

**Stockton University
Fraternity & Sorority Life**



GET INVOLVED
Fraternity & Sorority Life

**Handbook
2022-2023**

Chapter officers are responsible for the education of members, including new members and alumni/alumnae of the following handbook and its contents. A lack of awareness does not relieve responsibility.

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Mission

We serve to develop students in the areas of civic responsibility, leadership development, and personal growth. We strive to foster an environment that expects, encourages, and rewards academic excellence. We strive to empower students to make a positive difference in the Stockton, local, and world-wide community through promoting volunteerism, service, and philanthropy. We strive to foster positive relationships with administrators, faculty, staff, students, alumni, headquarters, and other partners in order to encourage a unified community and network. We strive to challenge thinking and promote diversity and inclusion.

Core Values

- Civic Responsibility
- Leadership Development
- Personal Growth
- Academic Achievement
- Lifelong Friendships

Definition of Fraternities and Sororities

Fraternities/Sororities are student organizations whose primary purpose is the personal development of their members. Some social fraternities/sororities are culturally and/or community based. Social fraternities and sororities may select members according to subjective criteria consistent with the University's non-discrimination policies. Social fraternities and sororities are entitled to single-gender membership, provided they qualify under the provision of Section 1681 of the regulations promulgated under Title IX of the U.S. Education Act of 1972.

Recognized Student Organizations

Fraternity/Sorority chapters often use Greek letters and are satellites of a larger inter/national organization. Often selective and having requirements to join, these organizations fall into two categories under Stockton University's recognition procedures:

- Social – Often single-gender, these organizations have a social/cultural focus and often promote philanthropy and fellowship. A Title IX exemption allows them to be single-gender organizations.
- Special Interest – Often gender-inclusive, these organizations often promote a particular profession (pre-health, music, education) or discipline (service).

Scope of Authority

University recognition is a privilege granted to student organizations by the University. Recognized organizations are afforded access to campus resources and are expected to comply with regulations and procedures established by the University for the governance of all student organizations. Recognition of fraternities and sororities is granted through the Office of Student Development, under the guidelines established by the University. This status confers the same affiliation and privileges to fraternities and sororities that are extended to all recognized student organizations. Recognition in no way implies that Stockton University approves of, sanctions, or takes responsibility for actions and activities of the organization. The continued recognition of a fraternity or sorority depends upon the extent to which it contributes positively to the educational mission of the institution. Each organization is expected to regulate their own affairs within standards established by the University and by their inter/national organizations, and to maintain their own operations at a level that assures continued recognition. Recognition can be withdrawn by the University at its discretion, following due process or at the request

of the national organization. When conducting business or social affairs off-campus, fraternities and sororities become members of the off-campus community, subject to appropriate civil and criminal laws. The University holds members of all organizations accountable for appropriate actions as defined by the Student Code of Conduct during off-campus activities. Fraternities and sororities may not use the name of the University in conducting affairs off campus unless the University has granted formal approval. Such approval may be obtained through the Office of University Relations and Marketing.

Relationship Statement

This relationship statement serves as a means to more clearly define the relationship between Stockton University and its fraternities and sororities it recognizes. Since 1971, the collegiate fraternity and sorority experience at Stockton University has given opportunities to add value to the undergraduate student experience. Founded upon basic principles that promote social, moral, and educational development, the fraternal experience provides opportunities for individual, organizational, and institutional growth and success.

Stockton University recognizes that the fraternities and sororities governed by the governing councils are an important part of student life and can have a positive impact within the fraternity and sorority and greater campus communities. However, the privilege of fraternities and sororities to exist at the University as recognized student organizations comes with a high level of responsibility.

The success of the institution's fraternity and sorority community is a shared responsibility. Collegiate members, fraternity and sorority chapters, the governing council, fraternity and sorority alumni, advisors, national and international organizations, and the University share this responsibility, in varying respects. The relationship between the institution and the fraternity and sorority community is one that must be mutually beneficial. To enhance and promote this mutually beneficial relationship and maximize the positive elements of the fraternity and sorority experience, the individual chapters and their officers and members, the governing councils and the University wish to state their common expectations with respect to their relationships.

The Responsibility of Stockton University

In connection with providing recognition, the Office of Student Development shall have the ability to assess the conduct and contributions of fraternity and sorority chapters and amend recognition statuses accordingly in accordance with policies established from time to time by the University.

- The campus will provide advisement for chapters and councils.
- The campus shall oversee the fraternity and sorority organizational misconduct and adjudication process.
- The campus shall take steps to enforce its social policies and monitor social events.
- The campus will publish a fraternity and sorority chapter scorecard that will be made publicly available to review by chapters, students, faculty, staff, community members, parents, and other interested parties.
- The campus will provide pre- and post-recruitment educational programming for students wishing to join and who recently joined Greek-lettered organizations associated with the Office of Student Development.
- The campus will offer developmental opportunities for members and officers.
- The campus will provide recruitment and retention advice.
- The campus will provide training and development opportunities for chapter and campus advisors.

