



University of Cincinnati
Division of Student Affairs
Student Activities & Leadership Development
455 Steger Student Life Center
PO Box 210136
Cincinnati, OH 45221-0136

Phone: 513-556-6115
Fax: 513-556-6077
Web: greeklife.uc.edu

Fraternity & Sorority Life Community Guidelines

INTRODUCTION

The University of Cincinnati Greek community is committed to cultivating the intellectual, social, and ethical development of our members in an environment of freedom with responsibility. Fraternities/sororities and their members are afforded the responsibility and autonomy to practice these policies. Peer accountability and self-governance are key principles of the student leadership experience. However, as students of the University of Cincinnati, members of a university student organization, and members of a national fraternity/sorority, you've the privilege of self-governance, not the right. If you fail to uphold these guidelines and/or your organizational policies, you run the risk of jeopardizing this privilege. Your chapter's charter is a franchise license, and your recognition as a university student organization is conditional. *Act with integrity, respect for others, and common sense; **know and follow these policies.***

The Fraternity and Sorority Community Guidelines manual is an educational document intended to guide individual fraternities and sororities in maintaining recognition under the University of Cincinnati Recognition Policy and to outline harm reduction practices for events hosted by independent fraternities and sororities. Fraternity and Sorority organizations are recognized student organizations and as such agree to comply with university rules, including the [Student Organization Handbook](#), the [Student Code of Conduct](#), National/Chapter Policies, and local, state, and federal laws.

COMMUNITY EXPECTATIONS

Students at University of Cincinnati are expected to conduct themselves in a manner supportive of the educational mission of the institution. Integrity, respect for the person and property of others and a commitment to intellectual and personal growth in a diverse population are values deemed fundamental to membership in this University community.

The following basic expectations for fraternity and sorority members have been established:

1. I will know and understand the ideals expressed in my chapter ritual and will strive to incorporate them in my daily life.
2. I will respect the health and safety of all human beings.
3. I will support a positive new member education program that is alcohol free.
4. I will not harm or threaten the mental health and safety of any person or persons, or bring physically harm or threaten physical harm to any person or persons, including but not limited to assault, sexual abuse, other forms of physical abuse, drug or alcohol abuse, and other forms of destructive behavior.
5. I will not allow theft of or damage to chapter, personal, University or public property or services or illegal possession or use of the same.

6. I will not use nor support the illegal purchase, use, possession or distribution of alcohol, drugs or controlled substances.
7. I will acknowledge that a clean and attractive environment is essential to both physical and mental health; therefore, I will do my best to see that the chapter property is properly cleaned and maintained.
8. I will not tolerate or condone any form of sexually abusive behavior on the part of my chapter or community members, whether physical, mental, or emotional. This is to include any actions, which are demeaning to any person or persons including but not limited to sexual assault or verbal harassment. Culpability is not diminished for acts in violation of this Code that are committed in ignorance of the Code or under the influence of alcohol, illegal drugs or improper use of controlled substances.

OPERATIONS

Official Recognition

ALL Fraternity & Sorority Organizations **MUST** register with the Office of Student Activities and Leadership Development through CampusLINK during the Fall Semester EVERY YEAR within the first 30 days of the semester.

Registration information that each student organizations should submit includes:

1. Updated Officer and Advisor information
2. Updated roster (must include student's university email address and university M number)
3. Constitution and Bylaws (mandatory for new student organization applications; returning organizations should re-submit only if updates have been made to the document)
4. Current Certificate of Liability Insurance

The chapter president and at least one other officer as determined by the individual chapter must attend the designated Fraternity& Sorority Life Student Organization Training Workshops.

Advising

The University of Cincinnati strongly supports the contributions that inter/national headquarters make to the Fraternity and Sorority community and the University. We feel that it is essential for each chapter to work closely with the representatives of their inter/national organizations to exemplify the ideals and values of those organizations within the Fraternity and Sorority and campus communities.

To this end, it is expected that:

- A. Each chapter must have an alumni advisor and/or team in accordance with the structure prescribed by the national organization.
- B. At minimum, the alumni advisor team will oversee the following areas: recruitment, standards, finances, scholarship, and chapter operations.
- C. For those organizations with facilities, the alumni advisor team shall include a liaison with the House Corporation or an individual otherwise responsible for advising issues relating to chapter facilities.

D. Alumni advisors and members of alumni advisor teams are expected and encouraged to meet regularly with Fraternity and Sorority Life staff and participate in programs sponsored by the University specifically for Fraternity and Sorority chapter advisors.

