

**SOCIAL ENVIRONMENT MANAGEMENT POLICY
of the Panhellenic Association and the Interfraternity Council
at the University of Michigan**

This policy expects members to abide by all federal, state, county, and local regulations governing the use, distribution, and consumption of alcohol. It shall become effective for and enforced by all members and chapters of the Panhellenic Association and Interfraternity Council at the University of Michigan as of February 1, 2018 (original passage January 1, 1992).

The Social Environment Management Policy aims to provide the safest possible social atmosphere for the members of the IFC Community and their guests, while allowing attendees to exercise the personal responsibility expected of students at the University of Michigan. The following objectives are essential to achieving this aim:

- To encourage social responsibility in all members;
- To encourage responsible alcohol use and thereby reduce the risks associated with alcohol misuse at social events;
- To ensure the safety of everyone in attendance at chapter-sponsored social events;
- To decrease legal liability for chapters, their officers, members, members' parents, advisors, house corporation boards, and Inter/National organizations;
- To support the ideals and values on which our fraternities and sororities are founded;
- To practice self-governance as a Greek Community;
- To educate the general membership of the Greek Community about the importance of risk management.

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ARTICLE I – Categories of Events

A. Restricted Events

1. Criteria

- a. Event takes place on chapter property.
- b. Definition: any function that an outside observer would associate that event with a chapter is a chapter event.
- c. Alcohol is present.
- d. The number of women in attendance exceeds 20 (twenty) persons.

- 1. Events that meet the above criteria and are sponsored by an organization other than the property owners/renters will be treated as Restricted Events.¹
- 2. Restricted Events are subject to SRC (Social Responsibility Committee) and GARP (Greek Activities Review Panel) action.

B. Alcohol-Free Events

- 1. Reference Article VI.

C. Third Party Vendor Events

1. Criteria

- a. Event is held off chapter property.
- b. Alcohol is allowed.
- c. If alcohol is present, Event is held at an establishment licensed to sell and serve alcohol.

- 2. Third Party Vendor Events are not subject to SRC.
- 3. Third Party Vendor Events may be subject to GARP if a complaint is made.
- 4. Chapters sponsoring Third Party Vendor Events are responsible for proper risk management practices. Failure to comply could result in GARP action.
- 5. Registration
 - a. All third-party events, including date parties and off campus events, are required to be registered through the University of Michigan Greek Life Event Registration Portal.

¹ An NPHC fraternity wants to host an event at an IFC fraternity House. The NPHC fraternity must follow the rules of this policy as they are using IFC property.

ARTICLE II – Sponsorship

A. Definition

1. Items that constitute sponsorship:
 - a. An organization listed on the official online registration system.
 - b. An organization contributes funds and or resources to the Event.
 - c. An organization agrees, by executive decision, to participate in or attend an Event.
 - d. Promoting Events through any form of media (i.e. posters, flyers, invitations, social media, and notations in chapter minutes).
 - e. Putting a chapter's roster or significant portion of it on a guest list.
 - f. Giving a sorority roster to a fraternity.
 - g. Dropping off wristbands at a sorority.
 - h. Registering as a Co-sponsor through the online registration system.
- B. NPC Women's Fraternities may not co-sponsor events on fraternity chapter property unless the event is an Alcohol Free Event.² If however, a sorority is permitted to co-sponsor such an event under certain circumstances, it is also permitted under this policy, provided that all requirements of the national organization are met by the chapter.
- C. All organizations shall follow their Inter/National guidelines regarding what constitutes co-sponsorship and sponsorship for Third Party Vendor Events.³
- D. Sponsorship or co-sponsorship by or with any group that meets one or more of the following specifications is forbidden:
 1. An organization that is currently on social probation.
 2. An organization that has been suspended or expelled from the Interfraternity Council, Panhellenic Association, Multicultural Greek Council, or National Pan-Hellenic Council.
 3. An organization that has been suspended or has had its charter revoked by its respective National or International organization.
 4. An organized group without recognition from its respective institution.
 5. Co-sponsorship with any organization that does not have liability insurance.

ARTICLE III – Timing of Events

- A. All Events, including Restricted Events, may only occur during fall and winter semesters as stated below.
 1. Fall – the first event may occur on a date set by the VPSRs and the Office of Greek Life. All chapters must have attended the Fall Social Meeting before any Restricted Events may be held, or in the case that the chapter cannot attend, a

² In 2000, the National Panhellenic Conference voted on a resolution to eliminate co-sponsorship between sororities and fraternities for events that occur on fraternity property that involve alcohol. Since that time national organizations may have provisions for co-sponsorship under special conditions.

³ Some Inter/National organization's policies clearly define co-sponsorship in relationship to attendance at events.

sufficient alternative to the Fall Social Meeting, (as determined by the IFC Vice President of Social Responsibility). Events may not occur during the dry period for recruitment, Fall Break, Thanksgiving weekend. The last event may occur the Saturday before classes end.

2. Winter – The first event may occur the Thursday after classes begin. All chapters must have attended the Winter Social Meeting before any events may be held, or in the case that the chapter cannot attend, a sufficient alternative to the Winter Social Meeting, (as determined by the IFC Vice President of Social Responsibility). The last event may occur the Saturday before classes end. Events may not occur during either weekend of Spring Break.
3. Restricted Events may not occur during Spring and Summer Terms
 - a. Reports of Restricted Events occurring throughout the summer (through Orientation, AAPD etc.) will be reported to GARP for action to be taken in the Fall.
- B. No events may take place on Sunday, Monday, or Wednesday (See Article IX Special Event Exemption) unless approved by the VPs of Social Responsibility and notice is provided to all chapters two weeks in advance.
- C. Tier IV Restricted Events (see for definition of Tier IV) may only occur on Thursday, Friday or Saturday unless the VPSR grants permission and the event is registered by the deadline (see Article V Registration).
- D. Restricted Events must begin no earlier than 10:00pm and conclude by 2:00am unless SRC grants permission in advance (See Article IX Special Event Exemptions).
 1. Restricted Events that occur outside the hours of 10:00pm and 2:00am, without a Special Event Exemption, are not subject to SRC action, but must comply with the sponsoring chapter's inter/national risk management policies and with all relevant federal, state, and local laws.⁴

