

Partnership Agreement
Between the Prevention, Outreach and Education (POE) Department and Fraternity & Sorority Life (FSL) Department at Michigan State University

The purpose of this partnership agreement is to provide a clear understanding of roles and responsibilities regarding the facilitation of the Greeks Take the Lead gender-based violence prevention program. This agreement is to be updated annually.

Background Information

Greeks Take the Lead (GTTL) is a program developed and facilitated by the POE department for the purposes of educating the FSL community regarding the prevention of sexual assault, relationship violence and stalking. The program began in 2014 as a collaboration between the FSL students, staff persons and the Sexual Assault and Relationship Violence (SARV) prevention program to support the FSL community regarding these matters and to provide strategies to prevent harm, understand reporting options and provide access to supportive resources and services. GTTL is a robust program taking place during the academic year. All FSL social chapters affiliated with the FSL department are expected to participate in GTTL programming during their time as a student member. Fraternity and Sorority members are expected to participate in at least one educational engagement opportunity through the GTTL program. The GTTL programs provide supplemental educational opportunities to FSL members, in addition to the university mandated compliance workshops such as the SARV prevention workshop, Bystander Network and online modules.

Terminology:

- **NPHC:** National Pan-Hellenic Council
- **MGC:** Multicultural Greek Council
- **IFC:** Interfraternity Council
- **PC:** Panhellenic Council
- **GTTL:** Greeks Take the Lead
- **FSL:** Fraternity & Sorority Life
- **POE:** Prevention, Outreach and Education Department
- **SARV:** Sexual Assault and Relationship Violence
- **NMO:** New Member Orientation
- **Prevention Education Manager:** Full time staff person in the POE Department
- **FSL Staff:** Full time staff persons in the FSL Department

SECTION A

The Prevention, Outreach and Education Department will provide the following services:

1. Educational Engagement Opportunities

In the current structure, the GTTL program provides the following training and engagement opportunities: Presidents' Training, Risk Reduction Training, New Member

Orientation, General Member Workshops (speaker series), D2L facilitation of educational content as an alternative way to facilitating information, and any feasible by request trainings from FSL.

- a. **Presidents' Training:** This training is to take place in the Fall and Spring semesters as designated by FSL staff. There are four sections of this training:
 - i. NPHC & MGC sorority presidents and NPHC & MGC fraternity presidents running concurrently at a specific time during the beginning of the fall semester.
 - ii. IFC presidents and PC presidents running concurrently at a specific time in at the beginning of the Spring semester.
- b. **Risk Reduction Training:** This training is to take place at the beginning of the Fall & Spring semesters. There are four sections of this training
 - i. Fall: NPHC & MGC sorority representatives and NPHC & MGC fraternity representatives who may serve in a risk manager type of a role.
 - ii. Spring: IFC risk managers, PC risk managers
- c. **New Member Orientation (NMO):** NMO is to take place based on council. Generally, MGC and NPHC council NMO will take place each fall semester chapter initiation. IFC and PC NMO will take place early in the Fall semester following Bid Day and the conclusion of Formal Recruitment.
 - i. It is the responsibility of FSL to inform POE of these events and secure dates for NMO (see below Section B 2a). These trainings are to be requested at least two weeks prior to the event date.
- d. **General Member Sessions:** POE staff will be responsible for booking, moderating, and scheduling general member sessions during the Fall and Spring semesters. Staff will seek recommendation for speakers from FSL staff but will ultimately be the decision maker on the final speaker line up. The POE department will fund general speakers with an honorarium for their time. The POE department will execute all tasks regarding contracts, EBS system management, marketing, and communications with speakers and/or representatives. POE will determine if general speaker sessions are in-person or virtual format.
- e. **D2L:** This platform was created during the COVID-19 pandemic to provide FSL community members with an additional way to engage with educational content. POE Prevention Education Managers oversee the content, attendance tracking and other engagement mechanisms on this page. General Speaker recorded session videos are uploaded to D2L. POE will continue to evaluate and determine future use of the D2L platform within the GTTL program.
- f. **By Request Trainings:** POE will accept requests for specialized chapter or council trainings particular to the topic of gender-based violence prevention. These trainings are to be requested at least two weeks prior to the event date and will can be utilized to fulfil the GTTL attendance requirement. By Request Trainings should be sent to the poe.training@msu.edu email address.
- g. **Alternative Education:** Alternative education is offered on case-by-case basis by request through a Prevention Education Manager. Accommodation can be made

for specific reasons as approved by the Prevention Education Managers. There will not be opportunities for group exemptions.

- h. **Session Make Up:** Due to the array of opportunities, there will not be an opportunity to “make up” a session. Chapter and council officers are to send a proxy to leadership trainings. General member trainings are offered in various formats at different times and dates and lend the opportunity for engagement throughout the Spring semester.

