

**Professional Fraternity Logistical Recruitment
Rules University of California, Merced
Academic Year 2018-2019**

It is the understanding that these are the rules to be followed for Professional Fraternity 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 recruitment, a potential new member (PNM) is defined as any full-time undergraduate student who is not a member of a professional fraternity.
- II. During the recruitment period, a potential new member is any student registered for recruitment.

2. Eligibility

- i. Students must be registered for recruitment online through the Fraternity & Sorority Life (FSL) office in order to join a professional organization. This registration will be coordinated through a medium established by the FSL office, and announced prior to the registration process opening.
 - a. Registration for Professional Fraternity Recruitment will close at 11:59 PM PST on the Friday of the recruitment period.
 - b. No one will be permitted to register after the close of registration.
- ii. Informational sessions that will take place on dates set by FSL in conjunction with FSC and PFC, but attendance at these events is not required for PNM's to maintain recruitment eligibility.
- iii. To participate in recruitment, a PNM must be a full-time, undergraduate student with a cumulative Grade Point Average (GPA) of at least 2.5, based on at least 12 earned college or university credit hours and be in good academic standing with the University to be eligible for membership.
- iv. The GPA and credit hours can be from any college or university, but must be earned **post** high school **graduation**.
 - a. College/university credits taken during high school will be counted if the student has completed enough credits to qualify for second semester Freshman standing within the university.
- b. Proficiency or examination credits do not qualify.
 - iv. Students may be currently affiliated with any other professional fraternity, but it is up to the discretion of both organizations if dual membership is allowed.
 - a. Chapter leadership is encouraged to contact their organization's headquarters.
 - v. Students may not join a social and a professional fraternity during the same semester.

B. Recruitment Period

1. Recruitment will occur on dates designated by the Coordinator of Fraternity and Sorority Life in consultation with the FSC and PFC Vice Presidents for Recruitment.

2. The recruitment period will be designated as the first day of the Semester until Bid Day.
3. No PNM may be invited to on or off-campus fraternity events during the recruitment period. Fraternity events are defined as any event sponsored or co-sponsored by a fraternity or sorority. The only exception is the PFC monitored official fraternity and sorority recruitment events or events sponsored by Fraternity and Sorority Life.
4. No chapter may host or co-sponsor any open event outside of recruitment during both Join FSL Week and Recruitment.
5. Dry period will begin the Monday of the recruitment week and will end at 11:59pm on Bid Day. All active members shall refrain from consuming alcohol or being present where alcohol is being served.

C. Events

1. No recruitment events may occur outside of the recruitment schedule as defined by FSL and Office of Student Life.
2. Any event sponsored or co-sponsored by a fraternity 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 Fraternity and Sorority Life may participate in recruitment events. Informational sessions hosted by FSL are not included in this rule.
4. Recruitment events will be defined as:
 - i. The scheduled FSL events, PFC Meet and Greet, individual organization fraternity events throughout the week and Bid Night.
 - ii. Organizations that do not follow the guidelines on these days may be subject to judicial consequences.

D. Recruitment

1. All event times and rooms will be scheduled through Fraternity and Sorority Life and assigned based on availability and a first come first serve basis.
 - i. A scheduled list of the assigned rooms designations will be distributed to each Fraternity at least 2 weeks prior to the first day of recruitment.
 - ii. Rooms cannot be moved or changed after designation has been assigned, unless further notice is given by the EVP of Fraternities.
2. The recruitment schedule will designate all times and a final copy will be provided to all fraternities by the close of the semester prior to recruitment for spring semester. Fall semester recruitment will be coordinated over the summer.
3. 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.
4. Only Members and new members of the host fraternity, 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, with the exception of disaffiliated PFC leadership, FSL Staff, and Rho Alphas.

5. 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.

6. Fraternities are not permitted to provide potential new members with bribes for membership.

E. Event Logistics

1. Rooms

i. Organizations are responsible for reporting problems with their assigned event room upon arrival to the Vice President of Recruitment. They are also responsible for cleaning up the room and leaving it as they found it.

a. Organizations that damage rooms or leave rooms that require additional cleaning will be responsible for paying fines to the University office that manages that facility.

2. PFC Meet and Greet

i. All fraternities will participate in a short tabling session for a day, and provide PNMs with information pertaining with their organization.

ii. The Meet and Greet shall focus on the spirit of the organization. Decorations and themes should only be utilized in connection to a basic introduction to the organization.

3. Fraternity Events

i. All fraternities will host a minimum of 3 events for recruitment week 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.

4. Bids/Invitation Distribution

i. A formal bid is an official invitation to join a fraternity, which is distinguished by the offer of a formal letter (bid card, email, etc.) delivered on behalf of the fraternity.

ii. A student must be registered for recruitment in order to receive a bid.

iii. Bid Day shall be the only day during Recruitment that bids are to be handed out.

iv. The PFC and FSL coordinator reserve the right to approve/reject bid cards and Bid Day events hosted by the chapters after bids have been extended if extraneous circumstances appear.

- Only Chapter Presidents will be informed of the reasons why this would happen as long as all PNM information remain confidential according to FERPA

v. All bid cards will be submitted to the PFC and FSL by the Saturday, marking the end of recruitment, before 11:59pm.

vi. All bids must be accepted or rejected by the end of bid day. No exceptions.

