Report Expectation

The report is reviewed by the staff of Student Advocacy and Accountability, Dean of Students, and Greek Life. The report should detail what occurred, when (specific dates and times), where it happened, who was involved (specific names, were chapter officers present or aware, and what was their involvement), how it happened, and why it happened. The greater the detail, the more efficient the process.

The report should either directly or indirectly indicate whether or not the organization accepts responsibility for the incident. For example, “As a result of our internal chapter investigation, we violated our own policies as well as the University’s policy on hazing.”

Enhancement Plan Expectation

As a result of the incident that occurred on _______ involving __________, the following action steps have been or will be taken.

Individuals

1. __________ member(s) will write an apology letter which will be reviewed by ________ and sent by __________ with copies to __________.
2. __________ member(s) will be on probation through ________, which will include the following lack of privileges. Violation of the probation will result in __________.

Chapter

1. The Chapter will
   a. Complete the following action items created to address the issue;
      i. Retreat with ________ facilitator to be delivered by ________ with ______% of the members attending. A chapter advisor will be present. Documentation provided to Greek Life by __________.
      ii. Attend ________, etc
      iii. The chapter or individual(s) will volunteer _________ hours of community service by __________ with documentation must be provided to Greek Life by ________.
   b. Lose the following privileges ________ through ________. Further violation(s) will result in __________.

1/20/09
Closing Statement

______________ chapter has reviewed and agreed to the presented Enhancement Plan at a chapter meeting on __________.

________________

________________________

Date

President’s Signature