

**Interfraternity Council (IFC) At the
University of Minnesota - Twin Cities
Risk Management Policy**

PURPOSE:

This document is intended to aid in the preservation of the fraternity and sorority community at the University of Minnesota by establishing a level of accountability and care for our brothers, sisters, and guests within social situations.

NOTICE:

This document serves as a supplement to the National/International policies and regulations regarding risk management of each member chapter of the Interfraternity Council. Organizations must be aware of and comply with the standards outlined by their National/International policies, state and local laws, the North American Interfraternity Conference (NIC) health and safety guidelines, and the University of Minnesota.

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Definitions:

1. **BYOB:** *To be considered a BYOB event, all alcohol present at the event must have been brought to the event by the individuals in attendance, for the sole purpose of personal consumption.*
2. **Closed Event:** *To be considered a closed event, the event's attendance must be limited to a finite number of individuals and must comply with all policies pertaining to attendance and guest lists.*
3. **Co-sponsored Event:** *Any social event for which one or more members of two or more chapters participate in the organization, promotion, registration, planning, or execution of the event.*
4. **Drinking Games:** *Activities in which the consumption of alcohol is stipulated or encouraged by a set of rules or guidelines.*
5. **Dry Event:** *To be considered a dry event, the facility or area in which the event is being held must be free of alcohol.*
6. **Gameday:** *The time period, beginning at 6:00am and ending at 8:00pm or the end of the game, whichever is earlier, on the calendar day of a gopher football game.*
 - a. *In the event of a night game, or game starting after 6:00pm, the "gameday" shall end no later than one hour after the game begins.*
7. **Gameday Event:** *Any social event scheduled to occur during the time period designated as a gameday.*
8. **Guest List:** *A list containing the names of any individuals, other than members of the hosting chapter, that may attend an event.*
 - a. *Guest lists must be created for any event at which alcohol is present.*
 - b. *Guest lists are not sign-in lists, must be finalized, or closed, prior to an event's start time, and names may not be added after this time.*
 - c. *Guest lists for Tier 3 events may not contain the names of potential new members.*
 - d. *The student directory is not a guest list.*
9. **Hard Alcohol:** *Any alcoholic beverage other than beer, malt beverages, wine, or champagne.*
10. **Potential New Member (PNM):** *Any non-Greek individual who attends the University of Minnesota.*
11. **Open Container:** *Any container that carries alcohol, of which the seal has been broken, whether contents are missing or not.*
12. **Recruitment Event:** *Any activity at which chapter members and potential new members are present and participating in recruitment related activities.*
13. **Social Event:** *Any event hosted, planned, sponsored, promoted, or financed by a chapter at which members and non-members of that organization are in attendance.*
14. **Social Event Categories:**
 - a. **Tier 1:** *An event at which those in attendance include only members,*

alumni, and/or their families.

- b. **Tier 2:** An event at which the ratio of guests to members is no greater than 2:1. This includes, but is not limited to, date parties, exchanges, and formals.*
 - c. **Tier 3:** An event at which the ratio of guests to members is greater than 2:1. This includes, but is not limited to, list parties, mixers, pairing parties, and theme parties.*
- 15. Third Party Event:** *Any event held on the property of any party other than the facility of the chapter(s) participating in the event.*

I. Event Registration:

- A.** All events must be registered with the Interfraternity Council in accordance with the registration form established by the Campus Safety Officer of the Interfraternity Council. This form can be found at www.begreekumn.org under resources.
 - 1. All events must be registered no later than three business days prior to the event's occurrence.
 - 2. Co-sponsored events must be registered separately by each chapter participating in the event.
- B.** If an impromptu event occurs on a tier 2 or 3 scale, a chapter will be sanctioned as outlined under **X_B**.
- C.** Event Registration Forms shall contain, but are not limited to, the following:
 - 1. Event title/theme
 - a) Chapters are expected to make responsible decisions regarding the themes of their parties.
 - b) Submitted themes are reviewed by IFC, and at IFC's discretion, are either approved or rejected.
 - (1)** If rejected, chapters have the opportunity to submit a new theme.
 - (2)** If a theme is rejected and the chapter continues to hold the event with the rejected theme, they will be sanctioned as outlined under **X_B**.
 - (3)** If a theme is approved by IFC, and a guest finds it offensive and reports that to IFC, the chapter will not face a sanction. However, the legislative body and executive committee of IFC will further discuss appropriate themes and evaluate why the theme was offensive with the chapter.

