



Utah State University Relationship Agreement for the Recognition of Fraternities and Sororities

I. Introduction

Fraternities and sororities have been an influential and important component of the undergraduate student experience at Utah State University (USU) for over 100 years. When fraternities and sororities function in accordance with their stated values and missions, the entire university community receives positive benefits from their student leadership, involvement, service, and the various positive developmental benefits from individual members. The success of USU's fraternity and sorority community is a shared responsibility between all stakeholders.

This Relationship Agreement outlines and affirms the rights, responsibilities, and benefits that pertain to fraternities and sororities that are granted status as recognized student organizations by USU.

II. Privileges Related to Being a Recognized Student Organization

USU only recognizes fraternities and sororities that are affiliated with an inter/national organization. No local social fraternities or sororities will be recognized. Recognition accords fraternities and sororities the following rights, privileges and resources:

- A. Access to USUSA PR & Marketing Office services including designs, advertising, marketing, print and social media outlets.
- B. Use of the university name and logos, subject to university approval.
- C. Fraternity and Sorority Life (FSL) website hosted and maintained by USU.
- D. Use of the university's event resources including priority booking of campus facilities at free or discounted rates, access to event equipment, and use of Aggie Shuttle/motorpool mini buses.
- E. Priority booking in the Taggart Student Center for one signature event per chapter, per year at a free or discounted rate.
- F. Participation in student organization recruitment activities promoted and monitored by each FSL Council.
- G. Participation in USU educational/training, social, and recreational programs and activities such as Day on the Quad (free of charge), Welcome Week, Homecoming Week activities, etc.
- H. Access to the AggieFunded crowdfunding system.
- I. Training and support for chapter advisors on university policies, procedures, and fraternity and sorority advisement.
- J. Access to leadership training opportunities offered through the Student Involvement and Leadership Office.

- K. In the case of probationary status and suspended recognition, assistance from the Office of the Vice President for Student Affairs in developing a corrective course of action for the chapter in conjunction with the inter/national organization.

III. Responsibilities of Utah State University

Consistent with university policy and practice, the Office of the Vice President of Student Affairs, the Student Involvement & Leadership Office (SILO), and the Office of Student Conduct are authorized and obligated to enforce USU's code of conduct, including sanctioning any misconduct of recognized fraternity and sorority chapters and their members. In consultation with the applicable FSL council, the recognition status of chapters may be changed in accordance with established policies and approvals.

The Vice President and the SILO also commit to provide the following support to recognized fraternity and sorority organizations.

- A. USU will employ a full time Fraternity and Sorority Advisor (FSA).
- B. USU will take steps to enforce policies by holding chapters and their members accountable for misconduct.
- C. SILO will advise the FSL Councils.¹
- D. SILO will conduct chapter event check-ins to help promote student safety and maintain positive relationships with USU and the community.
- E. SILO will publish an online Student Organization Status Report (SOSR) that will be publicly available.
- F. SILO will offer leadership and professional development opportunities for members and officers upon request.
- G. SILO will provide recruitment and retention advice for members and officers.
- H. The university will provide trainings as required by the Department of Justice.
- I. SILO will provide relevant training and leadership development opportunities for chapter advisory boards, upon request.
- J. USU will provide chapters with access to university resources as outlined in the Section II and in accordance with university policies.
- K. USU will create an annual review process of this Relationship Agreement that will involve chapter members, staff, and alumni from recognized fraternities and sororities.

¹ The FSL Councils may also receive advice from umbrella organizations and inter/national organizations.

IV. Responsibilities of the College Panhellenic Council (CPC) and Interfraternity Council (IFC).

The CPC and IFC (collectively referred to herein as the “FSL Councils”) will oversee their fraternity and sorority member chapters as outlined in their respective constitutions and bylaws.

- A. The CPC and IFC will establish and uphold standards for their member chapters that support university and national organization missions, expectations and promote integrity, leadership, responsibility, safety, and brotherhood/sisterhood.
- B. The CPC and IFC, where applicable, will hold judicial proceedings for violations of FSL council standards, constitutions, bylaws, or other governing documents. These processes will be separate from the Misconduct Incident Process (see Section XV of this Relationship Agreement).
- C. The CPC and IFC will promote FSL unity on campus as well as harmony with FSL members and chapters and USU faculty, administrators and campus groups
- D. The CPC and IFC will work with the FSA to support and provide opportunities for learning and growth in the core areas of leadership, scholarship, recruitment, service, and health and safety to member fraternities and sororities.
- E. The CPC and IFC will continually promote the fundamental values of fraternity and sorority life to the university and surrounding community.

