

University of Wisconsin- Oshkosh

GREEK COMMUNITY

Social POLICY

Adopted by:

Interfraternity Council, Panhellenic Council

FPIG, and Campus Policies

1. Definition of a Social Event

- A. A social event is defined as any function or activity that is coordinated by an organization to meet the social needs of members and/or guests for the benefit of members and nonmembers. This also includes if any non-member would associate the event with a fraternity or sorority. Such events may include, but are not limited to, dances, movies, card games, casino nights, comedy nights, picnics, camp-outs, canoe trips, and socials.
- B. Indications of Forethought that Imply a Social Event**
- a. Information concerning the event was announced at a chapter meeting.
 - b. Information concerning the event was distributed through any form of chapter communication (Examples, not limited to: meetings, phone lists, e-mail lists, etc.)
 - c. Alcohol is present or available at the event.
 - d. Band, DJ, or other forms of entertainment are present.
 - e. List of guests is present.
 - f. Door monitors are present.
 - g. Bar area is present

2. Registering for a Social Event

- A. All chapters must register all social events or parties (dry or wet) through the corresponding online form.

3. How to register for an Event.

a. Registering for a Dry Social Event

- i) Event registration forms are due by 7:00 P.M. the Monday prior to the event.
 - (1) If a chapter does not register their event by 7:00 P.M. the Monday prior to the event, they will not be eligible for that event.
 - (2) Any event that is co-sponsored by multiple chapters on campus may be included on one social form as long as it is filled out completely.
 - (3) Any changes to the event registration form must be submitted to the VPs of Risk Management by 11:59 P.M. two days prior to the event.

b. Registering for a Wet Social Event

- i) Event registration forms are due by 7:00 P.M. the Monday prior to the event.
 - (1) If a chapter does not register their event by 7:00 P.M. the Monday prior to the event, they will not be eligible for that event.

(2) Any event that that is co-sponsored by multiple chapters on campus may be included on one social form as long as it is filled out completely.

(3) Any changes to the event registration form must be submitted to the VPs of Risk Management by 11:59 P.M. two days prior to the event.

ii) Typed guest lists must be turned in upon registration and available to PH and IFC upon request.

(1) Guests List must include the following:

- a) First and Last Name of guest.
- b) Guest's Date of Birth
- c) The name of the member of the chapter that invited them.

(2) Any changes to the guest lists must be made and submitted by 11:59 P.M. two days prior to the event.

iii) Contracts for any Third Party Vendor (See Third Party Vendor Policy) must be completed upon registration and noted on the registration form.

4. Social Events

A. All events shall be limited to four chapters.

B. All events shall be classified as dry or wet events.

i) All wet events shall be classified as one of the following:

- (1) Bring Your Own Beverage (BYOB)
- (2) Third Party Vendor

5. Types of Wet Events

▪ Third Party Vendor Policy

- I. In lieu of the BYOB Policy, event sponsors may opt to contract with a third party vendor to operate a cash bar at the event.
- II. If an invite event, chapter may invite 2 guests per chapter member. Chapters must also follow their chapter policies and regulations for inviting guests.
- III. Chapter members can be charged a split value for the monetary cost of the Third Party Vendor. This may include invited non-chapter members to an event.
- IV. The vendor must provide a proof of proper license issued by the appropriate local and/or state authority.

