

Interfraternity Council (IFC)/Panhellenic Council (PHC) Risk Management Policy
University of Illinois at Urbana-Champaign
Revised: September 2018

I. Purpose:

- A. This document is intended to preserve the integrity of the fraternity and sorority community by establishing a level of care for our brothers and sisters within social situations.
- B. All chapters are to be familiar with and follow all state and local laws, university policies, as well as be familiar with and adhere to their own inter/national risk management policy. This document is made to supplement those policies with additional Illinois IFC/PHC guidelines and includes the policies as specified by the Fraternal Information and Programming Group (FIPG).

II. Alcohol and Drugs Policies

- A. The possession, sale, use or consumption of ALCOHOLIC BEVERAGES, 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, must be in compliance with any and all applicable laws of the state, province, county, city and institution of higher education and should comply with either the BYOB or Third Party Vendor Guidelines. BYOB is defined as one (1) six-pack of 12-ounce beers or one (1) four pack of wine coolers brought by a member or guest who is legally able to consume an alcoholic beverage.
- B. No alcoholic beverages may be purchased through or with chapter funds nor may the purchase of same for members or guests be undertaken or coordinated by any member in the name of or on behalf of the chapter. The purchase or use of a bulk quantity or common source(s) of alcoholic beverage, for example, kegs or cases, is prohibited.
 - 1. Organizations hosting events at third party vendors will have guest and members purchase their own alcohol. No free alcohol or pre-purchased alcohol is to be provided.
- C. OPEN PARTIES, meaning those with unrestricted access by non-members of the fraternity, without specific invitation, where alcohol is present, are prohibited. Any event with alcohol present that can or will be associated with an entity of a fraternity shall require a guest list prepared 24(twenty-four) hours in advance of the event. It is recommended that a list of those who attend be maintained by the chapter for several years.
- D. No members, collectively or individually, shall purchase for, serve to, or sell alcoholic beverages to any minor (i.e., those under legal drinking age).
- E. The possession, sale or use of any ILLEGAL DRUGS or CONTROLLED SUBSTANCES while on chapter premises or during a fraternity event or at any event that an observer would associate with the fraternity is strictly prohibited.
- F. No chapter may co-sponsor an event with an alcohol distributor or tavern (tavern defined as an establishment generating more than half of annual gross sales from alcohol) at which alcohol is given away, sold or otherwise provided to those present.

This includes any event held in, at or on the property of a tavern as defined above for purposes of fundraising. However, a chapter may rent or use a room or area in a tavern as defined above for a closed event held within the provisions of this policy, including the use of a third party vendor and guest list.

- G. No chapter may co-sponsor, co-finance or attend or participate in a function at which alcohol is purchased by any of the host chapters, groups or organizations.
- H. All recruitment or rush activities associated with any chapter will be non-alcoholic. No recruitment or rush activities associated with any chapter may be held at or in conjunction with a tavern or alcohol distributor as defined in this policy.
- I. No organization or member or pledge, associate/new member or novice shall permit, tolerate, encourage or participate in "drinking games." The definition of drinking games includes but is not limited to the consumption of shots of alcohol, liquor or alcoholic beverages, the practice of consuming shots equating to one's age, "beer pong," "century club," "dares" or any other activity involving the consumption of alcohol which involves duress or encouragement related to the consumption of alcohol.
- J. No alcohol shall be present at any pledge/associate member/new member/novice program, activity or ritual of the chapter. This includes but is not limited to activities associated with "bid night", "big brother"/"big sister" events or activities, "family" events or activities, and initiation.
- K. All functions in which more than one chapter is involved, MUST take place at a third party vendor unless the facility is designated as substance free.
- L. No alcohol may be present on any premises which is considered an alcohol-free facility by any chapter's national organization.
- M. All philanthropy events must be alcohol free.
- N. All events hosted by Interfraternity Council and/or Panhellenic Council will be alcohol free.

III. Hazing

- A. No chapter, colony, student or alumnus shall conduct, participate in nor condone hazing activities. Permission or approval by a person being hazed is not a defense. Hazing activities are defined by the University of Illinois Student code 1-302(d): "Any action taken or situation created (1) for the purpose of initiation into, admission into, affiliation with, or as a condition of continued membership in, a group or organization; and (2) to produce physical discomfort or injury, mental discomfort, embarrassment, or ridicule. Such actions or situations may include but are not limited to the following: use of alcohol; personal servitude; paddling in any form; creation of excessive fatigue; physical and psychological shocks; wearing of apparel which is conspicuous or not in good taste; engaging in public stunts; degrading or humiliating games and activities; or any activities which are not consistent with the academic mission, organizational ritual or policy, or applicable state or local law. Hazing may occur regardless of a person's willingness or consent to participate in the activity."

IV. Sexual Abuse and Harassment

- A. An organization will not tolerate or condone any form of sexist or sexually abusive behavior on the part of its members, whether physical, mental or emotional. This is to

include any actions, activities or events, whether on chapter premises or an off-site location which are demeaning to women or men, including but not limited to verbal harassment, sexual assault by individuals or members acting together. The employment or use of strippers, exotic dancers, or similar, whether professional or amateur, at a chapter event is not allowed.

V. Fire, Health, and Safety

- A. All chapter houses should meet all local fire and health codes and standards.
- B. All chapters should post by common phones and in other locations emergency numbers for fire, police and ambulance and should have posted evacuation routes on the back of the door of each sleeping room.
- C. All chapters should comply with engineering recommendations as reported by the insurance company or municipal authorities.
- D. The possession and/or use of firearms or explosive or incendiary devices of any kind within the confines and premises of the chapter house is prohibited.
- E. Candles shall not be used in chapter houses or individual rooms except under controlled circumstances such as initiation.