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 Recruitment or the PFC President, and the FSL coordinator utilizing the supplementary documents and procedure.

2. The Coordinator of Fraternity and Sorority Life will hear either by mediation or by formal hearing all violations to the rules.

3. Individual(s) or chapter(s) filing a grievance(s) should submit that to the FSL Coordinator using the recruitment violation form found on the FSL Website.

4. Chapters will be allowed to continue in the recruitment process while a hearing is pending.

5. Sanctions may not restrict a chapter from recruiting new members and should aim to fit the violation committed and be educational in nature when possible.

6. Judicial consequences will be referred to the FSL Coordinator and the Administrative Review Process.

G. Silence Period

1. "The period between the start of the semester and the beginning of the official Silence Period for the respective recruitment period shall be considered a "Join FSL" Period. These weeks shall consist of FSL promotional activities; active members and Potential New Members may communicate regarding Professional Fraternity recruitment as a whole.

i. Fraternities may begin advertising their organization immediately after "Join FSL" Period begins until the beginning of "Silent" Period.

ii. Within this period, active members are allowed to communicate to Potential New Members about Fraternities as a whole, not about their individual organizations.

2. Bid day is ***the only day that is considered*** "Silent" and no potential new members or active members may communicate with each other.

i. Silence Period will commence the Sunday of Bid Day and will last only for this day.

ii. During Silence Period no active members from any Fraternity shall participate in any form of "dirty rushing."

iii. Participating in any form of "dirty rushing" during this period shall result in sanctions listed in section F above.

iv. If a potential new member inquires about recruitment, the members must remain unbiased and forward inquires to the Vice President of Recruitment and/or the FSL coordinator.

H. "Dirty Rushing"

1. No Fraternity shall slander the name of another Fraternity by talking bad about other organizations to Potential New Members.

2. No active member shall send out any form of private communication to Potential New Members during Bid Day. (i.e, messaging them about the different bids they received, messaging them to accept their organization's bid). The only exception will be the bid offer email as described in section K.

3. No active member within a Fraternity shall offer benefits to any Potential New Member. These include offering executive positions/ roles in the Fraternity for them to join their organization.

4. No Fraternity shall pressure Potential New Members to join their organization.

5. Fraternities shall be able to send any form of private communication to Potential New Members regarding overall recruitment events.

- i. This includes: mass texting, personal messages (i.e Facebook messenger, Snapchat, Instagram, twitter, emails etc)
- ii. Fraternities and Potential New Member are encouraged to speak through open-public Facebook pages, and on-campus tabling compliant with the previously stated tabling rules, in section I.
- iii. In the event that an event-room designation for a Fraternity does get moved to a different location, active members will stand outside their first assigned place and redirect any Potential New Members to the new event location. Active members will also be allowed to inform the Potential New Members regarding room change during Tabling. Active members can also share the new location on their public- open Facebook page.
- iv. Mass communication to non-registered (for recruitment) students will not be allowed.

I. Finances

- 1. Registration Fees
 - 1. The PFC will collect no fees for participation in recruitment.
- 2. Bid List Fines
 - 1. If a chapter returns a bid list late, there will be a fine of \$15 after being 10 minutes late. These times will be coordinated with the FSL Coordinator and will be sent out via email one week before the assigned time.
- 3. Recruitment Funding
 - i. Fraternities are expected to fund their own recruitment expenses including facilities, food and soft drinks, decorations, etc.
 - ii. No fraternity 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 semester on recruitment.
- a. All in-kind donations must be included in the totally budget at the wholesale price of the product donated. This will apply to all items.

J. Tabling

- 1. Any Professional Fraternity will have the opportunity to table the week before the first day of recruitment.
- 2. Any Professional Fraternity also has the opportunity to table during the week of recruitment.
 - 1. Fraternities must register for tabling 7 days prior to their event through Catlife and include it on their recruitment schedule.
 - 2. Failure to register within 7 days, Fraternities will not be allowed to table.
 - 3. Potential New Members are allowed to register for recruitment during both tabling schedules.
 - 4. During recruitment week tabling, active members are allowed to approach Potential New Members and give them unbiased information about recruitment as a whole. Members are also allowed to share their recruitment schedule with the Potential New Members.

K. Centralized Bid Time

1. All Bid Lists will be turned in to the FSL Coordinator, Vice President of Recruitment, and PFC President by the time set by the FSL Coordinator on the Saturday marking the end of recruitment events.
2. **Chapter Leadership must email all PNM's between 9:00am-12:00pm on Bid Day**
 - i. **Chapter Leadership must blank carbon-copy Vice President of Recruitment and FSL Coordinator on all initial communications**
3. **The email must include the following information:**
 - i. **The organization's name who is extending a bid.**
 - ii. **Explicitly state that PNM's can only join one organization per semester.**
 - a) **If they received multiple bids they can only accept one offer.**
 - b) **If the member decides to accept a bid from a professional organization then they are not allowed to join a social organization during the same semester.**
4. **All PNM's will have until 2:00pm (on Bid Day) to accept their bid through email.**
5. Finalized 'Accepted Bids List' will be due to the FSL Coordinator and Vice President of Recruitment by 2:30pm of the same day.