- c) NOTE: Themes must not be exclusive in any way (racist, homophobic, sexist, misogynistic, etc.), as all guests should feel comfortable when on IFC chapter property.
- 2. Date of event's occurrence
- 3. Time at which the event shall begin
- 4. Time at which the event shall end
 - a) All events must end prior to 2:01 AM
- 5. Hosting chapter
- 6. Participating chapter(s)
 - a) Each chapter participating in a co-sponsored event must submit a registration form for the event.
- 7. Location of the event
- 8. Categorization of the event:
 - a) Tier 1, 2, or 3
 - b) Designation as DRY, BYOB, or 3rd Party
- 9. Name (first & last) and contact information of individual submitting registration form
- 10. Names (first & last) and contact information of two of the event's sober monitors
 - a) One of these sober monitors must be the executive member required
- 11. Name (first & last) and contact information of a chapter advisor that approved of the events occurrence

II. Event Management:

- A. Chapters reserve the right to limit access to events and/or portions of facilities in which events are being held, for any reason, and require that those seeking admission provide a form of government issued identification to discern age, and/or appropriate identification to determine student status.
 - 1. Chapters that choose to require those seeking admission provide identification to discern age, as stated in **II_A**, must use wristbands of varying color, or unique stamps, to identify guests that are under twenty-one (21) years of age.
 - a) Marking guests with permanent markers will not sufficiently fulfill this requirement, because of the ease in which these markings can be fraudulently duplicated or removed.

- b) Those seeking admission that are unable to provide a form of government issued identification will be assumed to be under twenty-one (21) years of age.
- B.** Chapters reserve and shall exercise the right to limit access to events based on an individual's status as a member of a University of Minnesota fraternity.
- C.** Chapters reserve the right to limit event access to any individual based on items/objects in the individual's possession, and/or items/objects within the individual's bag, backpack, purse, etc.
- D.** Chapters reserve the right, and are encouraged to, search the bags, backpacks, purses, etc. belonging to any individual seeking admission and/or any individual in attendance of an event.
 - 1. The decision to exercise the rights stated in **II_C** and/or **II_D**, will be made at the discretion of any of the event's sober monitors.
 - 2. The exertion of this right is intended to further the safety of those in attendance and mitigate instances in which the possession of alcohol, illicit drugs, or any objects may pose a danger to their possessors or others.
- E.** In the instance that an event is held at a chapter facility, individuals shall not be permitted outside of the chapter facility unless the area is enclosed by a fence and the entrance/exit to that area is restricted.
- F.** The exteriors of all chapter facilities will be free of cups, cans, and other debris no later than 11:00am on the Sunday following an event. The decision to review chapter facility exteriors will be made at the discretion of any executive member of the Interfraternity Council.
- G.** The advertisement, within general public mass mediums, of social events, tier 1, 2, or 3, where alcohol is present is strictly prohibited.
 - 1. Examples of general public mass mediums include, but are not limited to, newspapers, radio, television, campus bulletin boards, and social media (Facebook, Twitter, Instagram, etc.).
- H.** The following information must be posted, legibly, at the entrances to all social events and near any alcohol distribution sites:
 - 1. Minnesota Law prohibits the possession or consumption of alcoholic beverages by persons under the age of 21.
 - 2. Gopher Chauffeur: (612) 624-1940
 - 3. UMPD Escort Service: (612) 624-WALK (9255)
 - 4. Emergency: 911
 - 5. All alcohol is BYOB. If you did not bring it, you cannot drink it.
 - 6. Chapter reserves the right to refuse admittance to anyone for any reason.
 - 7. Chapter reserves the right to ask anyone to leave for any reason.