E. In accordance with the registration procedures for student organizations, each chapter must have a designated faculty/staff advisor to serve as a campus resource and assist with events and chapter operations.

Roster and Officer Information

Fraternity & Sorority Life will review roster and officer information regularly in accordance with published semester deadlines for official submission to be posted no less than thirty (30) days prior to the review. Each organization is responsible to meet published deadlines in regard to registration. In the event of additional changes, chapters are expected to notify F&S Life and their respective council no more than seven (7) days after any change occurs.

Recruitment and Intake

Recruitment and intake process and policies are governed by both Fraternity & Sorority Life Policy & Procedure and Council Bylaws. All organizations must submit new member education programs on or before the posted date each term in accordance, no less than two weeks prior to the first day of your recruitment/intake window. ALL New Members are expected to attend the New Member Welcome held each fall. Participation should be included in the New/Member Development calendar.

All organizations must submit names of aspirant and/or actual new members as outlined below.

IFC: All IFC recruitment activities are guided by the NIC Standard of 365-recruitment. Each term, IFC will identify a Showcase week, to take place no more than six weeks after the opening of the term. Potential members must be matriculating students at the University of Cincinnati, which begins the first day of classes during each term.

- New Member Rosters must be submitted within seven (7) days of the final day of Showcase Week via Campus *LINK*.
- New Member information for additions made after the final day of Showcase Week must be submitted within seven (7) days of the bid being accepted via Campus *LINK*

CPH: All College Panhellenic recruitment activities are governed by NPC Unanimous Agreements and conducted in accordance with NPC Standards. Panhellenic Recruitment Rules are reviewed annually and published no later than July 1st each calendar year.

- New member rosters are verified within seven (7) calendar days of formal recruitment via ICS lists.
- New members added through Continuous Open Recruitment must be submitted within 24 hours of a signed bid via Campus *LINK* and a COBABA form.

NPHC: Intake processes are conducted in accordance with the Fraternity & Sorority Life Membership Intake Policy. All New Members must attend an NPHC New Member Orientation within one semester of initiation.

Scholarship and Academic Performance

It is assumed that a student at University of Cincinnati, by virtue of enrollment, is here primarily for an education. Accordingly, it is expected that the basic academic relationship between the student and the University will be enhanced,

and not altered, by a student's membership in a Fraternity or Sorority. It should be a primary goal of all Fraternities and Sororities to lead in the effort to promote academic success.

To this end, chapters are expected to:

- A. Establish standards of academic performance for both current and new/prospective members.
 - a. All **chapters** will be expected to maintain a minimum semester GPA of 2.3 and/or meet the minimum academic and membership standards of their respective affiliated council and inter/national affiliation, with deference to the more stringent policy.
 - b. All **members** within student organizations must be a matriculating student at the University of Cincinnati and maintain a *minimum* 2.3 grade point average (or higher if required by individual chapter standards).
- B. Demonstrate support of academic success in the larger University community by providing programming which focuses on academic skills and strategies. Chapters are urged to take advantage of educational programs and services, such as the University Center for Academic Excellence, Supplemental Instruction Sessions, and the Writing Resource Center.

A chapter that fails to meet the minimum standard for Fraternity and Sorority organizations (2.3 semester GPA or higher as defined by council expectations) will face the following sanctions:

Semester 1: Chapter will be placed on academic probation and required to submit academic improvement plan.

Semester 2: Social privileges will be withheld, continued academic probation, and required to submit enhanced academic improvement plan.

Semester 3: Chapter recognition suspended at the discretion of Fraternity and Sorority Life.

Event Planning

As a registered student organization, Fraternities/Sororities have the privilege of utilizing on campus space for events. Any on campus event should be planned and facilitated in accordance with [Campus and Event Services](#) requirements and the [Student Event Guide](#).

UC Branding and Licensing

As a registered student organization, Fraternities/Sororities have the privilege of utilizing trademarks of the University. A trademark is a word, phrase, symbol or design, or a combination of words, phrases, symbols or designs, that identifies and distinguishes the University of Cincinnati. Merchandise designs must be approved in advance. Examples include but are not limited to: Stationary, T-shirts, Posters, Give-a-ways, Marketing/information brochures. Merchandise with trademarks may only be ordered from licensed vendors <http://www.uc.edu/licensing/licensees.html>. Additional FAQ's and are available in the [Resources](#) area of the Greek Life website.

