Rensselaer Polytechnic Institute and the Office of Greek Life Commons recognizes the vital role that fraternities and sororities play in students’ co-curricular experiences. The Office of Greek Life Commons (OGLC) is committed to supporting the values and ideals of these organizations, helping them to thrive and succeed.

I. Chapter Evaluation
The overall strength and success of our community relies on the overall performance of our individual chapters. Fraternities and sororities were founded upon the ideals of scholarship, citizenship, leadership, brotherhood/sisterhood, and service to others. Today we continue to cherish these values and strive to model ourselves after the examples given to us by our organization founders. The following rubric provides a means whereby the fraternities and sororities of Rensselaer may measure their overall performance from the previous year in preparation for recruitment. It provides a method of ensuring that the actions of fraternities and sororities are congruent with the values articulated in their rituals and creeds.

<table>
<thead>
<tr>
<th>Value/Principle</th>
<th>Measurement Criteria</th>
<th>Standard</th>
<th>Rubric</th>
</tr>
</thead>
<tbody>
<tr>
<td>Scholarship</td>
<td>Current Chapter GPA</td>
<td>Most recent Campus All Men's/All Women's GPA</td>
<td>Chapters who meet or exceed this rating - 10 pts.</td>
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<td></td>
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<td></td>
<td>Chapters who fall below this rating but exceed the All Greek GPA - 5 pts.</td>
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<tr>
<td>Citizenship</td>
<td>Overall Philanthropy</td>
<td>Total dollars raised in the previous year equal to or greater than $20 per member</td>
<td>Chapters who meet or exceed this rating - 10 pts.</td>
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<td></td>
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<td></td>
<td>Chapters who fall below this rating but exceed $10 per member in the previous year - 5 pts.</td>
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<td></td>
<td></td>
<td></td>
<td>Chapters who fall below all the standards listed above will receive no points</td>
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<tr>
<td>Leadership</td>
<td>Overall Membership Involvement</td>
<td>50% or more of chapter members involved in clubs and organizations</td>
<td>Chapters who meet or exceed this rating - 10 pts.</td>
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<td></td>
<td>Chapters who fall below this rating but have more than 30% of members involved in clubs or organizations - 5 points</td>
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<tr>
<td></td>
<td></td>
<td></td>
<td>Chapters who fall below all the standards listed above will receive no points</td>
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<tr>
<td>Service to Others</td>
<td>Overall Service Hours</td>
<td>Total hours completed in the previous year are equal to or</td>
<td>Chapters who meet or exceed this rating - 10 pts.</td>
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</table>
Chapters must receive at least 30 points in total across all sections to be eligible to submit their recruitment plan to OGLC for review. This point total is equal to 5 points above the average total of 25, which could be earned by achieving the mid-level assessment in each category of 5 points. As a community, we expect our chapters to strive for higher achievement than a minimum standard in all of their endeavors. Therefore, to be automatically eligible for recruitment a chapter must demonstrate their ability to excel in at least one or more categories as outlined above.

As each of these categories demonstrates a commitment to our shared values, chapters who do not receive 30 points through this evaluation must submit an additional petition to OGLC that states their plans for improvement in any areas of deficiency in the upcoming academic year and how recruitment specifically will aid in those goals and outcomes. The requirements for the petition for recruitment is outlined below. Chapters who do not meet this criterion will be required to have regular follow up meetings with OGLC staff throughout the academic year to benchmark progress, and ensure alignment with community standards and expectations.

**II. Petition for Recruitment**

*Those chapters which do not meet the criteria for good standing as outlined above will be required to submit a petition to the Office of Greek Life Commons for review and approval before developing a recruitment plan or engaging in recruitment training. This plan will include detailed information regarding each of the criteria above, the goal for the chapter in the upcoming year, and measurable goals for how the chapter intends to achieve these standards. Chapters petitioning for recruitment should outline how they aim to exceed 30 points based on this rating scale, as 30 points in the minimum required to be in good standing for recruitment. Petitions must be submitted to greeklife@rpi.edu.*

1. Petitions for Recruitment must include:
   a. Detail of how the chapter performed in each criteria area in the past year
   b. Plan for how the chapter plans to improve any areas where they did not receive maximum points in the upcoming each
      i. Specific, measurable goals with a timeline for assessment of each goal
ii. Which individual(s) in the chapter will be responsible for tracking and assessing progress

iii. Details on how participation in recruitment will specifically aid the chapter in the achievement of stated goals

iv. Outline what accountability measures are in place to ensure completion

c. A letter of support from their advisor for recruitment that outlines how the alumni and advisor(s) will specifically assist the chapter in the upcoming year
   i. The letter should include specific examples of how the alumni and/or advisor will provide additional ongoing support for the undergraduates and accountability measures for the organization if stated goals are not met.