ARTICLE IV – Restricted Event Size

- A. Tier I
 1. Tier I Events are limited to 50 people plus live-in and active membership of the hosting chapter.
 2. Event is restricted to active members of the hosting chapter and of the visiting chapter, and the 25 individuals listed on the supplemental guest list.
- B. Tier II
 1. Tier II Events are limited to 100 people plus live-in and active membership of the hosting chapter.
 2. Event is restricted to active members of the hosting chapter, and of the visiting chapter, and the 50 individuals listed on the supplemental guest list.
- C. Tier III

⁴ If a Special Event Exemption for a Restricted Event occurring during this time frame is approved by SRC, then the Restricted Event is subject to SRC and GARP action

1. Tier III Events are limited to 200 people plus live-in and active membership of the hosting chapter.
2. Event is restricted to active members of the hosting chapter, and of the two visiting chapters, and the 75 individuals on the supplemental guest list.
3. Event can involve a Co-Sponsoring Fraternity that will be held jointly liable for the event.

D. Tier IV

1. Tier III Events are limited to 400 people plus live-in and active membership of the hosting chapter.
2. Event is restricted to active members of the hosting chapter and the 75 individuals on the supplemental guest list.
3. Event does not involve visiting chapters.
4. Event can involve a Co-Sponsoring Fraternity that will be held jointly liable for the event.

ARTICLE V – Registration

- A. Alcohol Free and Third Party Vendor Events need to be registered in the Event Registration Portal.
- B. All Restricted Events must also be registered.
 1. Each sponsoring organization is responsible for registering a Restricted Event
 2. Registration must be completed online, via the Office of Greek Life’s registration system.
- C. Deadlines
 1. Tier I, Tier II, and Tier III Events
 - a. Tuesday events must be registered by midnight on Friday prior to the event.
 - b. All other events must be registered by midnight on Sunday prior to the event.
 2. Tier IV Events must be registered no later than 11pm on the Friday 1 week prior to the week of the event.
- D. Registration Restrictions⁵
 1. Tier I, Tier II, and Tier III Events may be registered to take place on Tuesday, Thursday, Friday, or Saturday. (Reference Article III- Timing of Events for exclusions)
 2. Tier IV Events may only be registered to take place on Thursday, Friday or Saturday (Reference Article III- Timing of Events for exclusions)
 3. The VPSRs may grant permission to events to take place on Tuesday, or Sunday if the event is registered two weeks prior to the event.

⁵ Example: St. Patrick’s Day is on Monday, March 17th and fraternity XYZ wishes to have a Restricted Event on that day. The Event registration form must be submitted to the Office of Greek Life by 5pm Monday, March 3rd (2 weeks prior to the event date). SRC Executive Board reserves the right to not approve these Restricted Events.

- E. Tier IV Event Registrations must also include the following:
 - 1. A list of Sober Monitor (at least 25 Sober Monitors from all Co-Sponsoring Chapters) must be submitted with the registration form or the registration form will not be accepted.
- F. Restricted Events that are not registered by the deadline may not occur.
- G. Registration violations will not be considered violations by all sponsoring organizations.
- H. Registration for a Restricted Event sponsored by a member organization that is currently on social probation, or by a Greek-letter organization expelled from IFC, shall not be accepted, and the Event shall not take place.
- I. All Restricted Events must have a sponsoring organization register the event.
- J. All Restricted Events are subject to SRC Executive Board chairpersons' approval.
 - 1. The SRC Chairpersons may impose any additional risk management requirements for sponsors of an Event as a condition of Event approval.
- K. The SRC Executive Committee reserves the right to disallow any and all Restricted Events for any given evening(s) under either of the following conditions.
 - 1. Notice is given to all chapters on campus, in writing, before the registration deadline.
 - 2. An emergency makes it necessary to prohibit social events.

ARTICLE VI- Event Management for Alcohol Free and Third Party Vendor Events

- A. Alcohol Free Events
 - 1. No alcohol is permitted at philanthropic events.
 - 2. Alcohol-Free Events are subject to SRC inspection.
 - 3. Alcohol-Free Events where alcohol is present are subject to action by SRC and GARP.
 - 4. All Greek Week Events are considered Alcohol-Free Events with the exception of those held at a Third Party Vendor.⁶
 - 5. It is recommended that each Fraternity and Sorority chapter participate in at least one co-ed Alcohol-Free social activity per semester.
- B. Third Party Vendor Events
 - 1. Chapters must follow their Inter/National policies regarding events at a Third Party Vendor. (See Article I. Section C for definition of Third Party Vendor)
 - 2. Third Party Vendor Events may be subject to GARP if a complaint is made
 - 3. All sponsors of a Third Party Vendor Event will be held equally liable upon documentation of damages.
 - 4. The Interfraternity Council and Panhellenic Association will not be held accountable for personal and/or chapter actions at a Third Party Vendor Event.

⁶ See Article I. Section C for definition of a Third Party Event.

ARTICLE VII– Event Management for Restricted Events

A. Attendance Guidelines

1. All Events will be limited to Greek Membership (i.e. IFC, Panhel, MGC, and NPHC) with the exception of:
 - a. A supplemental guest list used by sponsoring organization(s), which includes a limited number of non-Greek students.

B. Supplemental Guest Lists

1. The supplemental guest list may not exceed the following size constraints for each tier:
 - a. Tier I – 25 guests
 - b. Tier II – 50 guests
 - c. Tier III's – 75 guests
 - d. Tier IV's – 100 guests
2. The guest list may be updated during the Restricted Event to reflect guests entering and exiting the event. Additions to the guest list during a Restricted Event cannot exceed the maximum number of guests allowed on the guest list.
3. The guest list must provide a complete and accurate list of all guest who attended a Restricted Event, at any time, during the course of the event
 - a. Guest attendance must be tracked using a card-swiper at all times.
 - b. Chapters must be able to present guest list at any time upon request
 - c. Chapters must archive guest lists for a minimum of 6 months.