- The campus will provide access to University resources in accordance with University policies.
- The campus will evaluate individual chapters, provide advice to chapters that fall below the given standards, and hold chapters accountable if they continue to not meet the standards.
- The campus will provide educational resources to parents.
- The University will create a process that will allow for transparency and a bi-annual review of this Relationship Statement.

The Responsibility of Chapters

- All chapters must abide by any and all University and council policies, including, but not limited to, the Code of Conduct, Council Policies, Student Organization Policies and Rules, and applicable local, state, and federal laws.
- All chapters must submit new member education plans to the Office of Student Development each semester hosting intake.
- All chapters must adhere to applicable national and/or international organization's new member program.
- All chapters must initiate new members in accordance with applicable national and/or international guidelines by the date established by the Office of Student Development. No initiation activities may occur after such date.
- All chapters must participate in required educational opportunities.
- All chapters must participate and strive to excel in the yearly chapter evaluation process.
- All chapters must have one or more official Chapter Advisor approved by inter/national organization.
- All chapters must ensure that their faculty/staff advisors have acknowledged the responsibilities of being an advisor to a recognized student organization at Stockton University.
- All chapters must keep up-to-date rosters with the Office of Student Development, including up-to-date membership, officers, and advisor(s).
- All chapters must maintain insurance with at least a two-million-dollar general aggregate and a one million dollar per occurrence liability policy and list Stockton University as "additional insured." Proof of insurance must be on file with the Office of Student Development.

The Responsibility of Chapter Officers

- Chapter members, when elected to a position of chapter leadership, shall govern with integrity and work with each other and their respective alumni/alumnae in chapter operations.
- Chapter Officers shall work to actively promote the values of the organization.
- Chapter Officers shall encourage, support, and provide developmental opportunities for their members.
- Chapter Officers shall hold members accountable and work in concert with their alumni/alumnae, respective council(s) and the University to enforce the expectations set forth in this Relationship Statement.
- Chapter officers shall accept responsibility for supporting the policies and goals of the chapter and holding themselves and fellow chapter members accountable to organizational policies.
- Chapter Officers shall serve as representatives and liaisons between their governing council(s), and the University.

- Chapter Officers will represent their organizations in organizational misconduct proceedings when appropriate.
- Chapter officers will maintain required GPA.

The Responsibility of Governing Councils

- The governing council(s) will oversee their fraternity and sorority chapters as outlined in their respective constitutions and by-laws as approved by the Office of Student Development.
- The governing council(s) will set and uphold standards of conduct for member chapters that uphold University and national organization expectations and promote integrity, leadership, responsibility, safety, and brotherhood/sisterhood.
- The governing council(s) will hold conduct and judicial procedures for chapters and members that violate council constitutions and by-laws, which will be separate from the University conduct and adjudicative process.
- The governing council(s) will promote Greek unity on campus.
- The governing council(s) will coordinate their efforts with the Office of Student Development to oversee member fraternities and sororities to ensure active involvement in programs and activities.
- The governing council(s) will work with the Office of Student Development to support and provide opportunities to member fraternities and sororities in the yearly chapter evaluation process.
- The governing council(s) will continually promote the basic principles of fraternity and sorority life including academic achievement, brotherhood and sisterhood, service and philanthropy, leadership, alumni involvement, and social responsibility.
- Council officers will maintain required GPA.

Policy Compliance

All recognized fraternities and sororities at Stockton University are affiliated with inter/national organizations. These off-campus affiliates frequently have guidelines or regulations the organizations must comply with in order to remain in good standing and to continue their affiliation. Stockton University views this relationship with off campus affiliates essential, to ensure the success of each chapter. In the event that a chapter's official recognition is revoked, the University will request that the national/international organization withdraw the charter from the local chapter.

Organization Constitution and Bylaws

As per the Office of Student Development requirements, each organization is required to submit and maintain chapter constitution and bylaws. These documents will assist in the general operation, membership criteria and election procedures for each chapter. The most current copy of these documents should be on file in the Office of Student Development. Any changes should be submitted no later than 2 weeks from the effective date of change. Every organization must include a non-discrimination statement in their constitution and/or bylaws, which includes race, religion, natural origin, ethnicity, color, age, marital status, citizenship, sexual orientation, and disability. In accordance with federal legislation, fraternities and sororities may exclude individuals based on gender in order to maintain single gender organizations. Constitutions and/or bylaws must also contain an anti-hazing statement. Documents are required to be reviewed and updated every three years.

Governing Councils

Each fraternity and sorority are required to affiliate with a recognized governing council in order to receive recognition from the University. These councils are designed to support and assist each chapter, while not interfering with each organization's autonomy. Participation in a council will help to ensure the development of a strong and cohesive fraternity/sorority community.

