

# A program outline of the Greek Life Accreditation Program – Ball State University

Office of Student Life, Interfraternity Council, National Pan-Hellenic Council, Panhellenic Council, and NALFO Organizations

The Ball State University Accreditation and Minimum Expectations program is a two-fold system of evaluating the member chapters of the Ball State University Greek community. The process of reviewing chapters for the attainment of minimum expectations as well as chapter-focused outcomes holds purpose in ensuring local chapters are relevant to their national or international organization, governing council, and Ball State University. All chapters are expected to take part in the annual review.

## Proposals for Chapter Accreditation

- Each chapter will submit and present an Accreditation proposal annually prior to Thanksgiving break to the Accreditation Committee.

## Process for developing proposals

- **Chapters can make their experience their own as long as it supports the mission of their organization and reinforces fraternal values.**
- Chapters will review their own inter/national organization's mission and demonstrate that they are achieving outcomes in relation to their mission.
- Chapters should consider the mission of their inter/national organizations as they relate to **areas of standards** when demonstrating their achievement of outcomes:
  1. Sustainability: recruitment & retention
  2. Health & Safety
  3. Academic Excellence
  4. Membership Development
  5. Relationships: headquarters, alumni, neighbors, Ball State and interfraternal & student organizations
  6. Engagement: service, philanthropy and campus leadership & involvement
  7. Chapter Operations: finances and property management
  8. Advancement: assurance of a loyalty to vision and overall outstanding performance
- **Each year chapters will set outcomes for the upcoming year** and record action taken to achieve the outcomes from the previous year.
- **Chapters will also develop and implement a 3 year Chapter Development Plan**, with the assistance of staff from the Office of Student Life.
- Chapters are asked to self-identify areas of chapter operation in need of improvement.

## Evaluating and reviewing proposals

- The **criteria for accreditation are based on the chapter's ability to demonstrate relevance to their mission/purpose.**
- The Accreditation Committee **will evaluate and assess cultural influences, achievement of chapter outcomes, and performance indicators.**

## Scoring

- Chapters will be given a mark of **Exceeds Expectation, Meets Expectations, Needs Improvement, or Unacceptable** in each of the Areas of Standards by the Accreditation Committee.
- Chapters underperforming in any of the Areas of Standards will be asked to **develop a Chapter Development Plan to improve mission focused performance** in the deficient area(s).



## Chapter Development

- Underperforming chapters will create a **Chapter development Plan** to improve mission focused performance in the deficient area(s).
- **Chapters must show signs of progress** to achieve continued accreditation or remain in developmental status.
- **Progress is defined as meeting chapter outcomes** as outlined in the **Chapter Development Plan**.
- Chapters underperforming for greater than **1 year without** signs of progress will be further reviewed, and the Accreditation Committee may recommend these chapters' recognition be revoked by the chapter's governing council (IFC/PHC/NPHC).
- Council Delegates ultimately make the decision to remove or continue the chapter's recognition.

## Suggested schedule of annual review and recognition

### Fall Semester

- Chapters develop Accreditation Proposals

### November/December

- Chapters present Accreditation Proposals to the Accreditation Committee.

### December - February

- Chapters create Chapter Development Plans with assistance from Alumni, I/HQ and the Office of Student Life.

### January/February

- Chapter will review their plan with advisors and past leadership and begin implementing their chapter development plan.

### March/April

- Chapters meeting accreditation will be recognized for their accomplishments at Grand Chapter.

**\*\*Chapters receive continued support throughout the year from their chapter development advisor.\*\***

## Minimum Expectations Review

Several items will not be a part of the mission & action congruence assessment because they are minimum expectations that simply must be achieved. Minimum expectations monitor basic chapter performance and ensure proper community record keeping. Items include the following:

- Chapters must maintain a 2.5 chapter semester grade point average. In the instance a 2.5 chapter grade point average is not met, the chapter must develop a plan to obtain a 2.5 chapter grade point average the following semester. (Chapters not obtaining at least a 2.5 chapter grade point average two consecutive semesters will be placed on developmental status as well chapters not submitting and utilizing plans to obtain a chapter grade point average when required by this minimum expectation).
- Chapters must offer the timely payment of dues or develop a payment plan with appropriate council.
- Chapters must submit all essential documents in accordance with the Office of Student Life/Governing Council policies for effective and efficient information management.
- Chapters must attend appropriate council meetings, this includes attendance at council meetings in accordance with governing council's constitution/bylaws and all events deemed "mandatory" by the governing council and announced at least 2 weeks in advance of event.
- Chapters must maintain recognition as an official Ball State University student organization.
- Chapters must have an active faculty advisor, primary advisor and house corporation representative (if property is owned or managed).
- Chapters must file appropriate documentation of annual safety inspections, such as fire inspections, health inspections, and other inspections deemed mandatory by the city, county, or state.
- Chapters must demonstrate a connection with their (inter)national organization.
- Chapters must participate in the Accreditation Program.
- Chapters must have no major judicial violations for the previous year.

