



FIU Fraternity & Sorority Life General Policies and Procedures

Updated: August 24, 2018

TO COMPLY WITH THE CIVIL RIGHTS ACTS OF 1964 (AMENDED), STUDENT ORGANIZATIONS WHICH ILLEGALLY DISCRIMINATE IN THEIR MEMBERSHIP AS TO RACE, CREED, *SEX, NATIONAL ORIGIN, OR HANDICAP WILL BE DENIED THE USE OF UNIVERSITY FACILITIES, SUPPORT, AND SERVICES.

*An exemption to Title IX of the 1972 Educational Amendments permits social fraternities and sororities to maintain single-gender memberships.

I. General Policies

To remain in good standing with Fraternity and Sorority Life (FSL), fraternal organizations must be compliant with the following:

1. Any social fraternal organization at Florida International University (FIU) must be registered with FSL and must be a member in good standing of one of the six (6) national interfraternal partner trade associations or governing councils (NALFO, NAPA, NIC, NMGC, NPC, & NPHC) to be considered eligible for local Council membership. Interest groups, must be approved by FSL, follow FSL policies/guidelines, and abide by their respective council's guidelines found in their constitutions. The governing councils recognized at FIU are:
 - a. Interfraternity Council (IFC)
 - b. Multicultural Greek Council (MGC)
 - c. National Pan-Hellenic Council (NPHC)
 - d. Panhellenic Council (PC)
2. The purpose and activities of these recognized fraternal organizations must not conflict with the mission and regulations of Fraternity & Sorority Life, Florida International University, or with state and federal laws.
3. All chapters/colonies at FIU must follow their council constitution and bylaws, Fraternity & Sorority Life policies/procedures, the FIU Student Code of Conduct, policies set forth by the University, and their national/international policies.
4. Each chapter/colony must have at least one faculty/staff advisor or one chapter advisor, unless the organization's headquarters has stricter requirements or qualifications.
 - a. Faculty, staff, and chapter advisors cannot be enrolled FIU students who are also active members of the undergraduate chapter/colony.
5. All organizations must comply with The GOLD Star Program by the specified dates each semester. Each chapter must provide the following to Fraternity & Sorority Life:
 - a. Letter of good standing from the inter/national organization during the spring semester via the GOLD Star Program.
 - b. Proof of liability insurance from the inter/national organization on an annual basis. Proof is due once a calendar year by end of spring semester.
 - c. Copy of the chapter's constitution/bylaws to be submitted at the end of each fall semester, or when amended, and a copy of the inter/national copy constitution/bylaws as amended through the GOLD Star Program.