V. Responsibilities of Individual Chapters

- A. All chapters must abide by any and all university and council policies, including, but not limited to, all applicable local, state, and federal laws.
- B. All chapters must abide by any and all university training and education requirements, including USU’s required sexual misconduct in-person training.
 - 1. New members shall participate in USU sponsored educational programs and trainings.
 - 2. Officers shall participate in USU sponsored trainings and shall receive additional yearly training as needed.
- C. All chapters must submit an outline of planned new member education programs, including initiation dates, to the FSA each semester.
- D. All chapters shall allow access to any USU representatives conducting chapter check in’s at formal or informal events.
- E. All chapters must fill at least one of their advisor roles with a university employee.
- F. All chapters must keep up-to-date rosters with the FSA, including up-to-date membership, officer, advisor, and house corporation members.
- G. All changes to the chapter roster and chapter officers must be submitted to the FSA within 48 hours.
- H. Chapters must have a grades release form for all active members on file with USU.
- I. Chapters are encouraged to not host, attend, participate in, or endorse any chapter activities with any student organization or club that is not recognized by USU. Chapters will not host or co-host events that utilize any of the benefits outlined in Section II with a club or organization that has had its recognition suspended by USU pursuant to university policy.

VI. Responsibilities of Chapter Leadership

- A. Chapter presidents shall serve as the primary liaison between their chapter and USU.
- B. The member of chapter leadership designated as the chapter delegate shall represent their chapter and be its voice to their respective FSL council.
- C. Chapter leadership acknowledge adherence to all requirements of this Relationship Agreement.
- D. Chapter leadership shall work to actively promote the values of their organization.
- E. Chapter leadership shall encourage, support, and provide developmental opportunities for their members.
- F. Chapter leadership shall hold members accountable, and work in concert with their alumni/alumnae, respective council and USU to enforce the expectations set forth in this Relationship Agreement.
- G. Chapter leadership must report any activities involving hazing, sexual misconduct or other harm such as interpersonal violence, accident, hospitalization, etc. through the channels specified in Section XIII of this Relationship Agreement.

VII. Responsibilities of Chapter Members

- A. Members of a recognized chapter are required conduct themselves responsibly and in accordance with all applicable university policies and procedures and local, state, and federal laws.
- B. Members of a recognized chapter are required to complete all education and training requirements that USU requires for FSL members.
- C. Chapter members acknowledge that repeated violation of university policies and procedures and/or local, state or federal laws by individuals or a group of members may result in negative consequences for both the individual(s) involved, as well as the recognized chapter as a whole. For example, if the conduct of one or more individual(s) leads to a hostile environment within the recognized chapter, the university will need to address the hostile environment in the chapter.
- D. Chapter members are encouraged to report to a university employee any policy violations, such as hazing, sexual misconduct, etc.
- E. Chapter members are encouraged to file a [Student of Concern Form](#) if they believe any member of the USU community is experiencing significant challenges or is in distress. They have an additional responsibility to seek help for members of the FSL community.

VIII. Policies and Procedures for Fraternity & Sorority Life

The following sections of this Relationship Agreement are the expectations and applicable processes for chapters affiliated with USU. The following outline of the policies and procedures and their intent focus on student safety and fostering a culture of care for FSL community members. For resources related to these policies and procedures, please see the Resource Guide attached hereto as an Appendix A.

IX. Recognition Process and Procedure

- A. All chapters may apply for recognition via the [Annual Student Organization Recognition Application \(ASORA\)](#)
 1. Upon meeting the RSO eligibility requirements and fully executing this Relationship Agreement, the chapter will then be granted the rights and privileges of an RSO.
 2. Chapters who choose not to apply or do not receive recognition will not receive the benefits listed in Section II.

