



Greek Life

UNIVERSITY OF LOUISIANA MONROE

GREEK LIFE HANDBOOK

Created: April 13, 2015

Revised: August 7, 2023

UNIVERSITY OF LOUISIANA MONROE

GREEK LIFE HANDBOOK

Created: April 13, 2015

Revised: August 7, 2023

The Social Guidelines of the University of Louisiana Monroe Fraternity and Sorority Life includes the provisions that follow and shall apply to all fraternity and sorority entities and all levels of fraternity and sorority membership. The Office of Student Development serves as the University's approving authority and liaison to registered student organizations at ULM. The Vice President for Student Affairs approves the charter rights for new student organizations to exist on campus. The Office of Student Development facilitates the organization's ability to maintain active status and function successfully at ULM.

University recognition of a student organization does not imply control of, support for, or agreement with the organization's purposes, goals, or philosophy. Participation in student organizations is voluntary. However, registered student organizations must abide by all University rules and regulations as well as local, state, and federal laws. Student organization officers and members are expected to know and abide by all regulations for student organizations and for students in general and are subject to the expectations within the *Code of Student Conduct*. When a student is representing their organization both on and off-campus, they are also representing ULM and should remember to act accordingly.

RISK MANAGEMENT POLICIES

I. ALCOHOL AND DRUGS

1. The possession, sale, use, or consumption of ALCOHOLIC BEVERAGES, while on chapter or university premises, or during a council, fraternity, or sorority event, in any situation sponsored or endorsed by the organization, or at any events an observer would associate with the organization must be in compliance with any and all applicable laws of the state, county, city, and the Student Code of Conduct at the University of Louisiana Monroe.

- a. Within the enclosed property of the fraternity house, alcohol may only be consumed by individuals of legal age.
- b. The chapter(s) must comply with third party vendor guidelines for any off-campus social events in which alcohol will be present, (see Social Survival Guide V, for off-campus policies).

2. The purchase and/or use of a bulk quantity or common source(s) of alcoholic beverages, for example, **kegs or cases**, are prohibited.

3. No members, collectively or individually, shall purchase for, serve to, or sell alcoholic beverages to any minor (i.e. those under legal drinking age). If ANY chapter member gives alcohol to ANY MINOR (under 21 years old), the organization will be on social probation for an entire academic year. If the organization violates the probation, the organization will then be on severe sanctions from the Coordinator of Greek Life, Director of Student Development, and the VP of Student Affairs.

4. The possession, sale, or use of any ILLEGAL DRUGS or CONTROLLED SUBSTANCES while on chapter or university premises, during a chapter or council event, or at any event that an observer would associate with the chapter or council is strictly prohibited.

5. All recruitment/intake activities associated with any chapter will be non-alcoholic events.

6. No alcohol shall be present at any new member program, activity, or ritual of the chapter. This includes, but is not limited to, activities associated with initiation, prior to/during/after Neo Shows, crossings, probate shows, new member retreats/chapter retreats etc.

Alcohol Policy for ULM Sponsored Events

ULM Alcohol Policy Link: <https://ulm.edu/osaa/alcoholpolicy.pdf>

- A. University publications or student organizational publications may accept advertisements from alcohol companies or distributors in accordance with the "Guidelines for Campus Marketing of Beverage Alcohol."
- B. Alcoholic beverages may not be distributed free of charge, excluding ticketed events, by an alcohol company or distributor at any University event or under any other circumstances on campus. Any exceptions must be made by the Director of Student Development and the Vice President of Student Affairs.
- C. Anyone representing ULM off-campus or who reasonably could be construed as doing so (e.g. at conferences, seminars, competitions, performances, other activities/events) must behave legally and responsibly regarding the use of alcohol, abiding by the laws and policies of the states and/or institutions where they are visiting. Additionally, all students must adhere to ULM's Student Code of Conduct, even when at an off-campus location.
- D. The possession and consumption of alcoholic beverages in campus residence halls and apartments is not allowed.
- E. Social events sponsored by student organizations must be registered with the Office of Student Development through Wingspan.
- F. Student organizations will assume complete responsibility for off-campus social events including the conduct of any and all participants attending the event. These events must be officially registered with the Office of Student Development through Wingspan.
- G. Any student organization sponsoring a social event where alcoholic beverages will be present must comply with the following:

All Chapter Sponsored Events:

- 1. The possession, use, and/or consumption of alcoholic beverages must be in compliance with any and all applicable laws of the state, parish, city, and University.