- d. All GOLD Star Program submissions must be submitted by a current active member of the organization. An active member is defined as an enrolled FIU student who is listed on the chapter's official roster filed with Fraternity & Sorority Life.
 - e. All organizations must have documentation of their 501(c)(7) status filed with Fraternity & Sorority Life. This status must be active and submitted on an annually in the spring semester with Fraternity & Sorority Life as part of their GOLD Star Program submission.
6. Each semester, the chapter/colony will participate in all-Greek educational activities sponsored by Fraternity & Sorority Life with at least 40% chapter/colony attendance. Failure to do so will result in a fine of \$10 per person payable to *FIU Foundation*. Documentation of additional programming will be required and must be submitted through the GOLD Star Program process.
 7. Chapter Academic Requirements: All chapters/colonies are required to maintain a 2.7 semester grade point average (for fall/spring) to retain privileges on campus. Community Grade Reports will be compiled and shared during the Fall and Spring semesters with each chapter/colony president, advisor, and their headquarters. FSL does not compile and report out Summer Semester grades due to the variation in enrollment numbers of chapter members and because chapters are not considered active during the summer. Active is defined by dues collection processes of individual councils.
 8. If a chapter/colony falls below a 2.7 semester grade point average they will be placed on academic probation. Chapter headquarters will be notified of the current academic chapter status.
 - a. Chapters/colonies who are **initially** placed on academic probation will be limited to three social, philanthropic, or educational events to refocus on academic improvement.
 - b. Approved recruitment/intake events are exempt from being on academic probation.
 - c. If a chapter or colony is on academic probation for **two consecutive semesters**, failure to meet the standard GPA requirements will result in:
 1. No approval of signature events.
 2. Only being able to host two social, philanthropic, or educational events during the semester.
 3. No participation in intramural sporting events.
 4. Limited reservations approval by FSL.
 - d. When on academic probation, the chapter/colony must present and implement an academic plan and meet with their council advisor (or designee) and their respective council's scholarship or academic chair at least once a month during the probation period.
 - e. Failure to meet the standard GPA requirements for **three consecutive semesters** will result in the chapter/colony losing all event privileges until the GPA minimum is acquired.
 1. An FSL review of the chapter's standing on campus will be held in conjunction with a representative of the Chapter Headquarters to determine continued council and campus recognition.
 2. It is up to the FSL Advisor to determine the final action items and timeline for improvement to ensure recognition after three consecutive semester academic probations.
 3. Lack of communication and improvement of the chapter following this review can result in full loss of chapter recognition.
 9. All council executive board and chapter/colony presidents must have a GPA equal to or higher than a cumulative 2.7 grade point average and must be registered for at least nine credits (undergraduate) or at least six credits (graduate). Officers not meeting this standard must resign from their position.
 10. Minimum Membership Requirement: Each fraternity and sorority chapter/colony will maintain a minimum of 10 active members on the chapter's roster at all times.
 - a. If the chapter/colony roster falls below 10 members, the chapter/colony will immediately be placed on a probationary status for two (excluding summer) semesters.
 - i. Probationary status provides a warning for chapters that they need to conduct a healthy

- recruitment/intake period where they must meet the minimum number of members.
 - ii. Failure to meet in the minimum number of members can result in loss of recognition on campus.
 - b. If a chapter/colony has been on probation for two consecutive semesters and has failed to meet the minimum membership requirement, an FSL review of the chapter's recognition at FIU will be held.
 - c. The chapter review for membership totals will include:
 - i. Review of recruitment plans for the past three consecutive recruitment semesters
 - ii. Marketing attempts to recruit
 - iii. Number of informational sessions held
 - iv. Nationals involvement in recruitment workshops and tactics
 - v. Council involvement in helping the chapter recruit
 - vi. Number of times the chapter president and/or recruitment chair has met with the council/staff advisor to talk about recruitment.
 - vii. Review of chapter grades
- 11. Intramural Sports is overseen by FIU's Wellness and Recreation Center. Individual councils will send the list of active members per organization to FIU's Wellness and Recreation Center once a semester. Individual councils also reserve the right to have additional requirements regarding intramural sports.
- 12. All judicial matters will be handled through Student Conduct and Conflict Resolution, the respective council's judicial board (if applicable), Fraternity & Sorority Life, or the Community Standards Board depending on the type of infraction by the chapter.
- 13. Fraternity & Sorority Life will make all organizational standings available online and through requests.
- 14. Each chapter must have a representative to serve on the Greek Standards Board to be part of the pool to hear cases that arise as a result of Community Standards violations.
- 15. Authority of Fraternity & Sorority Life includes, but is not limited to:
 - a. Removal of event privileges;
 - b. Removal of reservation privileges;
 - c. Fines, when applicable; and
 - d. Removal of chapter/colony recognition.

II. Recruitment, Intake, and New Members

1. All organizations must complete the Membership Education Form/Membership Intake Form, including the anti-hazing form, by the requested deadline.
2. Fraternity and Sorority Life requires that students looking to join a chapter/colony must have the following minimum GPA/credits (Please note: Some chapters/colonies may have higher GPA requirements):
 - a. IFC
 - i. A cumulative unweighted 2.75 high school GPA or a 2.5 cumulative GPA if they have earned nine or more FIU or transfer credits.
 - b. MGC:
 - i. A cumulative unweighted 2.75 high school GPA or a 2.5 cumulative GPA if they have earned nine or more FIU or transfer credits.
 - c. NPHC:
 - i. A 2.5 cumulative GPA if they have earned nine or more FIU or transfer credits.
 - d. PC
 - i. A cumulative 3.0 high school GPA or a 2.5 cumulative GPA if they have earned nine or more FIU or transfer credits.
 - e. Students must be enrolled in at least nine credits at FIU, fully matriculated at FIU, and in good academic and conduct standing with the university.

