

Rensselaer Polytechnic Institute

Interfraternity Council

Recruitment Policy

Approved November 2021

Preamble

This document has been created in order to define the rules and regulations with which recruitment may be conducted. These rules apply to all fraternities, fraternity property, fraternity members, fraternity alumni, Residence Life staff, recruitment helpers and anyone associated with a particular fraternity regardless of his or her location or affiliation.

Everything contained herein is in accordance with the bylaws of The Interfraternity Council and the Relationship Statement between Rensselaer Polytechnic Institute and Social Fraternity and Sorority Organizations.

Definitions

- I. Dorm-Storming – any Active Recruiting within Rensselaer Residence Halls.
- II. Potential New Member – any Rensselaer student meeting the requirements for eligibility to join a fraternity.
- III. Affiliated/Associated – any person that has, in any way, a connection or loyalty to a fraternity. This includes, but is not limited to, fraternity members and alumni.
- IV. Recruitment Monitoring – a system designed to have fraternities monitor each other during the recruitment periods with the main goal being to prevent infractions pertaining to dry recruitment rules.
- V. Formal Recruitment – the period proposed by the Future Member committee and approved by the Executive Board in which a formal bid offering process is defined.
- VI. Informal Recruitment – often called “365” or “open bidding”. A period where chapters may recruit freely and extend bids to eligible students.
- VII. Bid Signing date(s) - days or periods in which Potential New Members can formally accept their bids of membership.

- VIII. Actively Recruit – Inviting potential new member(s) to Recruitment Events, to the Chapter House, or to participate in chapter activities.
- IX. Recruitment Event – any fraternity sponsored event where potential new members are invited.

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Article I: General

- I. These policies may be altered by a $\frac{2}{3}$ majority vote of the IFC Executive Board at any time except within 30 days of or during Formal Recruitment.
 - A. Within 30 days of or during Formal Recruitment, these policies may be altered with a $\frac{2}{3}$ majority vote of the General Body.
 1. These proposals simply require a motion, a second, a discussion, and a vote.
- II. All Rensselaer Student Handbook and other official rules apply at all times.
- III. Signage, Banners, and Physical Advertisements
 - A. It is expected that fraternities will follow all signposting policies. Questions or concerns should be directed to the Executive Vice President at ifc.rpi.evp@gmail.com.
 - B. All advertising must be tasteful and may not, in any way, degrade Fraternity Life, Rensselaer Polytechnic Institute, or any of the recruitment policies.
 - C. Chapters are encouraged to advertise events in accordance with Rensselaer's policies regarding the posting of signs.
 1. Banners are acceptable as long as they do not interfere with IFC or Panhellenic Banners.
- IV. Online Advertisements
 - A. When posting to social media groups, all chapters must get approval from group administrators prior to advertising recruitment events or material.

Article II: SO and NRB

The goal of Student Orientation (SO) and Navigating Rensselaer and Beyond (NRB) is to introduce freshman students to the RPI community as a whole. These rules are designed to ensure that freshmen can explore all that RPI has to offer, including, but not limited to, the Fraternity and Sorority Community.

- I. No chapter is permitted to host recruitment events or Actively Recruit during SO or NRB.
- II. Chapter members can and should apply to be SO or NRB advisors.
- III. Chapter members can and should wear their letters during SO and NRB.
- IV. Chapter members can and should promote their specific fraternity during SO and NRB.

Article III: Formal Recruitment

Formal Recruitment is the period when fraternities try to get potential members to join their respective chapters. It is a very competitive period and these rules are designed in an attempt to make it as fair as possible for all chapters that participate.

