



ACCREDITATION

PROCESS

The accreditation process has served the Fraternity by setting minimum standards to be upheld by chapters. These standards have been voted on and endorsed by the Arch Chapter. Each of the standards are meant to be definitive and attainable by all chapters. To meet good standing for accreditation annually, the chapter must verify each of the following standards by December 1. The chapter should submit verification for these items by November 1 if the chapter would like these items considered for the awards section of the FAAR.

Failure to reach accreditation will result in the chapter being required to meet with a representative of the Fraternity (either Central Office staff or volunteer appointed by the Division President) to discuss the chapter's plan to reach accreditation for the subsequent reporting year. The Central Office will review the status of these chapters on a semi-annual basis to support the chapter as it works toward accreditation.

Should a chapter fail to meet accreditation by December 1 for two consecutive years or three years in a five-year window, the chapter will face a "show cause" hearing before a phonarch. The phonarch will investigate the causes for delinquency. He will have the authority to refer one of the following outcomes for the Committee on Chapters' consideration:

1. Sanctions designed with the intent to facilitate the completion of accreditation items
2. The establishment of an Alumni Supervisory Committee
3. Suspension of the charter pending withdrawal proceedings

The goal is for all chapters to reach the minimum standards of Delta Tau Delta annually. If groups cannot reach the accreditation standard, the Fraternity will support the chapter, but sustained deficiencies will be met with a response by the Arch Chapter.

GROUNDED IN OBLIGATIONS

To reinforce the importance of the accreditation process, the Fraternity has rooted the accreditation items in a recognized core concept of the organization. As such, ten (10) accreditation items have been broken into five (5) areas, all of which are a reflection both in letter and in spirit, with the obligations of membership, which are to be taught to all Delts during new member education.

Financial Integrity:

1. The chapter maintains a current record of active member and new member accounts at 98% of billings.
2. The chapter files the appropriate IRS Form 990.

Honorable Conduct:

3. The chapter is compliant in risk management education.
4. The chapter has a due process for its honor board.

Active Involvement:

5. The chapter uses a set of bylaws reviewed and distributed to the chapter's membership after August 1 annually.
6. The chapter performs the *Ritual* according to the minimum expectations of the Fraternity.

Academic Excellence:

7. The chapter maintains an academic average of at least 2.7 on a 4.0 scale. In the instance the chapter is beneath a 2.7 on a 4.0 scale, the chapter must verify a GPA at or above the campus All Men's Average.
8. The chapter is in good standing with the host institution.

Recruitment:

9. The chapter verifies its new member experience is in compliance with the minimum expectations of the Fraternity.
10. The chapter verifies with the host institution a membership size of at least 15 members.

FINANCIAL INTEGRITY:

The chapter maintains a current record of active member and new member accounts at 98% of billings.

Items to Verify:

- A chapter budget which demonstrates expected revenue (separate item for consultant review annually)
- A current chapter accounts receivable report

Purpose:

Although there may be other items pertinent to financial standing, nothing impacts the ability of the chapter to remain a financially solvent organization in the same way as the inability to fully collect dues from members. Without a high collection rate, chapters struggle to pay amounts owed to the Central Office, vendors or a house corporation, if applicable. To address the most important element of the financial arm of the chapter, the Central Office will review the collection rate for chapters.

The chapter files the appropriate IRS Form 990.

Items to Verify:

- A receipt of filing of the previous year's IRS Form 990

Purpose:

A minimum requirement for a chapter to retain non-profit status with the IRS, the chapter must prove it has filed the appropriate IRS Form 990 given the chapter's annual revenue.

HONORABLE CONDUCT:

The chapter is compliant in risk management education

Items to Verify:

- MRG presentation signature form verifying 90% of the active and new members attended an MRG presentation in the fall term by October 25
- Sexual Assault Prevention Education presentation signature form verifying 90% of the active and new members attended a Sexual Assault Prevention Education presentation in the fall term by October 25

Purpose:

These are fundamental educational experiences for members and key to the onboarding process for new member education. These programs are also expected of the Fraternity by its insurance partners and the North American Interfraternity Conference (NIC).

The chapter has a due process for its honor board

Items to Verify:

- Chapter bylaws outlining the due process of the honor board. The bylaws must include:
 - Timeline for conducting a hearing
 - Documentation used and kept
 - Procedure of a hearing
 - Process for appeal to the chapter

Purpose:

Each chapter is required by the Constitution of the Fraternity to have a written due process for its members. The establishment of a due process allows the chapter's honor board to appropriately adjudicate membership issues including but not limited to sanctions, probation, suspension and expulsion.