X. Types of Events

- A. Formal Chapter Events – There are two types of formal events, those that must be registered and those that do not.
 1. The following are examples of formal events that must be registered: closed parties, chapter retreats, tailgates, alumni events, formals (i.e., galas)/themed events, socials, recruitment events, any event where alcohol will be present or any pre-planned event.
 2. The following are examples of formal events that do not need to be registered: internal brotherhood/sisterhood events, USU-sponsored workshops, ritual, chapter meetings, or if an event is taking place in the Taggart Student Center (TSC).
 - B. Informal Chapter Events
 1. While most events are scheduled and planned well in advance this policy recognizes that this is not always the case. Events that do not fit within the Formal Event category will be known as Informal Events.
 2. USU will use four (4) criteria to assess whether a gathering or event is an informal chapter event. If the first criterion is met, the event is automatically considered an informal event. If the first criterion is not met, two (2) of the other three (3) criteria must be met for the event to be considered an informal event.
 - a) Funded by the chapter (if this is met, it is automatically an informal event)
 - b) Hosted by the chapter
 - c) Posted or discussed on ANY social media platform associated with the chapter. This includes public or private platforms, discussed in a chapter meeting, posted on flyers, etc.
 - d) 25% of members for chapters of 51 or more
50% of members for chapters between 25-50
75% of members for chapter with less than 25
- *Attendance to be taken one (1) hour into the event*
- C. Other Types of Events
 1. If an event cannot be classified as either a Formal Events or Informal Event, it will simply be subject to the general risk management protocols of the host chapter(s) and any applicable federal, state, and local laws and university regulations.

XI. Event Registration Form

- A. Chapters will be required to submit an [Event Registration Form \(ERF\)](#) to hold formal events. See Section X. (A.) 1. of this Relationship Agreement for examples of formal events.
- B. The submitted form will be used as the guide for check-ins at formal events.

XII. Check-in Guidelines

- A. Each chapter must agree to periodic, random check-ins by SILO and/or Student Affairs staff at registered formal events and informal events, which shall occur at least twice during each semester, including USU's Summer Semester (if chapter operates during the summer). The purpose of these check-ins is to determine whether appropriate risk management measures are being taken by the chapter to prevent misconduct and infractions, and to verify that the chapter is taking reasonable steps to ensure a safe environment. Each chapter must secure authorization for and not impede SILO's access to all common areas of the chapter facilities during a requested check-in.
- B. When USU's representatives attempt to perform a check-in, the USU representatives will explain what two criteria were met (in the case of an informal event) and provide supporting evidence. The chapter may decline access. However, doing so may result in the filing of a [Misconduct Incident Reporting Form \(MIRF\)](#) and the corresponding Misconduct Incident Process. This will not count as a check-in, since it was not performed.
- C. Check-ins will be restricted to common areas. Common areas include any portion of the building that is used by and intended to benefit all residents of the facility and their invitees. It does not include private spaces, such as bedrooms and accompanying bathrooms, or the hallways that adjoin them. Common areas typically include gathering spaces, such as foyers, lounges, dining areas, and designated social or party spaces, as well as the facility's main kitchen.
- D. If the USU representatives have reason to believe that a policy violation or safety issue is occurring in private spaces, they will seek permission from the chapter to inspect those spaces. If access is denied to the private spaces, a note will be made on the ERF or Check-in Form and may result in the filing of a MIRF and the corresponding Misconduct Incident Process. If the university representatives believe that there is a safety issue, they will contact the police to address the matter.
- E. If misconduct is observed at a check-in, a MIRF will be filed with the Event Registration Form or Check-in Form as the supporting documentation. The misconduct incident process will then be followed.
- F. Chapters will submit a standard event risk management policy once per academic year as part of the ASORA, or within 30 days of when changes are made to the policy. This policy will be used as a guide for check-ins of informal events.

XIII. Reporting Requirements and Procedures

This section outlines the different reporting requirements of chapter leadership to USU. These reporting requirements include: the Misconduct Incident Reporting Form (MIRF) and its accompanying Findings Report, the Semester Summary Report (SSR), the Sexual Misconduct Reporting Form (SMRF), and the FSL Semester Sexual Misconduct Aggregate Data Reporting Form (SSMADR). Failure to meet any of these requirements may result in sanctions to the individual(s) or the chapter as a whole. The overarching objective of these reporting requirements and procedures is the safety and well-being of members of the FSL community. See Misconduct Incident Process Flow Chart attached hereto as an Appendix.