- f. Students joining in fall/spring must be registered in nine credit hours at the university.
 - i. Exceptions can be made for dual degree seeking students with proper documentation.
- g. Students joining in the summer must be registered in at least one summer class.
 - i. Individual councils and organizations may have additional requirements.
 - ii. MGC and NPHC organizations requesting a summer intake process must be formally submitted in writing to Fraternity & Sorority Life.
 1. Documentation must include a letter of approval from their national office.
 2. Each request will be reviewed on case by case basis.
3. Panhellenic fully-structured recruitment events will be single-gender events. Please see individual council constitution and policies for additional information regarding recruitment guidelines.
 - a. FSL reserves the right to determine locations and sites for Panhellenic Recruitment events that will foster a safe environment for all participants. This includes setting attendance or participation limits per chapter to meet facility or venue capacity requirements.
4. All organizations must be in compliance with their local, national and/or international recruitment/intake policies.
5. All recruitment or intake activities must be non-alcoholic. Additionally, no alcohol can be present at any associate member, new member, novice program activity, ritual, or meeting.
6. All new member education processes/programs must be completed prior to finals week each semester in the same semester it begins.
7. All new members are required to attend a FIU Greeks 101: New Member Workshop by Fraternity & Sorority Life.
 - a. IFC and PC new members must attend the semester they are going through their new member education process.
 - b. MGC and NPHC new members must attend the semester immediately after initiation (excluding summer).
 - c. A \$25 fine will be assessed for all new members who do not attend during their required semester.
8. For any organization presenting new members, all revelations must be completed within 10 days of initiation, pinning, or crossing.

Any organization that fails to complete any of these expectations will be further reviewed by Fraternity & Sorority Life and the council or umbrella organization under which it operates.

III. Event Planning and Programming

A. General Policies

1. Fraternity & Sorority Life programming takes precedence over major council and chapter programming events. Overall community events include, but are not limited to:
 - a. Week of Welcome events;
 - b. Hazing Prevention programming;
 - c. Alcohol Awareness programming;
 - d. Sexual Assault Education and Prevention programming; and
 - e. Greek Service Day(s).

FSL reserves the right to create new overall community programs, when deemed necessary.

2. The Event Planning and Notification Form (EPNF), found on PantherConnect, must be submitted for events containing alcohol and/or with anticipated crowds larger than 100 people (parties, mixers, new member presentations, formal events, semi-formal events, philanthropic events, date functions, etc.). Organizations must follow the policies listed on the event planning form.
 - a. Functions and events must be registered with Fraternity & Sorority Life and the EPNF must be submitted via PantherConnect at least 14 business days before the function or event.
 - b. Additionally, an Environmental Health and Safety Checklist must be completed and turned into the

corresponding department for events on campus with more than 100 people (events outside, BBQs, or events on-campus with alcohol, etc.) This form must be completed within a minimum of 14 business days before the event.

- c. Penalties for submission of a late or incomplete form will result in the following:
 - i. \$100 fine for the first violation,
 - ii. \$150 fine for the second violation,
 - iii. \$200 fine for the third violation.
 1. An all social event restriction will placed on the chapter at a third violation
 2. An all-social event restriction will last 90 days.
 - iv. Failure to submit a form will result in a referral to the corresponding council's Judicial Board and/or the Office of Student Conduct and Conflict Resolution.
 - d. Any chapter/colony hosting or cosponsoring any event/activity, on and off campus, with a recognized fraternity or sorority from another accredited institution must register that event/activity with Fraternity & Sorority Life.
3. Organizations must have all flyers and t-shirts approved by Fraternity & Sorority Life prior to printing or posting within 21 days of the event. All materials to be posted or printed or t-shirts for an event must be submitted with the initial EPNF and approved before printing or use. Materials, including, but not limited to: alcohol, illegal substances, disparaging, lewd, and/or inappropriate materials, and those that are inconsistent with University Policy will be denied.
 4. Organizations are not allowed to host fundraising or social events that include the auctioning or selling of other human beings (i.e. date auctions), or those that include any form of gambling.
 5. All functions must adhere to local, state, and federal laws and must uphold the risk management policies of their national organization.
 6. A gathering of six (6) or more individuals of the same fraternity or sorority could be considered an event.
 - a. Any gathering of a chapter/colony with a membership size below six (6) could also be considered an event.

