

# **Policies of the Greek Programming Board of The Ohio State University Columbus, Ohio**

## **ARTICLE I:**

### **NAME:**

The name of this organization shall be the Greek Programming Board.

## **ARTICLE II:**

### **Mission, Purpose and Limitations:**

The Greek Programming Board is a board comprised of representatives from all four governing councils: Interfraternity Council (IFC), Multicultural Greek Council (MCGC) National Pan-Hellenic Council (NPHC), and the Panhellenic Association (PHA). The purpose of the Greek Programming Board is to provide intentional opportunities for cross council collaboration through the development of community based large-scale programming and leadership programming. It is the hope of the Greek Programming Board that large-scale programs will offer our community intentional opportunities to better understand each other's values, principles and common practices. Through the planning of various large scale events, our community will come together to better understand the importance of service, promoting positive wellness, diversity, scholarship and brotherhood/sisterhood through a community based model. The Greek Programming Board will also provide leadership programming to the community to enhance leadership development skills, explore what it means to be a part of a values-based organization and foster relationships within the greater Greek community.

It shall be the purpose of this board to:

- a) Be a programming organization operating in collaboration with the four governing councils.
- b) Provide leadership programming through conferences, retreats, and workshops for members of the Ohio State University Sorority & Fraternity Community.
- c) Promote diversity within The Ohio State University Sorority and Fraternity Community through programs and services.
- d) Educate and communicate that sororities & fraternities are values based organizations.
- e) Promote scholarship, academic success, and effective time management by providing timely and well-planned programming and services.
- f) Cooperate with the four councils and the university administration in concern for and maintenance of high social and moral standards and activities.

Limitations of this board are:

- a) The Greek Programming Board shall in no way be a judiciary body to the independent fraternities and sororities.
- b) The Greek Programming Board shall in no way create legislation or conduct business (pass motions) that knowingly causes any member Fraternity/Sorority organization and/or the governing councils to violate its own governing documents, university, state, or federal law.

c) Greek Programming Board shall not host official All Team Meetings or events in conflict with the OSU Greek Council meetings and times.

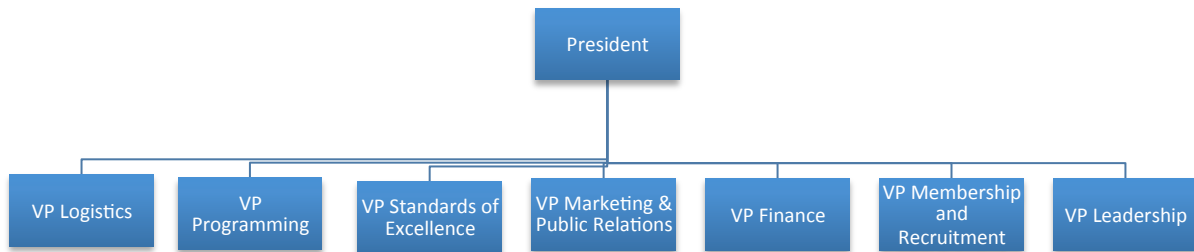
**Council Relationship Statement:**

The councils and the Greek Programming Board will collaborate throughout the semester to ensure that the Greek Programming Board is providing programming that benefits all four councils' members. At the beginning of each semester, the Greek Programming Board will hold a roundtable session for the purpose of generating new ideas and receiving feedback from the Greek Community. All councils and members will be invited to attend. Additionally, the councils and the Greek Programming Board will maintain communications of when large scale programming is being planned. Each council will be responsible for sending at least one (1) representative to specific Greek Programming Board meetings with the intention that they will bring information back to their council's executive board. The specific meetings for council representatives will meet at a minimum of two (2) times per semester.

An update from the Greek Programming Board and budget update will be sent to council presidents on a monthly basis.

The relationship between the four councils and the Greek Programming Board is specifically important in ensuring that all groups work collaboratively on community wide programming while fulfilling the mission and purpose of all entities.