Section I: General Policy

- I. The Formal Recruitment period for the Spring and Fall semesters will be proposed by the Future Member Committee and approved by the Executive Board.
 - A. The period shall begin on the first day of classes for each semester unless otherwise announced in advance.
 - B. The period shall end with a formal bid signing process.
 - C. Formal Recruitment plans will be announced by the IFC Executive Board no later than 45 days before the beginning of the Formal Recruitment period.
 1. This plan will clearly define when Chapters can and cannot host Recruitment Events.
- II. Formal Recruitment is, at all times, dry. No alcohol, alcohol containers or controlled substances should be in use or be visible on the premises of any fraternity or in the living area of any fraternity during any time potential members are present.
 - A. This includes all formal and informal recruitment activities associated with the Interfraternity Council or Rensselaer Polytechnic Institute regardless of event location.

- B. At no time during Formal Recruitment may a fraternity, a member, or any other person make alcohol available to any potential member who is present.
 - 1. This includes events off campus such as overnight or other extended trips, as well as any event held at a 3rd party location.
 - C. Violation of this policy will result in the penalties listed in the Dry Recruitment section of this document.
- III. No house may hold a chapter recruitment event during any time an IFC event has already been scheduled.
- IV. All recruitment events must adhere to the bylaws of The Interfraternity Council, as well as those specified by local party and noise ordinances.
- V. Any overnight trips must be approved by the Associate Dean, Fraternity & Sorority Commons or equivalent and have a Chapter advisor in attendance for the entirety of the trip.
 - A. Chapters will be required to turn in an acknowledgment form stating that all events will be dry, signed by Chapter Officers and Chapter Advisors.
- VI. Before the start of Formal Recruitment, the President and Recruitment Chairmen of each fraternity must sign a Statement of Comprehension, at the beginning of each term, which will serve as acknowledgement that every member of their fraternity understands all recruitment rules.
- VII. Any chapter that does not sign the agreement by the announced date forfeits the right to participate in Formal Recruitment. This includes, but is not limited to, holding events, advertising for events and extending bids at the end of the formal recruitment period.

Section II: Dorm Storming

- I. All recruitment activities within Rensselaer Residence Halls must be approved in advance with the RAs on duty.
- II. Consideration must always be given to the residents and their guests, including when giving out bids/bid dinner invites.
 - A. Damage, disruptive behavior and excessive noise must be avoided at all times.
 - 1. Any violation of this policy will result in a fine of \$50.00 per violation.

III. Reasonable requests from Residence Life staff and all residence hall rules must be followed at all times.

A. Problems with Residence Life staff should be brought to the attention of the Executive Board as soon as possible.

Section III: Bids of Membership

I. Each chapter must submit a list of all students who are receiving bids to the IFC Future Member Committee no later than the pre-set date determined by the Executive Board.

A. Chapters may not extend bids if their bid list is not submitted before the set deadline.

II. A fraternity may not hand out bids if it has outstanding fines or its IFC bills are unpaid.

III. A potential member is not considered a Fraternity member until he/she has committed to the bidding chapter on or after the set Bid Signing date(s).

IV. In order to commit to the bidding chapter potential members must formally sign an official IFC bid, which outlines all of the chapters that they are receiving a bid from.

V. At any time during the academic year outside of Formal Recruitment, a chapter may extend bids to potential members.

A. Any potential member who is extended a bid after the formal recruitment period will not be considered a Fraternity member until they have supplied the Future Member Committee and the Associate Dean, Fraternity & Sorority Commons or equivalent with the information that is collected at Bid Signing.

B. All bids must be approved by the Future Member Committee before being offered to Potential New Members.

Section IV: Recruitment Monitoring

I. Recruitment Monitoring will be planned and facilitated by the Future Member Committee during each Formal Recruitment period as needed.