2. No alcoholic beverages may be purchased through an organization's treasury, nor may the purchase of alcoholic beverages for members or guests be undertaken or coordinated by any member in the name of or on behalf of the organization.
3. No alcoholic beverages of bulk quantity or common sources (kegs, cases, jungle juice, etc.) may be purchased, accepted as a donation, or used under any circumstances. Providing a common source of any alcoholic beverage - be it beer, alcoholic punch, or an open bar - implies that it is provided by or on behalf of the organization, regardless of who actually purchased it. In addition, no alcohol may be served from common source containers on organization property or at organizational events. This provision also applies to third party vendors. In addition, no alcohol may be served from common source containers on organization property or at organizational events.
4. OPEN PARTIES where alcohol is present – meaning those with unrestricted access by non-members of the organization without specific invitation - are prohibited. Organizations cannot “require” members to be present at a function where alcohol will be served.
5. No members, collectively or individually, shall purchase for, serve to, or sell alcoholic beverages to any minor (i.e., those under legal “drinking age”).
6. No organization may co-sponsor or co-finance a function where alcohol is purchased by any of the host groups or organizations.
7. No member of an organization shall permit, tolerate, encourage, or participate in “drinking games.”
8. The event must be centered around a theme, not alcohol. Organizations are strongly advised to select themes which are considered in good taste and which are not considered to be insensitive to any group.
9. Alcoholic beverages cannot be provided as free awards.
10. Students who are inebriated will not be served alcoholic beverages at the event. University police, university officials, and bar tenders have the authority to turn away any guests that appear intoxicated.
11. Designated drivers are required for all social events where alcoholic beverages are present.
12. Signs or leaflets endorsing the use of alcohol or illegal substances are prohibited and shall not promote nor describe the availability of alcoholic beverages (i.e., BYOB, BYOC, ALL YOU CAN DRINK, KEG BUST, etc.)
13. Events must end by 11 p.m. Sunday through Thursday, and events must end by 1:30 a.m. on Friday or Saturday. Any exceptions must be approved by the Director of Student Development and the Vice President of Student Affairs. Times are subject to change for on campus venues that may have additional time restrictions.

14. Organizations will be held financially responsible for any damage or loss of property that occurs while using the facility. Funds owed to the University as a result of damages to a facility, must be paid within 7 business days of the event.

On-campus Events Only:

1. Proper identification (i.e., a driver's license) is required to be shown and checked by the organizations chapter Advisor, University Official or security. The identification must stay on the person during the event. A means to distinguish those who can/cannot possess and consume alcohol must be implemented (wrist bands, stamps, etc.). These measures help to ensure that only those of legal drinking age are served alcohol.
2. Non-alcoholic beverages (other than water) must be readily available and in sufficient quantities for members and their guests. The non-alcoholic beverages must be displayed in equal prominence along with the alcoholic beverages.
3. An ample supply of non-salty food must be provided at all events where alcohol is present and must be displayed in equal prominence along with the alcoholic beverages.
4. No cover charge (door charge/"walk-up charge") may be imposed at social events where alcohol is present. Only members and invited guests with "pre-ticket" sales are authorized to attend.
5. Only licensed and insured third-party vendors may sell alcohol to participants at a social event; the organization is prohibited from such sales. A fair market value for the alcoholic beverage must be collected by the vendor for each individual drink served and the student organization is not allowed to subsidize the sale (one price for "all you can drink" is not allowed). Third-party vendors must not be associated with the sponsoring organizations(s) (i.e. the vendor cannot be related to a member of the sponsoring organization). Organizations whose national policies require members to sponsor activities utilizing BYOB (Bring Your Own Beverage) instead of licensed third-party vendors are advised to strictly adhere to that policy and its mandates.
6. The University requires organizations to hire a minimum of two uniformed police officers to supervise social events where alcoholic beverages are present. Organizations must complete a Special Events/Parking Request Form from the University Police Department at least two weeks in advance of the event. University Police will determine the final number of officers required, including but not limited to security needs inside of the event, parking, etc. Police (as well as Physical Plant workers) must be paid through cash or check. If UPD is not secured prior to the start of the event, the event is subject to cancellation.
7. Alcoholic beverage consumption must cease 45 minutes before the conclusion of the event.
8. No ice chests are allowed inside the university venues by members or guest of an organization.