8. Chapter reserves the right to search the bags, backpacks, purses, etc. of any individual attempting to gain admittance to or in attendance of an event/gathering.
9. All individuals choosing to attend an event assume responsibility for their actions prior to, during, or following the event.
10. NOTICE: Minnesota has Medical Amnesty
 - a) WHAT: An immunity from prosecution for the underage consumption of alcohol for someone who calls 911 in the event of a medical emergency.
 - b) WHO: Medical amnesty extends to the person in need of medical attention, the person who calls 991 for help and up to two (2) people assisting the individual in need of medical attention.
 - c) HOW: For medical amnesty to apply, a person must do all of the following:
 - (1) Be the first person to reach out for help.
 - (2) Provide a name, contact information, and medical reason.
 - (3) Stay on the scene with the person until help arrives.
 - (4) Cooperate with the authorities at the scene
- I. The Fraternities and/or Sororities sponsoring an event must take all reasonable steps to provide, and make readily available to any individuals in attendance, an adequate amount of non-alcoholic beverages through the duration of the event.
- J. All members are expected to provide all reasonable assistance to an individual in need.
- K. Chapters must comply with all University rules & regulations, city ordinances, state laws, and federal laws.
 1. Examples of these include, but are not limited to, noise ordinances.
- L. Attendance Guidelines:
 1. All events, tier 1, 2, or 3, at which alcohol is present must be closed events.
 2. A guest list must be created for each event registered with the Interfraternity Council.
 - a) Guest lists must be created for any event at which alcohol is present
 - b) Guest lists must contain the names of all guests attending the event.
 - c) Guest lists are not sign-in lists, and must be finalized or “closed” prior to an event’s start time. Names may not be

- added after this time.
- d) Guest lists for Tier 3 events may not contain the names of potential new members (PNMs).
 - e) The student directory is not a guest list.
 - f) Guest lists must be available, upon request, on the day of the event.
 - g) A guest list shall not be used for multiple events.
3. At no point during an event may the number of individuals in attendance be greater than five (5) times the number of members listed on the hosting chapter's current roster or exceed the maximum capacity, as stated by the fire code, of the facility in which the event is being held, whichever is fewer.
- a) At no point during a co-sponsored event may the number of individuals in attendance be greater than five (5) times the number of members listed on the current roster of the participating chapter with the greatest number of members, or exceed the maximum capacity, as stated by the fire code, of the facility in which the co-sponsored event is being held.
4. Guest lists shall not contain the complete rosters of fraternities or sororities that do not submit a completed registration form to the Interfraternity Council. Doing so will imply co-sponsorship.

M. Sober Monitors

1. All events, tier 1, 2, or 3, must have sober monitors in attendance throughout the duration of the event. The number of sober monitors must be greater than or equal to the minimum number of sober monitors required for the event's classification. The minimum number of sober monitors required for tier 1, 2, and 3 events are listed below.
- a) **Tier 1** events must have at least four (4) members, or a number of members equal to 5% of the number of individuals listed on the hosting chapter's current roster, whichever is greater, present and acting as sober monitors.
 - (1) At least one (1) of these sober monitors must be an executive officer.
 - b) **Tier 2** events must have at least six (6) members, or a number of members equal to 10% of the number of individuals listed on the hosting chapter's current roster, whichever is greater, present and acting as sober monitors.
 - (1) At least one (1) of these sober monitors must be an executive officer.