Printing Services

As a registered student organization, Fraternities/Sororities have the privilege of utilizing [Printing and Duplicating Services](#) for any printing or mailing needs. You are responsible to contact the department directly; however the payment is

processed through the F&S Life Advisor. Payment is made directly to Fraternity & Sorority Life and is due within seven (7) days of receipt of invoice.

Transportation Requests

As a registered student organization, Fraternities/Sororities have the privilege of utilizing campus transportation to assist in travel if desired. These are processed through the F&S Life Advisor and require a minimum of a 21 day notice. Payment is made directly to Fraternity & Sorority Life and is due 72 hours prior to travel. Additional costs incurred as a result of the trip is due within seven (7) days of receipt of invoice.

For the new transportation request form, click [here](#)

NOTE: As of January 11, 2013, all vehicle driver's MUST take an ONLINE defensive driver's training. To access the test, go to <http://ehs.uc.edu/itc/> Under TRAINING WE OFFER, click on "All Courses", then click on "Defensive Driving Course (on Line)".

Be sure to click directly on Quiz to get to the test. Transportation Services will check to make sure that the listed drivers of the vehicles have taken and passed the online training course. The course with quizzes takes about an hour to complete. Questions can be directed to the resources listed on the course itself.

Vehicle request forms cannot be submitted without the driver's listed on the form having already taken the driver's test. PRINT copies of forms and submit to Fraternity & Sorority Life (671 Steger Student Life Center).

Travel Policy

Campus Policy – Students traveling outside of a 100 mile radius, overnight or for academic credit are required to submit the travel authorization form if funded by university.

How does this apply to Greek organizations?

- ALL organizations should submit a travel authorization form to notify F&S Life if they are traveling outside the 100 mile radius or overnight.
- ALL organizations are *strongly encouraged* to notify F&S Life any time you are traveling.
- The Travel Authorization form is located in the [RESOURCE CENTER](#) under Resources and can be dropped off to the Greek Life Office.

It is encouraged that registered organizations utilize hired transportation. In the event that an organization utilizes private transportation, documentation of driver's license and proof of insurance should be submitted with the travel authorization.

SMART RISK MANAGEMENT

The University of Cincinnati expects all of its fraternities/sororities to exercise smart risk management and harm reduction principles. Smart risk management reduces the likelihood of accidents, reduces liability and insurance costs, and helps to make sure incidents are handled properly. **The aim is to keep students safe and ensure the longevity of our fraternities and sororities.**

This is a brief but comprehensive outline of risk management rules and best practices for University of Cincinnati fraternities/sororities. It is a reflection of university rules and many national fraternity/sorority risk management expectations (guidelines). The Fraternal Information & Programming Group (FIPG) publishes a risk management guide that

summarizes these national fraternity/sorority risk management expectations. This policy is also a reflection of the FIPG policy guide which is the base expectation for ALL Fraternity & Sororities at University of Cincinnati. Keep in mind that your individual organization may have more restrictive policies and you are expected to adhere to the more stringent policy.

Smart Risk Management is a summary of the many different rules and best practices for University of Cincinnati fraternities/sororities. Specific risk management, liability, insurance, or other legal questions should be addressed on a case by case basis and may require consultation with the university's Office of Judicial Affairs or General Counsel, individual national fraternities/sororities, or other legal counsel. This document is by no means the end-all-be-all for risk management, and certainly cannot account for all possible questions.

Safe Social Events

Follow all local, state, and federal laws (alcohol, drugs, controlled substances, firearms, sexual conduct, violence, and so on). Confirm with your House Corporation, house board, advisors, or landlord that you can have an event (especially if on your property) and they are clear and OK with the event plans.

Events MUST, at minimum, be planned in accordance with the [FIPG Risk Management Policy](#) (current version January, 2013). Adherence to your national expectations is also required and deference will be to the more stringent policy. Both the FIPG Policy and FIPG Manual are available for review on the Go Greek Website. The University expectations (as outlined by FIPG), define an event as any activity *“while on chapter premises or during a fraternity event, in any situation sponsored or endorsed by the chapter, or at any event an observer would associate with the fraternity.”*

Alumni and parents events are subject to these same guidelines.

All these guidelines apply whether or not you “registered” your social event with your national fraternity/sorority. There is no distinction between a registered or un-registered social event.

Alcohol

Possession, use, sale, and consumption of alcohol must be in accordance with all local, state, and federal laws. Only people 21 or older should drink.