## Developmental Status

If a chapter fails to achieve **accreditation** they will be placed on a developmental status for 1 year. The chapter will be reviewed again at the end of the year and if no progress is made, the Accreditation Committee may recommend to the appropriate governing council loss of University recognition.

If a chapter fails to meet **minimum expectations** they will be placed on a developmental status for 1 year. Chapters being put on developmental status as a result of not meeting minimum expectations are done so in congruence with the following guidelines:

- Chapters may only be placed on developmental status as a result of failure to comply with minimum expectations at the end of a semester for the following semester.
- Chapters may come off developmental status at any time, should the chapter be able to show proof of meeting the minimum expectations.
- Chapters will not be granted developmental status for greater than 1 year.
- Chapters that do not resolve the issues which caused them to be placed on developmental status within 1 year may be recommended for loss of recognition by the appropriate governing council.

Developmental status does not reflect the loss of chapter privileges, but instead reflects a time allocated for the growth and advancement of the chapter. Chapters placed on developmental status are expected to work on areas in which they are under-performing. (Inter)National Boards and/or (Inter)National Headquarters will be informed when a chapter is placed on developmental status and the reasons the chapter has been placed on developmental status.

## Evaluating and reviewing proposals

Proposals for Chapter Accreditation will receive a score in each of the areas of standards from the Accreditation Committee.

### Accreditation Committee

An *Accreditation Committee* will be convened, comprised of IFC, NPHC & PHC Presidents or their designee (3 persons), a representative for the NALFO organizations, at-large undergraduate representative, Alumni Representative, Faculty/Staff Representative and Office of Student Life Staff (2 persons). The Accreditation Committee will consist of 9 persons in total.

### Scoring of proposals

Chapters will be given a mark of **Exceeds Expectation, Meets Expectations, Needs Improvement, or Unacceptable** in each of the Areas of Standards by the Accreditation Committee.

**Regardless of the mark a chapter receives, all chapters will receive feedback as appropriate from the advising Office of Student Life staff person. Feedback will consider remarks of the Accreditation Committee and be formatted to share with the chapter. Such items include: areas for potential growth, tips for better presentation of the proposal, and areas in which the chapter is performing at the highest level.**

### Removing a Chapter's Recognition

The ability to remove the recognition of the chapter lies in the hands of the members of the council to which the chapter holds membership. The Accreditation Committee may offer a recommendation that a chapter's recognition is removed. Respect should be given to the recommendation of the Accreditation Committee as a recommendation is offered after careful consideration and review. In order that the Accreditation and Minimum Expectations program is found legitimate and fruitful, chapters should take serious the ability to hold chapters accountable and must expect the growth of brother and sister chapters.



## Greek Awards

Exemplary chapters in relation to accreditation will be recognized at the Grand Chapter Awards program.

## Areas of Standards

Chapters will be asked to reflect their performance in each areas of standard. Chapters should list outcomes pertinent to the area of standard (as reflected in the previous year's proposal), record action taken to achieve outcome, and set outcomes for the upcoming year. Standard areas include:

### **Sustainability**

Recruitment of new members and retention of membership

### **Health & Safety**

Reduction of risky behavior and management of inherent risk

### **Academic Excellence**

Achievement of scholastic endeavors and programs related to achievement

### **Membership Development**

Education and development of current membership and preparation for membership of new members

### **Relationships**

Cultivation of partnerships with alumni, headquarters/(inter)national organization, neighbors and interfraternal organizations

### **Engagement**

Commitment of service, philanthropy, and campus leadership and involvement

### **Chapter Operations**

Management of property and chapter finances

### **Advancement**

Assurance of and loyalty to vision and overall outstanding performance

Chapters will have the option to make their fraternity experience their own as long as it supports the mission of their organization and therefore reinforces fraternal relevance.

## Process for developing proposals

The **criteria for accreditation are based on the chapter's ability to demonstrate relevance to their mission/purpose.** The Accreditation Committee **will evaluate and assess cultural influences, achievement of chapter outcomes, and performance indicators.** Evaluation according to each organization's own (inter)national mission will create longevity and sustainable high standards. Chapters should consider the mission of their (inter)national organization as they relate to shared values (areas of standards) when developing and exploring achievement of outcomes.

