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Fraternity Sorority Council Application

Please complete the following and return your hard copy to 209 Lane University Center

Deadline for application is: _____ Interview is/location: _____

All candidates are required to submit this application and have 10-15 minute panel interview with the interviewing panel. Candidates will be contacted for interviews after application submission. If slated, you will need to prepare a 5min or less speech at the Fraternity and Sorority Council meeting. Immediately following the speech chapter representatives will vote by paper ballot.

Name: _____ Cell Phone: () _____

Credit Hours Completed: _____ Current Cumulative Grade Point Average*: _____

*Applicants Must Have a Cumulative GPA of at Least a 2.5 or higher depending on your Chapter Requirements

Fraternity and Sorority Organization: _____ Years of Membership: _____

Please place a check next to the offices in which you have an interest in:
___ President ___ VP of Programming ___ VP of Administration ___ VP of Standards

Please reply to the following questions on a separate typed document:

- 1. Describe the role of Fraternity and Sorority Council within the Fraternity and Sorority System and why is it important?
2. Describe three benefits you have gained by being an active member of your chapter that are specific to you unique experience.
3. As a member of the Fraternity and Sorority community what is one thing that another chapter does that you are proud of (can't be your chapter). How do you influence others to see this is a good concept?
4. As a member of the Fraternity and Sorority community what is one thing that another chapter does that you are NOT proud of (Can be your chapter). How would you recommend changing this behavior? Getting this chapter to buy in to the change?
5. As a member of the Fraternity and Sorority Council community several members of your chapter have done something that you know has violated your national policies. Describe a way you anticipate being able to address a conflicting situation involving your chapter.
6. Fraternity and Sorority Council strives to improve the image of the Fraternity and Sorority community, as a values based entity and having Fraternity and Sorority unity. What are your ideas to help improve these goals?

I, _____ have read the position description and completed the application in its entirety. I understand that I must maintain a 2.5 cumulative grade point average or higher and that I must hold this position for a full academic term.

Signature

Date

President:

The President oversees the operations of the Fraternity and Sorority Council and acts as the liaison between the Assistant Director for Student Activities for Fraternity and Sorority Life, university personnel, and the other Fraternity and Sorority Chapters on our campus. The member assuming this position must be dedicated to Fraternity and Sorority Council and be able to create a cohesive and responsible environment among the Fraternity and Sorority organizations. The President serves as the representatives of all Fraternity and Sorority chapters through the Fraternity and Sorority community and attends student panel, university panel, or other similar meetings. The President leads bi-weekly meetings and Council meetings, assists with Greek Week, and if from a Panhellenic sorority she may assist with formal recruitment. Assist with the planning and preparation with the Stars of Excellence Program. Must obtain and review the Fraternity and Sorority Council constitution and bylaws and have in your manual for reference. Must complete 1 office hour per week in the Fraternity and Sorority life student office.

Skills required: strong organization skills, flexibility, interpersonal skills, strong leadership, ability to work under pressure, knows FIPG policies and not only abides by them, but understands that he/she must be vigilant in making sure chapters follow these rules as well as the university, local and state laws. Understand basic parliamentary procedure. The President must be able to work with large groups and most importantly desire to foster a unified Fraternity and Sorority community.

Vice President of Programming:

Vice President of Programming is responsible for being the point person for the Student Organization Fair and that each organization has representation at the event (fall and spring). Fraternity and Sorority Council sponsors a game at the Frostburg block party. Plans and supervises Greek week events. Should host one event with the programming members of each of the governing bodies. Responsible for positive promotion of Greek life and expansion and recruitment efforts. Aware of the posting policies of the university. This position also acts as the liaison between all Fraternity and Sorority organizations governing bodies and the non- Fraternity and Sorority community. Will fill in for the President in his or her absence. Must obtain and review the Fraternity and Sorority Council constitution and bylaws and have in your manual for reference. Must complete 1 office hour per week in the Greek life student office.