Current councils are:

- Interfraternity Council (IFC)
- National Pan-Hellenic Council (NPHC)
- College Panhellenic Council (CPH)
- Unified Cultural Greek Council (UCGC)
- Council of Professional, Service, and Greek-Letter Societies (CPSGLS)

Advisor Requirement

All fraternities and sororities must have a full-time Stockton faculty or professional staff member to serve as an Advisor. An Advisor is a voluntary position, whose role is to assist the chapter in achieving its goals and objectives by providing a liaison between the University and the organization.

Chapters must also have an off-campus advisor in addition to the on-campus advisor. It is required that each chapter have an alumni advisor who is a member of the organization that can provide guidance specific to the operating procedures, rules, and regulations of the individual organization.

Alumni Advisors should:

- Meet regularly with chapter officers.
- Be familiar with University policies governing fraternities and sororities and ensure that the chapter complies with such policies.
- Regularly review chapter finances.
- Review the chapter's new member development program and ensure that no chapter activities involve hazing in any form.
- Assist University officials in dealing with problems or other situations involving the chapter.
- Attend periodic chapter advisor meetings.

Insurance Requirement

All Fraternities and Sororities are required by Stockton University to provide a certificate of insurance evidencing the following:

- General Liability insurance for bodily injury and property damage with a minimum of \$1,000,000 in Combined Single Limit / \$2,000,000 Aggregate
- The General Liability insurance must include Host Liquor Liability
- The General Liability insurance policy must name the following as additionally insured with the certificate stating that the insurance coverage is primary over other collectible insurance for the vicarious liability of Stockton University:
 - "Stockton University"
 - "The State of New Jersey",
 - "The New Jersey Educational Facilities Authority"
 - "Stockton Auxiliary Services Organization"

- All certificates of insurance must have a thirty (30) days' notice of any change or cancellation of the policy terms. Any such notice should be sent to the Office of Student Development.
- In addition, if a particular policy is due for renewal during the academic year, an updated Certificate of Insurance should be provided no later than the expiration date of the existing policy.

The above-specified limits are required minimums only. All fraternity and sorority chapter members and their alumni(ae) are encouraged to review their policies on a regular basis to determine whether additional coverage is advisable. The insurance requirements are strictly enforced. Failure to comply will result in immediate revocation of all campus privileges afforded to recognized chapters, including space reservations and new member processes, and may result in loss of recognition if not received.

Organization Funding & Banking

As per Stockton University and state of New Jersey guidelines, organizations that are not open to membership for all students (private membership organizations), such as fraternities and sororities, are not eligible for funding from the student activities fee. The same policy exempts chapters from being required to have bank accounts solely through Stockton University.

Academic Standards

It is required that officers of student organizations maintain a minimum cumulative Grade Point Average of 2.5 and be in good academic and judicial standing. Organization advisors will be encouraged to help student organization officers in developing strategies should their cumulative GPA drop below a 2.5 during their term of service.

New members must have a 2.5 GPA to join. While no requirement exists beyond initiation, it is highly encouraged that chapters maintain academic standards for members.

Membership Roster

Chapters are required to maintain an active membership roster with the Office of Student Development via OspreyHub. OspreyHub shall serve as the official roster of the chapter.

Membership Recruitment

As the recruitment of new members is integral to the success and longevity of any organization, the University has adopted the following procedures and protocols to foster and support new membership in our recognized fraternities and sororities.

The purpose of this document is to provide fraternities and sororities of Stockton University, their advisors, and prospective members with rules regarding membership recruitment, intake, and new member activities, to ensure a successful and positive experience for all involved.

For Fraternity and Sorority Life (FSL) to assist chapters with the recruitment or intake process, and mitigate potential risks, chapters must adhere to the following rule if they are to conduct recruitment or intake activities at Stockton University.

365 Recruitment

Stockton University views recruitment as the building of relationships with potential new members and not as an official process, set of events, or schedule. All student organizations can recruit new members at any given time. However, a student may not begin a new member process or be inducted/initiated until requirements are met by both the potential new member and the chapter.

Requirements for Conducting Recruitment Activities

In addition, all organizations must adhere to the following requirements when conducting recruitment activities:

- Alcoholic beverages are not permitted.
- All inter/national policies of the organization and governing council must be met.
- All activities are subject to the Code of Student Conduct.
- Any activities that pose a threat of danger to individuals who participate will not be allowed.
- Activities should focus on the organization, its members, and potential members. Any activity planned with or co-sponsored by another organization should demonstrate acceptance of that organization's participation prior to advertising of the event.
- All organizations are expected to adhere to their inter/national organization's values and the values of Stockton University during their activities, demonstrating integrity, freedom, respect, responsibility, stewardship, and excellence. To that end, organizations should be mindful of both the perception and impact of their actions, and choose language, attire, and activities with those values in mind. Vulgarity, profanity, activities which create an atmosphere of discrimination or intolerance, etc. are inconsistent with community values.
- Activities may only occupy five nights in any given week (e.g., Saturday through Friday). The other two nights of the week should be free from any chapter programs.
- Any event that would be perceived by a reasonable observer as a recruitment activity is subject to these rules.
- Chapters found in violation of these requirements will have their activities stopped immediately. Referrals to the Office of Student Conduct or University Police will be made if necessary.

