

The Ohio State University Interfraternity Council/ Panhellenic Association Alcohol and Risk Management Policy

Preface

It is the purpose of this University and this Greek Community to promote responsible decisions and healthy choices during the collegiate experience. It is the purpose of this document to preserve the integrity of all fraternity and sorority chapters on campus by setting a level of standards.

In addition to the document, all chapters affiliated with The Ohio State University are expected to adhere to all city, state, and federal laws. In addition, it is an expectation that chapters will follow their National and/or International Policies and Regulations. This policy will be enforced in its entirety by the governing bodies of the InterFraternity Council (referred to herein as "IFC") and the Panhellenic Association (referred to herein as "PHA").

It is the intention of IFC and PHA to promote the safest atmosphere possible for both the chapter members as well as their guests. It is hoped by both councils that this policy will promote, not negate, self-governance by chapters, and limit liabilities.

Article I

Section I: Definition of a Social Function

A social function is defined as any event where alcohol is present. There are currently three distinct types of events:

- A. Type 1: An event that is strictly for members and alumni/families and consists of no invited guests can be defined as a type one social. All type one socials must follow the guidelines of Section II, Section III, and Section IV paragraphs A, B, C1, C2, C3, C4, C5, C7, C8, C9, C10, C11, C13, and C14
- B. Type 2: An event in which each chapter member invites a guest to their house for a social function. This includes formals, date parties, invite parties, or any other event where the ratio of guests to chapter members is equal to or less than 1:1. A type two event must follow the all of the guidelines of Sections II, III, and IV, with the exception of C14.
- C. Type 3: An event where the number of attendees is more than the total of in-house initiated members, and not all persons attending the party are members of the chapter. This includes "after-hours" and "theme-gatherings" (i.e., Halloween, Mardi Gras, etc) TG's, and social Mixers. An invite list must be submitted with this event registration. A type three event must follow all of the guidelines of Sections II, III, and IV, with the exception of C14.
- D. Type 4: An event that is held at a third party vendor and/or location. A type four event must follow the guidelines of Section II, III, and Section IV paragraphs A and B.

Section II: Reporting a Social Function

- A. All events must be registered on the designated IFC/PHA website at www.osugreeks.com. The form must be submitted in full to at least the IFC Chief Justice, the PHA VP Judicial Affairs, the chapter advisor, the Coordinator of Greek Life, the chapter social chair and the president of the chapter submitting the form. In the event that the website is not working, the event must be registered via paper copy (forms may be obtained and must be returned to the Greek life office).
- B. Each individual chapter attending the event is required to register that event for themselves, regardless of where the event is held.
- C. All events must be registered at least five (5) days preceding the event.
 - 1. The deadline for events held on Friday or Saturday is noon on the Monday before the event.
- D. Failure to file a complete Event Registration form may be subject to fines and/or a Judicial Board Hearing.
- E. If for some reason an impromptu event seems as though it may occur at a chapter facility and the chapter believes that it may turn into a Type 3 event, a certain protocol must be followed. It is the chapter's responsibility to immediately contact the Chief Justice of IFC as well as the President of IFC and inform them, as well as take every step to follow the guidelines set forth in Section IV A, B, and C. If occurring more than twice in a quarter, it will result in a trial.

Section III: Time Parameters for an Event

- A. All events must end the distribution of alcohol at 2 a.m. and music must continue for at least one-half hour after the distribution of alcohol has ended.
- B. No event may be scheduled for more than a four (4) hour period of time and no chapter may schedule back to back events.
- C. When a chapter's registered event ends, the chapter may not participate in another event within 3 hours of the end time of the chapter's registered event, social or philanthropic, with the explicit approval by the IFC Chief Justice or PHA VP Judicial Affairs, for IFC or PHA.

