Community Service & Philanthropic Policy for Greek Life STU 2.0

Office of Student Involvement and Leadership

Policy Type: Operational
Applies to: students

POLICY DATES (required)

Issued:
Revised:
Edited:
Reviewed:

One of the foundations for participating in Greek life is giving back to the community through community service. Below are the following guidelines that help to provide a definition for what counts as service.

Table of Contents (optional; suggested for documents 8-10 pages or longer)

Definitions (optional; suggested for terms that have specialized meaning in the policy)

Term	Definition
Service	is defined as hands-on activity in which a chapter has direct interaction with the people they are helping (i.e. painting the house of an elderly person, teaching someone to read, volunteering at a children's center, community clean-ups, etc.) or volunteering at a philanthropic event sponsored and/or organized by another group where work is being completed and the non-profit is the direct beneficiary.
Philanthropy	is defined as a chapter organizing and participating in an activity which raises money or items for a charity or cause (i.e. car wash, party or sports event in which profits go to a charitable organization, canned food drives, etc.) or a straight donation of chapter or individual members' funds.

Policy Details (optional)

A. What Counts as Service

Time and resources (not money) donated to benefit the non-profit directly.

1. The work of each member counts so make sure everyone completes a form.
2. Volunteering at a community service agency (1-hour volunteering = 1 hour of community service for the chapter)
3. Volunteering as a tutor, coach or other service to an educational agency that is not part of a requirement for the department of Education or volunteer receives any kind of payment for the contribution (1-hour tutoring, coaching, etc. = 1hour of community service for the chapter)
4. Donations of such items as clothing, blood, food, furniture (1 bag of clothing, food = 1 hour of community service for the chapter) (1 piece of furniture = 1 hour of community service for the chapter) (1 pint of blood donated = 1 hour of community service for the chapter)
5. Participation in another chapter's philanthropy event (5 hours are granted to the chapter for 5 or more members participating in the other chapter's event)
6. Service to Mount Union where volunteer is not paid or will receive any kind of payment or goods for participation at any time (1 hour of volunteering = 1 hour of community service for the chapter)
7. Walking in or running in any event where that is the main function of the event

Applies to: (*Examples follow*) Faculty, staff, student employees, students, and volunteers

8. Up 'til Dawn participation – writing letters (70 correct letters written = 1 hour of community service for the chapter)

B. What Doesn't Count as Service
1. Meetings for student organizations
2. Serving in a leadership role of any kind
3. Any work study role
4. Donating money (that's philanthropy)
5. Organizing an event (i.e. sports tournament, cook-off, dinner, etc.)

PROCEDURE (required)

Issued:
Revised:
Edited:
Reviewed:

A. Submitting Records
1. Each separate service or philanthropy event should be documented.
2. Chapter forms must be reviewed and signed by the chapter/campus advisor (either advisor, not both) and the chapter's representative for philanthropy or community service.
3. All verification forms must be submitted to the Office of Student Affairs within 10 business days of the service or philanthropy completed; otherwise it will NOT be counted. A copy of the form will then be submitted on the chapter's behalf to the Office of Service-Learning and Community Service.

Responsibilities (required)

Position or Office	Responsibilities
Office of Student Affairs	Place to submit student community service records

Resources (required for any resource referred to in the policy)

Contacts (required)

Position	Office	Telephone	E-mail/URL
VP of Student Affairs	Student Affairs	(330) 823-2243	Student_Affairs@mountunion.edu
Executive Assistant of VP	Student Affairs	(330) 823-2243	Student_Affairs@mountunion.edu

History (required)

All changes must be listed sequentially, including edits and reviews. Note when the policy name or number changes.
Issued:

Revised:

Edited:

Reviewed:

Template updated 00/00/0000