New Member Eligibility

Students interested in joining a fraternity/sorority chapter must meet the following criteria before beginning a new member program or induction/initiation:

- Good standing with Stockton University
- Cumulative 2.50 GPA
- Completion of 12 college credits (AP credits or classes taken during high school do not count)
- Completion of requirements in Google Classroom, "Introduction to Fraternity & Sorority Life"

Chapters must provide the fraternity/sorority advisor with a list of potential recruits to check for eligibility prior to extending an invitation of membership or bid. **The fraternity/sorority advisor will provide chapters with a google spreadsheet to use to track potential recruits.**

New Member Bill of Rights

Each new member has the right to partake in an enriching fraternal experience reflective of the values of Stockton University, which include:

- The right to be treated as an individual.

- The right to be treated with respect.
- The right to be fully informed about the new member process, costs, requirements, and time obligations.
- The right to ask questions and receive accurate and objective answers from members.
- The right to make informed choices without undue pressure from others.
- The right to a new member process that encourages your mental and physical well-being.
- The right to maintain and improve relationships with others beyond one's affiliation and to build awareness and appreciation for your fraternity or sorority's history.
- The right to engage in leadership development opportunities and explore your individual leadership potential.

Interest Groups

Interest group members have the same rights as new members and therefore, must complete the eligibility process before becoming an interest. Chapters are required to inform the Office of Student Development of the names of all interests, and any requirements they must fulfill prior to any activities.

In the event that a chapter has established a formal interest group per the organization's policies, they will be exempt from the 8-week period outlined in the above section. Participation in a formal interest group however will be limited to two consecutive semesters and students in the interest group will be required to maintain a 2.5 cumulative grade average. After two consecutive semesters, if an interest has not received membership in the organization, a one semester break from the interest group is required.

Hazing

The [Stockton University Student Handbook](#) policy on "Hazing" states:

Stockton University recognizes that campus involvement is an integral part of the college experience that contributes to the academic and social experience of students. Stockton strictly prohibits hazing of any kind by any student organization or team. Students are held accountable for both violations of local, state, and federal law and University policies as it relates to hazing.

New Jersey Statutes

2C: 40-3

a. A person is guilty of hazing, a disorderly person offense, or a crime of the fourth degree if the act of hazing results in bodily injury, if, in connection with initiation of applicants to or members of a student or fraternal organization, whose membership is primarily students or alumni of the organization or an institution of higher education, the person knowingly or recklessly causes, coerces, or forces another person to do any of the following:

1. violate federal or state criminal law;
2. consume any food, liquid, alcoholic liquid, drug or other substance which subjects the other person to a risk of emotional or physical harm;
3. endure brutality of a physical nature, including whipping, beating, branding, calisthenics, or exposure to the elements;
4. endure brutality of a mental nature, including activity adversely affecting the mental health or dignity of the individual, sleep deprivation, exclusion from social contact, or conduct that could result in extreme embarrassment;

5. endure brutality of a sexual nature; or
6. endure any other activity that creates a reasonable likelihood of bodily injury to the person.

Hazing shall not include any reasonable and customary athletic, law enforcement, or military training, contests, competitions, or events.

b. A person is guilty of aggravated hazing, a crime of the third degree, if the person commits an act prohibited in subsection a. of this section which results in serious bodily injury to another person.

c. A student or fraternal organization, or an institution of higher education, that knowingly or recklessly promotes or facilitates a person to commit an act of hazing or aggravated hazing prohibited in this section is subject to a fine of not more than \$5,000 for each violation of subsection a. of this section, and a fine of not more than \$15,000 for each violation of subsection b. of this section.

d. Any property which has been, or is intended to be, utilized in furtherance of any unlawful hazing activity set forth in this section by a person, student or fraternal organization, or institution of higher education, as well as any proceeds derived from the unlawful activity, shall be subject to forfeiture pursuant to chapter 64 of Title 8 2C of the New Jersey Statutes.

e.

1. A person, student or fraternal organization, or institution of higher education, and another person acting in concert with the person, organization, or institution, shall be immune from prosecution under this section if the person, or employee, officer, or other agent for the organization or institution:

- a. called 9-1-1, or otherwise contacted campus security, police, or emergency services, and reported that a person was in need of medical assistance due to an act of hazing as described in this section;

- b. the caller provided the caller's name and, if applicable, the name of the person acting in concert with the caller to the 9-1-1 operator or other recipient of the emergency contact;

- c. the caller was the first to make the 9-1-1 report or other emergency report; and

- d. the caller and, if applicable, the person acting in concert with the caller remained on the scene with the person in need of medical assistance until assistance arrived and cooperated with the emergency services on the scene.