ULM ALCOHOL EVENT POLICY CHECKLIST

For a student organization to allow alcohol at an event in a designated on-campus venue on the campus of the University of Louisiana Monroe, the organization must complete the following checklist:

1. Set up a meeting with the Coordinator of Greek Life at least three weeks prior to the scheduled major campus event (i.e. formals, balls, dances, etc.).
2. An approved outside vendor must be secured.
3. A copy of the vendor's alcohol license to sell alcohol "off premises" (away from their primary business location) must be presented to the facilities coordinator and be placed on file in the Office of Student Development (if it is not already) at least one week prior to the event.
4. Only certified Bar Tenders over the age 21 will be allowed to sell or distribute alcoholic beverages. Must have a copy of the bartender's ATC issued bar card.
5. All alcohol must be served from a designated bar area.
6. No outside alcohol will be permitted in an on-campus or off-campus facility. If facility staff identifies outside alcohol on the premise it will be up to their discretion on how the issue is handled.
7. The organization must secure at least one chapter Advisor to verify legal age to consume alcohol and issue wristbands. University Police will determine the total number of officers needed to work the event. Officers must be paid via cash or check prior to the end of the event.
8. Chapter's will be responsible for having wristbands for all individuals that are 21 years of age or older. UPD will need an estimated number of attendees no later than two weeks prior to the event.
9. The Student Organization must have a ULM faculty/staff representative or official alumni advisor present for the duration of the on-campus event.
10. Events must be submitted to and approved by Student Development through Wingspan.

If this policy is not followed and completed in a timely manner, the event will be canceled. All other policies outlined in the student handbook must be followed or the organization risks suspension.

II. HAZING

No chapter, colony, student, or alumni shall conduct nor condone hazing activities under any circumstances.

Hazing activities are defined as:

"Any action taken or situation created, intentionally, whether on or off fraternity or sorority premises, to produce mental or physical discomfort, embarrassment, harassment, or ridicule. Such activities may include but are not limited to the following: use of alcohol; paddling in any form; creation of excessive fatigue; physical and psychological shocks; quests, treasure hunts, scavenger hunts, road trips, or any other such activities carried on outside or inside the confines of the chapter premises; wearing of public

apparel which is conspicuous and not normally in good taste; engaging in public stunts and buffoonery; morally degrading or humiliating games and activities; and any other activities which are not consistent with academic achievement, fraternal law, ritual, policy, or the regulations and policies of University of Louisiana Monroe and Louisiana state law.” It shall be the duty of all student organization members and new members to report immediately, in writing, any violation of this policy to the appropriate institution administrator. Any violation of this policy shall be investigated and appropriate disciplinary action will be taken.

Information on Hazing can be found here:

<https://webservices.ulm.edu/policies/download-policy/753>

III. SEXUAL ABUSE AND HARASSMENT

No fraternity, sorority, or council will tolerate nor condone any form of sexist or sexually abusive behavior on the part of its members, whether physical, mental, or emotional. This is to include any actions that are demeaning to women or men, such as verbal harassment. The chapters and councils will not tolerate sexual assault/harassment in any form. Individuals are also expected to abide by the University of Louisiana Monroe’s Policies. Those may be found here:

<https://www.ulm.edu/titleix/policy.html>

IV. FIRE, HEALTH, AND SAFETY

1. All chapter houses must meet all local fire and health codes and standards. Any chapter may arrange their own source to conduct quarterly fire inspections; however, proper documentation of said inspection must be submitted to the Coordinator of Greek Life no later than the third week of school.

2. Any chapters with a form of housing must have emergency numbers for fire, police, and ambulance posted by common phones and in other locations, and should have posted evacuation routes on the back of the door of each sleeping room.

3. The possession and/or use of firearms or explosive devices of any kind within the confines or premises of any chapter house are expressly forbidden.

4. All fires shall be reported to the Coordinator of Greek Life within 24 hours of incident. Failure to do so will result in a sanction.