- i. This may include both a liquor license and a temporary license to sell on the premises where the event is to be held.
- V. The vendor must provide a properly completed certificate of insurance prepared by the insurance provider which specifies the following insurance coverage:
 - ii. A minimum of \$1,000,000 of general liability insurance.
 - iii. Off-premises liquor liability insurance.
 - iv. Non-owned and hired automobile insurance.
- VI. The certificate of insurance must also specify that the sponsor(s), their alumni corporation(s), and national organization(s) have been added as “additional insured(s)” on the vendor’s insurance coverage for the date of the event.
- VII. The vendor must agree in writing to sales only, collected by the vendor during the function.
- VIII. The vendor must assume in writing all responsibilities that any other purveyor of alcoholic beverages would assume in the normal course of business, including but not limited to, the following:
 - v. The vendor will check the identification cards of guests upon their entry;
 - vi. The vendor will refuse service of alcoholic beverages to minors;
 - vii. The vendor will refuse service to individuals who appear intoxicated;
 - viii. The vendor will maintain absolute control of all alcoholic containers present and;
 - ix. The vendor will collect all remaining alcohol at the end of the event, and remove it from the premises.
- IX. Vendor must also agree that no excess alcohol, open or unopened, shall be given, sold or furnished to the event sponsor(s) or guests.
 - x. The vendor’s bartenders shall remain sober.
 - xi. Event end time shall be agreed upon by the sponsor and the vendor and shall run no later than 2:00A.M.
 - xii. Last call and entertainers must be done a half hour prior to the end of the event, to ensure events will end on time.

- X. There must be a minimum of three active member sober monitors or one per twenty (1:20) guests at the event (whichever is more). See Sober Monitor Duties for Details.
 - XI. Sufficient food and alternative beverages are required at all social events or parties (i.e. sub sandwiches, cold soft drinks, chips, pretzels, etc.)
 - xiii. This food and alternative beverages shall be provided by the hosting chapter or vendor and must be set out as the event or party begins.
 - 2. This food and alternative beverages must be appealing and must be replenished throughout the duration of the event.
 - 3. In addition, water must be provided.
 - 4. Sufficient amount: the amount of non-alcoholic beverages should at least equal the number of underage members and guests at the event.
 - (ii) 12 ounces of a non-alcoholic beverage per underage member and guest. Examples include, but are not limited to: Water, Soda, Juice. *NOTE: Energy drinks are not considered an appropriate non-alcoholic beverage.*
 - XII. Transportation to and from the event must be provided by the chapter(s).
- **Bring Your Own Beverage (BYOB) Policy**
 - I. Chapters may not use chapter funds to purchase alcoholic beverages.
 - II. Each member of the chapter is allowed to invite 5 guests to a BYOB event. Please be advised you must also follow your organizations policies on inviting guests. Fraternities must also maintain the fire capacity regulation codes and standards.
 - III. Members may not pool money to purchase alcohol.
 - IV. Guests or members that are of legal drinking age, shall have a wristband placed on their wrist.
 - V. Guests or members who are not of legal drinking age, shall have a black “X” placed on their left hand.
 - VI. If a guest or member wishes to drink and is of legal drinking age, they will be responsible for bringing their own alcoholic beverages.
 - VII. Guests or members are not allowed to “pregame” or drink before an event.

- VIII. Alcoholic beverages are limited to six (12oz.) cans of beer, four (12oz.) wine coolers, one (750mL) bottle of wine, or six (12oz.) malt beverages or one (40oz) malt beverage per person of 21 years of age.
- IX. **Hard liquors are strictly prohibited.**
- X. All beverages must be in bottle or can containers.
- XI. Sufficient food and alternative beverages are required at all social events or parties (i.e. sub sandwiches, cold soft drinks, chips, pretzels, etc.)
- XII. This food and alternative beverages shall be provided by the hosting chapter and must be set out as the event or party begins.
- (a) This food and alternative beverages must be appealing and must be replenished throughout the duration of the event.
- XIII. In addition, water must be provided.
- XIV. Sufficient amount: the amount of non-alcoholic beverages should at least equal the number of underage members and guests at the event.
1. 12 ounces of a non-alcoholic beverage per underage member and guest.
Examples include, but are not limited to: Water, Soda, Juice. *NOTE: Energy drinks are not considered an appropriate non-alcoholic beverage.*
- XV. When guests arrive at a function, a member of the hosting organization's executive board (whose contact information will be given at the time of the event registration), will be required to check each guest's Driver's License or valid State ID for proof of legal drinking age.
- (1) The guest will sign their name and correctly write in the required information on the guest list.
- (a) Guest List **MUST** include:
- (i) Guest's First and Last Name
- (ii) Guest's Date of Birth
1. All guests must be at least eighteen years of age or older.
- (iii) Guest's Organization
1. If guest is not a part of any organization, they shall put down their residence hall or local address.