2. The person who received medical assistance as a result of the call placed pursuant to paragraph (1) of this subsection shall also be immune from prosecution under this section.

3. In addition to any other applicable immunity or limitation on civil liability, a law enforcement officer or other official empowered to act as an officer for the arrest of offenders against the laws of this State, or a prosecutor, who, acting in good faith, arrested or charged a person who is thereafter determined to be entitled to immunity from prosecution under this subsection, shall not be subject to any civil liability for the wrongful arrest or charge.

2C: 40-4

Notwithstanding any other provision of Title 2C of the New Jersey Statutes to the contrary, consent, or the fact that the act of hazing as described in section 1 of P.L.1980, c.169 (C.2C:40-3) was sanctioned or approved by a student or fraternal organization or an institution of higher education, shall not be available as a defense to a prosecution under this Act.

2C: 40-5

Conduct constituting an offense under this act may, at the discretion of the prosecuting attorney, be prosecuted under any other applicable provision of Title 2C of the New Jersey State Statutes; and other behaviors or activities in addition to those prohibited under N.J.S.A. 2C:40 et seq. defined as hazing by a college or university with respect to its students.

University Regulations

Additionally, Stockton University defines hazing as “any action taken, created, or situated which intentionally, negligently, or recklessly subjects any person to the risk of bodily harm or mental or physical harassment, intimidation, or bullying; interferes with academic activities; or causing or encouraging any person to commit an act that would be a violation of law or University policy; for the purpose of initiating, promoting, fostering, or confirming any form of affiliation with a recognized or unrecognized student group or organization.”

The expressed or implied consent of a person is not a defense to any hazing activity.

Examples of hazing include, but are not limited to:

- forced consumption of alcohol or other drugs;
- required ingestion of any substance;
- acts that could result in excessive fatigue, exhaustion, physical, mental or emotional deprivation or harm;
- paddling, whipping, beating, or physical abuse of any kind;
- compulsory servitude;
- work projects without the participation of the full membership;
- scavenger hunts, treasure hunts, road trips, kidnapping, drop-offs, or any other such act
- assigned or endorsed pranks such as borrowing or stealing items;
- morally degrading or humiliating games or activities;
- any activity which materially obstructs or impairs a student’s rights, academic pursuits, employment, or participation in the University community;
- activities that promote or encourage the violation of state law or University policy;

The organization/team or any individual involved in hazing commits a violation of University policy by:

1. Engaging in hazing;
2. Soliciting, encouraging, aiding, or directing another engaged in hazing;
3. Intentionally or knowingly permitting hazing to occur;
4. Having first-hand knowledge that a specific hazing incident has occurred and failing to report said knowledge in writing to University officials.

Penalties for violations of the policy may include:

1. imposition of fines;

2. the withholding of diplomas or transcripts pending compliance with the rules or payment of fines;
3. the rescission of permission for the organization to operate on campus or to otherwise operate under the sanction or recognition of the institution; and
4. the imposition of probation, suspension, dismissal, or expulsion.

Pre-Intake Meetings and Documentation

Prior to any new member program or intake activities taking place (meetings, retreats, team building activities, or other), at least one chapter member, preferably the chapter president, and/or recruitment chair, new member educator, and/or intake chair must meet with the fraternity/sorority advisor.

Appointments must be scheduled, and materials provided before the first recruitment event or interest meeting to give the fraternity/sorority advisor sufficient time to review the material and for chapter to make any necessary adjustment. Prior to this meeting the chapter must submit/provide:

- Copy of the inter/national organization new member or intake program or outline
- New Member activity calendar
- Any organizational documentation that needs to be signed

New Member Activity Calendar

All chapters conducting recruitment must submit a new member activity calendar to the fraternity/sorority advisor for approval before beginning any of these activities. A new member activity calendar must include a timetable of any activities exclusive to or expected of new members with dates and times. No activities may take place during reading days or final exams or outside of the hours of 9am to 11p.m. without the fraternity/sorority advisor's prior approval. No new member program should extend beyond 8 weeks to be consistent with national standards.

Activities to identify on the calendar include:

- Start date of the new member education
- New member education meetings
- New member retreat
- New member teambuilding activities
- Study Hours (may not exceed 6 hours per week)
- Final week activities
- Initiation date: chapters should do so before reading days
- New member presentation date (if applicable)
- Any additional dates pertinent to a specific organization

If any event details need to be changed on the calendar(s), the chapter must notify the fraternity/sorority for approval, in writing, no later than two (2) University business days prior to the activity.

Requirements for New Member Presentation

- New Member presentations are not to be scheduled on the same night/time of a previously planned event of another chapter of the same council unless otherwise approved. Please check with the fraternity/sorority advisor.