C. Identification

1. All guests and Greek students must show identification to be admitted to events.
2. Acceptable forms of identification may include MCard, other college ID, or state-issued photo identification card cross-checked with a master list of Greek students or the supplemental guest list.
3. It is recommended that each sponsoring organization use wristbands for admittance for their guests.
 - a. It is the responsibility for each chapter to provide their own wristbands. The Interfraternity Council will not supply chapters with wristbands.

D. Entrances and Outdoor Events

1. Events may only have one entrance/exit. No event may have a separate entrance and exit. (See Article IX for Special Event Exemptions)
2. All Outdoor Event must receive a Special Event Exemption⁷ from SRC.
3. Outdoor Events shall have definite and limiting boundaries (i.e. fences) in order to restrict access to the Restricted Event.

E. Sober Monitors and Door Monitors

1. The host chapter's president or Vice President must serve as a Door Monitor and be present at the event entrance throughout the duration of Tier III and Tier IV Restricted Events.

⁷ See SEMP Article IX.

2. The Door Monitor must remain sober for the duration of the Restricted Event
 3. If for any reason, the Door Monitor is not present at the beginning of a Restricted Event, the chapter president shall designate a suitable, sober replacement for the duration of the event and inform the Head of Rounds upon SRC inspection of the event.
 4. Minimum Number of Total Sober Monitors Required
 - a. Tier I
 1. Four (4) Sober Monitors from the hosting chapter
 2. Two (2) Social Liaisons from the visiting chapter
 - b. Tier II
 1. Seven (7) Sober Monitors from the hosting chapter
 2. Two (2) Social Liaisons from the visiting chapter
 - c. Tier III
 1. Single sponsored events:
 - a. Two (2) Social Liaisons from the visiting chapter
 - b. Twelve (12) Sober Monitors from the hosting chapter
 2. Co-sponsored events:
 - a. Two (2) Social Liaisons from the visiting chapter
 - b. Fifteen (15) Sober Monitors from the hosting chapter
 - d. Tier IV
 1. Twenty (20) Sober Monitors from the hosting chapter
 2. Two (2) Social Liaisons from the visiting chapter
 3. One (1) Door Monitor from the hosting chapter
 5. For all Tier III & Tier IV Restricted Events, at least three (3) Sober Monitors and the Door Monitor must be at the door at all times.
- F. UHS Sober Monitor Training (SMT)
1. All New Members⁸ must successfully complete UHS SMT for them to be listed as an active member on the chapter's roster maintained by IFC and the Office of Greek Life.
 2. Only members who have successfully completed SMT will be eligible to serve as Sober Monitors
 3. UHS and the VPs of Social Responsibility will maintain a database of individuals who have completed SMT (name and chapter affiliation).
 4. This list will be updated after each training takes place.
 5. SRC will have access to the updated SMT database before the beginning of SRC Rounds for that week
 6. While on rounds, SRC reserves the right to request photo identification for any Sober Monitor working at a Restricted Event.
 7. The SRC "Head of Rounds" will reference the SMT database, the official list of IFC New Members to determine Sober Monitor eligibility.

⁸ New Members are to be defined as non-initiated individuals who are part of an active pledge program

8. Chapters may not use their own peer Sober Monitor trainers to train their New Members

G. Duties of Sober Door Monitors

1. Oversee admission to event including supplemental guest list and checking identification for all guests (MCard, State-Issued Photo ID Card and or/Greek ID).
 - a. Maintain card- swiper guest lists
2. Control event size by limiting admission.
3. Oversee that alcohol brought to the Restricted Event meets the SEMP standards.
4. Refuse entry to anyone who, in the opinion of the Door Monitor, is intoxicated or may pose a threat to him/herself or others at the Restricted Event.
5. Alcohol must be kept out of the entrance of the Restricted Event
6. The Sober Monitors and Door Monitor must wear an SRC-provided bright orange Greek Monitor Shirt for the duration of the Restricted Event.

H. Duties of Sober Monitors

1. Two Sober Monitors should be circulating throughout the chapter house for the entirety of the event. Monitors are encouraged to ensure decorum and provide assistance in the case of a disturbance or emergency.⁹
2. Medical Amnesty can also be a tool utilized by any member of the chapter.
3. Two Sober Monitors should run each beverage check-in area (see Article VII L).
 - a. No one, with the exception of Sober Monitors, is to be behind the beverage check-in area at any time.
4. Sober Monitors from the hosting chapter have the final say during emergencies (i.e. guest should no longer be permitted to consume alcohol)
5. If a guest is clearly intoxicated the Sober Monitor must escort them off chapter property while ensuring their safety.
6. Sober Monitors must not be under the influence of alcohol or any illegal substance while on Sober Monitor duty.
7. Sober Monitors must be easily identifiable by wearing the official bright orange Greek Sober Monitor Shirt.
 - a. SRC will provide each Fraternity orange Greek Sober Monitor shirts.
 - b. Additional shirts can be purchased from the Office of Greek Life.
 - c. It is the responsibility of the individual Fraternity to pay for shirts if lost or stolen.
8. If more shirts are needed and cannot be provided on time, then bright orange shirts can be used as a substitute, at the discretion of the IFC VP of Social Responsibility.

I. Duties of Social Liaisons

1. Social Liaisons will be responsible for actively monitoring the safety of members of their own chapter.

⁹ This includes assisting intoxicated guests (water and cabs). It is up to the Sober Monitor's discretion on how to act in assisting guests.

