2015-2016

Office of Fraternity and Sorority Life
Faculty Advisor Manual
The purpose of this manual is to provide a guide to working with fraternities and sororities as a faculty advisor at The University of South Carolina. This manual includes expectations and tips for the Faculty Advisor position, helpful resources and department expectations. This manual is designed to help faculty advisors on their journey of building relationships to help improve the organization to which they advise.

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_The Office of Fraternity and Sorority Life at the University of South Carolina develops global citizens by enhancing their academic pursuits through a values based fraternal experience._
The Role of the Faculty Advisor

Fraternity and sorority faculty advisors provide a vital link between the students and faculty, bridging the gap between their classroom and beyond the classroom experiences. These suggested guidelines are intended to be a starting point, with the final guidelines to be worked out between the faculty advisor and the student organization/student leaders.

Suggested Involvement

- Communicate frequently with the Office of Fraternity and Sorority Life, chapter scholarship chair, and/or other entities needed within the chapter.
- Assist the chapter in developing an overall scholarship program or enhancing the program already in place.
- Encourage chapter to develop academic plans and goals based on campus and national award programs
- Assist the chapter in developing academic incentives and scholarship recognition programs, including participation in any scholarship receptions the chapter hosts.
- Provide advice and guidance to chapter officers interested in involving faculty in programs, or ways of improving relationships with faculty members.
- Develop a mentorship with the academic/scholarship officer and provide guidance in best practices for creating a successful academic environment.
- Meet at least once per month with the scholarship chair to discuss scholarship related issues.
- Connect academically struggling students with Student Success Center and other academic success resources.
- Meet with the new members each semester to review their academic progress and goals during their time at the University.
- Faculty advisors may serve as chapter point of contact for members referred through University academic assistance programs.
- Maintain availability to meet with individual members who are in need of academic assistance.
- Attend any orientations or occasional meetings with the Office of Fraternity and Sorority Life. Maintain contact with FSL staff liaison on chapter process.
- Attend two (2) chapter meetings/dinners each semester to develop a relationship with chapter members.
- Meet the responsibilities set forth by the USC Office of Student Organizations, found at www.sa.sc.edu/studentorgs/advisors/.

Liability

Faculty advisors are covered under University of South Carolina’s liability policy provided they do not participate in organizational activities contrary to university policy. In addition, advisors may be covered under the fraternity or sorority liability policy (advisor should consult with the national headquarters for specifics concerning coverage). There is an expectation that if you as a faculty advisor observe something that you feel may not be in line with the policies of FSL and the state of South Carolina as it relates to hazing that you will properly report it. The hazing hotline is 803-777-5800, or you can call the FSL office at 803-777-3506.
Eligibility to Serve

- The advisor must be a full-time faculty or administrative staff member (band 4 or above with exempt status) at the University of South Carolina Columbia. Individuals holding Professor Emeritus status may also serve as an advisor. Graduate Students are not eligible to fulfill this role.
- It is not required that the faculty member be of the same gender, be a member of that particular fraternity or sorority, and/or have been a member of a fraternity or sorority in order to serve.
- There is no term limit on the fraternity/sorority faculty advisor position; however, faculty advisors must renew their advisor status with the Office of Student Organizations each year.
- Student Life Staff are not permitted to serve in an advisory capacity to fraternities and sororities.

Tips on effective faculty advising

A fraternity/sorority advisor guides and facilitates the work of fraternity/sorority chapters and/or governing councils and their respective officers. The advisor provides guidance, training, and resources on various organizational management topics. The advisor assists the organizations in being prepared for unexpected or crisis situations and assists the student leaders in managing these situations and linking them to additional support services as needed. An advisor builds relationships with members to assist them with organizational, academic, or other concerns.

Association of Fraternal Advisors, Core Competencies for Excellence in the Profession

- Discuss expectations for your faculty advising role with chapter officers early on. Your level of involvement should be a mutual decision.
- Utilize student development theories to guide your work with fraternity or sorority members.
- Recognize the unique successes and challenges of your fraternity or sorority and modify these suggestions based on the chapter needs.
- Be honest with students about restrictions you identify or concerns you have.
- Allow students to make the final decision for their organization and learn from their mistakes.
- Familiarize yourself with university and national organization academic standards for both individual members and overall chapter requirements.
- Become familiar with FSL Chapter of Excellence criteria, particularly the criteria for the Scholarship category. Also familiarize yourself with the award systems that the national organization may have in place and the academic expectations for awards. These are great guidelines for goal setting with your academic officer!
- Stay current with advising trends in the field of higher education.
- Utilize innovative advising styles such as Appreciate Advising (www.appreciativeadvising.net)
- Plan to serve the chapter for more than one academic year if possible.
- Become knowledgeable about how to access University resources.
University of South Carolina Chapter Excellence Award

The Carolina Greek Community annually recognizes outstanding chapters at the Fraternity and Sorority Awards program. To reward chapters, the Chapter of the Year Award was created as the highest award a chapter can receive at USC and as such, represents the ideal chapter. Chapters who receive the highest score on their Chapter Excellence packets will be considered for the Chapter of the Year Award. A small, medium, and large Chapter of the Year award will be given.