5. Please follow the Greek Life Emergency Procedures list that should be hanging in each chapter house in case of Emergency. Greek Life Emergency Procedures can be found here:

<file:///C:/Users/drago/Desktop/Greek%20Life%20Emergency%20Procedures.pdf>

V. EDUCATION

- Each fraternity and sorority shall annually educate its members, new members, and alumni in the University of Louisiana at Monroe Interfraternity Council, Panhellenic Conference, and National Pan-Hellenic Council Risk Management Policies. The policy will be available to all student and alumni members every year, and will be available through the Office of Greek Life.
- All perspective members are required to have a cumulative GPA of 2.5 to be considered eligible to participate in a Recruitment/Intake process.
- All members with a cumulative GPA of 3.0 will not have required study hall hours. Any members with a cumulative GPA of 2.9 and below will still have the mandated 5-8 study hall hours, depending on the range of their cumulative GPA. Members with a 2.9-2.6 GPA will be required to fulfill 5 study hall hours. Members with a 2.5 GPA or lower is be required to fulfill 8 study hall hours. A list of members who will be required to attain study hall hours, will be sent to the chapter president and chapter advisor at the beginning of each semester.
- If a member reaches the President's or the Dean's list, they will not have mandated hours for the upcoming semester.
- All chapters are required to fulfill the mandated 25% chapter attendance at all mandated trainings/forums, such as but are not limited to Title IX training, Hazing forum, Alcohol Awareness, etc.

SOCIAL SURVIVAL GUIDE

ALL SOCIAL EVENTS, ON AND OFF CAMPUS, *MUST BE REGISTERED WITH THE OFFICE OF GREEK LIFE THROUGH WINGSPAN AT LEAST TWO WEEKS/10 BUSINESS DAYS PRIOR TO THE EVENT DATE.* IF TWO GROUPS ARE CO-SPONSORING AN EVENT, ONLY ONE GROUP NEEDS TO REGISTER THE EVENT, BUT IT WILL COUNT AS A SOCIAL EVENT FOR BOTH. CO-SPONSORING FRATERNITIES AND SORORITIES SHARE EQUAL RESPONSIBILITY AND LIABILITY FOR RISK MANAGEMENT/SOCIAL GUIDE POLICY VIOLATIONS. ALL SOCIAL REGISTRATION FORMS WILL BE FOUND IN THE OFFICE OF GREEK LIFE VIOLATIONS OF THIS REGISTRATION PROCESS WILL RESULT IN DISCIPLINARY ACTIONS THAT WILL BE HANDLED BY THE COORDINATOR OF GREEK LIFE. ALL PARTICIPATING ORGANZATIONS MUST BE ACTIVE/RECOGNIZED STUDENT ORGANIZATIONS ON CAMPUS.

I. Event Registration, Description, Allotment, & Schedule

1. All social events, on and off campus, must be registered with the Office of Greek Life through Wingspan at least two weeks/10 business days prior to the event date.
2. A **social event** is defined as a function, event, or gathering hosted by any registered Fraternity and Sorority organization that is inclusive of Fraternity and Sorority members and/or is inclusive of non-Fraternity and non-Sorority participants for any purpose(s) other than that of community service or official business. Regardless of location, it may also be defined as a chapter event if any of the following occur:
 - a. It is registered through the Office of Greek Life.

- b. It can be associated with a specific chapter (or chapters) by a reasonable outside observer.
- c. Chapter members took part in the coordination of the event for the benefit of other members of the chapter.
- d. The event is sponsored, financed, or endorsed by the chapter or its members.

Based on the above criterion, chapters are expected to register the *actual* time of the social event on the registration form in Wingspan.