B. Social Events

1. All social functions or events sponsored or hosted by a sorority or fraternity at Florida International University must be registered and approved with Fraternity & Sorority Life.
 - a. The sale, intent to sell, and use of illegal drugs is prohibited, on or off campus, including official or "unofficial" chapter houses, and at any fraternity and/or sorority events.
2. All social events scheduled for the semester should occur by the Friday of the last week of classes. Social events will not be approved for the Saturday or Sunday preceding finals week or during finals week.
3. The sponsoring organization, as well as the co-sponsoring organization(s), are held liable for the operation and conduct of the event, whether on or off campus.
 - a. It is expected that any organization's role in planning, hosting, funding, and/or advertising an event is considered a co-sponsorship.
 - b. The EPNF must be signed and submitted individually by all co-sponsoring organizations.
 - c. If an event occurs at the chapter house, they are automatically a co-sponsor, even if they are not the sponsoring organization.

C. Social Events with Alcohol

1. Any event including alcohol hosted by a sorority or fraternity, on or off campus, must be either a BYOB or use a licensed and insured Third Party Vendor, as outlined by the Student Code of Conduct and the EPNF policies of Fraternity & Sorority Life. Additionally, any events with alcohol must follow the risk management policy of the corresponding inter/national headquarters.

- a. Presence of alcohol will constitute a social event.
 - b. Organizations who are permitted to host events with alcohol, per their national policies, may host a maximum of 4 events with alcohol per semester. This does not include formal or semi-formal events.
2. Guest lists should be turned in at least 5 business days prior to the event. A post guest list must be submitted no later than 48 hours after the event.
3. Social events that involve alcohol must also be accompanied by sober monitor list that is turned in via the ENPF.
 - a. For every ten (10) people present, there must be one (1) sober monitor and a list of approved sober monitors must be submitted via PantherConnect when event is registered.
 - b. Sober Monitors must have attended sober monitor training provided by Fraternity & Sorority Life.
4. Any event must be in adherence to the local, state and federal laws concerning alcohol consumption both within the chapter's house and at third party establishments.
5. Alcohol cannot be purchased using chapter funds or by a common source (i.e. donations, pass the hat, member(s) pays, or alumni members pay).
6. No member(s) can purchase or give alcohol to anyone under the age of 21.
7. No chapter event with alcohol can be co-sponsored with a third-party establishment.
8. No event can be planned with other chapters/organizations that purchase alcohol for the event.
9. Common source containers are not permitted. This includes, but is not limited to, kegs, trash cans, recycling bins, kiddie pools, cases of beer, and coolers.
10. No drinking games will be played in fraternity houses, or at fraternity or sorority events, including tailgates. This includes, but is not limited to, flip cup, beer pong, beer Olympics, shotgunning, etc.
11. Possession and use of paraphernalia designed or used to deliver a high volume of alcohol or to facilitate rapid alcohol intake is prohibited. This includes, but is not limited to, ice luges, funnels, shot skis, etc.
12. Nonalcoholic beverages and non-salty foods must be provided for events that have alcohol.
13. Service of alcohol must stop at least one hour before the end of the event.
14. **Bring Your Own Beverage (BYOB) (Adapted from the Student Code of Conduct)**
 - a. **BYOB Definition:** An event where chapter members and guests are required to provide their own alcoholic beverages
 - b. **Guest List:** A guest list must be provided with Panther IDs of those in attendance. This must be submitted five business days before the event takes place. All guests must be personally invited to the event by a chapter member, with their attendance confirmed.
 - c. **Alcohol Limits:** Each person is limited to six 12-ounce cans of beer, four 10-ounce wine coolers, or one bottle of wine (25.4oz).
 - d. **Monitors:** Sober Monitors checking in guests/participants or dispersing alcohol must be over the legal drinking age and must not consume or be under the influence of alcohol. Check-in and alcohol dispersal cannot be done by the same monitor.
 - e. **Identification:** The host organization(s) is/are responsible for identifying those participants who are of legal drinking age (stamping, banding, I.D. checks, etc.) and ensuring that there are no individuals under the legal drinking age consuming alcohol.
 - f. **Timing:** Events can be no longer than 5 hours and the events/function must end no later than 3:00 am. The serving of alcohol will stop at least one hour prior to the end of the event/function.
 - g. **Serving Area:** There is to be only one serving area, monitored by the sober monitors of legal drinking age. Servers will not serve any persons who are visibly intoxicated. A list of sober monitors and their birthdates must be submitted to Fraternity & Sorority Life at least five business days prior to the event. Chapters must have a system in place to track consumption of alcohol by guests (i.e. ticket system, etc.).
 - h. **Leaving:** Individuals choosing to leave the function and wishing to claim their remaining alcohol may do so by turning in all remaining tickets and exiting the premises. All remaining alcohol must be poured out in the presence of a Public Safety Officer or approved designee by Fraternity & Sorority Life.
 - i. **Containers:** All beverages packaged in glass must be poured into and served in a plastic cup.
15. **Third Party Vendor (Adapted from the Student Code of Conduct)**