Chapter of Excellence Scored Categories:
- Ritual
- Scholarship
- Service & Philanthropy
- Leadership
- Intake/Recruitment & Retention
- Chapter Standards & Membership Accountability
- Finances
- External Relations
- Friendship
- Greek Unity

Chapter Excellence Award – Scholarship Category

Chapters may be awarded a maximum of 10 points for the Scholarship Category. The Chapter Excellence Awards are based on a point total of 100 points.

1. Chapter has a written scholarship plan for all members. Full point plans would include the following:
   a. GPA eligibility standards to hold office
   b. A minimum GPA standard for members to be in good standing
   c. A plan or programs encouraging scholarship achievement to new members
   d. Name and activity with the ACE coach assigned to the chapter
   e. The name of your chapter’s Scholarship Chair/Officer.
   f. TO DOCUMENT: Please submit the chapter scholarship plan (1,000 words or less).

2. Chapter GPA exceeds a 3.00 for both the Spring and Fall semesters.
   a. TO DOCUMENT: No documentation needed (taken from the Spring 2014 and Fall 2014 FSL Reports).

3. Chapter GPA exceeds the Undergraduate Women's GPA (for sororities) or the Undergraduate Men's GPA (for fraternities) for both the Spring and Fall semesters.
   a. TO DOCUMENT: No documentation needed (taken from the Spring 2014 and Fall 2014 FSL Reports).

4. Chapter GPA exceeds the Sorority GPA (for sororities) or the Fraternity GPA (for fraternities) for both the Spring and Fall semesters.
   a. TO DOCUMENT: No documentation needed (taken from the Spring 2014 and Fall 2014 FSL Reports).

Potential Scholarship Initiatives
This manual includes a brief list of suggestions for faculty advisors to consider implementing with their chapter. We encourage faculty advisors to look for creative and engaging ways to incorporate academics into chapter activities.

- Have a special celebration for members who achieve a 4.0 GPA.
- Host a study break event during finals and midterms.
- Invite another faculty member to have lunch or dinner with chapter members.
- Provide a Most Improved GPA award to an individual member.
- Provide a Highest GPA award to an individual member.
- Sponsor a Scholar of the Week award.
- Sponsor a graduate school night for the chapter (invite reps from the various graduate schools).
- Offer advice to graduating seniors i.e. coordinate a resume writing seminar or a program on finishing their undergraduate career with motivation.
- Work with ritual chair to plan a short scholarship ritual to recognize high achieving students.
- Inform students of University scholarships and awards that they may be eligible for.
- Scholarship focus during Parents Weekend.
- Submit articles to the chapter newsletter if they produce one.
- Assist students in the course registration process and remind members of important academic dates.

USC Hazing Policy
Any activity, undertaken by a group or a member of a group, which subjects members to harassment, intimidation, physical exhaustion, pain, undue mental fatigue or distress, or mutilation or alteration of parts of the body. Such activities include, but are not limited to: tests of endurance; submission to potentially dangerous or hazardous circumstances; activities which have a foreseeable potential for resulting in personal injury; or activities profound in nature that would have a potential to cause severe mental anxiety, mental distress, panic, human degradation, or public embarrassment.

To report hazing anonymously, call the Hazing Hotline 24 hours/day at 803-777-5800.

You will not be asked to identify yourself at any time.
Spring 2015 Grade Report

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Note: Chapter 1 is a required course; Chapter 2 is a elective course. Chapter 3 is a required course in the semester schedule.
Sorority Council

Sorority Council is the governing body of the Sororities at the University of South Carolina. The women elected to executive offices on Sorority Council do everything from help plan Greek Week, co-chair Greek Board hearings, run sorority recruitment, and more. Sorority Council meets on a weekly basis with chapter presidents and delegates from each of the Carolina sororities. Sorority Council meetings are held Monday evenings at 5:30pm in the Russell House Senate Chambers.