2. Social Liaisons must be active, initiated members of their chapter
 3. Social Liaisons must be present whenever there are at least 20 members from the visiting chapter(s) present for the duration of the Restricted Event from 10pm-2 am
 4. It is not the duty of the Social Liaison to manage the hosting chapter's event. Social Liaisons are a resource for the hosting chapter's risk management team to utilize as the need arises.
 5. Social Liaisons must be actively monitoring the event (i.e. checking all bathrooms, common areas, and upstairs hallways)
 6. Social Liaisons must be sober throughout the duration of the event.
 7. Social Liaisons will wear designated apparel or identification provided to the host chapter by SRC for the duration of their Social Liaison duties.
 8. Social Liaisons must work with the hosting chapters risk management team.
 9. All Social Liaisons must identify themselves to the host chapter's risk management team immediately upon arrival to the event and wear the orange glow bands provided by the host chapter.
 10. Social Liaisons should be in contact with the hosting chapter's risk management team to establish a safe end of the event before they are allowed to leave. Unsafe environments should not be left unattended, even if less than 20 visiting members are present at the event
- J. Alcohol Beverage Management
1. No bulk quantities of alcohol such as kegs, party balls, punch bowls, cases or any communal alcohol containers are permitted at Restricted Events.
 2. There shall be no drinking apparatuses permitted at any Restricted Event.¹⁰
 3. No distribution of alcohol is permitted.
 - a. No distribution of common sources of alcohol from a single area or from multiple areas is permitted.¹¹
 4. No glass of any kind, including glass pitchers, is allowed.
 5. Cups are allowed, but are not to be left unattended at any point during the event.
 6. Unsealed or open containers of alcoholic beverages are not permitted to leave the Restricted Event.
 7. No member organization may purchase alcohol with organization funds, and a member or members on the organization's behalf shall not coordinate the purchase of alcoholic beverages.
 8. Illegal "voluntary" monetary contributions by guests will not be permitted.
 - a. This includes but is not limited to the selling of cups, glasses, or any form of collecting money.

¹⁰ This includes "beer bongs," ice luges, funnels, etc. In keeping with the good faith of this document, it is implied that chapters execute good judgment in evaluating whether an item constitutes a "drinking apparatus" and should be prohibited from the Event

¹¹ Only those chapter members who are at least of 21 years of age may purchase and distribute alcohol to their guests and they assume liability for those guests.

9. Sorority funds may not be allocated directly or indirectly for events where alcohol may be present.
 - a. This includes but is not limited to paying for t-shirts, dinner, electric bills, gifts, etc.
 10. No hard alcohol should be present at any restricted event.
- K. BYOA (Bring Your Own Alcohol)
1. At Tier I, II, and III Events one person can bring only one (1) of the following quantities of unopened alcohol, subject to the approval of chapter members at door and/or Door Monitor:
 - a. 12 (12 ounce) cans of beer in an unopened pack
 - b. One (1) plastic bottle of wine (max. 1 liter)
 - c. One (1) box of wine with a screw-top cap (max. 1 liter)¹²
 - d. One (1) 4-pack of plastic mini-bottles of wine
 2. At Tier I, II, and III Events a group of no less than five people may bring only (1) 5-liter box of wine with a screw-top cap, per group, subject to the approval of chapter members at the door and/or Door Monitor. Guests who choose to bring a 5-liter box as a group are prohibited from bringing any other alcohol into the event, including the quantities listed in Article VII Section J, item 1.
 3. Tier IV Events are beer only.
- L. Beverage Check-In for all Tiers
1. Beverage check-in will be offered as a convenience for all guests present at an event.
 2. A minimum of two Sober Monitors shall be in charge of each check in area (number of check-in areas is left to the discretion of host chapter).
 3. The role of the Sober Monitor at the check in area is never to include acting in the manner of a bartender,¹³ (i.e. never opening or pouring the beverage) while attempting to monitor and prevent dangerous levels of intoxication.
 4. Check areas should be well lit so they may serve as a monitoring station to ensure guests' safety.
 5. There are to be no unopened cases outside the serving areas.
 6. The only containers of alcohol outside of the serving area are to be cups and cans.
 7. All cardboard boxes of wine are to be kept completely intact. No bags of wine should be outside of their respective boxes.
- M. Other
1. Non-salty food and non-alcoholic beverages must be supplied by the hosting organization (s) and be in plain view.¹⁴

¹² A box of wine with a spigot, or any other mode of distribution, is strictly prohibited and would result in a violation of SEMP Article X Section E.2 and/or E.12

¹³ The guest will pour their own drink so the "house" never serves alcoholic beverages. Chapters are encouraged to provide juice and non-caffeinated beverages to slow the effects of the alcohol

¹⁴ The Greek Community at the University of Michigan recognizes that at Restricted Events, the sponsoring organization(s) are providing a social environment and not strictly one of alcohol consumption. Therefore, it is

- a. The non-salty food and water should be available for the duration of the event.
 - b. The quantity should be reasonable in relation to the potential attendance of the event.
2. All Restricted Events must be supplied with a sufficient First Aid Kit that is to be readily available, if necessary.

ARTICLE VIII – Social Responsibility Committee/Enforcement

A. Social Responsibility Committee (SRC)

1. The Social Responsibility Committee is an affiliate of the Interfraternity Council and Panhellenic Association at the University of Michigan and was created to ensure that the Social Environment Management Policy is obeyed by all member organizations.
2. SRC is composed of two (2) chairpersons, the SRC Executive Board and SRC Checkers
 - a. The Panhellenic Association VP of Social Responsibility and the IFC VP of Social Responsibility are the two (2) chairpersons.

B. SRC Executive Board – (See *Social Responsibility Committee Bylaws Article I-II*)

1. The SRC Executive Board is governed by the Social Responsibility Committee Bylaws and will act in accordance with the SEMP.

C. SRC Rounds - (See *Social Responsibility Committee Bylaws Article V Section A*)

1. All Restricted Events will be checked during SRC Rounds.¹⁵
2. SRC Checkers must be admitted to the Event immediately upon arrival.
3. Refusal to admit any member of SRC (Checker or Executive Board Member) to the general site of any Event shall be cause for an immediate violation.