**ARTICLE III:  
Description of Programming Board Positions:**



**a. President**

If the president is unable to fulfill his or her duties, the VP of Membership and Recruitment will assume responsibilities of the president role. The president will attend president's meetings and council meetings when necessary, set up meetings with council representatives to maintain open communication, maintain bylaws, and serve on the Membership Board as well as the Finance Committee. The president will oversee all committees. The position also includes serving as a liaison to all Greek Organizations for additional Greek events

**b. Logistics Committee**

The logistics committee works closely with the programming committee to ensure organization and appropriate planning of the initiatives for the community. It is important for the planning of each event to follow a systematic timeline to ensure all needs are met in regards to the planning of the event. The logistics committee is responsible for the coordination of room scheduling and venue securing. The committee should be familiar with booking rooms in the Ohio Union and other campus and off campus venues. The committee will be responsible for the day of logistics and needs for each event, including but not limited to: timeline and scripts for events, materials collected and in place for events, food, and beverage coordination.

**c. Programming Committee**

The programming committee works with the entire Greek Programming Board to plan major events. Responsible for overseeing Greek-wide events, the planning and development of programming initiatives that show our community's dedication to scholarship, leadership, service, cultural awareness/diversity and friendship. They will also serve as the major contact for all Greek Programming Board events as well as plan miscellaneous events when appropriate and plausible.

**d. Standards Of Excellence Committee**

This committee will work to plan special events that fulfill the Standards of Excellence requirements throughout the year. They will work to secure speakers or performers for Greek Week and/or Homecoming. The Standards of Excellence committee is responsible for determining which SOE topic is most relevant to the community based on input from members of each council. The committee is also responsible for leading Hazing Prevention Week. The Standards of Excellence committee will plan and implement an additional diversity and community service/philanthropic event throughout the semester excluding Greek Week/ Homecoming. It will also organize service events planned by the Greek Programming Board.

**d. Marketing and Public Relations Committee**

Positively promotes the Greek Community and Greek programming board events throughout the university. Committee will maintain the Greek Programming Board social media accounts and event calendar along with the password information. Should be well prepared to organize and distribute literature pertaining to all events surrounding events planned by Greek Programming Board. Must be able to arrange schedules, task lists, and any publication for public viewing in a manner that is aesthetically pleasing. This may entail creating and seeking approval for on-campus flyers and schedules of events for Greek Programming Board run events, ensuring all events are well publicized. Committee will also be in charge of T-shirts and apparel for events and for the board.

**e. Finance committee**

Works with Greek Programming Board to create and maintain an annual budget, works with each committee to form individual committee budgets, and keeps up to date records of all financial transactions for all events. The committee along with the president and advisor creates the Greek Programming Board Budget, oversees financing activities, invoices dues and fines, and applies for funding from Student Government, sponsorships, and other sources. The Finance committee needs to meet regularly with the current advisor to discuss funding and budget updates. It is responsible for presenting updates to the board as well as Chapter Presidents if the need arises. Be constantly exploring new funding alternatives such as university funding and collaborations with chapters.

**f. Membership and Recruitment Committee**

The Membership and Recruitment committee will be responsible for membership recruitment and membership development for the entire Greek Programming Board, obtaining volunteers for events, check in and event facilitation, and creating recruitment plans which engages a diverse population of fraternity and sorority students. Coordinate and plan training sessions for the entire board using university and union resources. The committee is responsible for creating a marketing plan for the recruitment process and for overseeing the committee placement process for new and returning members. The VP of Membership and Recruitment will provide personal and professional development opportunities for the Greek Programming Board members. The committee will work with other Greek Programming Board VPs to assess the personnel needs of each committee and facilitate general membership feedback opportunities. Executive board members are elected before Greek Week begins in order to shadow the current executive board. The committee will oversee the Membership Expectation policy (Appendix B) and member standings. The Membership and Recruitment committee will prioritize reaching and recruiting from all councils.

**g. Leadership Committee**

The Leadership Committee will be responsible for assisting with managing logistics for all leadership programs within Sorority and Fraternity Life, which include, but are not limited to Buckeye Greek Leadership Institute, Greek Diversity Retreat, Great Operations, Chapter Presidents Leadership Institute, Buckeye Fraternal Citizenship Series, and Undergraduate Inter-fraternity Institute. The Leadership Committee is also responsible for coordinating leadership opportunities for the community year round through experiences other than just the existing leadership retreats.

**h. General Body Members**

The main duty of a General Body Member is to be a liaison between the Greek Programming Board and the Greek community. General Body Members assist with the planning and day of coordination for Greek Programming Board events. Be able to assist Vice Presidents or other general body members in any way necessary to achieve goals and aspirations of Greek Programming Board. General Body Members must meet expectations as outlined in the Membership Expectations document in Appendix B.