- Over 4,369 women at Carolina are in sororities
- Greeks make up 25% of the student body
- The sorority GPA is a 3.47 (Spring 2015)
- The average new member GPA was a 3.25 (Spring 2015)
- Sorority women lead Dance Marathon, Relay for Life, and many other student organizations

Fraternity Council

Fraternity Council is the governing body of the Fraternities at the University of South Carolina. The executive officers elected to Fraternity Council represent the large fraternity population here at Carolina. Fraternity Council meets weekly with chapter presidents and delegates from each chapter to share information and discuss hot topic issues. Like Sorority Council, Fraternity Council helps plan Greek Week, co-chairs Greek Board hearings, runs fraternity recruitment, etc. Council meetings are held Monday afternoons at 5:30 PM in Russell House.

- Over 1,687 men at Carolina are in fraternities
- The fraternity GPA is a 3.15 (Spring 2015).
- The average new member GPA was a 3.10 Spring 2015.
- Fraternity men are active in intramural sports, a variety of student organizations, and more.
Carolina Fraternity/Sorority Boards

National Pan-Hellenic Council (NPHC)
- Coordinating board for the nine historically African American groups at USC
  - 4 sororities, 5 fraternities
- Approx. 90 new members for the 2014-2015 academic year

Multicultural Greek Board (MGB)
- Unifying board of the multicultural organizations
  - 3 fraternities, 2 sororities
- Approx. 13 new members for the 2014-2015 academic year

Greek Conduct Board
- The mission of the Greek Conduct Board is to promote a sense of community-wide standards, values, civility, accountability, responsible behavior, and the maintenance of good character among all fraternities and sororities at the University of South Carolina as is consistent with the mission of the University.
- The primary responsibility of the board will be to resolve organizational violations of the by-laws, rules and policies of the Fraternity and Sorority Council, the University, and other applicable risk management policies.

Greek Programming Board
- Greek Programming Board is responsible for the community-wide programs surrounding Carolina Fraternity and Sorority Life’s 4 core values of scholarship, leadership, friendship, and service. Signature events include Trick or Treat with the Greeks, Carolina/Clemson Blood Drive, Greek Week, and Greek Awards Banquet. Greek Programming Board is chaired by the Vice Presidents of Programming for Fraternity and Sorority Council and consists of co-chairs for scholarship, leadership, service, and friendship, as well as an internal head and external head for Carolina/Clemson Blood Drive.
Glossary of Terms

Advisor - An alumnus member who serves as a resource for the active chapter and liaison between the alums and collegians.

Alumni - Members of a fraternity who have graduated. (Singular is alumnus.)

Alumnae - Members of a sorority who have graduated. (Singular is alumna.)

Badge - Also known as a pin, it is an item of jewelry given to members upon initiation. The badge is to be worn at all official functions, and upon a member’s death, it should be returned to the sorority or fraternity headquarters. The badge must be worn with business-like attire, usually over the heart and above all other pins.

Bid - An invitation to join a fraternity or sorority. They are given out on Bid Day during formal recruitment. Some groups extend bids as an invitation to begin the new member process.

Bid Day - The last day of recruitment in which potential new members receive formal invitations to join a fraternity or sorority.

Call - A yell used mostly by NPHC. Used to identify and greet brothers and sisters. Non-members are not permitted to use the call.

Chapter - A branch of a national sorority, established at a campus. Each will have its own name, usually designated by Greek Letters.

Conduct Board - Board led by the VPs of conduct for Sorority and Fraternity Council. The board has some organizational sanctioning responsibilities and does risk management programming for the Greek community.

Collegian/Collegiate - An initiated member of a fraternity or sorority currently in college. Formerly known as active.

Colony - A new organization that is awaiting official recognition from their national office to have a chapter at a campus.

Expansion - When an organization is looking to expand and open a chapter at a new school.

Founders Day - An event celebrated by fraternities and sororities to highlight the founding of their organization and celebrate its history. It's not necessarily held on the day the organization was founded.

Initiate - A person who has recently learned the ritual of a fraternity or sorority and is a full member.

Initiation - A ceremony where a new member becomes a full member of the organization. Initiation ceremonies are private and different for all organizations.

Intake - Term for the process by which NPHC and MGC members are selected to become pledges of an organization. Much more secretive than recruitment or rush.

Legacy - The son, daughter, brother, or sister of an initiated or alumnus/alumna member. Some organizations also include grandchildren or stepchildren.

Line - An NPHC and MGC term somewhat equal to a pledge class. They are the potential new members of the organization. Lines are often given names.

Neophyte - New member of an NPHC organization. Also called a Neo.

