

# Knox College Campus Life Office

## Fraternity and Sorority Life (FSL) Chapter Agreement

The Campus Life Office acknowledges that your FSL organization is a valued part of our campus when shared values and expectations are upheld, and understands that FSL has the potential to cultivate a welcoming campus community while providing a wide variety of opportunities to their members. Due to this recognition, we hold recognized FSL organizations to a higher level of responsibility and commitment to values. This Chapter Agreement articulates basic expectations of fraternity and sorority organizations and their members at Knox College that supplement the [Fraternity and Sorority Life Relationship Statement](#). If a chapter/chapter leader/chapter members does not meet these expectations, the chapter may be placed on probation, suspension, or lose their status as a recognized organization as determined by the Campus Life Office.

### Expectations of Fraternity and Sorority Chapters and Members of the FSL Community\*

- Understand and follow the expectations listed in the [Fraternity and Sorority Life Relationship Statement](#).
- Have at least one Knox College faculty or staff advisor.
- Provide the Campus Life Office with a certificate of insurance (COI) each year or upon expiration that confirms a one million dollar per occurrence liability policy, names Knox College as an additional insured, and includes condition precedents for alcohol, hazing, and sexual assault liability.
  - A chapter may not have meetings, host events, or have a chapter house without a current COI on file that meets these requirements. A chapter organization without a current COI will be deemed an unrecognized organization until the required COI is provided.
- Adhere to requests by College staff when related to the FSL community or chapter.
  - Requests may include meetings, submission of documentation, training or workshop completion, program attendance, or confirmation of gathered information (rosters, leadership, etc.).
  - Chapter leadership is expected to update the Campus Life Office within 72 hours of a membership, advisor, or leadership change.
- Maintain a risk reduction protocol/risk management policy that is reviewed annually by the chapter and provided to the Campus Life Office each year before any events are hosted.
- In an effort to create and maintain an FSL community that prioritizes member wellbeing, safety, and community values, FSL chapters and their members are highly encouraged to utilize their chapter, Council, and College processes to promote accountability and education for those who participate in, endorse, or are bystanders to behaviors that are counter to the values of the FSL community or Knox College, including misconduct such as discrimination, hazing, and harassment.
  - Chapters and members may choose to report such behaviors directly to their chapter's judicial board, Council judicial officer, the Campus Life Office, Dean of Students and Conduct Office, Title IX Office, or by using the [Anonymous Report Form](#).
- Strictly abstain from participating in, encouraging, or being a passive bystander to any type of hazing or discrimination (outside of their membership acceptance process, particularly related to sex and gender).
- Host all recruitment and new member activities and initiations within chapter facilities or locations approved by the Campus Life Office. Recruitment and new member activities must not cause unreasonable public disturbance.
  - Chapters and their members will not ask students to violate their personal or moral beliefs as a condition of recruitment, new member education, or initiation. The initiation program must not in any way interfere with a student's academic work and may not harm the student in any way.
  - Potential new members must complete the [FERPA Release and Anti-Hazing Policy form](#) in order to participate in recruitment or join a chapter.
  - Fraternities and sororities will participate in deferred primary recruitment. First-term first year students are ineligible to participate in recruitment events and cannot receive a bid or join a fraternity or sorority. Students who are currently on disciplinary probation may not become a new member of a chapter.
  - New members of a Panhellenic Council sorority must complete the [continuous open bidding \(COB\) membership acceptance binding agreement \(MRABA\)](#) with a chapter member before joining a chapter.
- Understand and follow all policies for planning and facilitating on or off campus events, programs, and initiatives.
  - Policies to consider may come from the Campus Life Office, FSL Governing Councils, (inter)national

organizations, and local, state, and federal laws. Chapters are expected to follow whichever set of policies are most restrictive.

- If a chapter would like to bring an outside vendor, contractor, or event to campus they must submit any required insurance documentation, health permits, or waivers before the event/program may take place. Chapters should reference the [liability insurance requirements](#).
- Fraternities and sororities are required to ensure appropriate care and upkeep of any chapter facilities\*\*, in accordance with house leases, (inter)national organization requirements, Governing Council requirements, College policies, and local, state, and federal ordinances and laws.
  - Maintain a Housing Corporation composed of alumni advisors and/or (inter)national organization staff to assist in overseeing the upkeep and operations of the chapter facilities.
  - Ensure compliance with fire safety and maintain sanitary and appropriate living conditions within chapter facilities, where applicable. Chapters should submit work orders for facility and sanitation needs as per their lease agreements.
  - Allow periodic facility and property walk-through by College staff. College staff will make a reasonable attempt to provide chapter leadership with at least 24 hours advance notice of facility review, unless a staff member is accessing the chapter facilities due to health and safety concerns or safety protocols, reports of policy violation, or emergency maintenance needs.
  - Members may be required to live in their respective chapter house, when applicable, unless the house has no vacancies or the house cannot meet the residential needs of the member.
  - Any person in a chapter's facilities is expected to uphold the standards and expectations of the College, their respective chapter, (inter)national organization, Governing Council, and local, state, and federal laws. The chapter is responsible for ensuring persons inside chapter facilities adhere to these standards.
  - All locks and keys for chapter facilities must be maintained through the College.
  - Selection of a chapter facility manager is required each year. This position may be requested to share information or perform specific facility-related tasks by the Campus Life Office.

*\*Local chapters not affiliated with a (inter)national organization are expected to adhere to all expectations, as applicable, in addition to the [Local Chapter Guidelines](#).*

### **Unrecognized Organizations**

Fraternity and sorority organizations who do not meet the expectations of the College may lose recognition and become unrecognized organizations, resulting in the organization's inactivity and/or inability to operate as a campus organization. These organizations will not receive privileges afforded to College-recognized organizations or fraternities and sororities, such as the privilege to host events, be an active member of a Governing Council, apply for FSL awards, participate in Council recruitment, or have designated chapter facilities.

### **Acknowledgement of Expectations by Chapter Leadership**

By signing below, I agree that I have read and understand the chapter commitments and expectations within this chapter agreement. I understand that if the chapter does not abide by the expectations and requirements that it may lose College recognition as an organization. I also understand that if I do not agree to the expectations in this Chapter Agreement or the FSL Relationship Statement, my chapter may lose its status as a recognized organization.

---

**Chapter President (Print Name and Sign)**

---

**Date**

---

**Campus Life FSL Staff Person (Print Name and Sign)**

---

**Date**