- c) **Tier 3** events must have at least ten (10) members, or a number of members equal to 15% of the number of individuals listed on the hosting chapter's current roster, whichever is fewer, present and acting as sober monitors.
 - (1) At least two (2) of these sober monitors must be executive officers.
2. Sober monitors shall not have consumed alcohol or have been under the influence of any other controlled substance at least eighteen (18) hours prior to the time at which the event is scheduled to begin.
3. All BYOB events classified as tier 2 or tier 3 events at which alcohol is present, must have at least two (2) sober monitors stationed at the designated point of entry for the event.
4. Sober monitors will fulfill the following obligations and responsibilities:
 - a) Take all reasonable steps to minimize the possibility of anyone under twenty-one (21) years of age consuming alcohol.
 - b) Take all reasonable steps to minimize the possibility of event attendees becoming intoxicated to the point that they may cause harm to themselves or others.
 - c) Take all reasonable steps to actively patrol the facility in which an event is being held in an effort to; minimize the possibility of individuals gaining entry to the facility in which an event is being held through any points of entry other than the designated point of entry for the event, minimize participation in, the perpetuation or facilitation of, any unlawful activity, and identify individuals that may be in need of medical attention.
 - d) Take all reasonable steps to dispose of any, and all, unattended beverages as soon as practically possible following their identification.
 - e) If necessary, sober monitors will take all reasonable steps to summon emergency responders appropriate for a given situation.
 - f) Sober monitors are responsible for maintaining access to the chapter event.

N. Media Interactions

1. While the individual right to free speech shall not be abridged, the right to represent the Greek community shall be subject to the following stipulations:

- a) When interacting with the news media, unauthorized individuals shall not speak on behalf of, or otherwise represent, the Greek community. This includes both explicit and implicit forms of representation.
 - (1) Implicit representation includes wearing greek letters, or other insignia, making note of chapter affiliation, or conducting an interview on the premises of a chapter facility.
 - b) Individuals representing the Greek community may not do so while under the influence of alcohol or otherwise engaged in unlawful, degrading, otherwise distasteful behavior.
 - (1) Individuals or chapters generating unfavorable, distasteful, or irresponsible media coverage, such that the coverage serves as a representation of the Greek community, shall be subject to sanctions determined by the Judicial Board.
2. NOTE: The intent of **II_N** is not to infringe on an individual's rights or create a precedent for the punishment of individuals who choose to report instances of inappropriate/unlawful behavior to a party other than the IFC. The intent of **II_N** is to provide a set of guidelines for the representation of the Interfraternity Council and the Greek community at the University of Minnesota.

III. Gameday and Tailgating Guidelines:

- A.** All events held on the premises of chapter facilities during the time period specified in this document's definition of a gameday must be registered with the Interfraternity Council in accordance with the policies stated in section II.
 - 1. Gameday events shall be categorized as tier 3 BYOB, and are subject to all applicable policies, guidelines, and/or requirements.
 - 2. The music, or other forms of noise, associated with an event must comply with all municipal, local, state, and federal ordinances.
- B.** In the event that a chapter or a group of chapter members elect to purchase parking spots for the purpose of tailgating, adherence to the following guidelines is mandatory.
 - 1. Individuals, members and non-members alike, shall adhere to the rules, regulations, and guidelines of the parking lot.
 - 2. Individuals, members and non-members alike, shall cooperate with the third party security tasked with the management of the parking lot.

3. While tailgating activities at the parking lot are not associated with the Interfraternity Council or the greek community at the University of Minnesota, chapters are strongly encouraged to assign sober monitors, whose numbers align with an event categorized as a tier 3, to the area within the parking lot reserved by a chapter or its members.