D. Procedures for Checking Events - (See *Social Responsibility Committee Bylaws Article V Section B*)

1. The sole responsibility of the SRC Checkers shall be to record their observations of any possible policy violations while they are on duty.
2. The SRC Checkers are not responsible for assigning sanctions for possible violations.
3. The SRC Checkers shall determine when they will visit the Event but will not give notice to the host chapter(s) of their visit.
4. When the SRC Checkers arrive, the contact for the event will be located and the door will remain closed for the duration of the Event Inspection. The contact will then escort the head of rounds and any other SRC Checker present throughout the Event.

recommended that these food and drink be provided to cater to those guests who are attending the Restricted Event for entertainment purposes.

¹⁵ SRC Reserves the right to go onto chapter property to look for Restricted Events. SRC may enter chapter property at any time outside the registered time.

5. SRC Checkers have the right to check any area of the chapter property where they feel that the event is taking place.
6. If the SRC checkers observe any violations, they will indicate these on the Event Checklist. They may also indicate general observations of the Event.
7. The SRC Checkers must complete the checklist while at the Event.¹⁶
8. A signature from a sponsoring organization does not signify agreement with the SRC Checkers observations.
9. SRC Checkers have the right to visit an Event however many times deemed necessary.
 - a. Sponsoring organizations should be aware that violations might be noted on the checklist during any subsequent visit.
10. The SRC Checkers shall return the checklist to the Office of Greek Life by 5:00pm on the Monday following the weekly SRC Executive Board meeting.
 - a. If a violation occurred, an Incident Report¹⁷ must also be submitted to the Office of Greek Life, along with the checklist.
 - b. The Head of Rounds and the accompanying SRC Checker must each submit their own Incident Report for a Restricted Event.

Article IX – Special Event Exemptions

- A. In the event a hosting chapter perceives the need to seek exemption from a specific aspect of the SEMP, the chapter may apply for a Special Event Exemption.
- B. Aspects of the SEMP eligible for the exemption
 1. Hosting chapters are only allowed to apply for exemptions for the following aspects of the SEMP:
 - a. Article VII.A and B: “Guest list specifications”
 - b. Article VII.H.7: “Monitors wearing SRC-provided, orange Sober Monitor Shirts”
 - c. Article VII.J.4: “Glass at events”
 - d. Article III.B-D: “Timing of Events”
 - e. Article VII.D: “Entrances and Outdoor Events”
- C. Application for Special Event Exemption
 1. See *Social Responsibility Committee Bylaws*’ Article VI Section D
- D. Granting a Special Event Exemption
 1. See *Social Responsibility Committee Bylaws*’ Article VI Section D
- E. Implementation of Special Event Exemptions
 1. See *Social Responsibility Committee Bylaws*’ Article VI Section D

¹⁶ The Presidents feel that it is the duty of the SRC Checkers to fill out the checklist while they are present so that the fraternity can fix the problem before the checkers come back a second time. They want to formally see the violations on paper, though no sanctions are made at the time of checking. If the checker feels uncomfortable, they may find someone else in the house to show or may delegate that to one of the other checkers.

¹⁷ An Incident Report is a typed description of the event.

ARTICLE X – Violations, Sanctions, and Appeals

A. Violations

1. Each reported violation is subject to possible sanction determined by the SRC Executive Board.
2. Each reported violation will result in the specified sanction.
3. Any violation that occurs at an Event will be considered a violation by all sponsoring organizations.
4. Upon the violation of any portion of this policy, the SRC Executive Board will decide on appropriate sanctions.
5. Violations may be reported by the SRC Executive Board, the Interfraternity Council, Panhellenic Association, University of Michigan, City of Ann Arbor, Inter/National Organizations, Residence Hall Staff, Member Chapters, or any concerned individual.
6. Weeks in which registered events are not allowed (including school breaks and dry rush periods) do not count towards a chapter's weeks of social probation.

B. Sanctions

1. Sanctions can be administered for any violation of any part of the Social Environment Management Policy.
2. These sanctions can be administered by the VPSR or GARP justices depending on the infraction.
3. Types of Sanctions
 - a. Community Service
 - b. Fines
 - c. Social Probation
 1. Length of Social Probation must conform to Article X Section F.
 - d. Risk Management Education
 - e. Letter to National Organization
 - f. Formal reprimand, in writing, sent to Chapter President
 - g. Formal apology at the IFC Presidents' Meeting

C. Assignment of Social Probation

1. When a chapter is sanctioned via social probation, the SRC Executive Board uses discretion in assigning the type and length of the Social Probation
2. The length of Social Probation must conform to the specifications in Article X. Section E
3. Social Probation may be combined with other sanctions.
4. Weeks in which registered events are not allowed (including school breaks and dry rush periods) do not count towards a chapter's weeks of Social Probation.
5. In a timely fashion, the VPs of Social Responsibility must issue a written Notice of Sanction to the chapter president after a sanction is determined.

6. Social Probation is in effect immediately upon the decision SRC Executive Board, regardless of when the Notice of Sanction is issued and/or received.

D. Types of Social Probation:

1. Type I
 - a. The chapter may not sponsor or co-sponsor Restricted Events
 - b. The chapter may sponsor Alcohol-Free Events and Third Party Vendor Events
2. Type II
 - a. The chapter may not sponsor Restricted Events or Third Party Vendor Events.