3. OPEN PARTIES, meaning those with unrestricted access by non-members of the chapter(s), without specific invitation, where alcohol is present, are prohibited.
 - a. “Punches” traditionally affiliated with NPHC organizations, or any organization, are strictly prohibited.
4. Any promotional materials **MUST** be approved by the Office of Greek Life PRIOR to public display, (i.e. social media, flyers, etc.).
5. Each IFC and NPC organization is allotted the following number of social events per semester:
 - a. Registered events: 2 per semester, on/off campus
 - b. Member/Date events: 2 per academic year
 - c. Socials: All chapters are limited to 10 socials, per chapter, per year, on/off campus. It is advised that NPC organizations spread out their allotted 10 socials equally throughout the academic year to avoid over-programming in early Fall. IFC chapters should be flexible and considerate while scheduling socials with NPC organizations.
6. All NPHC organizations will be limited to 4 social per semester – on or off-campus. A partnering event will be considered part of the 4 allowable social events.
 - a. **No organization(s)** may “get around” the social event amount limitations by having graduate chapters, past members, associates, and/or outside Promotional Groups host events. If an association can be observed, the undergraduate group associated with the violation will be sanctioned accordingly.
7. Formally organized social events, (e.g., socials, formals, on/off-campus parties), by a fraternity or sorority may be held **ONLY** between 5:00 p.m. Thursday and 5:00 p.m. Sunday. Organized chapter activities held during the academic week, (5:00 p.m. Sunday through 5:00 p.m. Thursday), may not include formally organized parties held on or off campus and must end before 11:00 p.m. Approval of the requests is at the Office of Greek Life’s discretion. These events may not be held during the same week as a weekend event. All social events must end at 1:30 a.m. The social event should be completely cleared out by 2:00 a.m. Formally organized social events governed by this policy are characterized by one or more of the following:
 - a. Alcohol is present.
 - b. Amplified music by a DJ or live band is used.
 - c. The event formally or informally lasts beyond 9:00 p.m.

This requirement is **not** intended to discourage non-alcoholic events that are supportive of one or more of the following:

- a. The academic mission (e.g., scholarship dinners, educational workshops),
- b. Community service (e.g., philanthropic events, service events)
- c. Chapter development (e.g., internal brotherhoods/sisterhoods)

- d. Fraternity and Sorority community development (e.g. external brotherhoods/sisterhoods, early evening cookouts, bowling nights, kickball games, game nights, skate nights, etc.)

These events should still be registered using the Misc. Social Event Registration Form at least 5 business days in advance. They will not count against your social event allotment. Chapters are encouraged to spread out such events in an attempt to avoid over-programming.

II. Event Guest List

IFC & NPC (1 & 2)

1. IFC and NPC events are limited to ULM students and their guests. A COMPLETE ORIGINAL GUEST LIST must be supplied to the Office of Greek Life at least 2 days in advance of the party. The guest list should include:
 - a. Any member of the chapter(s) sponsoring the event who plan to attend
 - b. Any male/female non-member of the sponsoring chapter(s) who plans to attend
2. IFC & NPC Social event attendees should show valid ID at the door. Anyone of legal age must be given a wrist band, and should present them to the Coordinator of Greek Life 5 days prior to the event/social on campus. Wrist bands must be strictly enforced! Wrist bands are required for socials that are held at the organizations house, if alcohol is present All chapters will be required to scan in all guests through Wingspan Event Pass.

The guest list should be no more than 3 times (3x's) your chapter membership *in addition to* your chapter membership OR fire code capacity, whichever is smallest. (e.g. Alpha Nu Omega has a chapter membership of 50. $50 \times 3 = 150$. There may be no more than 150 guests/non-members + Alpha Nu Omega's 50 members in the house/at the social event *at the same time*. If 10 guests leave, 10 more may enter). Exceeding guest list totals will be dealt with on a case-by-case basis. Please contact the Office of Greek Life if a guest list increase is desired for a larger than average event.

This computer-generated list will also be STRICTLY maintained at the door and each member and non-member will be required to LEGIBLY sign-in. The Guest List Monitor(s) should be listed in the appropriate area on the social event registration form. Only initiated members may serve as Guest List Monitors. If anyone is added to the list at the time of the social event, that list must be turned in by the next business day at 9:00 a.m., **no exceptions**. If the list is not turned in by the designated day and time, sanctions will be given by the Coordinator of Greek Life.

NPHC (3-5)

3. NPHC chapters that sponsor a social event away from campus are obligated to adhere to all local and state laws. It is the responsibility of the sponsoring group(s) to institute measures to assure that minors do not consume alcoholic beverages at off-campus social events as well as ensure the safety of all guests and members.