IV. Alcohol Policy:

- A.** The possession, sale, use, or consumption of alcoholic beverages, while on the premises of a chapter facility, during a chapter endorsed/sponsored event, or any situation an observer could potentially associate with a chapter, must be in compliance with any and all applicable laws of the state, province, county, city, or institution of higher education, and must comply with the BYOB or Third Party Vendor Guidelines established by the Interfraternity Council.
 1. All alcohol products above 15% ABV shall be banned from any chapter facility, or at any chapter event, except when served by a licensed third-party vendor.
 - a) NOTE: This applies to all members and guests.
 2. All chapters must also include such a ban, to the effect of subsection (1), in their governing documents.
- B.** No alcoholic beverages may be purchased through or with chapter funds. Nor may the purchase of alcoholic beverages 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 bulk quantity or common source(s) of alcoholic beverages is prohibited.
 1. Examples of bulk quantity or common source(s) of alcoholic beverages include, but are not limited to, kegs, “big containers”, and containers of hard alcohol that contain more than one serving of alcoholic beverage.
- C.** Open parties where alcohol is present are strictly prohibited.
- D.** Chapter members, collectively or individually, will not furnish, provide/sell, or act as an accessory to providing/selling alcohol, in any form, to any individual(s) younger than twenty-one (21) years of age.
- E.** The permission, sale or use of any illegal drugs or controlled substances while on the premises of a chapter facility, during a chapter endorsed/sponsored event, or any situation an observer could potentially associate with a chapter, is strictly prohibited.
- F.** No chapter may sponsor an open invitation event in collaboration with an alcohol distributor or tavern at which alcohol is given away or otherwise provided to those present. This includes any event held in, at, or on the property of a tavern

for purposes of fundraising. However, a chapter may rent or use a room or area in a tavern for a closed event held within the provisions of this policy. An event at which alcohol is present may be conducted in collaboration with or co-sponsored by a charitable organization if the event is held within the provisions of this policy.

- G.** No chapter may co-sponsor, co-finance, 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 or events associated with any chapter shall be dry.
- I.** No alcohol shall be present at any pledge/associate member/new member/novice program, activity, or ritual of the chapter.
- J.** The facilitation or encouragement of participation in drinking games is strongly discouraged.
- K.** A deviation from the Alcohol Policy will be sanctioned per **X_B_f**.

V. BYOB Guidelines:

- A.** All events where alcohol is present at a chapter facility must be BYOB unless the alcohol is distributed by a licensed Third Party Vendor.
- B.** Chapters reserve the right to limit the amount of alcohol that an individual may bring into an event. Sober monitors reserve the right to take, without being required to return, alcohol from any guest that is intoxicated, younger than twenty-one (21) years of age, or may cause harm to themselves or others.
- C.** Non-alcoholic beverages must be supplied by the hosting chapter and be readily available to all individuals in attendance throughout the duration of an event.

VI. Hazing:

- A.** No chapter, colony, student or alumnus shall conduct nor condone hazing activities.
- B.** Hazing activities are defined as: *“Any action taken or situation created, intentionally, whether on or off fraternity premises, to produce mental or physical discomfort, embarrassment, harassment, or ridicule. Such activities may include but are not limited to the following: use of alcohol; paddling in any form; creation of excessive fatigue; physical and psychological shocks; quests; treasure hunts; scavenger hunts; road trips or any other such activities carried on outside or inside the confines of the chapter facility; wearing of public apparel which is conspicuous and not normally in good taste; engaging in public stunts and buffoonery; morally degrading or humiliating games and activities; and any other*

activities which are not consistent with academic achievement, fraternal law, ritual or policy or the regulations and policies of the educational institution, or applicable state law.”

- C. NOTE: For specific information about the process of how IFC handles hazing misconduct, refer to the IFC Constitution and Bylaws.

VII. Sexual Abuse and Harassment:

- A. The Interfraternity Council and its member organizations 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 includes any actions which are demeaning to any person(s), such as verbal harassment. The Interfraternity Council and its member organizations will not tolerate sexual misconduct in any form.
- B. NOTE: For specific information about the process of how IFC handles sexual misconduct, refer to the IFC Constitution and Bylaws.

VIII. Fire, Health, and Safety:

- A. All chapter facilities shall meet all local fire and health codes and standards.
- B. All chapters shall comply with engineering recommendations as reported by their respective insurance company or municipal authorities.
- C. The possession and/or use of firearms or explosive devices of any kind within the confines and premises of the chapter facility are expressly forbidden.