E. Length of Social Probation

1. Maximum Term of Social Probation: A chapter cannot be assessed social probation by SRC in excess of the total number of weeks in a given semester. Social probation can extend over two semesters. In the event of social probation extending over two semesters, social probation may not last longer than the end of the dry rush period except in the event that the chapter was sanctioned for multiple tier III offenses. *Example: A chapter who receives social probation at the end of the fall semester cannot be penalized beyond the end of the dry rush period for the winter semester.* If a chapter is assessed social probation that exceeds the length of one full semester, the chapter must immediately set up a meeting with the VP of Social Responsibility, the Judicial VP, and the IFC Advisor to determine what additional steps will be taken.

a. 1-2 Weeks (Tier I Offense) – Plus Option of Alternative Punishment

1. Not Checking ID's
2. Failure to Use a Guest List
3. Failure to Use card- swiper
4. Glass Containers present at event
5. More Than One Entrance to an Event
6. Insufficient Number of Social Liaisons - Social probation is assessed on the sponsoring chapter
7. Insufficient Number of Sober Door Monitors
8. Event Exceeds Time Constraints (event held before 10:00pm or after 2:00am)
9. Failure to Meet Educational Program Requirement
10. Event Exceeds Registered Event Size
11. Active refusal to provide identification to SRC – And Immediate Termination of the Event

b. 3-5 Weeks (Tier II Offense) - Plus Option of Alternative Punishment

1. Sober Monitors Under the Influence of Alcohol or any Illegal Substance While Serving as a Sober Monitor
2. Failure of Sober Monitor duties
3. Lack of Appropriate Number of Sober Monitors
4. Only individuals wearing the approved Sober Monitor shirt will be considered in the head count.
5. Use of Ineligible Sober Monitors
 - a) Ineligible Sober Monitor must be trained
6. Alcohol at Alcohol Free Events
7. Hard liquor at any event
8. Wine at beer-only events
9. Bulk Quantities of Alcohol
10. Unregistered Event

c. 6-10 Weeks (Tier III Offense) - Plus Option of Alternative Punishment

1. Assault of SRC member – The safety of SRC members is the responsibility of the chapter while the SRC are performing their duty on chapter property¹⁸
 - a) Assault may be defined as an act that inflicts physical or emotional harm
2. Unregulated Event (Total Lack of Risk Management)
3. Delayed Admission of SRC Checkers to Chapter Property
4. Distributing Alcohol
5. Co-Sponsoring with a Rogue Organization

F. Women's Social Probation¹⁹

1. A sorority may be placed on social probation from SRC for violations of this policy pertaining to sorority requirements which include the following:
 - a. Attendance at mandatory SEMP education session at the beginning of each academic semester.
 - b. At least one alcohol education program must be sponsored or attended by each organization per semester.
 - c. Women's chapters may not host any event where alcohol is present on chapter property.
2. Social probation
 - a. The chapter may not sponsor any alcohol related Third Party Vendor Events during the term of social probation.

¹⁸ SRC will not, however, recommend sanctions related to this provision provided the following condition is met: should the assaulting party be an unaffiliated attendee or "guest," he or she shall be forcibly removed from the event by the ranking chapter officer and be denied re-entry. Should the chapter officer refuse to cooperate, SRC shall have the right to terminate the event and recommend sanctions as described in Article X.

¹⁹ This is done in an effort to formalize women's social probation. It has never previously been defined, and so we are not defining it to have consistency between chapters and from year to year.

- b. The chapter must sponsor one Alcohol-Free Third Party Vendor Event before the end of that school year.
- c. If a chapter hosts an event with alcohol on chapter property the violation is: Sanctioning to be determined by mediation which may result in a letter to Inter/National Organization and/or Social Probation as stated above.
- d. The chapter shall remain on social probation until an educational program pertinent to the material covered by Panhellenic programming is held.²⁰ This program must be submitted to SRC for approval one (1) week in advance and the chapter must provide documentation of the program within two (2) weeks of its completion.
 1. Attendance at mandatory SEMP education session at the beginning of each academic semester.
 2. At least one alcohol education program must be sponsored or attended by each organization per semester.

G. Appeals

1. Chapters have the right to contest sanctions to GARP (Greek Activities Review Panel), in writing with-in seven days of receipt of the Notice of Sanction.
2. The co-chairs of GARP will review the letter of contest for validity (evidence the violation did not occur or there is new evidence to be presented). The co-chairs have 1 week from receipt of letter of contest to determine the validity.
3. If validity is determined, the contestation will be sent to mediation or directly to GARP.
 - a. In the event of a mediation or GARP Hearing, the VPs of Social Responsibility will represent the SRC Executive Board as the complainants
4. SRC Executive Board Reconsideration²¹
 - a. In the event of an appeal, the SRC Executive Board may reduce or dismiss a sanction for the following reasons:
 1. Evidence of a violation by SRC Checkers inspecting the Restricted Event or by the SRC Executive Board of any of the following pertaining to Restricted Events
 - a) *Social Responsibility Committee Bylaws Article IV B*
 - b) *Social Responsibility Committee Bylaws Article V A-B*
 - c) *Social Responsibility Committee Bylaws Article VII*
 2. Evidence that proves the violation did not occur.

²⁰ For example, sorority XYZ is placed on social probation because they failed to meet the membership attendance requirement for an alcohol program put on by the Panhellenic Executive Board. The chapter would then have an alcohol program at their house. If they missed a sexual assault program, they would need to have a sexual assault program.

²¹ In the event a reconsideration results in the dismissal of a sanction by the SRC Executive Board, the previously sanctioned chapter may still be subject to GARP action if a complaint is made.

- b. The SRC Executive Board may reconsider sanctions up to 24 hours before a scheduled mediation or GARP Hearing.
- c. The SRC Executive Board may not reconsider any sanctions resulting from mediated agreements or GARP decisions.

ARTICLE XI – Education

A. Mandatory Education

1. A mandatory education session will be held at the beginning of each academic term.
2. The Chapter President, Social Chair (s) and Risk Management Chair for each chapter must attend this session.
3. Restricted Events may not be registered unless this session is attended.
4. An agreement must be read and signed by each chapter indicating an understanding of this policy.
5. The SRC Executive Board will sanction chapters not fulfilling the above requirements. Members of the SRC Executive Board, Panhellenic Officers, and Interfraternity Council Officers will be available to present this policy to chapter members.²²

B. Social Environment Management Policy Education Program

1. An SRC education program on the Social Environment Management Policy must be completed with each chapter in the fall semester. In the winter semester, the educational program will be given only to new members.²³
2. Each chapter's executive board is required to read and acknowledge that they understand and will adhere to this SEMP.