- A. **Semester Summary Report (SSR).** Each semester (three times per year) the chapter will submit a [Semester Summary Report \(SSR\)](#)
 1. The SSR will include a compilation of all misconduct involving the organization. Additional information will also be submitted, such as total service hours, chapter GPA, campus involvement, philanthropic dollars raised, and any awards received on a local or inter/national level.
 2. The SSR will be due by 5:00 pm on the second Friday of each new academic semester, including USU's Summer Semester.
- B. **Student Organizations Status Report (SOSR).** Each semester (three times per year) USU will publish a Student Organizations Status Report (SOSR).
 1. The SSR will feed the SOSR enabling USU to track metrics for all current chapters. This includes data on alcohol infractions, hazing, service hours, chapter GPA, campus involvement, philanthropic dollars raised, and any awards received on a local or inter/national level. Only credible misconduct incidents will be reflected on the SOSR.
 2. This information will be posted on a public website. The SOSR will cover the past three semesters of data for each chapter.
 3. The current status of chapters will also be listed.
- C. **Sexual Misconduct Reporting**
 1. If chapter leadership becomes aware of sexual misconduct while acting in their official role as a chapter officer they should report that information via the [Sexual Misconduct Reporting Form \(SMRF\)](#). This information will be directed to the USU Office of Equity and the USU Police Department.
 2. Once a semester (including USU's summer semester), chapters must submit to the USU Office of Equity a summary of the incidents they are aware of regarding sexual misconduct via the [FSL Semester Sexual Misconduct Reporting Form \(SSMRF\)](#). The Office of Equity will share the data for FSL locations with the USU Police Department for Clery Act reporting purposes. Semester reports will include:
 - a. Date of Incident(s)
 - b. Location
 - c. Perpetrator(s)/respondent(s)
 - d. Type(s) of misconduct
 3. The name of the victim/survivor does not need to be included in the SMRF or the SSMRF but may be included if the victim/survivor consents to the disclosure of their name.

4. After the SMRF or the SSMRF is submitted to the USU Office of Equity, the Title IX Coordinator, or their designee, will email resources to the person that filed the report, and that person is highly encouraged to pass along those resources to the victim/survivor.

D. Other Misconduct Reporting (MIRF)

1. MIRF's must only be filed if the following criteria are met:
 - a) The misconduct occurs at a formal or informal chapter event.
 - b) Law enforcement is involved and a written warning or citation is issued.
 - c) The misconduct involves the use, or misuse, of controlled substances, hazing, physical harm, or interpersonal violence.

If these criteria are met a MIRF must be filed. The MIRF must be submitted within 24 hours of chapter leadership learning of the misconduct.

2. Findings Report

- a) A Findings Report is the electronic form that chapter leadership will use to provide information to USU related to misconduct that was previously submitted via the MIRF.
- b) Organizations have up to seven (7) calendar days to conduct their internal processes and submit the [Findings Report](#). Every MIRF filed must result in a Findings Report.

E. Interim Action for Health & Safety

1. When a MIRF is submitted, or a chapter(s) is believed to have committed a serious policy violation, action(s)/behavior(s) affecting the safety, health, or general welfare of a student and/or the USU community, etc., an Interim Action (IA) may be issued by the Vice President for Student Affairs or designee to help ensure the health, safety and well-being of the chapter members, the FSL community, and/or the USU campus community.
2. An IA does not supplant the Misconduct Incident Process, which determines if a change in the chapter status or other sanctions are warranted. An IA can be issued or modified at any point. IA's will stay in place until the health and safety concern is resolved and will be reviewed at least every two weeks until withdrawn.
3. If a chapter is placed on an IA, they may be required to suspend all organized social activities until the IA is resolved and the chapter and/or its members may be restricted from participating in any USU-sponsored or recognized activities/events, or using USU facilities.

F. Reporting Requirements for Chapter Advisors

1. USU requires that all chapters have a faculty or staff advisor. They must be Utah State University employees and will be considered Campus Security Authorities (CSA) under the Clery Act. They will receive the necessary training required for this role.

2. As CSA's they will report Clery Crimes that fall within the geographic area(s) as outlined by the law. CSA's are only required to report aggregate data. These USU faculty/staff advisors will be campus security authorities and responsible employees.

G. **Safety and Urgency**

1. If during an FSL event or activity someone is in imminent threat, danger, or if a death has occurred call 911 immediately.
2. If the threat is not imminent but a dangerous or critical incident has occurred in connection with an FSL event or activity (i.e., interpersonal violence, accident, hospitalization, hazing, etc.), contact the FSA immediately.