Section IV: Alcohol Beverage Management

- A. All alcoholic beverages at events shall be managed according to the following guidelines:
 - 1. The possession, use, and/or consumption of alcohol at an event shall be in full compliance with any and all applicable laws or regulations of the federal, state, and county governments; the City of Columbus; the Interfraternity Council; and the Panhellenic Association.
- B. All events are to be Bring Your Own Beverage or located at a third-party vendor.
 - 1. No member chapter may purchase alcohol with chapter funds, nor may any person, on behalf of the chapter, coordinate the purchase of alcoholic beverages at any event.
- C. Bring Your Own Beverage (BYOB) Guidelines

1. The purchase of alcoholic beverages may not be coordinated through the chapter treasury, by monetary collection (e.g. passing a hat), or by any member of the chapter.
 2. Persons of legal drinking age may bring up to 12 cans of beer.
 3. No bulk quantities of alcohol shall be permitted at any event. This includes, but is not limited to, kegs, 24 pack beer cases, party balls, punch bowls, Jell-O/gelatin shots, or any hard liquor.
 4. No containers greater than 16 ounces, which contain alcohol, are permitted at an event.
 5. No beverage with a 'percent alcohol' greater than 8% may be distributed at the event.
 6. All alcohol brought to a social event shall be accounted for through an alcohol check-in system or a ticket system and all alcohol is to be distributed from one location.
 7. Persons attending shall show proof of age and be marked accordingly, either by an 'O' on the hand or wristband if they are of legal drinking age or an X if they are under age. Identification should also be checked at the central place of alcohol distribution each time a beverage is dispensed.
 8. Open containers of alcoholic beverages shall not be permitted to leave the event.
 9. Each sponsoring IFC/PHA member chapter must provide at least one (1) non-drinking member(s) at the door; two (2) non-drinking members as sober monitors; and one (1) non-drinking, twenty-one-year-old member to distribute alcohol, for a total of four- (4) people per chapter. In the alternative, the one- (1) member to distribute alcohol is unnecessary if a third-party vendor is present. The names of these individuals shall be posted at the door and at the point of alcohol distribution.
 10. Alternate transportation numbers are to be listed at both the door and at the place where alcohol is distributed.
 11. The non-drinking door monitors shall deny access to any person who appears or actually is intoxicated.
 12. Sponsoring chapter members' and guests' names must be recorded by putting their name on a list after the ID check is completed. A pre-determined guest list is strongly encouraged.
 13. Non-salty food and non-alcoholic beverages (other than water) shall be supplied by the hosting chapter(s) for 10% of the expected number of guests and shall be in plain view for the duration of the event.
 14. At type one events where alumni are present, bottles of wine or champagne are permissible. The quantity of wine permitted is limited to one bottle per attendee.
- D. No alcohol is to be present at recruitment events.
- E. No alcohol is to be present at philanthropic events.

Section V: Drug Management

- A. As stated in the Ohio State University Student Code of Conduct, unlawful possession, use, production, distribution, or sale of drugs by any faculty, staff, or student is prohibited on university property or as any part of university activities.

Section VI: Police Intervention

- A. If the police intervene in an event held at a chapter house, annex, or third party location, the IFC Chief Justice and/or PHA Vice President of Judicial Affairs must be contacted within 24 hours. A mediation will then be scheduled between the President, Vice President, Social Chair, IFC Chief Justice, PHA Vice President of Judicial Affairs, and Greek Life. This will be to discuss the incident, along with determining the role of IFC and/or PHA in the situation.
 - 1. An annex is defined as a place of residence where more than two members of a Greek organization reside.

Article II

Section I: Risk Management Committee and Enforcement

- A. Refer to the respective council's bylaws for the Risk Management Committee guidelines.

Section II: Education

- A. Each member chapter of IFC and PHA must administer the Risk Management Policy test during each Autumn and Spring quarter before the fifth week of the quarter and turn the results in to the IFC Chief Justice or PHA VP Judicial Affairs.
- B. Two-thirds (67%) of the chapter's membership must be present at the educational training.
- C. All New Members are required to go through an educational session on the policy during their new member period.
- D. If a chapter does not comply with parts A, B and C the chapter will be placed on social probation until the educational training is completed.