2. Approval
   a. Once submitted, plans will be reviewed by the staff in OGLC. A staff member will then contact the chapter to arrange a meeting to discuss the petition before final approval.
   b. Meetings must include:
      i. Chapter President, New Member Educator (or equivalent position), Recruitment Chair(or equivalent position), advisor or representative of the inter/national organization (can be via phone)
      ii. Meetings may be completed in person or via digital platforms that allow face to face interaction
   c. If the plan is approved without revisions, the chapter may begin developing their recruitment plan, and scheduling required recruitment trainings. If revisions are needed, they must be submitted and approved before moving on to the development of recruitment plans.

III. Recruitment Activities
Before hosting recruitment activities, all chapters must draft and submit to the Office of Greek Life Commons (OGLC) a detailed plan for conducting recruitment activities and a timeline of planned events that includes all the elements outlined below. Before a chapter may conduct recruitment activities, the plan must be approved first by the Inter/national organization, second by the local alumni board and then submitted to OGLC for final approval. All approvals by the Inter/national organization or local alumni board should be submitted directly to OGLC at greeklife@rpi.edu. Chapters that begin recruitment activities before the approval of a plan by OGLC will be subject to disciplinary action and/or recognition review with the Institute. Any questions regarding the plan or the elements outlined below should be submitted to greeklife@rpi.edu.

1. Recruitment plans must include:
   a. Vision statement
      i. Includes organizational values statement
      ii. Includes a description of recruitment goals
   b. Healthy & Safe Recruitment Plan
      i. Statement of commitment to alcohol-free recruitment practices
         1. Include how organizational values are reflected in alcohol-free recruitment practices
      ii. Statement of commitment to hazing prevention during recruitment
1. Include how organizational values are reflected in hazing prevention

iii. Alcohol and hazing prevention plans
   1. Describe the new and current member education process, including prevention strategies the organization engages in, and how questions regarding the presence and/or consumption of alcohol are addressed during recruitment
   2. Provide information regarding the new and current members education process on anti-hazing policies and how questions are appropriately addressed during recruitment
   3. Include reporting information for hazing and alcohol matters and member accountability for violations of organization/school policy.

b. Other promotional items
   i. A comprehensive list of all other promotional items the chapter will utilize for recruitment must be submitted to OGLC for review along with the submission of activities
   ii. All items must align with organizational values, recruitment goals and the overall mission and vision for Rensselaer Polytechnic Institute. Any items found to not align with these principles will not be approved and cannot be utilized in recruitment.
   iii. Items must have appropriate and approved Inter/national organization branding for use at Rensselaer. Prior approval of items must be provided by the Inter/national organization for any or all items purchased by the organization for recruitment. Approval must be directly sent from the organization to greeklife@rpi.edu.
   iv. Promotional items include (but are not limited to):
1. T-shirts
2. SWAG items
3. Flyers/advertisements

e. Available resources for new and current members
   i. University, local and national resources available
   ii. Contact for questions regarding recruitment practices
       1. Current member, alumni representative and national organization
   iii. Reporting resources
       1. Resources for reporting at the institution, as well as external resources

2. Plans must be approved by the chapter’s inter/national organization and local advisory group before submission to OGLC as outlined above. Approval must be submitted electronically directly to OGLC at greeklife@rpi.edu.

3. Approved plans will be sent to the appropriate student council for posting on their website.
   a. Any changes to the recruitment plan must be submitted 5 business days in advance of the originally scheduled event date to assure that proper planning of the event can occur and vetting of the event by the above organizations
   b. Cancellations of recruitment activities may happen the day of event; however, it is the obligation of the chapter to notify OGLC of such cancellation and the reason for cancellation.
   c. Cancellation information, including if the there is a plan to reschedule the event, must be sent by email to greeklife@rpi.edu.

IV. Planning of Recruitment Activities

Once plans for recruitment have been submitted to OGLC, staff will contact chapter leadership to schedule a meeting to discuss the plans in greater detail and answer any questions that chapter leadership may have.

1. Chapter leadership, as defined below, will schedule a meeting with OGLC to review and discuss recruitment plans

2. Meetings must include:
   a. Chapter President, New Member Educator (or equivalent position), Recruitment Chair(or equivalent position), advisor or representative of the inter/national organization (can be via phone)
   b. Meetings may be completed in person or via digital platforms that allow face to face interaction

3. OGLC will work with student councils to coordinate and host required recruitment trainings at least once a semester
   a. These trainings will include a discussion of proper procedures around recruitment, best practices for member recruitment, a reminder of applicable policies, etc.