Skills required: active promotor of Fraternity and Sorority life and Fraternity and Sorority life values, highly organized, knowledge of planning events, strong communication skills, good time management skills, ability to lead, teach, and motivate others,

Vice President of Administration:

Vice President of Administration will manage all finances and budgeting for Fraternity and Sorority Council. Will distribute bank account balances for IFC and CPC to their representative. This position works with the Assistant Director of Student Activities and Fraternity and Sorority Life to work on raising money and advertising for one Greek philanthropic event for the fall semester and raising money from alumna for the Fraternity and Sorority foundation account for scholarships. Collect and deposit all dues per semester

and keep track of and deposit any fines and late fees. Co-sign purchasing documents when needing to do so.

Takes and distributes minutes to all executive board meetings, council meetings, and standards meetings within 24 hours of the meeting and after approved by the Assistant Director of Student Activities for Fraternity and Sorority Life. Will arrange for AV equipment when need for meetings. This is usually required at every first Fraternity and Sorority council meeting. Reserve any photographers needed for Fraternity and Sorority events (Fraternity and Sorority week and all Fraternity and Sorority events). Responsible for uploading all chapter rosters into Bobcat Connect. Aware of the posting policies of the university. Will obtain a copy of the Student Activities calendar and update the chapter representatives at every meeting.

This position also acts as the liaison between all Fraternity and Sorority organizations governing bodies and the non-Greek community. Must obtain and review the Fraternity and Sorority Council constitution and bylaws and have in your manual for reference. Must complete 1 office hour per week in the Greek life student office.

Skills required: ability to keep accurate ledger files, provide receipts, deposit money within 48 hours of receipt. Ability to take proficient minutes, good communication skills, and knowledge of bobcat connect.

Budget: Cannot spend over \$1500 for supplies events per year this includes Greek week. All Dues are \$5 per month and dates are specified on the Expectations Checklist. You must maintain no less than \$2000 in Fraternity and Sorority Council Funds in the account at all times. All fines must be kept in the minutes and updated when paid and all fines will be written out in a check and submitted to the animal shelter at the end of every semester.

Fines are as Follows:

- a. Offering a bid to an ineligible potential member **automatic Code of Conduct Hearing**
- b. Failure to submit New Member program outline form by deadline **\$25/chapter**
- c. Failure to submit Student Organization Registration **\$25/chapter**
- d. Failure to submit Intake Petition Request Form **\$25/chapter**
- e. Failure to submit Active Member Roster or Associate Member Roster (New Member) **\$25/chapter**
- f. Failure to submit a Grade Release Form **\$25/chapter**
- g. Failure to submit a Chapter Anti-Hazing Form on time **\$25/chapter**
- h. Failure for delegate to attend Fraternity and Sorority Council meeting **\$15/chapter**
- i. Failure to submit Constitution by the deadline **\$25/chapter**
- j. Failure to attend FSL Council Meeting on time **(5 minutes) \$5/Chapter**
- k. Failure to complete Bid Acceptance Contract **\$5/New Member**
- l. Failure to complete Anti-hazing program **\$5/New Member NO INITIATION**
- m. Failure to pay FSL Council Dues by the scheduled date **\$5/ chapter per week late**

Vice President of Standards:

The Vice President of Standards shall ask for representative from each chapter (unless their membership is under 3 members) to be on the standards committee. You will need 4 representatives for each standards meeting one from the professional chapters, NPHC chapters, IFC chapters and Panhellenic chapters. All selected members will be used as alternates in case of scheduling conflicts. The names of each representative must be submitted to you via email by the second Fraternity and Sorority council meeting. The Standards Committee will also host a risk management seminar for all risk management chairs or presidents of the chapter and assist with a Hazing Prevention month campaign (this must be completed during the third week in September). The Vice President of Standards will also host a monthly round table meeting to document and discuss current risk management issues within the chapters or the Fraternity and Sorority community. This position will host an information event, video, or program that educates the community on what it means to be a Fraternity and Sorority and not haze. They are also responsible for helping with the two scheduled anti hazing seminars each semester. Must obtain and review the Fraternity and Sorority Council constitution and bylaws and have in your manual for reference. Must complete 1 office hour per week in the Fraternity and Sorority life student office.

Skills needed: lives the values of Fraternity and Sorority life, has good time management and organizational skills, knowledge of Fraternity and Sorority council bylaws and FIPG policies, some basic programming knowledge and parliamentary procedure, ability to listen and be open minded, and be an effective communicator.