No member may ask a PNM which other organization's event she will attend that day.
 - iii. Preference Brunch is a semi-formal event and pin attire is required. Conversations and speeches about sisterhood/brotherhood and leadership are encouraged.
- 5. Bids/Invitation Distribution
 - i. A formal bid is an official invitation to join a sorority, which is distinguished by the offer of a formal letter (bid card) delivered by a designated Rho Alpha on behalf of the sorority.
 - ii. A student must be registered for recruitment in order to receive a bid.
 - iii. Bid Day shall be the only day during Formal Recruitment that bids are to be handed out.
 - iv. The FSC and Fraternity and Sorority Life coordinate this day and reserve the right to approve bid cards and Bid Day events hosted by the chapters after bids have been extended.

Panhellenic Specific Information:

- v. Bids will be determined by formal bid matching executed by the FSC under supervision of the Coordinator of Fraternity and Sorority Life through the ICS management system (Panhellenic only).
- vi. A quota, defined as a limited number of bids allotted to each sorority, will be designated by Coordinator of Fraternity and Sorority Life using the ICS program used for recruitment registration.
 - 1. Quota will be designated by the Coordinator of Fraternity and Sorority Life in conjunction with and Release figures method specialist (RFM); this is based on the total number of potential new members who sign MRABA bid acceptance forms and will be provided to all chapters at the conclusion of Preference Day.
 - 2. Quota range may be provided to sororities prior to Preference Day but these are only estimates and not guaranteed.
- vii. Sororities must provide their bid preferences to the FSC via ICS by 2:30 pm or they may face a late fee assessment.
- viii. All students who complete the recruitment process will be asked to sign a Membership Recruitment Acceptance Binding Agreement.
 - 1. If a potential new member signs this acceptance form and receives a bid from either organization listed, she is ineligible to join any other Social Greek organization for one calendar year.

F. Sanctions

1. Any person involved in recruitment including members, Rho Alphas, and potential new members are honor bound to report any violation of the rules described in this document in writing to the EVP of Sororities, the FSC President, or the Coordinator of Fraternity and Sorority Life utilizing the supplementary documents and procedure.
2. Fines may only be assessed for measurable violations as described in this document under Section H. All fine money may only be used to cover recruitment expenses as approved by the Coordinator of Fraternity and Sorority Life in collaboration with the FSC Vice President Administration.
3. The Coordinator of Fraternity and Sorority Life will hear either by mediation or by formal hearing all violations to the rules.
4. Individual(s) or chapter(s) filing a grievance(s) should submit that to the Coordinator of Fraternity and Sorority Life.
5. Chapters will be allowed to continue in the recruitment process while a trial is pending.
6. Sanctions may not restrict a chapter from recruiting new members, nor affect quota, and should aim to fit the violation committed and be educational in nature when possible.
7. Judicial consequences will be referred to the Fraternity and Sorority Life Coordinator and the Administrative Review Process.
8. No penalty may exceed the duration of one calendar year.

G. Silence Period

1. The period between the start of the Spring 2014 semester (January 20, 2014) and the beginning of the official Silence Period (January 23, 2014-*Panhellenic and NALFO Recruitment*) shall be considered a “Go Greek” Period. These weeks shall consist of Greek promotional activities; active members and potential new members may communicate regarding women’s recruitment as a whole, but talk of any specific organization shall be prohibited.
2. The period between January 23, 2014 (*Panhellenic and NALFO*) and Bid Day (January 25, 2014-*Panhellenic*, January 27th, 2014- *NALFO*.) is considered “Silence” and no potential new members or active members may communicate with each other. Exceptions are granted to in-class contact only, which must be limited to academic discussion only.
3. Social Networking
 - i. PNMs may be added as “friends” on electronic social networking sites (such as Facebook, Myspace, Twitter, Tumblr, etc) if the PNM invites the fraternity/sorority affiliated member as a friend before the beginning of the Formal Recruitment period.

H. Finances

1. Registration Fees

- i. The FSC will collect a \$5 registration fee from every student registering to cover the costs of facilities/custodial assistance and the ICS Recruitment System.
 - ii. Students who elect to “drop” recruitment at any point are not eligible for reimbursement.
 - iii. Students who do not accept their bids are not eligible for reimbursement.
 - iv. Student who complete the entire process and do not receive a bid will receive a full \$5 reimbursement.
2. Recruitment Event Fines
 - i. Events that end late may be assessed a fine of \$15 flat rate, after a 5 min grace period.
 - ii. 5 minutes after the grace period (10 min after the party is over) there will be a \$1 fine per minute late.
 - iii. If an event begins late no fine will be assessed but the organization will lose those minutes from the event and the event must maintain the same end time.
3. Bid List Fines
 - i. If a chapter returns a bid list late, there will be a fine of \$15 plus the X amount of minutes after being 10 minutes late.
4. Recruitment Funding
 - i. Sororities are expected to fund their own recruitment expenses including facilities, food and soft drinks, decorations, etc.
 - ii. No sorority may spend more than the amount designated by a vote of the Recruitment Committee, including the value of any gifts from advisors, alumnae, or community partners per year on recruitment.
 1. The budget for all organizations may amount to, but cannot exceed \$1,200. This includes a \$300 limit to any gifts to the chapter from active members, advisors, alumnae, or community partners for the purposes of recruitment.
 2. Receipts will be collected by the Executive Vice President of Sororities to verify expenses, which must include invoices of any donations for the purposes of recruitment. These receipts are due from all organizations by January 22, 2015.

I. Formal Recruitment Exemptions

1. Interests groups may be exempt from the formal recruitment process, but all recognized colonies and chapters are expected to participate with exceptions granted only by the Coordinator of Fraternity and Sorority Life.
2. If exemption is granted, those chapters are still expected to follow all of the rules and guidelines within this document and any additional to be set forth by the Recruitment Committee.
3. If a chapter is granted exemption from formal recruitment on points one and two in this section, they are allowed to extend bids during the specified time under the direction of the Coordinator of Fraternity and Sorority Life.