- **NO** open parties.
- Common-container alcohol (punch bowls, kegs, etc.) is prohibited at chapter houses.
- **All recruitment, pledge, and new member activities should be alcohol-free.** Member should not show up to these activities intoxicated.
- No drinking games, beer bongs or funnels, keg stands, and other “high-risk” drinking.
- 100 proof or higher alcohol is always prohibited.
- **No chapter funds are to be used for purchase of alcohol.** This includes coordinated purchasing by a collection fund, “passing the hat,” “slush fund,” or having all members bring a case of beer, etc.
- **Events with alcohol should be either BYOB or “third party vendor”.** Having a third party vendor means going to a third party location (restaurant, bar, banquet center, etc.) where that establishment sells and serves the alcohol, or having a third party setup on your property and handle the sale and distribution of alcohol.
- **Sale of alcohol directly through the chapter is prohibited.** So a fraternity/sorority should not sell beer tickets, charge admission, accept donations, etc. And a third party vendor should not setup on your property, and then your members sell and distribute the alcohol.
- **Don’t serve alcohol the people visibly intoxicated.**
- Food and non-alcoholic beverages should be available when alcohol is being served.

Parent and alumni events (Homecoming, for example) should be held to these same expectations. Alcohol awareness and these rules should be a part of new member and member education.

Drugs and Controlled Substances

Possession, use, sale, and consumption of illegal drugs or controlled substances (such as prescription drugs) at fraternity/sorority events, on chapter property or in fraternity/sorority facilities, or by members is strictly prohibited.

If non-members possess, use, abuse, sell, or consume illegal drugs or controlled substances at a fraternity/sorority event, on chapter property or in fraternity/sorority facilities, notify local law enforcement or the university (other reason not to have open parties). **A fraternity/sorority will not be in trouble for discovering such activity and appropriately dealing with it.**

Firearms

Firearms—including bee bee, pellet, or air guns—and other weapons and explosives should not be *kept or permitted* at fraternity/sorority events, on chapter property or in fraternity/sorority facilities.

Sexual Conduct and Violence

The Sexual Assault Survivor Advocate, [Ashley Rouster](#), and the [Reclaim Peer Advocate](#) program provide free support and advocacy services to survivors of sexual and gender-based violence. These services are protected by limited confidentiality. Services included individual crisis intervention and advocacy. Reclaim advocates informs survivors of all options available to the survivor including follow-up care and support and reporting options (both reporting to police and making a Title IX report to the University). Should there be a report made either to the police, Title IX and/or to the University, Reclaim advocates can provide survivors advocacy throughout the process to ensure the survivor is informed, empowered and supported.

Health & Wellness

[Counseling & Psychological Services](#) (CAPS) is a professional counseling office within Student Affairs. We provide counseling, outreach programs, and related services for UC students and those concerned about their welfare. We help students address and resolve personal issues so that they can make the most of their educational opportunities at the University. CAPS is located at 225 Calhoun Street, Suite 200, Cincinnati Ohio 45219. Phone: [513-556-0648](tel:513-556-0648)

Crisis Management

You should never hesitate to call 911 when an individual's appearance or conduct would reasonably cause one to be concerned for another's well-being. Students should assist another in receiving appropriate medical care or otherwise reporting an incident, even if the student who is assisting was a contributing factor to the cause of the emergency. *Don't be a bystander.* The Fraternity & Sorority Life Professional Staff is also accessible to assist in responding to a crisis.

Incident Reporting and Judicial Process

Fraternities & Sororities are bound by the Standards of Conduct for Recognized Student Organizations. Peer-judicial processes are defined for fraternities/sororities, governing councils, and honor societies. The university will work with student organizations to see that peer-judicial processes are followed appropriately.

As outlined by the Standards of Conduct, the university may determine in some instances that it must handle judicial matters. For incidents involving hazing, sexual assault, violence, serious injury or death, the university will investigate.

ANY member of the University Community may file a concern or complaint regarding a Fraternity or Sorority Organization via CampusLINK.

A national fraternity/sorority has its own judicial or conduct process to handle members and chapters that fail to uphold its financial or personal conduct responsibilities. Students need to know that it is entirely within the power (and frankly should be expected) of a national fraternity/sorority to hold its members and chapters to their responsibilities, and may charge advisors and alumni volunteers to dismiss members, “member review” or re-organize a chapter, or close a chapter entirely.

HAZING

Hazing is not acceptable. It is illegal. It can seem relatively harmless—sometimes just a waste time. But it can also be extremely dangerous and result in serious injury or death.

Hazing is any activity expected of someone joining or participating in a group that humiliates, degrades, abuses, or endangers them regardless of a person’s willingness to participate.

