



Expansion Guidelines  
Drafted by  
Interfraternity Council  
of  
Duke University  
for  
Re-Colonization of  
Sigma Alpha Epsilon  
Commencing  
2008-2009 Academic Year



September 8<sup>th</sup>, 2008

The Interfraternity Council (IFC) welcomes Sigma Alpha Epsilon (SAE) to Duke University to commence stage one of a two chapter expansion process. This was approved by majority vote on April 22<sup>nd</sup> at an IFC Presidents Meeting after being recommended by an Expansion Committee, first assembled in the fall of 2007. SAE will commence preliminary recruitment in the fall of 2008 and formal recruitment in the spring of 2009.

This document outlines the initial recruitment phases for 2008-2009. Future rules governing the 2009-2010 process will be drafted at a later date depending on SAE's recruitment success, cooperation with University officials, and adherence to these guidelines. Although it is in the best interest of all associated parties to incorporate SAE into formal IFC rush in 2010, unanticipated situations may delay the process and alter plans.


The re-colonization effort will be directed by the following guidelines which IFC and SAE both agree upon:

- SAE must adhere to the following guidelines throughout the Preliminary and Formal Recruitment processes:
  - SAE must follow all campus flyer policies as well as other campus advertising policies similar to any other student organization
  - SAE will be prohibited from marketing, promoting, advertising or holding any event on East Campus, considering that this is Duke's freshmen-only campus
  - Any representative from SAE nationals must seek clearance before conducting any recruitment activities on campus from OFSL
- The Preliminary Recruitment period for Sigma Alpha Epsilon will span from September 12<sup>th</sup>, 2008 to December 5<sup>th</sup>, 2008
  - SAE will not be allowed to interact with or recruit freshmen in any manner including but not limited to phone calls, Facebook groups, Facebook invitations, mail delivery, during the Preliminary Recruitment Period
  - During this time period SAE will be allowed to hold three information sessions targeting sophomore, junior, and senior men without any current or prior Greek affiliation
    - These information sessions may not conflict with any scheduled, IFC sponsored-events or information sessions associated with the formal IFC recruitment process
    - SAE must seek approval from the Office of Fraternity and Sorority Life (OFSL) prior to scheduling any informative session in order to prevent conflicts
  - In addition to the three information sessions, SAE will be allowed to hold one information session during Parent's Weekend
    - Under no circumstances will freshmen and their parents be allowed to attend
  - SAE will be encouraged to contact students who previously expressed interest in the Greek system, yet remain unaffiliated
    - OFSL will provide SAE with a list of students who did not receive a bid during formal IFC recruitment in spring 2008
      - At SAE's request, OFSL will assist by narrowing the list to those possessing a cumulative GPA of 3.0 and above
      - OFSL will provide SAE with this list in the fall of 2008

- In the preliminary recruitment time period, SAE will be allowed to reach out to these students in the following ways:
  - Inform them of upcoming information sessions via email
  - Provide them with informational materials about SAE via post or email
  - Attempt to schedule an interview to discuss possible membership, at earliest, two weeks after the end of IFC formal recruitment
- In the preliminary recruitment time period, SAE may not:
  - Distribute a bid to any student
  - Conduct individual interviews with any student
- SAE will be encouraged to contact a diverse body of student groups at Duke in the fall in order to introduce the organization to the campus and solicit recommendations from the general student body for names of potential new members
- The Office of Student Activities and Facilities (OSAF) will assist the SAE recruitment team by providing contact information of on-campus leaders
  - It will be up to the campus leader's discretion whether SAE will be permitted to speak with the group
  - If permitted, SAE must only meet with upperclassmen members of the group
- SAE will be required to disclose all obligations of active fraternity members, especially for those joining new colonies, and details about financial expenses including fees
- SAE may meet with legacies in the fall to discuss potential spring recruitment under the following conditions:
  - The legacy is currently unaffiliated, has never been affiliated with any other national fraternity and has never been affiliated with an unrecognized IFC fraternity at Duke
  - The legacy is an upperclassmen and is not a first-year student
  - All rules applying to non-legacies in the preliminary and formal recruitment periods apply to legacies.
- SAE will not be permitted to take a class during the Preliminary Recruitment Period, however may gather names of potential new members to interview and recruit during the Formal Recruitment period
- The Formal Recruitment period for SAE will commence two weeks after the conclusion of IFC's Formal Recruitment period and must conclude at the latest by March 31<sup>st</sup>, 2009
  - SAE may contact upperclassmen who expressed interest in the fall to interview during SAE's Formal Recruitment period
  - OFSL will provide SAE with the names of freshman students that remain unaffiliated despite partaking in Spring 2009 IFC recruitment
    - These names will be released two weeks after IFC recruitment ends
    - Only those with GPAs of 3.0 and above will be referred to SAE
- OFSL and IFC will provide and assist with
  - Space needs on campus
  - Space in OFSL
  - Access to phones, computers, printers, copiers, and fax machines
- Every new member is subject to University approval

The IFC created these rules to protect the best interests of all associated parties, including administrators, students, existing chapters, and the returning North Carolina Nu chapter of Sigma Alpha Epsilon Fraternity at Duke University. Should the Interfraternity Council wish to modify or amend these governing rules, the Council must communicate said changes in writing to SAE within 30 days notice of the implementation date. Changes will only be made if the Council deems them to be necessary in order to protect all associated parties. Every attempt will be made to appease all parties at Duke University and at SAE Nationals. The IFC reserves the right to make changes internally, without the approval of the re-colonizing chapter. The guidelines are meant to ease the process by minimizing the emergence of conflict and by establishing a clear, working policy for all parties involved. Adherence to this code will allow for a successful re-colonization of SAE at Duke University. Failure to meet any of these guidelines may result in repercussions including postponement or termination of the re-colonization of an SAE chapter at Duke University. Although expansion is essential to preserving Greek Life at Duke, the Interfraternity Council must ensure that interests of the current Duke community, especially those of existing chapters, are best represented and protected.

Agreed to on September [ ], 2008 by

  
VP for Student Affairs



Assistant VP for Student Affairs & Dean of Students



Assistant Dean of Students, Fraternity & Sorority Life



Program Coordinator, Fraternity & Sorority Life

  
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