C. Other Programming

1. At least one alcohol education program must be sponsored or attended by each organization each semester. This program must be attended by more than 75% of the new members and 50% of live-in membership.²⁴
2. Organizations will notify the SRC Executive Board of their educational programs
3. The SRC Executive Board must approve the educational program at least 1 week before the program occurs.

²² The sanctions are not outlined here because of the different sorts of situations that could arise. SRC reserves the right to sanction chapters that will not be too harsh, but will be an additional requirement to whatever sanctions they already have.

²³ This avoids the repetitive nature for all members of the chapter. There will be one large SEMP presentation for all members in the fall and one just for New Members in the winter.

²⁴ So if you have 40 new members and 50 members who live in the chapter house, you must have 55 people show up to the education program (30 new members and 25 in house members). Please note they do not have to be those numbers from each pledge class. We are simply using those pledge classes to determine the number who must attend. Out of house members are encouraged to come and would be counted in the total membership attendance.

4. The organization must provide documentation that the program occurred within two weeks of the program.
5. Programs sponsored by the Panhellenic Association and the Interfraternity Council will be acceptable for fulfilling this requirement.

ARTICLE XII – Risk Management

- A. Expectations - All chapters are expected to know and follow their own chapter's risk management policies in addition to the Interfraternity/Panhellenic Constitution, Bylaws, Greek Community Policy Regarding Hazing, along with this policy. All chapters must submit a copy of their own chapter's national risk management/personal safety policy to the Office of Greek Life (4115 Michigan Union) by the first day of classes for the fall term. Failure to do so will result in automatic Type I social probation until an organization does turn it in. All organizations within the Panhellenic Association must have a risk management policy approved by the Panhellenic Vice President of Social Responsibility.
- B. Hazing - The University of Michigan Interfraternity Council/Panhellenic Association strictly prohibits any form of hazing. Hazing activities are defined in the Greek Community Policy Regarding Hazing. Hazing activities are not compatible with the ideals and traditions of any Sorority/Fraternity and reflect negatively on the Greek System. All problems, policies, and acquisitions of hazing will be handled by HTF (Hazing Task Force).
- C. Drugs and Controlled Substances - The possession and/or use of any illegal or controlled substances, including but not limited to drugs, narcotics, marijuana or any hallucinogen is illegal and contrary to the standards of the Interfraternity Council, the Panhellenic Association, the University of Michigan, and the State of Michigan. There will be no possession and/or sale of any illegal or controlled substances on any chapter premises, at any Sorority/Fraternity event or at any event possibly associated with the Sorority/Fraternity.
- D. Sexual Abuse and Harassment – IFC enforces the University of Michigan sexual abuse and harassment policy which can be found on the OIE page or the Student Sexual Misconduct page of the University of Michigan website.
- E. Building Code
 1. All Chapter houses should meet all local Fire and Health code standards.
 2. All doorways and hallways should be free of obstruction and debris at all times.
 3. All chapters must have posted emergency numbers for fire, police, and ambulance and transportation numbers in clear sight for all guests.
 4. All chapters should comply with engineering recommendations as reported by their respective insurance companies.
 5. The possession of firearms and/or explosive devices of any kind within the confines and premises of the chapter house are forbidden.
 6. Fire Drills should be conducted twice a semester.

F. Suggested Procedures for an Emergency or Tragedy

1. While we hope you will not have to deal with an emergency or tragedy, from time to time these situations arise within chapters. The following suggestions are made to assist you in responding appropriately to such a situation. These procedures should be reviewed with all chapter officers and advisors. Careful preparation for an emergency can save lives and minimize losses. Every Inter/National Organization has procedures such as the following. Please refer to those procedures.
2. In the event of any emergency (serious illness, accident, fire, injury, or death) call 911 and calmly explain the situation so appropriate emergency personnel may respond.
3. Do not notify parents or family of the person involved in the emergency situation. University, police, and/or medical officials will inform family members.
4. Notify your chapter advisor, Office of Greek Life, Office of the Dean of Students, Inter/National headquarters.
5. Inform your members and new members along these guidelines:
 - a. Close the house and only permit entry to members and emergency personnel.
 - b. Assemble all members and new member groups.
 - c. Depending on the circumstances, additional individuals should be notified, such as alumni board members, regional officers, and/or national advisors.
 - d. Instruct the members to make no statements to anyone other than University or other local officials – all requests for information should be directed to the chapter spokesperson. Regarding media contacts a statement like, “We are working with the authorities to handle this situation and a more formal statement will be available soon” is always preferable to “No Comment.”
 - e. The highest-ranking chapter or alumni officer present should take control of the situation and initiate appropriate crisis management procedures.
 - f. Each chapter should develop a list of important phone numbers and contact individuals for their own crisis plan.
 - g. In the event of a suicide attempt, call immediately for an ambulance. Talk with the person while awaiting the ambulance. Do not play psychologist; just be a friend. Do not immediately assemble and inform the members in this case. Do not contact the family. Cooperate with the medical professionals to ensure safety of the person.
 - h. In the event of a death, do not remove any personal items from the person’s room or apartment. Do not let members enter the room or apartment; only allow entry by proper officials. Discuss how to deal with family and personal belongings with University officials and chapter advisors.

ARTICLE XIII – Good Faith

- A. It is recognized that this policy cannot address, in specific fashion, all possible social situations that may occur. When this policy is not specific on a particular point, the Panhellenic Association and the Interfraternity Council chapters and their members are expected to conduct their Events and themselves in the spirit of social responsibility expressed in this policy.
- B. Any chapter in violation of this policy's intent will be subject to review by GARP.
- C. The Interfraternity Council and the Panhellenic Association strongly encourages all chapters to adhere to their own risk management policy.