ACTIVE INVOLVEMENT:

The chapter uses a set of bylaws reviewed and distributed to the chapter's membership after August 1 annually.

Items to Verify:

- The chapter submits its current bylaws and submits a provided verification form signed by the chapter president, sergeant-at-arms and chapter advisor verifying the bylaws have been distributed to the chapter after August 1 of the grading year. The chapter's bylaws cannot be in conflict with the Constitution and Bylaws of Delta Tau Delta Fraternity. The bylaws must include the following:
 - Chapter policy on drunkenness with elevated levels of response for repeated violations
 - Chapter-specific Good Samaritan policy (language provided by the Central Office)

Purpose:

The governing documents of the Fraternity require chapters have local bylaws. The bylaws must also include specific policies that are required for chapters to adopt, specifically a policy on drunkenness and a Good Samaritan policy.

The chapter performs the *Ritual* according to the minimum expectations of the Fraternity

Items to Verify:

- Chapter submits the *Ritual* certification form signed by the chapter advisor or a designee appointed by the respective division president. This form verifies the chapter performs the *Ritual* with a complete set of *Ritual* equipment and robes, the performance is memorized, and the chapter holds a formal chapter meeting at least once per month.

Purpose:

To be a chapter of the Fraternity, the chapter must perform the *Ritual*. The Fraternity has an obligation to verify the ceremony is performed at a minimum level.

ACADEMIC EXCELLENCE:

The chapter maintains an academic average of at least 2.7 on a 4.0 scale. In the instance the chapter is beneath a 2.7 on a 4.0 scale, the chapter must verify a GPA at or above the campus All Men's Average.

Items to Verify:

- The chapter submits a grade report from both academic terms (for chapters located at schools with quarter or trimester academic calendars, reports from the fall and spring) verifying the chapter maintains a chapter GPA at or above a 2.7 on a 4.0 scale. If the chapter GPA is beneath a 2.7 on a 4.0 scale, the chapter must verify it is at or above the campus All Men's Average (AMA).

Purpose:

This item is necessary to confirm compliance with the NIC. This item also allows the Fraternity to collect data on chapter GPA, AMA and All-Fraternity Average (AFA).

The chapter is in good standing with the host institution

Items to Verify:

- The chapter produces a letter from the appropriate campus staff member verifying the following:
 - The chapter is in good standing with the host institution
 - The chapter is an active member in good standing with the campus' IFC or equivalent body

Purpose:

It is critical to know the status of the chapter at the host institution. From a governance perspective, the Fraternity should verify all its chapters are in good standing as the Fraternity does not support chapters not in good standing on campus. This allows an opportunity for the host institution to notify the Fraternity of any concerns. Also, to remain in compliance with the NIC, the letter will serve as verification the chapter is an active member of the IFC at the host institution.

RECRUITMENT:

The chapter verifies its new member experience is in compliance with the minimum expectations of the Fraternity

Items to Verify:

- The chapter must confirm the following have occurred during new member education:
 - 90% of the new members are present for the presentation and discussion of the Member Responsibility Guidelines (MRG).
 - 90% of the new members are present for the presentation and discussion regarding sexual assault prevention.
 - 90% of the new members are present for discussion led by a campus representative regarding hazing prevention and local policies/laws.
 - The performance of the Rite of Iris.
 - New members complete the required initiation examination provided by the Central Office at a proficiency rate of at least 80%.

Purpose:

New member education must be a cornerstone of the undergraduate membership experience. It is the onboarding process of the Fraternity and given the focus on compliant and legal new member activities, the Fraternity must review elements of new member education. This item also provides a list of required programs for chapters to incorporate into its current new member activities.

The chapter verifies with the host institution a membership size of at least 15 members.

Items to Verify:

- Provide college/university-provided documentation regarding the IFC average chapter size and the size of each IFC Fraternity. (E.g. letter on university letterhead, or email from campus advisor's account, etc.)

Purpose:

There are three main reasons why this item should be utilized as written in the accreditation items: enforce universal minimum operating standards, practical chapter support and evaluation, and chapter autonomy. After thorough research, the Arch Chapter confirmed that 15 men is required to have a Delt experience. Falling short of this number would allow the Central Office to intervene in a meaningful way to help the chapter grow. This item also allows chapters to have more ownership in deciding its own size based on local factors. The report from this item will also be used to award points within the awards section (Average Chapter Size).