New Member - After receiving and accepting a bid, the person becomes a new member.

NIC - Stands for North American Interfraternity Conference and is the national governing body of the men's fraternities.

NMGC - The National Multicultural Greek Council, Inc. is the umbrella council for multicultural and multiethnic fraternities and sororities.

NPC - The National Panhellenic Conference is the organization that governs the 26 national women's sororities.

NPHC - The National Pan-Hellenic Council, the governing body of the nine traditionally African-American fraternities and sororities, also known as the Divine Nine.

Order of Omega - An honor society for Greek members who demonstrate outstanding leadership and academic achievement.

Programming Board - Board led by the VPs of programming for Sorority and Fraternity Council. Plans all Greek-wide programming in the areas of scholarship, leadership, service, and friendship. Also in charge of the Carolina-Clemson Blood Drive.

Recruitment - The process where NPC and NIC sororities and fraternities get new members. Potential new members tour each house, are invited to parties, and choose the new members of their organization.
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<td>1983</td>
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<td>1963</td>
<td>2006</td>
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<td>1881</td>
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<td><a href="mailto:smithmh8@email.sc.edu">smithmh8@email.sc.edu</a></td>
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<td>7</td>
<td>Delta Sigma Theta Sorority, Inc.</td>
<td>1913</td>
<td>1973</td>
<td>A’ja Laws</td>
<td><a href="mailto:lawsam@email.sc.edu">lawsam@email.sc.edu</a></td>
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<tr>
<td>8</td>
<td>Delta Zeta</td>
<td>1902</td>
<td>1928</td>
<td>514 Lincoln</td>
<td>Katie Clemens</td>
<td><a href="mailto:clemensks@email.sc.edu">clemensks@email.sc.edu</a></td>
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<td>9</td>
<td>Gamma Phi Beta</td>
<td>1874</td>
<td>2005</td>
<td>527 Gadsden</td>
<td>Hailey Floyd</td>
<td><a href="mailto:hfloyd@email.sc.edu">hfloyd@email.sc.edu</a></td>
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<td>10</td>
<td>Kappa Delta</td>
<td>1897</td>
<td>1940</td>
<td>514 Gadsden</td>
<td>Betsy Pippen</td>
<td><a href="mailto:bpippen@gmail.com">bpippen@gmail.com</a></td>
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<td>11</td>
<td>Kappa Delta Chi Sorority, Inc.</td>
<td>1987</td>
<td>2015</td>
<td>Yeishka Montalvo</td>
<td><a href="mailto:Sc.president@kappadelachi.com">Sc.president@kappadelachi.com</a></td>
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<td>Kappa Kappa Gamma</td>
<td>1870</td>
<td>1967</td>
<td>520 Lincoln</td>
<td>Taylor Seal</td>
<td><a href="mailto:sealt@email.sc.edu">sealt@email.sc.edu</a></td>
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<td>Number</td>
<td>Fraternity/Sorority</td>
<td>Year Founded</td>
<td>Year Active</td>
<td>Location</td>
<td>Contact Person</td>
<td>Email Address</td>
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<td>Phi Mu</td>
<td>1852</td>
<td>2009</td>
<td>6 Fraternity Circle</td>
<td>Allie McMahon</td>
<td><a href="mailto:mcmahona@email.sc.edu">mcmahona@email.sc.edu</a></td>
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<td>1931/2014</td>
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<td>Abbey O'Brien</td>
<td><a href="mailto:SCAAlphaCP@gmail.com">SCAAlphaCP@gmail.com</a></td>
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<td>Sigma Gamma Rho Sorority, Inc.</td>
<td>1922</td>
<td>1974</td>
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<td>Arielle Finney</td>
<td><a href="mailto:finneyaj@email.sc.edu">finneyaj@email.sc.edu</a></td>
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<td>1920</td>
<td>1976</td>
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<td>Latronda McCoy</td>
<td><a href="mailto:Mccoylc2@email.sc.edu">Mccoylc2@email.sc.edu</a></td>
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<td>Zeta Sigma Chi Sorority, Inc.</td>
<td>1991</td>
<td>2011</td>
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<td>Kelsye Ramelb</td>
<td><a href="mailto:ramelb@email.sc.edu">ramelb@email.sc.edu</a></td>
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<td>Zeta Tau Alpha</td>
<td>1898</td>
<td>1929</td>
<td>814 Mark Buyck</td>
<td>Hanna Stone</td>
<td><a href="mailto:ztabopresident@gmail.com">ztabopresident@gmail.com</a></td>
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