2020-2021 ACADEMIC YEAR

We, the undersigned, have read, understand, and shall comply with the Utah State University Relationship Agreement for the Recognition of Fraternities and Sororities and shall *share all of the undersigned policies with our general chapter membership regarding* the terms and conditions of this Relationship Agreement for the 2020-2021 academic year.

*If any of the below positions are not applicable to your chapter they may be left unsigned.

Fraternal Organization: _____ Chapter Designation: _____

Chapter President (print): _____

President's Signature: _____ Date: _____

Judicial/Standards Officer (print): _____

Judicial/Standards Officer Signature: _____ Date: _____

Health & Safety Officer (print): _____

Health & Safety Officer Signature: _____ Date: _____

New Member Educator (print): _____

New Member Educator Signature: _____ Date: _____

Advisor (print): _____

Advisor Signature: _____ Date: _____

Utah State University Representative:

Dr. James D. Morales

Vice President for Student Affairs Signature: _____ Date: _____

APPENDIX A

I. Resource Guide

A. General University Resources

1. **Office of Fraternity and Sorority Life**
Advisor: Paige Eidenschink
TSC 338; (435) 797-0292
Email: paige.eidenschink@usu.edu
Website: <https://involvement.usu.edu/fsl>
2. **Student Involvement and Leadership Office**
Executive Director: Linda Zimmerman
Associate Director: Kevin Webb
TSC 326; (435) 797-2912
Email: linda.zimmerman@usu.edu
kevin.webb@usu.edu
Website: <https://involvement.usu.edu>
3. **Office of the Vice President for Student Affairs**
Vice President: Dr. James Morales
TSC 220; (435) 797-9250
Email: james.morales@usu.edu
Website: <https://studentaffairs.usu.edu>

B. On-Campus Resources for Sexual Assault Survivors

1. **Sexual Assault and Anti-Violence Information (SAAVI) Office**
Advocates can help you: navigate options, seek medical attention, get a forensic exam, file a report, and receive counseling
TSC 311; (435) 797-7273
Website: <https://www.usu.edu/saavi/>
2. **Counseling and Psychological Services (CAPS)**
Emotional and psychological support to help you process your experience and manage its effects
TSC 306; (435) 797-1012
Website: <https://counseling.usu.edu/>
3. **Student Health & Wellness Center**
Treats injuries resulting from sexual assault or dating/domestic violence experiences
850 E 1200 N; (435) 797-1660
Website: <https://health.usu.edu/>
4. **USU Police Department**
(435) 797-1939
Website: <https://dps.usu.edu/police/>
5. **Office of Equity**
Enforces USU's policies on non-discrimination and sexual misconduct. Also provides:
 - a) Prevention education for [students](#) and [employees](#)
 - b) [Supportive measures](#)
 - c) Other resources to assist USU community members
Old Main Room 161; (435) 797-1266

Website: <https://equity.usu.edu>

C. **Community Resources for Sexual Assault Survivors**

1. **Citizens Against Physical & Sexual Abuse (CAPSA)**

Provide safe, caring, and confidential shelter, advocacy, and support for victims of domestic violence and sexual assault
(435) 753-2500 (24/7 crisis line)

2. **Cache Valley Hospital**

Sexual Assault Nurse Examiners (SANE's) can conduct a sexual assault forensic exam and treat injuries
2380 E 400 E, North Logan; (435) 719-9700

D. **Resources for Safety and Mental Health**

1. **Utah State Safe App**

Utah State Safe is the official safety app for the USU Logan campus.
Website <https://dps.usu.edu/safeapp>

2. **SafeUT**

A free and confidential service that can answer crisis calls and chats about yourself or someone else.

Website: <https://healthcare.utah.edu/uni/safe-ut/#>

3. **ACT Guide**

An online self-help program designed by psychologists at USU to foster emotional wellbeing and help individuals cope with mental health issues including depression, anxiety, and stress. Currently enrolled USU students can access the program for free for six months

Website: <https://scce.usu.edu/services/act-guide/>

E. **Amnesty Policies**

1. Amnesty policies are laws or acts that protect individuals who seek help or medical attention involving alcohol or drugs.

a) State of Utah Law

- (1) 32B-4-423. Immunity regarding alcohol consumption offenses when seeking emergency aid for another person.

b) Utah State University Policy

- (1) [USU's amnesty policy](#) for people seeking medical attention and reporting sexual misconduct is located within the USU Student Code, Article II, Section II-4.