VI. Kolusis Program

- A. Kolusis is defined as self-governance of risk management programming that is overseen by the VPs of Risk Management for IFC/PHC.
- B. Peer Observation
 - 1. Kolusis members will be allowed to enter a social function after providing appropriate identification.
 - 2. Chapter members are expected to respect and cooperate with Kolusis members at all events.
 - 3. It is the chapter's responsibility to ensure that 3rd party vendors allow Kolusis members to enter the establishment without paying for entry and without waiting an unreasonable amount of time.
 - 4. Kolusis reserves the right to observe events multiple times.
 - 5. Kolusis members must have access to all areas of an event where guests are present.
 - 6. Kolusis members will present a signed copy of their observation report form to every chapter participating and one to IFC/PHC Risk Management.
 - 7. Kolusis members may look into suspected unregistered events.
 - 8. Chapter leadership is expected to report any unethical behavior of Kolusis members to the VPs of Risk Management.
- C. Defining a Social Event
 - 1. If alcohol is going to be present in any capacity.
 - 2. If the event can be associated with a specific chapter (or chapters) by a reasonable outside observer.
 - 3. Numerically, as few as two members of a fraternity or sorority constitute an event. An investigation will examine context to determine organizational responsibility.

4. Any event that meets the above criteria, regardless of location, could be considered a chapter social event.
5. Chapters may only sponsor social events as defined above during Fall or Spring semester.

D. Registration

1. All social events must be registered on either council's website at least 7 days in advance.
 - a. All participating/co-sponsoring chapters must register the event individually.
 - b. Chapters suspected of intentionally registering events improperly will be subject to sanctions from respective council's Judicial Board.
 - c. Chapters exceeding more than 3 late registrations in one semester will be referred to respective council's Judicial Board.
 - d. Any event registered less than 48 hours in advance will be treated as an unregistered event.
 - e. Any changes to event registration details less than 48 hours in advance will be treated as a late registration.
 2. All participating chapters must provide the theme of the event at the time of registration as well as the names of 3 initiated chapter members who must be present and sober at the event. This must include one member of the chapter's executive board.
 - a. Any changes of this need to be in compliant with VI.C.1.e.
 - b. Forging of signatures on Kolosis documents will not be permitted.
 - c. The signatures must match the names that were registered.
- E. Violations of risk management policy as outlined in this document may result in referral to respective council's judicial board or University discipline process.

VII. Social Event Management

- A. Chapter House BYOB (Bring Your Own Beverage) Events
1. All attendees must bring their own alcohol, including members of the chapter sponsoring the event.
 - a. No attendee shall be admitted with an open container of alcohol nor leave with any alcohol.
 2. All members and guests must be 19+ or possess University of Illinois identification and have their identification checked by either sober initiated chapter members or a contracted security company.
 - a. The contact information of the initiated chapter members' or security company assigned to check identification must be included in the event registration.
 - b. Charging a fee or cover to gain entrance will not be permitted.
 3. Guests who are the age of 21+ must be identified at the door and given either a wristband or stamp.
 4. Each guest is permitted to bring at maximum either a six-pack of beer as defined as beverages with an alcohol proof by volume of 6% or less, a

four-pack of wine coolers as defined as beverages with an alcohol proof by volume of 6-12%, or a four-pack of single-serving wine.

- a. A ledger must be maintained that includes the attendee's name as well as type and quantity of alcohol brought to the event. The ledger must be authentic and provided to the VPs of Risk Management should it be requested.
5. There must be one service distribution center (bar) located in a readily accessible area. Alcohol may not be distributed outside of this location.
 - a. The service distribution center must be monitored by sober initiated chapter member(s). These members are separate from the sober event monitors as outlined in VI.D.2.
 - b. Each chapter must use a check-in system of either tickets or punch cards for attendees to check in and receive their alcohol. Upon entrance, the monitor will place the attendee's alcohol behind the bar away from the rest of the event.
 - c. The chapter must ensure that only attendees 21+ are bringing, receiving, and drinking alcohol.
 - d. If there is suspicion of distributing alcohol outside of this location, Kolutis must be permitted access to other areas.
 6. The maximum ratio permitted at a chapter house event is three guests per member or legal fire capacity, whichever is less.
 7. Kolutis signs must be posted at all entrances and exits, bars, and other high traffic areas throughout the event space.
 8. The chapter must provide snacks and non-alcoholic beverages throughout the event.
- B. Events at Third Party Vendors
1. All events at Third Party Vendors must include a contract between the vendor and all chapters involved.
 2. All events at Third Party Vendors must be in compliance with a chapter's national guidelines and/or [FIPG guidelines](#) regarding contracts between venues.
- C. Transportation
1. Insured and licensed transportation must be provided by the participating chapters for off campus events.
 2. No alcohol is allowed on transportation to and from the event.
 3. Chapters are responsible for ensuring that all capacity and standee laws are followed while using provided transportation.
 4. Chapters are responsible for ensuring only members of the chapter's participating in the event are using the provided transportation.

VIII. Education

- A. Each chapter should annually educate its members on the Interfraternity Council (IFC)/Panhellenic Council (PHC) Risk Management Policy. While this policy addresses many risk management issues, all chapters should continually educate their members on

risk management issues including, but not limited to alcohol, hazing, fire safety, health topics, eating disorders, sexual abuse & harassment, and drugs. Chapters must be prepared to provide documentation of chapter education within a reasonable time if they are asked to do so.

- B. The President, Risk Manager, and Social Chair of each chapter shall attend the Risk Management Workshop held at the beginning of each semester and sign the Risk Management Contract prior to hosting registered social events.
- C. Failure to comply will result in a chapter being unable to host registered social events until the President, Risk Manager, and Social Chair have completed the designated make-up session and signed the Risk Management contract.