2. Communication

- a. POE has two Prevention Education Managers assigned to the GTTL program. One Prevention Education Manager works with the IFC and NPHC organizations, while the other works with the PC and MGC organizations. Each Prevention Education Manager is responsible for meeting with council presidents of the councils they are assigned to, as well as to attend council meetings as necessary.
- b. POE Prevention Education Managers working with GTTL are responsible for maintaining ongoing communication with all FSL presidents regarding their attendance metrics. The Prevention Education Managers also communicate with the general FSL membership both via the Greeks Take the Lead email (gttl@msu.edu) and the D2L page.
- c. POE Prevention Education Managers are responsible for attending biweekly meetings with FSL leadership staff for ongoing communication, collaboration, and status updates.
- d. POE is responsible for providing a final attendance update report to the FSL staff at the end of the Spring semester which will include chapter participation rates in the GTTL program.

3. Assessment

- a. POE administers surveys at the end of each training. Surveys are utilized as a tool to confirm attendance in the workshop. Survey data is used to assess student learning in workshops, as well as to inform future content development for the GTTL program. Summarized data is available in the POE Annual Report which can be located on the poe.msu.edu web site.

SECTION B

The Fraternity & Sorority Life Department will provide the following services:

1. Rosters

- a. To assure accurate attendance tracking, FSL staff are to monitor that each chapter roster is sent to the POE Prevention Education Manager staff. Rosters are to be sent at the beginning of each semester, then updated at least monthly so assure accurate representation of members (ie. Graduation updates, termination from organization, new member additions, etc.). Rosters are to be sent based on POE provided templates.

2. Training Logistics

- a. The FSL staff are responsible for booking and scheduling the Presidents' Trainings, Risk Reduction Trainings, and the New Member Orientations. Due to the nature of time sensitivity of these trainings, the expectation is that trainings

are taking place at the beginning of each semester (see Section A 1a). FSL staff is responsible for communicating with the POE Education Managers regarding the date, time, and location of the trainings. At least a two-week prior notice is expected for trainings.

3. Communication

- a. The FSL department is responsible for ongoing follow up communication with chapter and council presidents regarding their participation in the GTTL program. The POE staff will provide ongoing attendance updates to the FSL staff and chapter presidents, however FSL staff are responsible for assuring that chapter and council leadership understand the priority for the GTTL programming and are able to navigate participation needs throughout the year.
- b. FSL staff are responsible for informing chapter and council leadership of their training obligations and need for sending a proxy to the necessary training should the specific chapter or council leader not be available to attend due to extenuating circumstance.

4. Accountability - see section D

- a. The FSL department and the division of Student Life and Engagement are responsible for implementing any accountability measures for chapters or individuals who do not complete their GTTL attendance requirement.
 - Chapters who do not meet 90% are placed on social probation for Fall
 - Fall - percentage rate at 50% by the end of the semester
 - Spring - need to get to the 90% still
 - Once the program ends at the conclusion of the Spring semester, individual members or chapters can not make up their attendance
- b. Throughout the academic year, if misconduct or inappropriate behavior occurs in any GTTL sessions, the FSL staff is responsible for reporting any violations to appropriate parties i.e HQ or OSSA to address the situation in a timely manner. Although exempt from University reporting, POE reserves the right to report any instances of negative behavior to University or other accountability-oriented agencies.

SECTION C

Suggested strategies for fraternity and sorority chapters to be more engaged in GTTL logistics to assure overall success with the program:

1. Provide updated chapter rosters to the POE department on a monthly basis
2. Consistent communication with membership:
 - a. Include GTTL in educational programming throughout the year. Assure that the GTTL program is reflected in chapter annual/monthly calendars, chapter/council meeting agendas and other platforms used by the chapter.
 - b. Involve chapter advisors in communication regarding the GTTL program.
 - c. Provide feedback to POE for future general speaker topics.
3. Provide internal chapter accountability regarding members who do not participate in the programming through standards committees.

- a. Lead conversation with membership about the importance of prevention education.
- 4. Assure that members are utilizing the correct methods for session attendance.

Laura Rugless, *Vice President for Office for Civil Rights, Title IX Education and Compliance and Title IX Coordinator*

Laura Rugless Date: 11/8/23

Kelly Schweda, *Executive Director for Prevention, Outreach and Education Department*

Kelly Schweda Date: 11/9/23

Dr. Genyne Royal, *Assistant Vice President for Student Life and Engagement*

 Date: 11/17/23

Dr. ShirDonna Lawrence, *Fraternity and Sorority Life Director*

ShirDonna G. Lawrence Date: 11/9/2023