2. If guest is not a student at the University of Wisconsin-Oshkosh, they shall be put down as “Out-of-Town”
 - a. “Out-of-Town” guests shall put down the address of their current residence.
 - (iv) Their time of arrival and their time of departure from the event.
 - (v) A place for their signature.
- XVI. Any guest or member will take their alcoholic beverages to the bar, and will give their alcoholic beverages to bartender. The hosting chapter or bartender shall use the Tag-Ticket System or the Punch Card System for the distribution of alcoholic beverages. Please see how to used the Tag-Ticket System or Punch Card System For BYOB Social
- XVII. The hosting chapter shall supply the plastic cups for the event.
- XVIII. All guests and members that are of legal drinking age are prohibited from serving or sharing said items with anyone not wearing a wristband.
- XIX. There must be a minimum of three active member sober monitors or one per twenty (1:20) guests at the event (whichever is more). See Sober Monitor Duties for Details.
- XX. Events shall run no later than 2:00 A.M., events end time shall be agreed upon by all parties.
 - (1) Last call shall be called thirty minutes prior to the end of the event.
 - (2) The hosting chapter has the responsibility of any and all alcohol remaining, including opened or unopened containers.
 - (a) Opened containers shall be disposed of properly.
 - (b) Unopened containers shall be held for twenty-four hours.
- XXI. Owners of unopened containers have twenty-four hours to pick up or make arrangements to pick up said containers.
 1. If containers are not picked up or arrangements are not made within twenty-four hours, the hosting chapter shall take ownership of the containers.

2. The hosting chapter may consume or dispose of said containers, but must do so while abiding by all policies pertaining to alcoholic beverages.
- XXII. All alcohol related events on chapter premises must be enclosed in the chapter house and/or fenced courtyard. No alcohol shall be permitted outside the chapter house in the fenced courtyard.
- XXIII. No chapter may co-sponsor an event at their house with an alcohol distributor, charitable organization, or tavern where alcohol is given away, sold, or otherwise provided to those who are present.
- XXIV. No drinking games are allowed. No member shall permit, tolerate, encourage, or participate, in “Drinking games”
- XXV. All events and individuals must be in compliance with the following:
- (1) All University of Wisconsin-Oshkosh policies.
 - (2) All applicable Federal Laws
 - (3) Wisconsin State Laws and Local Ordinances
 - (4) National and International Regulations.

6. How to used the Tag-Ticket System or Punch Card System For BYOB

Social

a. Tag-Ticket System

1. When a guest or member brings their alcoholic beverages to the bartender, the bartender will give them a ticket for every alcoholic beverage they hand over.
2. The guest or member can then come up to the bar and give the bartender one of their tickets and receive one of their alcoholic beverages.
 - a. Guests or members may only get one alcoholic beverage at a time.
 - b. The bartender shall not serve any guest or member who appears to be intoxicated, even if they have alcohol behind the bar.

- c. The bartender shall pour the drink into a plastic cup for the guest or member, and dispose of the bottle or can.
3. The hosting chapter shall supply the plastic cups for the event.
4. All guests and members that are of legal drinking age are prohibited from serving or sharing said items with anyone not wearing a wristband.

b. Punch Card System

1. Guests or members shall bring their alcoholic beverages to the bar, and hand over all alcoholic beverages to the bartender.
2. The bartender shall give them a card with their name, their alcoholic beverage/s, and the numbers one through six.
3. Guests or members shall then present their card to get one alcoholic beverage.
 - a. Guests or members are allowed one punch per visit to the bar.
 - b. If a guests or member brings less than six alcoholic beverages, the bartender shall punch their card, starting at six and moving down till they are at the amount the guest or member hands over.
 - c. The bartender shall not serve any guest or member who appears to be intoxicated, even if they have alcohol behind the bar.
 - d. The bartender shall pour the drink into a plastic cup for the guest or member, and dispose of the bottle or can.