II. Recruitment Monitoring activities will consist of groups of at least two monitors.

A. At least one of these monitors must be an IFC Executive Board member.

B. Groups may include other Fraternity or Sorority Leaders as determined by the IFC Executive Board.

III. No monitor will be allowed to monitor his or her own chapter.

IV. Procedure.

- A. Monitors will show up at chapter houses unannounced. They reserve the right to arrive anytime during Formal Recruitment according to the guidelines listed:
 1. Monitors are allowed to visit a chapter house on any day that precedes a day without classes, or any day that a chapter is holding a recruitment event.
 2. Monitors may visit a chapter house at any time not listed above if the IFC Executive Board receives credible reports of a recruitment infraction taking place.
 3. The schedule for Recruitment Monitoring will be proposed by the Future Member Committee and approved by the Executive Board.
- B. Monitors must be allowed to enter a chapter upon arrival. There will be no grace period at the door.
- C. If let in, the monitors will request to meet an appropriate member of the chapter's executive board.
 1. The monitors will be allowed to roam the chapter house in order to effectively and efficiently fill out a checklist.
 2. The checklist will cover recruitment policies along with event evaluation and comments. The purpose of the evaluation is so that chapters can receive feedback regarding their events.
 3. The checklist should be carefully looked at and signed by a member of the chapter's executive board preferably the President, Vice President, Recruitment Chairman or Risk Manager.
 4. The recruitment monitors will then sign the checklist and return it to the Future Member Committee no later than forty-eight hours from the date of the event.
 5. A chapter may be recruitment monitored more than once, but no more than twice in one night.
- D. If the monitor is prevented from entering the chapter house for any reason it will be considered as an admission of guilt.

1. The chapter will be in violation of Dry Recruitment policy and the appropriate actions will be taken by the Executive Board against the violating chapter.
- E. All monitoring issues regarding the Recruitment Policy should be reported immediately to the Future Member Committee or any Executive Board Officer.
- V. All other rules and fines outlined in the Recruitment Policy document are applicable.

Article IV: Recruitment Infractions

In order to promote a fair and equal Recruitment period for all chapters, recruitment infractions were created to punish those chapters who choose not to follow the rules contained in this document. The Interfraternity Council strives to be as fair as possible and will have no tolerance for those who try to skew the playing field in their favor.

- I. Recruitment Infractions must be:
 - A. Reported within seven days of the end Formal Recruitment periods.
 - B. Filed, in written form only, by at least two signing individuals.
 - C. Signed by the Chapter President if a fraternity is filing.
 - D. Based on the most recently approved IFC Recruitment Policy.
 - E. Submitted to the IFC Council Executive Vice President with a copy also provided to the accused party.
- II. Any infraction that occurs over the summer will be handled within two weeks of the start of the fall academic calendar.
- III. All Recruitment infractions will be heard by the IFC Executive Board at the next scheduled meeting, then sent to the Judicial Board with a majority vote of the Executive Board.

Article V: Penalties for Recruitment Infractions

Any infraction of the above policy without a listed penalty is subject to any of the below penalties.

- I. Petty Infraction

- A. Chapter fine up to \$200.00
- II. Minor Infraction
 - A. Fined \$200.00 and up to \$50.00 for each member of the chapter as registered with the Office of Fraternity & Sorority Commons, payable to IFC, as decided by the IFC Executive Board.
 - B. Placed on social probation for up to ten weeks, as defined by the IFC Bylaws, with the probation period beginning on the first day of registered events following the conclusion of Formal Recruitment.
- III. Major Infraction
 - A. A major infraction carries any combination of the penalties for a Minor Infraction with the addition of any of the following:
 - 1. Completion of a community service project as determined by the IFC Executive Board and completed under the direction of the Community Relations Committee.
 - 2. A meeting with the Chapter's Leaders and advisors and members of the IFC Executive Board and/or the Associate Dean, Fraternity & Sorority Commons or equivalent.
- IV. Violation of any Dry Recruitment policy will carry a minimum of a minor infraction.
- V. A chapter found to be in violation of IFC Recruitment Policy may submit a written appeal to the Judicial Board and/or the Associate Dean, Fraternity & Sorority Commons or equivalent within seven (7) days of being notified of the violation and penalty.