The University of Cincinnati Student Code of Conduct and [Board of Trustees University Rules](#) define and prohibit hazing. There are rather exhaustive lists of what activities are, or could be considered, hazing. **Every national fraternity/sorority, governing conference, and national honor society has a no hazing policy.**

The laws of the state of Ohio and the University of Cincinnati policies concerning hazing shall be observed.

Hazing shall be defined as participating in or allowing any act or coercing another, including the victim, to do any act that creates a substantial risk of causing mental or physical harm to any person. A forced or coerced activity shall also be considered hazing when the initiation or administration into, or continued affiliation with, a university organization is directly or indirectly conditional upon performing the activity. In no event shall the willingness of an individual to participate in such an activity serve as defense in cases of hazing.

A hazing incident may be reported by anyone; a person who the activity directly affected, a person who was involved in the incident; faculty/staff, parents, friends, or community members. If you have witnessed or have knowledge of a possible hazing incident, please report the incident.

ANY member of the University Community may file an anonymous concern or complaint regarding hazing via CampusLINK. Your report will result in an investigation regardless of whether or not you choose to submit your name and contact information. Should you choose to submit your name and contact information, you may be contacted for a confidential interview so the appropriate Administrator may gather additional information from regarding your incident report.

Our goal is to end hazing so we don’t want you to be fearful of reporting it. If you have been involved in a hazing incident and/or your chapter has been involved, you may be exonerated from any past actions as long as you report the incident yourself and work with Fraternity & Sorority Life to correct the issue within your chapter. The purpose of the Office is to educate you and your chapter on how to accomplish goals and have safe and enjoyable activities which do not compromise principles or respect for individuals. If you report yourself or your chapter, you will not be exonerated from future hazing actions.

A note about Hazing

If you have to ask if an activity is hazing, then it probably is. Think of this another way: would you videotape your new member activities and feel entirely comfortable sending that videotape to your national fraternity/sorority HQ, showing it to your parents, or even posting it online without being able to explain what was going on?

Stunts and buffoonery, degradation and humiliation, servitude, forced alcohol, other beverage or food consumption, paddling, other physical abuse, calisthenics, sleep deprivation, and so on should never be part of pledge, new member, or member education. Generally speaking, you should not do scavenger hunts as new member or member activities. The problem is that all too often they turn into a mess: alcohol is included, members are drunk, things are stolen, the hunt is obscene and offensive, people even get hurt (for example, running across the street in the dark, in the middle of the night, and getting hit by a car).

Downsides of hazing: Death, serious injury, arrest, litigation, imprisonment, kicked out of school. Poor academics. Degenerative social development and poor non-fraternity/sorority relationships. Can negatively affect recruitment (you haze, it's likely that you'll recruit people that all they want to do is haze and jeopardize the future of your fraternity/sorority). Poor retention—who wants to be treated like garbage, screwed around with, and pulled away from the other important things in life? **“Us versus Them” mentality and the age-old apathy problem.** If everything is “frontloaded” (that is, there's mass stuff to do when you're a pledge or new member) then you're initiated and “earned” it, what's left for you to do?

New members can still “earn it,” prove themselves, gain a respect and appreciation for the fraternity/sorority and its members, and bond, **by doing the stuff that actually matters:** Real leadership (integrity, inspiring, transparent, honest, positive, selfless, giving, supportive, and ambitious). Get good grades and succeed academically. Study abroad, serve the community, and give back. Work a job (or 2), and pay your way through school. Learn the real history and tradition of fraternity/sorority. Learn the real history and tradition of the University of Cincinnati, our fraternity/sorority community, and other fraternities/sororities. Learn business operations, network, professional development, etiquette. Healthy living experiences to relax, stay in shape, and reduce stress. Healthy competition: Greek Week, intramurals, step/stroll shows, and so on. Safe and smart socializing.

One of the best ways to relieve any concerns of hazing in your fraternity/sorority—to assure recruits, potential new members, parents, family, campus or community stakeholders that you're not hazing—is to **publish your new member education program**. This should outline, written, every step of the pledge, new member, or intake process from the point a potential member receives a formal invitation to the point they're initiated. Nothing should be left to guess. This will require you to think critically about your pledge, new member, or intake education, and spell out a detailed, creative, and meaningful no-hazing education. Make it public. Give it to recruits. Give it to your new members. Give it to all your members. Give it to parents. Give it to your alumni. Give it to your national fraternity/sorority. Give it to your governing council. Give it to the university. You can still keep the real, esoteric, ritual of your fraternity/sorority “secret” if it's *real* ritual (in your ritual manuals, unspoken meanings and insignia).