- Prior approval from the fraternity/sorority advisor must be obtained for any items that are to be used as props during the show (canes, shields, masks, etc.). In general, paddles, bricks, and other outright symbols of “pledging” are not allowed.
- All organizations are expected to adhere to their inter/national organization’s values and the values of Stockton University during the course of their activities, demonstrating integrity, freedom, respect, responsibility, stewardship and excellence. To that end, organizations should be mindful of both the perception and impact of their actions, and choose language, attire and activities with those values in mind. Vulgarity, profanity, dissing, etc. are inconsistent with community values.
- No alcoholic beverages will be permitted.
- No physical abuse will be tolerated. This includes but is not limited to: slapping, pushing, poking, caning, etc.
- Disruptions by guest chapters will not be tolerated. This includes but is not limited to: walking through the presenters’ show, talking over the presenting organization, etc.
- The duration of the presentation show should be no longer than one (1) hour if there are less than 10 members or 2 hours if there are 10 or more. If organizations start late, they must still end on time. Following the show, members of the presenting organization must vacate the area within 30 minutes to help with crowd disbursement. The presenting organization will be responsible for ensuring the site used is left in its original state and will be responsible for any damages that occur.
- No show may commence without the fraternity/sorority advisor or designee present. The organization should confirm attendance of the staff member prior to the show.

New Member Report

- All chapters conducting intake or initiation of new members must submit a New Member Report no less than two (2) business days following initiation.
- Upon initiation and submission of the New Member Report, the roster should be updated on OspreyHub.

Event Guidelines

An organizational event is any activity which reasonable observers would associate with the organization rather than the acts of some individuals who happen to be members of an organization. Behaviors that occur on any property associated with or on an organization’s social media account(s) will be contributed to the organization. Factors which may be considered in determining whether the organization is responsible include, but are not limited to:

Event Planning

- Did the organization help plan the event?
- Was the event planned during a chapter meeting?
- Did officers help plan the event?
- Did members of the organization contribute money towards the event? (Venmo/ CashApp)
- Is the event actively or passively endorsed by officers? (Did they advertise the event? Did they attend the event?)
- Is this event tied to an organization’s function? (Pre-Game/Big-Little/Initiation/Philanthropy)
- Is the venue associated formally or informally with the organization?

Publication of the Event

- Was an invite to the event sent in a platform tied to the organization? (GroupMe, SnapChat)
- Is the event listed on the organization's calendar?
- Was the event announced at an organization meeting?
- Would guests say that they were at the organization's event?
- Were other organizations invited to participate in the event?

Attendance of the Event

- Were most attendees members of the organization?
- Did guests have a tie to members of the organization?
- Would the event happen if no members of the organization showed up?
- If there was an incident at the event, would the organization's leadership be notified?

Examples of Events

- Any event that fits into the above guidelines of an event
- Recruitment Events
- Bid Day/Signing Day Events/New Member Presentations
- Date parties
- Mixers
- Events/Closed parties at an off-campus location
- Formal/Semi-Formal
- Philanthropic Events
- Tailgates
- Any event open to the Stockton University, and/or fraternity/sorority community

If Alcohol is Present at the Event

- Did members of the organization help by making any drinks for the party? (such as punch/Jungle Juice)
- Who purchased the alcohol?
- How was the guest list or security handled?

Alcohol

Event Registration

Any event with alcohol must be registered using the *Register Event with Alcohol* form and comply with the following guidelines:

1. Form must be submitted no less than 72 hours prior to event.
 - a. Any event where the event registration form is submitted late must be rescheduled.
 - b. Unregistered social events will result in a 2-week suspension from hosting social events for the first offense. A second offense will result in a 4-week suspension from hosting social events. A third offense will result in a one-semester minimum suspension from hosting social events. Suspensions will begin from the date of the offense unless otherwise designated by the Office of Student Development.
2. If more than one chapter is hosting the event, all chapters are responsible for registering the event. NOTE: No more than (4) chapters can co-host an event together and cannot exceed 3:1 maximum member to guest ratio.
3. If alcohol is present at the event, all organizations must follow all guidelines set forth within the Student Organization Alcohol Policy, inter/national policy, state, local, and federal law.

Post-Event Report

All registered events must have a *Post-Event Form* completed within 24 hours following the event.