IX. Education:

- A. Every fall semester, all member chapters of the Interfraternity Council shall participate in sexual misconduct prevention training.
 - 1. Eighty percent (80%) of chapter membership must be present and actively participate for the duration of the training. This training may be conducted by a third party, the chapters designated Prevention Advocate, or The Aurora Center.
 - a) Attendance forms containing the full name, expected graduation year, and x500 of all chapter members present must be signed by the training’s facilitator(s) prior to their submission to the IFC.
 - (1) These forms must be submitted, via email, to the Campus Safety Officer of the IFC no later than

forty eight (48) hours after the time at which the training session comes to an end.

- B.** Each chapter shall annually instruct its members in the Risk Management Policy of IFC. Additionally, all student members shall annually be sent a copy of said Risk Management Policy. A copy of said Risk Management Policy shall be available and easily accessible on the chapter's website.

- 1. NOTE: University Student Legal Services is available as a resource for additional educational programs.

X. Governance:

A. Violations

- 1. In accordance with the Judicial Policy of the Interfraternity Council, every reported violation of this policy will be reviewed by the Executive Vice President of the Interfraternity Council, before reaching the Interfraternity Council Judicial Board.

B. Sanctions

- 1. Instances of failure to comply with this policy may result in repercussions on the chapter and/or individual levels at the discretion of the Judicial Board of the Interfraternity Council. Chapters or individuals may be required to attend education sessions in addition to other repercussions for the failure to comply with this policy.
 - 2. Specific violations and their subsequent repercussions include, but are not limited to, those listed below.

- a) Failure to register an event may result in the following:
 - (1)** 1st offense in one semester will provide grounds for the issuance of a fine up to \$500.
 - (2)** 2nd offense in one semester will provide grounds for the issuance of a fine up to \$750, and the denial of participation in Machy Days and/or Homecoming.
 - (3)** 3rd offense in one semester will provide grounds for the issuance of a fine up to \$1000 and a suspension recommendation to the Interfraternity Council Judicial Board.
 - b) Failure to register an event by 11:59pm of the third business day prior to its occurrence may result in the following:
 - (1)** 1st offense in one semester will result in a warning.

- (2) 2nd offense in one semester will provide grounds for the issuance of a fine up to \$50.
 - (3) 3rd offense in one semester will provide grounds for the issuance of a fine up to \$100.
 - (4) 4th offense in one semester will provide grounds for the issuance of a fine up to \$100, and a Judicial Board Hearing.
 - (5) NOTE: Contacting the Campus Safety Officer of the Interfraternity Council within twenty-four (24) hours of the event registration deadline may negate the offense. The decision to negate this offense will be made at the discretion of the Campus Safety Officer of the Interfraternity Council.
- c) Failure to comply with **I_C_1_b_(2)** may result in the following:
- (1) 1st offense in one semester will provide grounds for the issuance of a fine up to \$100.
 - (2) 2nd offense in one semester will provide grounds for the issuance of a fine up to \$250.
 - (3) 3rd offense in one semester will provide grounds for the issuance of a fine up to \$250 and a Judicial Board Hearing.
- d) Failure to comply with **II_F** may result in the following:
- (1) 1st offense in one semester will result in a warning
 - (2) 2nd offense in one semester will provide grounds for the issuance of a fine up to \$100.
 - (3) 3rd offense in one semester will provide grounds for the issuance of a fine up to \$250.
 - (4) 4th offense in one semester will provide grounds for the issuance of a fine up to \$250 and a Judicial Board Hearing.
- e) Failure to complete the sexual misconduct prevention training, as stipulated in **IX_A**, by the end of the fall semester shall result in social suspension during the following semester until the training is completed. The stipulations of this suspension are listed below.
- (1) Chapters shall not host any tier 2 or tier 3 events.