APPENDIX B

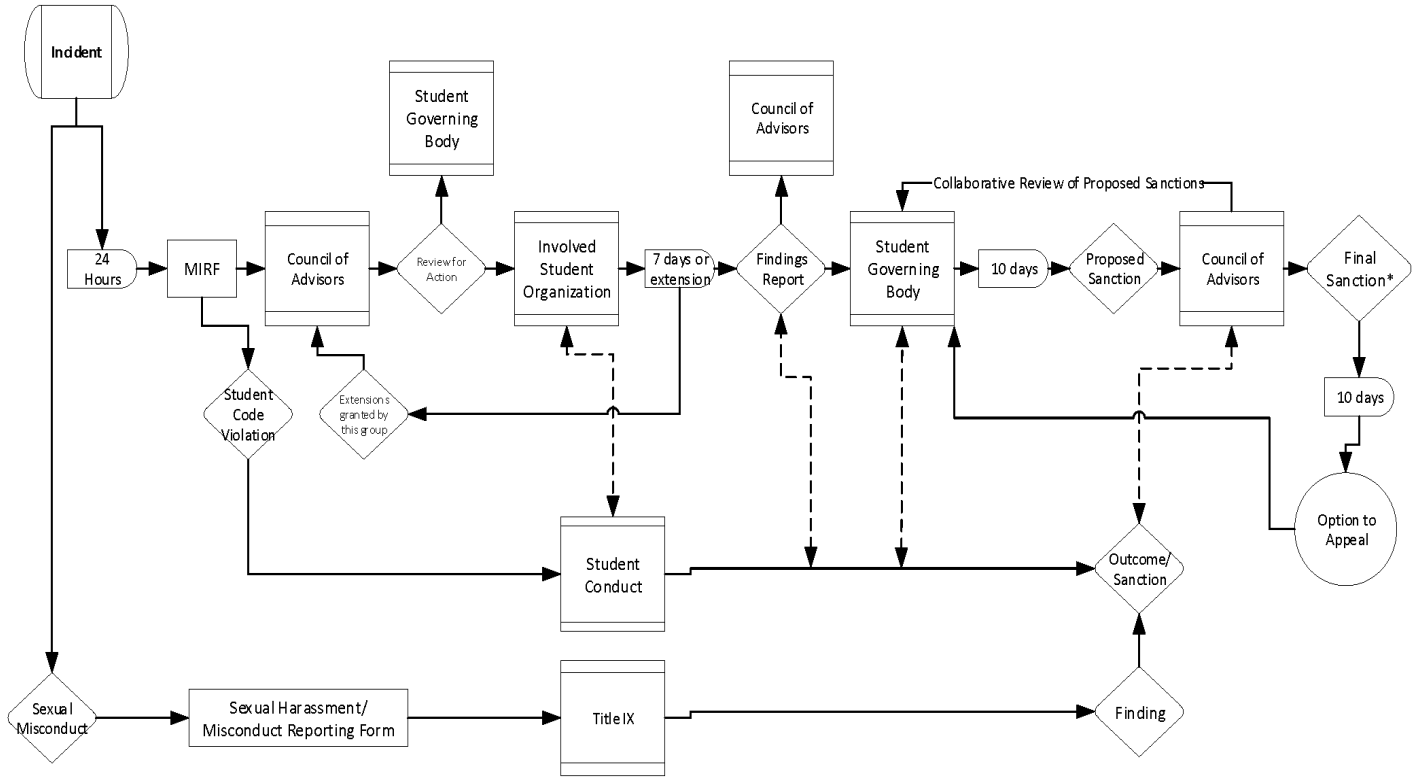
II. Glossary of Terms

- A. **Amnesty:** A law that protects minors for seeking medical assistance after drug or alcohol use.
- B. **Annual Student Organization Recognition Application (ASORA):** This is the tool used to apply to be recognized as an official student organization with the Division of Student Affairs. It is also used for the annual renewal process for current Registered Student Organizations. The ASORA is located on the Division of Student Affairs homepage <https://studentaffairs.usu.edu/>.
- C. **Chapter Member:** Any member or new member of the chapter who has been assessed dues or fees by their organization that semester (fall & spring) or who was assessed dues or fees the previous semester who has not graduated or resigned their membership (summer).
- D. **Check-in form:** This form is used to conduct check-ins at informal events. The form will be based off each chapter's event risk management policies.
- E. **Council of Advisors (COA):** This body is USU's representative body in the student organization misconduct process. The Fraternity/Sorority Life Coordinator, USUSA Student Organization Advisor, Community Service Coordinator, Director of Campus Recreation, Director of the Inclusion Center, and the Director of Residence Life comprise the COA.
- F. **Division of Student Affairs (DSA):** The office that oversees all matters pertaining to students at Utah State University.
- G. **Event Registration Form (ERF):** the process by which certain activities or functions hosted and/or sponsored by a chapter(s) are filed with and approved by USU.
- H. **Findings Report:** This is an electronic form that organizational leadership will use to provide updated or additional information related to misconduct that was previously submitted via the Misconduct Incident Reporting Form. Organizations have up to seven (7) calendar days to conduct any internal processes and submit the report.
- I. **Formal Chapter Event:** Activities or functions directly hosted and/or sponsored by a chapter(s). Depending on the nature of the activity, it may require an ERF.
- J. **Fraternity and Sorority Advisor (FSA):** This university employee guides and facilitates the work of the councils and chapter officers in concert with their advisors. They challenge and support individual members, work to enhance training programs for these groups. In addition, the FSA works in collaboration with the inter/national organizations.
- K. **Incident Reporter:** Any current, elected or appointed, member of a chapters' executive or governing board.
- L. **Informal Chapter Event:** Any event that meets the criteria outlined in Section XIV of this Relationship Agreement.

- M. **Interfraternity Council (IFC) and College Panhellenic Council (CPC):** These organizations consist of a body of elected officers along with their member chapters. Their corresponding constitutions and by-laws will apply to all member chapters. These groups serve as the Student Governing Body for the FSL chapters recognized by Utah State University.