- a. **License:** A licensed/insured company caters and serves the function and controls the identification of legal aged consumers and the dispersion of alcohol. The company must be licensed and insured as required by state and local ordinances.
- b. **Responsibilities:**
 - i. Each sponsoring/co-sponsoring organization is prohibited from entering into arrangements with the catering company to provide them a set amount of alcohol. This is the same as purchasing alcohol with chapter funds. The catering company must be paid for services only, not the purchase of alcohol in any manner. Only cash bars are permitted.
 - ii. Each sponsoring/co-sponsoring organization must provide a copy of the insurance permit of the third-party vendor to Fraternity & Sorority Life at least five (5) business days prior to the event.
 - iii. Each sponsoring/co-sponsoring organization must monitor the location's entrances and exits.
 - iv. Each sponsoring/co-sponsoring organization must provide necessary security to ensure the proper safety for all guests
 - v. Each sponsoring/co-sponsoring organization must check the identification of each member and guest to ensure that, if they choose to drink, they are of legal age to do so.
 - vi. Each sponsoring/co-sponsoring organization must provide food and non-alcoholic beverages.

D. Philanthropic Programming:

1. Alcohol is strictly prohibited at all philanthropic events.
2. All philanthropic events, in which the goal is to raise money for charitable organizations or memorial funds, must be registered with Fraternity & Sorority Life through the Event Planning and Notification Form. This includes off-campus philanthropic events.
3. Organizations are only able to host one signature philanthropic event per semester.
 - a. Signature events include, *but are not limited to*, pageants, participant-based events, team-based events and sporting events that require pre-event fundraising or participation.
 - b. The term "signature event" will be applied at the discretion of the Fraternity & Sorority Life with information and input from chapter and council leadership.
 - c. Chapters will receive designated dates for each semester's signature philanthropic event prior to the GOLD GOLD Start of the academic year. Designated dates will be assigned, and the overall calendar will be created and organized at the discretion of Fraternity & Sorority Life.
 - d. The selling or bartering of reserved dates is not allowed.
4. Pre-Event Days
 - a. Each chapter will receive no more than two, on-campus, pre-event days to encourage participation and host smaller fundraising events.
 - i. Chapters that hold pageants will *only* use these days to host on-campus, pre-pageant events that count towards participants' overall scores.
 1. There will only be one event per pre-event day. Off-campus and weekend pre-events cannot count towards a participant's overall score or fundraising total.
 2. Events can be considered any activity beyond tabling that requires member or contestant participation.
 - ii. Chapters that do not hold pageants may request to have two, on-campus, pre-event days for one of their signature philanthropic events.
 - iii. Pre-event days will only be allowed once per year per chapter. (*i.e.* If a chapter uses their days for their pageant during the fall semester, they do not also get pre-event days in the spring semester.)
 - iv. Pre-event days must be consecutive, with the exception of those split by a weekend or holiday, and they may only be used in one semester. Exceptions can be made at the discretion of the

Fraternity & Sorority Life staff.