ARTICLE XIV- Amendments

- A. Any member fraternity or sorority in good standing with the Panhellenic Association or the Interfraternity Council may introduce an amendment to this policy.
- B. The amendment must be submitted in written form to the respective Vice Presidents of Social Responsibilities.
- C. Inseverability
 - 1. *The Social Environment Management Policy and the Social Responsibility Committee Bylaws* are to be construed as a whole, and all parts of it are to be read and construed together. If any proposed amendment to either document, conflicts with the other document, the proposed amendment shall be considered invalid and will not be voted on by IFC or the Panhellenic Council.
 - 2. If a proposed amendment to SEMP creates a discrepancy between the two policies, then a corresponding amendment to the *Social Responsibility Committee Bylaws* must also be approved.
 - a. If one of the proposed amendments fails, all other proposed concurring amendments fail.
- D. The Panhellenic Association and Interfraternity Council shall vote on the amendment at the meeting following the one in which it was introduced.
- E. An amendment that receives the affirmative vote of at least two-thirds by both the Panhellenic Association and the Interfraternity Council will be adopted as part of this policy.
- F. All amendments pertaining to Restricted Events are subject to two-thirds vote by the Interfraternity Council. The Interfraternity Council must present their amendments to Panhellenic Association before the amendment is voted on by the Interfraternity Council; however the vote is by Interfraternity Council only.
 - 1. Any member of a sorority in good standing may submit an amendment to the respective Vice President of Social Responsibility.

ARTICLE XV - Event Management for Special Events

- A. Special Events

1. Criteria
 - a. Event takes place on chapter property or a satellite property.
 - b. Alcohol is present.
 - c. The number of women in attendance exceeds 20 (twenty) persons.
 - d. Reference article I, section A for full definition.
 - i.
 2. Special Events are subject to SRC (Social Responsibility Committee) and GARP (Greek Activities Review Panel) action.
- B. Timing of Events
1. A Special Event is an event that takes place between the hours of 7:00am and 5:00pm unless otherwise approved by the VPs of Social Responsibility.
 2. A Special Event may occur on a day that is designated by the IFC Executive Board and the Social Responsibility Committee (SRC) at least 2 days in advance.
 3. Restricted Special Events are subject to SRC action, as well as the sponsoring chapter's inter/national risk management policies. And must be compliant with all relevant federal, state, and local laws.
- C. Restricted Special Event Size
1. Special Events are limited to 400 people including live-in and active membership of the hosting chapter, and 650 people if the event is co-sponsored.
 2. Event is restricted to active members of the sponsoring chapter(s) and the 100 individuals on the supplemental guest list.
 3. Event can involve a Co-Sponsoring Fraternity that will be held jointly liable for the event.
- D. Registration
1. All Restricted Events must be registered.
 - a. Each sponsoring organization is responsible for registering a Restricted Event
 - b. Registration must be completed online, via the Office of Greek Life's registration system.
 2. Deadlines
 - a. Reference Article V, section C for registration deadlines.
 3. Registration Restrictions\
 - a. Special Events may only be registered to take place on Friday or Saturday
 4. Special Event Registration must also include the following:
 - a. A list of Sober Monitors must be submitted with the registration form or the registration form will not be accepted.
- E. Sober Monitors and Door Monitors
1. A member of the host chapter's executive board must serve as a Door Monitor and be present at the event entrance throughout the duration of Special Events
 2. Minimum Number of Total Sober Monitors
 - a. Special Events
 1. Five (5) Sober Monitors from the hosting chapter

2. Five (5) Sober Monitors from each co-sponsoring chapter
3. One (1) Door Monitor per chapter
4. Two (2) Social Liaisons from each visiting chapter

F. BYOA (Bring Your Own Alcohol)

1. At Special Events one person can bring only one (1) of the following quantities of unopened alcohol, subject to the approval of chapter members at door and/or Door Monitor:
 - a. 12 (12 ounce) cans of beer in an unopened pack
 - b. One (1) plastic bottle of wine (max. 1 liter)
 - c. One (1) box of wine with a screw-top cap (max. 1 liter)
 - d. One (1) 4-pack of plastic mini-bottles of wine
 - e. At Special Events a group of no less than five people may bring only (1) 5-liter box of wine with a screw-top cap, per group, subject to the approval of chapter members at the door and/or Door Monitor. Guests who choose to bring a 5-liter box as a group are prohibited from bringing any other alcohol into the event, including the quantities listed in Article XV Section F, item 1, a-e..
2. Special Events are beer and wine only.

G. Length of Social Probation.

1. 0-2 Weeks if uncorrected after identified by MAP volunteer to Chapter (Tier I Offense/Minor Violations) – Plus Option of Alternative Punishment
 - a. Not Checking ID's
 - b. Glass Containers present at event
 - c. More Than One Entrance to an Event
 - d. Insufficient Number of Social Liaisons - Social probation is assessed on the sponsoring chapter
 - e. Insufficient Number of Sober Door Monitors
 - f. Event Exceeds Time Constraints
 - g. No food or water
 - h. Guests on roofs, ledges, or fire escapes
 - i. Lack of Appropriate Number of Sober Monitors
 1. Only individuals wearing the approved Sober Monitor shirt will be considered in the head count.
2. 1-3 Tailgates (Tier II Offense/Major Violations) - Plus Option of Alternative Punishment
 - a. Assault of MAP member – The safety of MAP members is the responsibility of the chapter while the MAP are performing their duty on chapter property
 1. Assault may be defined as an act that inflicts physical or emotional harm
 - b. Unregistered Event
 - c. Sober Monitors Under the Influence of Alcohol or any Illegal Substance While Serving as a Sober Monitor

- d. No sober monitors
- e. No BYOA Check
 - 1. Liquor behind the BYOA check
- f. Bulk Quantities of Alcohol
 - 1. i.e. Kegs and handles
- g. Co-sponsoring Event with a Rogue Organization
 - 1. Co-sponsoring will also include the presence of any letters of a rogue organization at an event
 - 2. See Article II, Section A, Subsection 2 for a definition of Co-Sponsoring

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