



## **GREEK LETTER PROCEDURES FOR PAINTING CAMPUS TREES & PLOTS**

Any organization wishing to paint or otherwise upgrade a tree or plot on the campus of Bethune-Cookman University must be approved by University administration. Persons or groups who paint or otherwise deface property on the campus of Bethune-Cookman University are subject to disciplinary action. Vandalism is a serious offense (see B-CU student handbook). Permission to paint trees/plots must be approved by the Assistant Dean/Director of Student Involvement, Enrollment Management and Student Development, B-CU's Physical Plant Director, and the Chief of Security.

### **STEPS FOR APPROVAL TO PAINT "GREEK" TREES/PLOTS AT B-CU**

1. Assistant Dean/Director of Student Involvement followed by the VP for Enrollment Management and Student Development must give first level tentative approval after consultation with officers and advisors of the group. There shall be no additions to the plot/tree area unless prior approval is received from the Assistant Dean/Director of Student Involvement;
2. Physical Plant director or designee must approve the paint for use in the project. Water based paint must be used in order to prevent damage to trees and other plant life on campus; A written document of approval must be obtained from the director. This document must be kept at the work site when work is proceeding, in order to allow security officers and University officials to know that the project has official approval.
3. The Chief of Security must arrange with the requesting group a date, time, and place for the work detail.



**APPLICATION FOR APPROVAL TO PAINT/UPGRADE A  
TREE/PLOT OF GREEK LETTER ORGANIZATION**

We, the members of \_\_\_\_\_, wish to paint/upgrade our campus plot/tree, located at \_\_\_\_\_, on the date of \_\_\_\_\_. We have read the associated policy on painting trees/plots and agree to abide by these procedures. We further understand that any violation could result in removal of the area and/or disciplinary actions against the organization.

\_\_\_\_\_  
Chapter President

\_\_\_\_\_  
Advisor

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The group has been approved to proceed with the project. Paints and other materials are cleared as safe for the plants and their immediate environment.

\_\_\_\_\_  
Assistant Dean/Director of Student Involvement

\_\_\_\_\_  
VP for Enrollment Management and Student Development

\_\_\_\_\_  
Director – Physical Plant

\_\_\_\_\_  
Director – Campus Security