- v. Unused days will not rollover to the next semester.
5. Tabling is not subject to the restrictions as long as it's the chapter doing the tabling not (pageant) participants
6. Philanthropic events held during summer sessions are not subject to restrictions but need to be approved by the Council advisor.
7. The chapter's respective council advisor must approve additional philanthropic events that are not deemed a signature event. The chapter can send an email with their requested date and event information. This approval is to ensure the additional event does not conflict with another chapter's reserved dates.
8. All philanthropic programming is done at the discretion of the Fraternity & Sorority Life--meaning, any chapter whose philanthropic programming is found to be inappropriate, not aligned with our fraternal values, or who violates the spirit of this policy may be subject to disciplinary consequences and/or event cancellation.

IV. Reporting Emergencies, Acts of Bias, Student Code of Conduct Violations, and Student in Distress

1. Reporting Emergencies
 - a. If you need to report an emergency, call University Police at (305) 348-2626, or dial 911.
2. Reporting Acts of Bias
 - a. Incidents of bias can be reported via the [Bias Incident Reporting Form](#).
 - b. Incidents of bias are defined as incidents of bigotry, harassment, intimidation, coercion, violence, or damage to property by known or unknown perpetrators which may occur on the Florida International University campus or within an area that impacts the FIU community (addressed by the Bias Education & Response Team).
3. Reporting Student Code of Conduct Violations
 - a. Any violation of the Student Code of Conduct can be reported via the [online reporting form](#)
4. Reporting Students in Distress
 - a. If you are concerned about a friend, a fellow student, let us know so we can help. It is not uncommon for peers to be the first person to recognize when a student is in distress. If you see dramatic changes in a friend's behavior, if you're concerned about a fellow student, share your concern with someone who can intervene and assist. The Dean of Students can assist in this situation. Students can report their concerns via the [online reporting form](#).

V. Process for Unrecognized and Suspended Chapters

1. Any chapter that is suspended or unrecognized by Student Conduct & Conflict Resolution, Fraternity & Sorority Life, and/or their [Inter] National Headquarters will immediately lose the rights and privileges of a recognized group with Fraternity & Sorority Life and FIU.
2. Any chapter that is suspended or unrecognized is:
 - a. Banned from convening as an organization and participating in any events at Florida International University;
 - b. Separated from the University and automatically loses University recognition with all rights and privileges associated with recognition;
 - c. Prohibited from participating in all intramural and University activities and the free use of University facilities at all FIU campuses; and
 - d. Prohibited from using FIU or Florida International University from all your promotional items and social media accounts. The latter is a violation of the FIU brand.
 - e. Prohibited to conduct official business in person or via any online medium at Florida International University.
 - f. Prohibited to use of any and all paraphernalia which includes but is not limited to shirts, jerseys, lanyards, or flags as it pertains to any university and/or organized student activity/function.
3. New and former chapters who wish to be considered for community recognition will be required to follow the desired governing council's expansion/extension policies/guidelines:

- a. Interfraternity Council (IFC)
 - b. Multicultural Greek Council (MGC)
 - c. National Pan-Hellenic Council (NPHC)
 - d. Panhellenic Council (PC)
4. Chapters selected for recognition by FIU Fraternity & Sorority Life and a governing council will receive a written invitation from the Director of Campus Life or designee. Specific timelines for recognition will be determined with the FIU Fraternity & Sorority Life staff and respective council.

Failure to comply with any part of this policy will result in fines or a loss of sponsoring or co-sponsoring event privileges. All fines assessed within the parameters of these policies should be made payable to the *FIU Foundation* and will be deposited to the *FIU FSL IGNITE Foundation Account for Living the Ritual* to be used for future leadership development programs for the FIU Greek Community.

If you have any questions regarding the form of the policies/guidelines, please contact Fraternity & Sorority Life at (305) 348-2138.