- N. **Interim Action for Health and Safety (IA):** A temporary action regarding the status of the chapter taken by USU to help ensure the safety and well-being of the FSL and university community until the formal Misconduct Incident Process is initiated.
- O. **Misconduct Incident Process:** This process will be used to adjudicate organizational misconduct within the FSL community.
- P. **Misconduct Incident Reporting Form (MIRF):** This is an electronic form that organization leadership will use to report misconduct at a chapter sponsored event. This report must be submitted within twenty-four hours of the leadership learning of the misconduct.
- Q. **Office of Equity:** The office primarily responsible for enforcing USU's policies on non-discrimination and sexual misconduct.
- R. **Recognized Student Organization (RSO):** An organization that has agreed to uphold all policies and procedures. A student organization registration form is submitted annually, and is reviewed by a council.
- S. **Semester Sexual Misconduct Reporting Form (SSMRF):** The process and form through which chapters will submit a summary of any sexual misconduct they have become aware of over the previous semester.
- T. **Semester Summary Report (SSR):** This is a structured report that student organizations will submit three (3) times per year. It will include a compilation of all Misconduct Incident Reporting Forms involving the organization along with all items listed under section 1.a.i and ii. Additional information will also be submitted (i.e., total service hours, campus involvement, philanthropic money raised, etc.). The SSR will be due by 5:00 pm on the second Friday of the following semester. The SSR will feed the organization's annual Student Organization Status Report.
- U. **Sexual Misconduct Reporting Form (SMRF):** The process and form through which chapter leadership will inform USU of sexual misconduct and/or identified patterns.
- V. **Student Involvement & Leadership Office (SILO):** The office that oversees student organizations, USUSA Executive Council, and other student involvement opportunities.
- W. **Student Organization Status Report (SOSR):** The Division of Student Affairs tracks a number of metrics for all current Registered Student Organizations. This includes data on alcohol infractions, hazing, service hours completed, etc. This information will be posted on a public website. The SOSR will cover the past three semesters of data for each Registered Student Organization. Any Registered Student Organizations who have lost recognition will also be listed.
- X. **Students of Concern:** This process is used by university community members to report students who may be in distress so that university staff can reach out to these students to offer them support.

APPENDIX C

MISCONDUCT INCIDENT PROCESS FLOW CHART



*If COA & SGB don't agree VP will determine the final sanction