Section III: Alcohol-Related Infractions

- A. There will be three (3) levels of infractions.
- B. Level One infractions are the failure to:
 - 1. Post all signs listed in Article I.
 - 2. Have an invite list submitted and present at the event.
 - 3. Have a non-alcoholic beverage present.
 - 4. Have a non-salty food present.
 - 5. Register the function on time, as stated in Article I.
 - 6. Have an invite list submitted on time, as stated in Article I.
- C. Any Level One violation will result in a \$25 fine per violation. If four or more of these violations occur at any one event that chapter(s) will face a judicial hearing, in addition to the fines.

- D. Level Two infractions are the failure to:
1. Admitting people with open alcohol containers.
 2. Allowing those with open containers of alcohol to leave the event.
 3. Failure to have a sober door monitor checking ID's
 4. Failure to check IDs and properly mark everyone at the party either over or under.
 5. Minor Harassment of RMC at the discretion of the RMC and the respective governing board.
- E. Any Level Two violations will result in a \$50 fine, per violation. If two or more of these violations occur at one event then the chapter(s) will face a judicial hearing in place of the fines.
- F. Level Three infractions are the failure to:
1. Allowing those under the age of 21 to either bring in or consume alcohol.
 2. Failure to admit RMC into the event.
 3. Major Harassment at the discretion of the RMC and the respective governing board.
 4. Have at any time throughout the party an unattended alcohol distribution point.
 5. Failure to have a sober, overage bartender for each fraternity attending the event, unless there is a third party vendor.
 6. Failure to follow BYOB policy, which includes, but is not limited to:
 - a. Having unopened cases of beer not in the serving bin.
 - b. BYOB ticket system not being used.
 7. Failure to register an event.
 8. Failure to submit a guest list within 24 hours of the event.
- G. Any Level Three violations will result in a judicial hearing by the appropriate judicial commission.

Section IV: Greek Judicial Commission

- A. If there are joint functions and joint violations then a Greek Judicial Commission (GJC) will preside over the hearing. The GJC shall be comprised of two members of the PHA Judicial Commission; two members of the IFC Judicial Commission; as well as the Chief Justices of both the PHA Judicial Commission and the IFC Judicial Commission. One of the Chief Justices will serve as the Chief Justice of the hearing. The Chief Justice to preside will be determined by whom the hearing is for. If the hearing is for a Fraternity, PHA's Chief Justice will as the Chief Justice and has no vote in the hearing. Likewise if the hearing is for a Sorority then IFC's Chief Justice will serve as the Chief Justice for the hearing and have no vote in the hearing. All hearing procedures are detailed in the Constitution and By-Laws for the Men and in the Manual of Information (NPC) for the Women. The final decision for the women's chapters will be decided by PHA and IFC will make decisions for men's chapters

Article III

Section I: Hazing

- A. No chapter, colony, student or alumnus shall conduct nor condone hazing activities.
- B. Hazing activities are those defined as:

1. Any action taken or situation created, intentionally, whether on or off fraternity 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 such activities carried on outside or inside the confines of the chapter house; 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; or any other activities which are not consistent with academic achievement, fraternal law, ritual or policy or the regulations and policies of the educational institution, or applicable state law.

Section II: Sexual Abuse & Harassment

- A. The Greek community will not tolerate or condone any sexually abusive behavior on the part of its members, whether physical, mental or emotional. This is to include any actions which are demeaning to women and men, including but not limited to, date rape, gang rape or verbal harassment.

Section III: Fire, Health & Safety

- A. All chapter houses should meet all local fire and health codes and standards.
- B. All chapters should have posted by common phones emergency numbers for fire, police and ambulance and should have evacuation routes from chapter houses, common areas and sleeping rooms posted in said areas and on the back door of each sleeping room.
- C. All chapters should comply with engineering recommendations as reported by the insurance company.

Section VI: Violation of the Non-Alcoholic Polices

- A. Any violation of the non-alcoholic policy will be followed up with by an infraction letter and mediation. Any incident that is not resolved at mediation shall be taken to a judicial hearing.