**ARTICLE IV:  
Programming Board Events:**

Greek Programming Board will plan the following events, including but not limited to:

National Hazing Prevention Week - a weeklong initiative corresponding to the dates selected by the national organization National Hazing Prevention.org providing organizations an opportunity to better understand the effects of hazing within a student experience.

Homecoming Week - a week long initiative in the fall providing organizations an opportunity to celebrate the rich history of The Ohio State University and the greater Columbus community.

Greek Week - a week long initiative in the spring providing organizations to celebrate traditions built within the Sorority and Fraternity Life community here at The Ohio State University.

Standards of Excellence Initiative- a large-scale guest speaker or interactive program to allow organizations an opportunity to better understand the connection between culture, multiculturalism and social justice as it relates to our identity as members of sororities and fraternities as well as the importance of safety, health and wellness

Service/Philanthropic Initiative - a large-scale program or initiative that allows organizations to understand the importance and difference between philanthropy and community service.

Greek Leadership Retreats – retreats include Buckeye Greek Leadership Institute (BGLI), Chapter Presidents Leadership Institute (CPLI), Great Operations (GO!) Conference, Buckeye Fraternal Citizenship Series (BFCS), and Undergraduate Interfraternity Institute (UIFI) to provide opportunities for growth and leadership development in the community.

**ARTICLE V:  
Application process:**

The vice presidents of each committee will be filled by the Membership Board, which consists of the President, Vice President of Membership and Recruitment, the current vice president holding the role and advisor.

The VP of Membership & Recruitment will coordinate an online application process using an interview procedure and protocol with appropriate timeline of membership pipeline for example:

- a. Application → interview → selection and placement → trainings → full membership
- b. If the interviewee currently holds the position being interviewed for another executive board member will substitute in his or her place.

- c. Applicants for an executive board position will be placed on a slate by the current executive board and then voted on by both the executive board and general board
  - i. If the slate does not pass, the Membership Board will redo the slate and the vote will be taken again
  - ii. If the slate does not pass a second time, the board will vote on each position individually until each position is filled

General Body Members will be comprised of students initiated into a recognized fraternal organization by Student Life, Sorority and Fraternity Life staff at The Ohio State University. Potential members of the board will apply and be selected before Greek Week to be considered for board membership for the semester to follow. From the pool of applicants, interviews will be conducted on an as needed basis. The board officers and advisor will select committee members based on this process and the merit and experience of the application. Applicants will be chosen based on involvement with the Sorority and Fraternity Life community, leadership skills, and programming skills.

#### **ARTICLE VI: Policies:**

Alcohol consumption- All chapter members are responsible for being familiar with the policies and procedures that govern the use and sale of alcoholic beverages at The Ohio State University, as well as individual chapter and council policies which have been established in accordance with the laws regarding alcohol established by the State of Ohio. Alcohol abuse is not to be promoted, encouraged, or tolerated. There should be no alcohol present during any Greek Programming Board Events. Participants should not be intoxicated or under the influence of any illegal substances while attending any Greek Programming Board event. Any grievance filed regarding a chapter found responsible for members attending under the influence will be sent to the Joint Council Judicial Board.

Meeting Times and Dates -The Greek Programming Board will meet monthly or as requested by the advisor at a time selected at the beginning of each semester, whichever is most frequent. Committee meetings will happen at least twice a month and at a time decided upon by committees. The executive board will meet weekly at a time decided upon by the executive board officers. The president is able to call a meeting for the board if the need exists.

Events - Are determined through evaluation of past events. The Chapter Presidents are responsible for making sure the member organizations share ideas and feedback about the events for the Greek Programming Board to plan.

Conduct for Community members and Greek Programming Board members- During an event, all sorority and fraternity members attending and participating in that event are expected to conduct themselves in a manner of sportsmanship that will reflect positively upon the sorority and fraternity community, The Ohio State University, and the local community. All officials are expected to be treated with respect during an event by all Sorority and Fraternity members participating and attending that event. Any grievance filed regarding a chapter found responsible for members attending promoting un-sportsman like conduct will be sent to the Joint Council

Judicial Board. All lewd or offensive acts will not be tolerated at any Greek Programming Board event. Any organization with a grievance filed against them for performing lewd or offensive acts will be sent to the Joint Council Judiciary Board.