4. To control the number of attendees, as to not allow the fire code to be exceeded, groups will be provided tickets or wristbands to reach the maximum size allowed by fire code. Once this number is reached, no other patrons will be allowed to enter the facility. For instance, if the fire code capacity of the rented venue is 300, only 300 tickets will be issued at the door for entry. Once that number is reached, late-comers will be refused entry until patrons leave the facility.
5. Only ULM students and their REGISTERED GUEST will be allowed to attend functions on campus. A registered guest is a non-ULM student. ULM ID REQUIRED TO ENTER. NO ENTRY WITHOUT ID. NON-ULM STUDENTS MUST BE ACCOMPANIED BY A ULM-STUDENT, AND WILL PROVIDE DRIVER'S LICENSE OR SOME OTHER FORM OF FEDERALLY RECOGNIZABLE ID.

III. Event Monitors

1. **ALL Fraternity and Sorority Life** organizations should designate at least 5-10-chapter members to monitor the entire event. Number of monitors required will be dependent on the size of the chapter and event.

ALL Fraternity and Sorority Monitors must be identified by wearing clothing, badges, etc. to identify them as such. All Monitors are responsible for the proper management of the social event. They are expected to be on duty for the **ENTIRE** duration of a social event. Monitors will refrain from consumption of alcohol and work with the chapter advisor, chapter leadership, and the University of Louisiana Monroe UPD, when appropriate. Monitors may **ONLY** be initiated members of the organization who are upperclassmen and/or chapter officers. Designated Drivers should be different than those serving as Monitors. Some of the monitors' responsibilities include, but are not limited to:

- a. Controlling entrances and exits.
- b. Seeing that the event is in constant compliance with the ULM Greek Life Risk Management Policies and Social Survival Guide Policies.
- c. Verifying the identity of guests and strictly following the guest list.
- d. Monitoring behavior of event attendees and responsibly reacting in the event an attendee displays inappropriate behavior.

IV. Event Set-Up & Tear-Down Requirements

IFC & NPC (1-6)

1. All events must start and end on time or risk being subject to fines.
2. There may **ONLY** be **ONE** entrance. It is recommended to place event monitors at each additional exit/entrance to regulate guests sneaking into an event.
3. Trash cans must be placed at the entry door and any exit doors. No attendee will be allowed to leave the facility with a drink.
4. Glass bottles are strictly prohibited!

5. A tub/ice chest of bottled water must be visibly seen and provided at every social event. Each chapter should provide enough water for each anticipated attendee, free of charge for all event participants.
6. The chapter or university property must be *completely cleaned* by 10:00 a.m. on the morning after the event.

NPHC (7-15)

7. All events must start and end on time or risk being subject to fines.
8. There may **ONLY** be **ONE** entrance.
9. Trash cans must be placed at the entry door and any exit doors. No attendee will be allowed to leave the facility with a drink
10. A moderate amount of light must be provided at all times in the facility in order to provide enough light for security purposes.
11. If a group wants to strut/stroll, all struts/strolls must be performed in such a manner to not be disrespectful to any other organization or student. Sponsoring group reserves the right to mandate or discontinue their performance and have group escorted from premises at their discretion.
12. Groups are to discourage their DJ from playing music which could incite negative behavior from the crowd. This is not an attempt to dictate music, but certain songs tend to encourage behavior on the dance floor that often leads to pushing and other activities that may lead to a fight or reasons to consider sanctions against the sponsoring group.
13. The use of, distribution of, or consumption of alcohol must be approved prior to the event in order to be permitted at any registered function. (This rule is subject to change)
14. Sponsoring organization(s) **is responsible** for all damages to the premises as a result of the event.
15. Sponsoring organization(s) is strongly encouraged to arrange a designated driver contact list and have it on-hand at all social events.

V. Security

1. Chapters are required to hire security for their social events. All hired security **MUST BE** licensed and bonded security officers. Hired security is not to interfere with any potential UPD patrols unless authorized by UPD. All on-campus events must use UPD as security.
2. University Police Department will provide security at all parties on-campus, (cost covered by sponsoring group). Local Police or Parish Sheriff's department or some other bonded agency, (must be approved by the Coordinator of Greek Life), will be required for security at off-campus events at the ratio of one officer for every 100 expected patrons.