7. Sober Monitor Responsibilities for Wet Socials

- 1) A Sober person is defined as abstaining from consuming any alcoholic substances the day of the events through the end of the event.
- 2) Bartenders shall not count as sober monitors, but must be sober.
- 3) Only initiated members shall perform the duty of sober monitor.
- 4) There must be at least 3 sober monitors or 1:20 (whichever is more). This is to include all guests.
- 5) One executive officer from each chapter in attendance shall be at the front door of the event at all times.

1. The executive member monitoring the door shall not count as one of the three required sober monitors, but must also be sober.
- 6) Members in charge of the door and guest list shall not allow any guest or member into an event if they are over-intoxicated.
- 7) Sober Monitors must have attended the Risk Management Briefing to ensure understanding of the sober monitor duties and obligations. This briefing should be completed every semester to ensure all members understand and abide by the social policies.
- 8) Take care of uninvited guests and remove them from the event properly.
- 9) Sober Monitors must regulate all Fraternity Insurance Protection Group (FIPG) & Greek Standards Risk Management Guidelines.
- 10) Sober Monitors must also be aware of signs of Over-intoxication. This varies with every person, and is based on several factors. It is important to remember these signs may or may not always be present in an individual
 - (i) Signs of over-intoxication include, but are not limited to:
 - i. Have trouble understanding and remembering (even recent things)
 - ii. Do not react to situations quickly (may spill a drink and just stare at it)
 - iii. Uncoordinated body movements, lose balance easily
 - iv. Blurred vision
 - v. Have trouble sensing things (hearing, tasting, feeling, etc)
 - vi. Emotionally unstable
 - vii. Become sleepy (for some people)
 - viii. Critical judgment is lost

8. Interfraternity Council (IFC) and Panhellenic Council (PH)

- a) All IFC and PH Executive Board members will be allowed to attend any social event put on by any of the chapters.
 - a. They may show up to an event at anytime without notice.
 - b. IFC/PH Executive Board members shall not partake in any social event they show up at unless; they are a member of the hosting organization.
- b) Sanctions and Fines
 - a. All sanctions shall be approved by the IFC and/or PH, and Greek Advisor.

- b. These sanctions and fines are not limited to specific amounts. They are examples of possible amounts.

(1) Sanctions

- (a) Restitution---Complete restitution for damages to any and all properties.
- (b) Positive Actions---Community Service, Late Night Programming, or any other action defined by the Greek Advisor, IFC, and PH.
- (c) Programming---Mandatory participation in relevant alcohol and other educational problems.
- (d) Probation---Probation may be imposed for any length of time and may carry any combination of stipulations.
- (e) Stipulations include, but are not limited to: use of University facilities, and the opportunity to host social events.
- (f) Suspension---Suspension may be imposed for any length of time and may carry any combination of stipulations.
- (g) If suspension is imposed, specific guidelines for re-recognition of the organization will be outlined.
- (h) Expulsion---Expulsion, meaning complete removal from the Greek community for an indefinite amount of time.

(2) Fines

- (a) Kegs---\$150 per keg.
- (b) Late Lists---\$25 for first offense, \$40 for each offense after.
- (c) Late or Incomplete Registration---\$50
- (d) Failure to provide Third Party Vendor's proof of insurance---\$75
- (e) Failure to provide Transportation's proof of insurance---\$50
- (f) Failure to have sober monitors---\$25 per missing monitor
- (g) Failure to have BYOB---\$100
- (h) Failure to provide food/water/nonalcoholic beverages---\$50
- (i) Unregistered event---\$150 and hearing with Greek Advisor, IFC, and PH