Events Regulations

All chapters are expected to abide by the policies of Stockton University and their respective inter/national organization—whichever is stricter. The following regulations apply to all recognized fraternities and sororities in any chapter activity or event:

1. The chapter, members and guests must comply with all federal, state, provincial and local laws. No person under the legal drinking age may possess, consume, provide, or be provided alcoholic beverages.
2. The chapter, members and guests must follow the federal law regarding illegal drugs and controlled substances. No person may possess, use, provide, distribute, sell, and/or manufacture illegal drugs or other controlled substances while on chapter premises or at any activity or event sponsored or endorsed by the chapter.
3. Alcoholic beverages must either be:
 - a. Provided and sold on a per-drink basis by a licensed and insured third-party vendor (e.g., restaurant, bar, caterer, etc.); or
 - b. Brought by individual members and guests through a bring your own beverage (“BYOB”) system.
 - i. The presence of alcohol products above 15% alcohol by volume (“ABV”) is prohibited at any chapter event, except when served by a licensed and insured third-party vendor.
 - ii. “Open Bars” are prohibited.
4. Common sources of alcohol, including bulk quantities, which are not being served by a licensed and insured third party vendor, are prohibited (i.e., amounts of alcohol greater than what a reasonable person should consume over the duration of an event).
5. Alcoholic beverages must not be purchased with chapter funds or funds pooled by members or guests (e.g., admission fees, cover charges, collecting funds through digital apps, etc.).
6. A chapter must not co-host or co-sponsor, or in any way participate in, an activity or event with another group or entity that purchases or provides alcohol.
7. A chapter must not co-host or co-sponsor an event with a bar, event promoter, or alcohol distributor; however, a chapter may rent a bar, restaurant, or other licensed and insured third-party vendor to host a chapter event.
8. OPEN EVENTS, meaning those with access by non-members of the chapter, without specific invitation, where alcohol is present, are prohibited. The chapter must utilize a guest list system. Attendance at events with alcohol is limited to a 3:1 maximum guest-to-member ratio and must not exceed local fire or building code capacity of the premises or host venue.
9. Any event or activity related to the new member joining process (e.g., recruitment, intake, rush, etc.) must be substance free. No alcohol or drugs may be present if the event or activity is related to new member activities, meetings, or initiation into an organization, including but not limited to “bid night,” “big/little” events or activities, “family” events or activities, and any ritual or ceremony.
10. The chapter, members or guests must not permit, encourage, coerce, glorify, or participate in any activities involving the rapid consumption of alcohol, such as drinking games.
11. Events with alcohol may not last more than four (4) hours and go beyond 2:00am.

Violations

The following activities constitute a violation of fraternity/sorority regulations and procedures:

- Submission of improper documentation (i.e. incorrect or falsified information, incomplete documentation).
- Holding recruitment or intake without complying with fraternity/sorority regulations and procedures.
- Hazing: Any violations of the Student Handbook will be referred to the Office of Student Conduct.
- Social Events/Alcohol: Incidents will be referred to proper authority based on violation.
- Failure to adhere to New Member Presentation rules.

Judicial Procedures

Complaint

Any member of University community may file a complaint documenting a fraternity or sorority for possible violations of the *Fraternity & Sorority Life Handbook* and/or *Stockton University Student Handbook*. This includes a representative from the Office of the Dean of Students on behalf of a person outside the University community if the incident has an adverse effect on the University and there is documentation from a verifiable source. A complaint must be prepared in writing and submitted to the Director of Student Development. Any complaint should be submitted as soon as possible after the event takes place, preferably within 30 days. However, the Director of Student Development has discretion to accept a report and investigate a complaint, and may issue any charges against a fraternity or sorority regardless of when the complaint is submitted if the conduct poses a possible threat to the University community. Reports will not be accepted anonymously, but under extraordinary circumstances, a representative of the Director of Student Development or Office of Student Conduct may bring charges against a fraternity or sorority on behalf of any persons who do not want to participate in the hearing process or disclose their identity to the fraternity or sorority for safety reasons.

Investigation

The Director of Student Development will conduct an investigation in consultation with the Assistant Director of Student Development to determine if the information in the complaint merits any charges against a fraternity or sorority, a formal admonishment, no charges, whether the incident warrants referral to the appropriate governing council for action, or if the incident can be addressed through an alternate dispute resolution process such as mediation.

Charges

Any charges will be presented to the accused fraternity or sorority in writing through the chapter president's University email address, as the official means of communication at the University, and a conference with the Director of Student Development shall be scheduled within a timely period. Under exceptional circumstances, an interim suspension of the chapter may be instituted prior to a hearing to ensure the health, safety or welfare of members of the University or property of the University.

Conference

The chapter president of the fraternity or sorority accused will meet with the Director of Student Development for a conference to discuss the grounds for any charges, process, and sanctioning practices. An advisor of the chapter president's choice and an additional

undergraduate member of the organization may be present during the conference. If after notice, a chapter president does not attend a scheduled conference, the Director of Student Development may make a decision on the information available and make a decision on responsibility including assigning any sanction to the fraternity or sorority if deemed appropriate.

Informal Hearing

An informal hearing will immediately be scheduled by the Director of Student Development following a conference.