Point Structure- Points will be given to teams during Homecoming Week and Greek Week. Points will be awarded based on attendance, participation, and placing in a judged event. The teams with the most points will be announced as the overall winner of the respective week.

All Team Meetings (ATM's)- A monthly meeting will be held for a representative (preferably the social /homecoming/Greek week chair) from each organization to provide updates and community building opportunity for teams.

Attendance structure- Attendance at Greek Programming Board meetings/events will be taken. Reasonable excuses, (i.e. work, class, organization function, family emergency will be allowed.) Greek Programming Board members should be present at Greek Programming Board meetings, activities and events unless a reasonable excuse has been provided. Excessive absences for general board as outlined in Appendix B will cause removal from the board. Excessive absences and cause for removal for executive board members will be at the discretion of the VP of Membership and Recruitment and President.

Membership Expectations – Outlined in Appendix B.

Team selection- Teams for Greek Week and Homecoming Week will be selected using a random pairings process open to the general Sorority and Fraternity community. Team selections will be made during the semester prior to the upcoming Greek Week or Homecoming Week. The programming board reserves the right to fairly change pairings if there is more than a 40 team member size difference between the largest and smallest team, if a team is made up of more than two-thirds of one gender, or if an organization has been paired with another organization within the past 18 months. The purpose of the random pairings process is to promote a more inclusive Greek community. Each team will be three of the four councils represented. The Greek Programming Board reserves the right to add new groups who were not originally placed during the selection process to teams at its discretion.

## **ARTICLE VII:**

### **Dues and Fines:**

The Greek Programming Board invoices two forms of dues from each Sorority and Fraternity Life chapter: 1) Greek Leadership Dues and 2) Greek Programming Dues.

- a. Greek Leadership Dues will be invoiced in the fall of each year. The amount is \$595 per chapter. If a change in the Greek Leadership Dues is proposed, the Greek Programming Board will vote on the proposal. If there is an affirmative majority vote in the board the proposal will be voted on by the Chapter Presidents. If there is an affirmative majority vote by the Chapter Presidents, the change will take effect within the next billing period unless proposed changes prevent the Greek Programming Board from fulfilling an already existing contract.\* The amount for Leadership Dues is based upon the total costs

of the programs that are provided. Fines may be assessed to a chapter that does not follow the guidelines of attendance at a Greek Programming Board event. Please see the attached table outlining the fines that may be assessed. Fines will be assessed due to the costs that are incurred for leadership events. If such costs are not used through attendance it takes away from other programming that the board can provide. If this amount is not paid, the chapter will not be able to participate in Greek Week and will forfeit any ability to participate in Greek Week events.

- b. Greek Programming dues will be invoiced in the spring of each year. The amount is \$17 per chapter member. If a change in the Greek Programming Dues is proposed, the Greek Programming Board will vote on the proposal. If there is an affirmative majority vote in the board the proposal will be voted on by the Chapter Presidents. If there is an affirmative majority vote by the Chapter Presidents, the change will take effect within the next billing period unless proposed changes prevent the Greek Programming Board from fulfilling an already existing contract.\* If this amount is not paid, the chapter will not be able to participate in Greek Week and will forfeit any ability to participate in Greek Week events.
- c. Dues will not be assessed to colonizing or chartering organizations within their first semester. Dues will be assessed starting during the second semester.
- d. Dues will not be assessed to inactive chapters due to membership below 5 members.
  - e. Further breakdown of dues and fines can be found in Appendix A.
- f. The VP of Finance and Finance Committee will review scholarships applications for Leadership Dues, and amounts will be determined based on current budget constraints. Scholarships are need based (see Appendix C).

\*Contracts are usually signed 9-12 months in advance due to availability and cost savings.

### **ARTICLE VIII: Discriminatory Clause:**

It is the policy of the OSU Greek Programming Council that no person on the basis of race, color, religion, national origin, ancestry, age, weight, height, familial status, political affiliation, marital status, disability, or sexual orientation shall be discriminated against in educational programs, facilities, activities, sex/gender, veteran status, or admission.

