

Social Event Guide for Fraternities and Sororities

Purpose: To outline the University rules and expectations regarding social events, organized, planned, or facilitated by fraternities and sororities which, if violated, will be considered violations of the University's Code of Conduct.

Definition of a Social: Any social event, function or gathering organized, sponsored, or endorsed by the chapter, or any event that would reasonably be construed to be an organizational activity.

University Rules and Expectations

- To limit large unorganized and disruptive gatherings, each chapter is limited to host or co-host a total of 10 registered socials per semester, with or without alcohol.
- Registered social events cannot be longer than 4 hours in length, and consecutive social events cannot be registered within 24 hours of each other. There may be allowable exceptions for special events; chapter leadership must request and gain approval for exceptions from their assigned Coordinator in the Office of Fraternity and Sorority Compliance.
- A minimum of 1 member of the executive leadership from the host chapters must remain sober before, during, and after the social.
- A minimum of 1 chapter member monitor from each host for each 25 guests must remain sober before, during, and after the social.
- If the event venue is a fraternity house, Compliance Coordinators must be permitted immediate access to chapter common areas as per the Relationship Statement.
- "Daylong" social events are prohibited.
- All events must abide by local, state, and federal laws, in addition to the University's Code of Conduct.

Capacity Management

- The hosting organizations must abide by all regulations of the Centre Region Code Office, particularly:
 - They must limit attendance of socials (whether indoor, outdoor, or both) to the stated capacity of house, and, furthermore, the stated capacity for each common space.
 - Each chapter must submit a guest list on the social registration application, or to their OFSC coach, prior to their event.
 - Chapters must always abide by all fire safety regulations.
 - Chapters wishing to install temporary fencing (minimum height of 6 foot) are required to contact the borough for a permit.

Alcohol Regulations

- Alcohol must be distributed according to all Federal, State, and Local laws as well as by RAMP regulations.
- The only location from which alcohol may be served or obtained during a social event is a single bar that is staffed by the RAMP trained servers who were listed on the event registration.
- Alcoholic beverages are not permitted to be consumed in private areas; evidence of

members or guests consuming alcohol in private spaces, including individual rooms, will be considered an organizational violation.

- Beverages should not move between common and private areas.
- All servers must have a valid RAMP training certificate on file with the OFSC.
- All servers must remain sober before and during the event.
- New members are not permitted to serve alcohol during their first semester of membership.
- Beverages may not be permitted to enter or exit the facility (or the property for outdoor functions) unless the event is registered as a BYOB function.
- Only beer and wine may be served. Exceptions for champagne or other alternative types of alcohol will need to be requested and approved by OFSC.
- No kegs or other mass consumption containers are permitted.

Risk mitigation educational programs:

- Chapter leadership attendance at mandatory risk management training is required each semester.
- Executive leadership and event monitors must complete Fraternity and Sorority Event Monitor Training prior to their first social.

Social Registration Process

The following process must be followed for a fraternity or sorority to host social events.

1. A Social Registration Approval Form must be submitted to the Office of Fraternity and Sorority Compliance (OFSC) via OrgCentral no later than 11:59pm, Wednesday of the week prior to the event. For example: a chapter wishing to host a social on September 1st, 2018, will need to submit a Social Registration Approval Form no later than 11:59pm on Wednesday, August 22nd. To allow for proper review procedures and proper planning, late submissions will not be accepted unless extenuating circumstances exist.
2. OFSC will then review all aspects of the application in addition to the Chapter's risk management plan and may conduct a pre-event conference with appropriate chapter leadership.
3. The chapter will be notified of either approval or denial of the event application at least 72 hours prior to the planned event unless extenuating circumstances dictate otherwise.
4. Approved registrations will be counted towards the allotted chapter maximum of 10 socials.
5. Cancellations of socials must be submitted to OFSC no later than 8 hours prior to the start of the event. Cancellations received less than 8 hours prior to the start of the event will be counted towards the allotted chapter maximum of 10 socials unless extenuating circumstances exist.

Social Monitoring and Assessment Process

Compliance Coordinators (CCs) have responsibility for conducting random visits to

fraternity/sorority facilities and the events or functions that happen within them and often will provide follow up feedback to chapters as well as appropriate university offices.

- CCs must be allowed access to any common areas, as defined by the Relationship Statement. CCs may ask for an officer or a member of the risk management team. However, it is the expectation that any member of the hosting organization allows the CCs immediate access to common spaces.
- It is not required that the President greet the CCs.
- While at the facility, the CC's will typically share any concerns they observed related to the Code of Conduct, University Expectations, or the chapter's risk management plan.
- CCs will document their observations and will share observations with the Office of Student Conduct and the Office of Fraternity and Sorority Life, as appropriate.

Special Notes:

The requirements set forth herein define the requirements that must be met for PSU recognized sororities and fraternities to hold social events. These procedures and requirements constitute the minimum standards that must be met.

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- Fraternity and sorority organizations may adopt procedures and requirements that are more stringent.
 - Organizations should be cognizant of their national organization's regulations and expectations as well as be aware that perceived violations of such may be communicated by the University to the national organization.
 - Permission by the University to conduct any activity or event covered by these procedures and requirements does not release the student, organization, or sponsor from responsibility under applicable laws governing the activity/event.
 - Organizations and/or sponsors are not agents of the University and have no authority to make any representations or undertake any actions or contracts on behalf of The Pennsylvania State University.
 - Nothing in these procedures and requirements shall operate or be interpreted as assumption of liability by The Pennsylvania State University for any injury, damage, or loss caused by any student's, sponsor's, or organization's failure to comply with these procedures and requirements. Each student, organization, and sponsor are responsible for being informed of and observing applicable laws.
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