1. The chapter's selected advisor may remain present for the informal hearing but may not represent the fraternity or sorority or address the Director of Student Development. Their role is limited to providing support to the students and chapter by observing or advising the students outside of the proceeding.
2. The additional undergraduate representative of the fraternity or sorority that accompanies the chapter president may address the Director of Student Development and participate in the hearing.
3. Formal rules of process, procedure, and/or technical rules of evidence, such as are applied in criminal or civil court, are not used in fraternity or sorority conduct proceedings.
4. The Director of Student Director may temporarily adjourn the informal hearing if they determine that further review or clarification is necessary including, but not limited to, interviewing the complaining party and/or other witnesses.
5. In cases involving more than one accused fraternity or sorority, the Director of Student Development may permit the hearing concerning each organization to be conducted either separately or jointly.
6. The informal hearing provides an opportunity for the accused fraternity or sorority to be heard and to provide information such as written witness statements. The chapter president may accept or deny responsibility for any charges on behalf of his or her fraternity or sorority.

Decision

The Director of Student Development will determine whether the fraternity or sorority is responsible for any charges. If the fraternity or sorority is found not responsible for any charges, the process is concluded. If the fraternity or sorority is found responsible for any charges, the Director of Student Development will then assign any appropriate sanctions.

Appeal

The chapter president may appeal the decision and/or any sanctions issued by the Director of Student Development in writing to the Assistant Vice President, Engagement and Community Development.

1. Appeal Procedures
 - a. A fraternity or sorority is afforded one single opportunity to appeal a decision by a hearing administrator. A decision or any sanctions issued by an administrator through an informal hearing may be appealed to the Assistant Vice President, Engagement and Community Development, within five days of the decision.
 - b. All appeals must be in writing and include any supporting documentation that the fraternity or sorority wishes to be considered. Deference is given to the original

hearing administrator or board's findings of fact and decision of responsibility and/or any sanctions, therefore the burden of proof is on the chapter filing an appeal to sufficiently demonstrate cause to alter procedures, the original decision, or any sanctions. An appeal will generally be limited to a review of the verbatim record of the hearing and supporting documents for one or more of the purposes below, provided however the administrator may request additional information or clarification from the accused fraternity or sorority, complaining party, and/or witnesses for purposes of this review.

- i. To determine whether the hearing was conducted in accordance with published procedures and without bias on the part of the hearing administrator. Deviations from designated procedures will not be a basis for sustaining an appeal unless significant prejudice results.
- ii. To determine whether there was information presented in the hearing that, if believed by the board or administrator, was sufficient to establish that a violation of the *Fraternity & Sorority Life Handbook* and/or *Stockton University Student Handbook*.
- iii. To determine whether any sanctions imposed were appropriate for the violation of the *Fraternity & Sorority Life Requirements and Procedures* and/or *Stockton University Student Handbook* which the fraternity or sorority was found to have committed.
- iv. To consider new information, submitted by the appealing fraternity or sorority within the prescribed five-day period, sufficient to alter a decision or other relevant facts not brought out in the original hearing, because such information was not known to the fraternity or sorority appealing at the time of the original hearing.

Appeal Decision

An administrator reviewing an appeal may make one of the following decisions:

1. The administrator may decide to affirm the decision of the original hearing administrator or board.
2. The administrator may alter any sanctions issued by the original hearing administrator or board. Alteration in the sanction may include reducing or increasing the sanction or requirements.
3. The administrator may determine that a new hearing by a different hearing administrator is warranted to correct procedural irregularity or to consider new information. A fraternity or sorority may appeal a decision of the new hearing administrator or board.
4. The administrator may direct the original hearing administrator to review their original decision subject to any instructions from the administrator; and may affirm that decision or render a new decision consistent with those instructions. A fraternity or sorority may appeal a decision made by the original administrator or board if there are any changes after the review.

Conduct Record Keeping & Transparency

1. Records will be kept on file indefinitely of all conduct cases.
2. The Stockton University website will publish for five (5) years any chapter found responsible for any *Fraternity & Sorority Life Handbook* and/or *Stockton University Student Handbook* violations.

Accreditation

The Stockton University accreditation process serves to promote and measure the growth of your chapter, stimulate reflection, enhance the fraternal experience, and demonstrate value. This process helps the University determine awards and recognition for our recognized chapters. The accreditation process does not serve to decide whether your chapter will continue to be recognized. A separate document outlines the process, including basic expectations for chapters. The basis of the process includes documentation, Chapter Goals Action Plan, and reflection.

Accreditation Documentation Collected Each Semester

- Chapter Goals Action Plan
- Service and Philanthropy Report
- End of Semester Report

Distinguished Chapters

Chapters earn Distinguished Chapter status if they:

- Complete 20 service hours per member average
- Donate \$100 per member average for philanthropy
- Earn semester GPA above all men/women average
- Chapter President meets with FSA no less than 3x a semester
- Have 5 members newly trained in TIPS over the course of the year
- 90% of chapter membership completes Alcohol101
- Submit all documentation on time
- Attend all required meetings and complete all training