VI. Off-Campus Social Events

1. Out of town, overnight, chapter events where alcohol *may* be present must be registered. A guest list and travel itinerary, including lodging location(s) is required and should be attached to the event registration form. Examples include, but are not limited to: formals, camping trips, overnight float trips, etc.
2. Any registered student organization that sponsors a social event away from campus is obligated to adhere to all local and state laws. It is the responsibility of the business/company to assure that minors do not consume alcoholic beverages within their facility. If the facility finds there to be underage drinking on their property, they have the right to shut down the event.
3. When events are held at third party establishments, the establishment must possess a license for the sale and distribution of alcohol and must agree to comply with a third-party vendor agreement, as determined by the Office of Greek Life. A copy of the third-party vendor agreement must be submitted with the event planning form.
4. The hosting chapter(s) is responsible for the actions of both members and guests at any event.
5. Any event attendees who are transported to an event via chapter sponsored transportation, (i.e. bus), must return via chapter sponsored transportation. Unless in case of an emergency, if this occurs the Coordinator of Greek Life must be notified immediately. Chapter Advisor must be present at all events where alcohol is being served/consumed.

VII. Event Themes

1. Themes for all social functions must be appropriate and must not contain any references to alcohol and should not be derogatory in any way. This also applies to themes for t-shirts. Themes for functions and t-shirts will be reviewed by the Office of Greek Life when registration forms are submitted. Chapters who submit an inappropriate theme will be asked to change the theme or risk not hosting the function at all. Once registered, event themes may not change unless approved by the Office of Greek Life. Any unapproved theme changes will be subject to sanctioning.
2. No organizations may sponsor or co-sponsor any derogatory or sexually-charged events that negatively exhibit males or females. If an organization is found doing this, they will be subject to sanctioning.

VIII. Tailgating

1. Recognized Student organizations may reserve designated spots in the Grove area for a nominal fee of \$100 per season or \$25 per game. Signage will designate each space and RSO'S will get first choice to reserve their same space the next year.

2. Organizations may set up a tent 10' x 15' max or tailgate items starting at noon the day before the event/game.
3. Only radio friendly music with no profanity will be permitted in the Grove area.
4. All organizations must have their areas cleaned and cleared all of trash the day of the event. Organizations will have until noon the next day to remove their letters.
5. No GLASS containers/Bottles will be permitted in the Grove Area.
6. RSOs with less than 10 active members cannot reserve space but may combine with another group and share a reserved space or utilize an "open" space.
7. Reserved spaces will be located around the perimeter of the Grove. No tents are allowed in the open area in front of the stage. (area will be marked off)
8. No vehicles allowed in Grove area except those with passes to drop off food. Vehicles must leave the Grove area once items have been dropped off.
9. Groups next to each other may provide a larger tent utilizing both spaces. Both groups must be in agreement with this arrangement. Be sure when making reservations that groups request spots next to each other.
10. All groups will use their designated spot throughout the football season.
11. Open spaces are available to rent in advance on a weekly basis (\$25 per game) or if space is not rented by 5pm two days before game (Thursday before a Saturday game), those spaces will be on a first come basis on game day.

IX. Attendance Infractions: - Applied if Chapters do not meet the required chapter attendance percentage for events.

- **1st Offense** - \$100 fine per chapter
- **2nd Offense** - \$250 fine per chapter
- **3rd Offense** - \$250 fine per chapter + loss of social/event privileges
- **4th Offense** - \$300 fine per chapter + social probation + potential chapter suspension

X. Potential Sanctions

Sanctions will be issued on a case by case basis at the discretion of the Coordinator of Greek Life, Director of Student Development, & Vice President for Student Affairs.

- Verbal Reprimand
- Written Reprimand
- Community Service – hours to be determined or hours will vary at the discretion of the Coordinator of Greek Life
- Restitution/Fine – Administrative Charge or Monetary Penalty in the amount of damages done or depending on the level & severity of the transgression
- Suspension from Intramural Activities – time-frame to vary at the discretion of the Coordinator of Greek Life
- Social Probation – time-frame to vary at the discretion of the Coordinator of Greek Life
- Revocation of Recruiting/Intake privileges
- Suspension from campus – time-frame to vary at the discretion of the Coordinator of Greek Life
- Additional disciplinary sanctions may/will be imposed by Office of Student Advocacy & Accountability (OSAA) if incident is forwarded to OSSA for Code of Conduct violation