### **ARTICLE IX: Amendments and Changes:**

All changes and or suggestions for the Greek Programming Board will be taken into full consideration by executive board members, committee members and advisor. Affirmative majority vote first in the board and then affirmative majority vote with the Chapter Presidents will be needed to pass any amendments to the Greek Programming Board bylaws unless all chapters in one council are present and they all vote to not pass the amendment. The amendment can then be taken into consideration before being presented again. Information on amending dues and fines can be found in Article VII.





**Appendix A:  
Dues and Fines:**

<b>Dues:</b>	<b>Purpose</b>	<b>Amount</b>	Need based scholarships are available.
Leadership Dues	Leadership retreats, pays for sending one member to various retreats such as BGLI, CPLI, UIFI, pays for the GO! Conference and programs such as BFCS	\$ 595.00	per chapter
Greek Programming Dues	Greek Week, Homecoming Week, Hazing Prevention Week, other standards of excellence speakers	\$ 17.00	per member per chapter according to official roster

Leadership Dues Include:

- 1 participant for BGLI (each additional participant - \$150)\*
- Chapter officers, 1 advisor and 1 House Director (if applicable) for GO!  
*\* There is a \$50/person cancellation fee and a \$25/person fee for leaving GO! early. Chapters that don't meet the expectation for attendance will also be assessed the cancellation fee per member. See chapter expectations below:*
  - Chapters < 20 members: Need to send at least 5 officers, unless the chapter membership is less than 5 and then they should send all members
  - Chapters 20-50 members: Need to send at least 10 officers
  - Chapters > 51 members: Need to send at least 13 officers
- 1 chapter president for CPLI (each additional participant - \$150)\*
- 1 participant for UIFI (each additional participant - \$200)
- 1 participant for the Vice President's Diversity Retreat (additional participants welcomed, as space provides)\*

*\*There is a \$150 cancellation fee for BGLI, CPLI and Diversity Retreat if a member registers and then doesn't attend.*

**Appendix B:  
Greek Programming Board Membership Expectations:**

1. Attend all general body meetings.
2. Attend all committee meetings (please refer to your VP for those times).
3. Greek Week:
  - Greek Week events are mandatory. Attendance and staffing at the event is mandatory unless you are performing (i.e. part of your dance team, contestant for Greek God and Goddess etc.). Please notify your committee VP and the Membership VP if you cannot help staff an event for this reason as soon as possible.
  - Attendance at other events pertaining to committee responsibilities is required (reference committee assignments for this).
  - Other event examples include:
    - i. Standards of Excellence (SOE) Speaker
    - ii. Greek God and Goddess
    - iii. Stroll Competition
    - iv. Greek Awards

**Attendance Policies:**

**Reasons for an *Excused Absence*:**

1. Family Emergency (Death, Birth, Severe Illness)
2. Illness or hospitalization
3. Prior Engagement: work, out of town; chapter programming taking place at the same time etc. You must provide this information to your VP and the VPs of Membership and Recruitment at a minimum of 7 days before the event via email otherwise this will also be unexcused.
4. Please talk to the VP Membership for extenuating circumstances.

**Absence Policies:**

- Any excuse not outlined above constitutes an *Unexcused Absence*
- One unexcused absence: informal warning.
- Two unexcused absences: conversation and review with your committee VP
- Three unexcused absences: membership review conducted by the executive board and adviser
- Three unexcused absences (one of them being a mandatory event): membership review and member loses privileges of running for an office should he or she remain in the organization

In signing this, I agree to the expectations of membership for the Greek Programming Board and have been made aware of what these expectations are: \_\_\_\_\_

## Appendix C: Scholarship Application



**The Ohio State University  
Greek Programming Board**

1739 North High Street  
Columbus, OH 43210

[gpb.osu@gmail.com](mailto:gpb.osu@gmail.com)

### Leadership Scholarship Application

*The Greek Programming Board offers scholarships to assist chapters in paying Leadership Dues, which provide for leadership retreats, conferences, workshops, and senior capstone programming for the Greek Community throughout the year. This scholarship is intended to support chapters in financial need based on chapter size and other factors.*

Chapter Name: \_\_\_\_\_ Council: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Contact Email: \_\_\_\_\_ Contact Phone Number: \_\_\_\_\_

Current Number of Active Members (please attach roster): \_\_\_\_\_

Current Dues Per Member Per Semester: \$ \_\_\_\_\_

How will this scholarship benefit your chapter's leadership development?

What areas of leadership within your chapter need the most improvement?

Additional Comments: