

Butler University Interfraternity Council and Panhellenic Association Alcohol Policy

Introduction

This document outlines the standards, regulations, and registration process for social events that involve alcohol within the Butler University Interfraternity Council (IFC) and Panhellenic Association (PHA). The goal of this policy is to create a safe, healthy, and vibrant social environment for all members. In planning and implementing social events, all members of the Interfraternity Council and Panhellenic Association within the Butler University community are required to follow the regulations and policies concerning alcohol and other risk-related issues contained in this policy in addition to all applicable University policies. In order to promote responsible citizenship, all initiated members and new members/associate members are expected to abide by all federal, state, and local ordinances, and their organization's inter/national alcohol/risk management policy. This document will be reviewed for edits in May 2020.

Definitions

1. A social event is defined as:
 - a. A gathering of 10 or more individuals with alcohol present (e.g. social mixers, tailgate events, pre-parties, watch party, etc.). Locations may include but are not limited to chapter houses, annex houses, residence halls, and apartment complexes; or
 - b. Any activity that is planned, sponsored, hosted, promoted, or funded by a chapter where alcohol is present; or
 - c. Any activity where the number of people in attendance from any given chapter would lead a reasonable person to believe it was a function of that chapter and there is alcohol present.
2. Event Monitors: An Event Monitor is an individual charged with monitoring social events in order to provide a safe social environment. Event Monitors should follow these guidelines:
 - a. Event Monitors must not be under the influence of alcohol or any illegal substance while serving as an Event Monitor.
 - b. Event Monitors must be in a common communication system like a group chat or GroupMe that is un-muted while serving as an Event Monitor.
 - c. Event Monitors must be clearly identifiable while serving as an Event Monitor.
 - d. Event Monitors should not be new members/ associate members.
3. Guest: A person who is invited by the chapter(s) hosting or co-sponsoring a social event or by any of their members.
4. Member: Individuals who are considered active members/associate members in

accordance with the chapter's constitution or by-laws.

5. New Member: Individuals who have accepted an invitation to join an organization, extending from acceptance of a bid unto Initiation.
6. Open parties: event with unrestricted access to non-members of the organization, without specific invitation, where alcohol is present

Organization Use of Alcohol and Other Drugs

1. Possessing and consuming alcohol in the state of Indiana while under the legal drinking age of 21 is prohibited.
2. Serving (serving, distributing, furnishing) alcohol to any persons under the legal drinking age (21 years old) is prohibited.
3. Using chapter funds (social dues, Venmo, pass the hat, etc.) to purchase alcohol is prohibited.
4. Chapters shall require all those attending an event to present proof of legal drinking age in order to consume alcoholic beverages.
5. Open parties, meaning those with unrestricted access by non-members of the organization/chapter, without specific invitation, where alcohol is present, are prohibited.
6. Common sources of alcohol, including bulk quantities, which are not being served by a licensed and insured third party vendor, are prohibited (i.e., amounts of alcohol greater than what a reasonable person should consume over the duration of an event).
7. The chapter/organization, members, or guests must not permit, encourage, coerce, glorify or participate in any activities involving or using devices intended for the rapid consumption of alcohol, such as drinking games or funnels.
8. Unlawful possession, use, distribution, or facilitation of distribution of controlled drugs or substances, including unauthorized use of prescription drugs or drug paraphernalia at all chapter activities and events and within chapter facilities, is prohibited. The term distribution includes the "sharing" of any drug with others.
9. Chapters co-sponsoring an event with any establishment whose alcohol sales account for 50% or more of the total business transactions is prohibited. However, renting such an establishment for an event is permitted, subject to registration guidelines.
10. Any event or activity related to the new member joining process (e.g. rush, recruitment, etc.) must be substance-free. No alcohol or drugs may be present if the event or activity is related to new member activities, meetings, or initiation into an organization, including but not limited to "bid night," "big/little" events or activities, "family" events or activities, and any ritual or ceremony.
11. The use of alcohol, drugs, or other substances as an award or trophy for any chapter event or program is prohibited.
12. The presence of alcohol or other drugs at philanthropic events, whether provided by the chapter hosting the philanthropy, or the members of participating chapters, is prohibited.
13. Bottled water must be freely provided.

14. Snacks must be freely provided.
15. The presence of alcohol products above 15% alcohol by volume (“ABV”) is prohibited on any chapter/organization premises or at any event, except when served by a licensed and insured third-party vendor.

Distribution & BYO Policies

1. All events with alcohol will be either “Bring Your Own” or served by a licensed and insured third-party vendor.
2. All alcohol is to be distributed from one location.
3. For all “Bring Your Own” (BYO) events:
 - a. No individual Member or Guest should bring more than they intend to drink over the course of the event. No liquor or any other alcoholic beverage above 15% ABV shall be permitted.
 - b. The sale of alcoholic beverages or any other drug by a member fraternity/sorority or individual fraternity/sorority member is strictly forbidden.
4. The bar wristband system and stamp must be used for all BYO events
 - a. Upon arrival at the event, all alcohol must be checked at the bar with an organization member serving as bartender in exchange for a bar wristband and stamp, which the bartender will provide.
 - i. A bartender is defined as a non-member of the party. That is, this person cannot at any point be a participant of the event before, after, or during a “shift”. This person is responsible for being bartender for the entire duration of the event.
 - ii. Bartenders are to be held to the same standards and responsibilities as Event Monitors (sober, in-good-standing, etc.)
 - iii. For insurance and liability purposes, it is highly recommended that this person be a member of the organization(s) hosting the event.
5. The third-party bartenders will operate at all times in accordance with their contractual obligations, company policies, and applicable laws and regulations, which includes declining to serve those who are already intoxicated.
6. If an individual has checked in alcohol at the bar, it can only be checked out for consumption prior to a 1:30 a.m. deadline.
7. Social Events may not extend for more than five hours and are not permitted to continue past 2 am.
8. Glass containers are strictly prohibited.
9. Open containers of alcoholic beverages shall, in no case, be permitted to leave the event; they must be discarded in a trashcan before leaving the event.

Indiana Lifeline Law

1. The Indiana Lifeline Law reinforces the importance of calling for assistance when underage drinkers require medical assistance. At the discretion of the officer, immunity from arrest and prosecution is provided to those who are underage who call for help in medical emergencies and in other circumstances. Learn more at <http://indianalifeline.org/>

Interfraternity Council and Panhellenic Association Social Event Registration Guidelines

- **Event Registration**
 - Chapter events with alcohol must be registered through the appropriate registration procedure.
 - Attendance at events with alcohol is limited to a 3:1 maximum guest-to-member ratio and must not exceed local fire or building code capacity of the chapter/organizational host premises or venue.
 - Event Registration and guest lists must be turned in 72 hours before an event
 - A copy should be provided to VP of Conduct for the Panhellenic Association and the Interfraternity Council
 - A copy should be provided to the hosting chapter's Risk Manager
 - Guest List updates should be provided as they arise and may be accepted by the VPs of Conduct at their discretion.
- **Event Monitor Ratio**
 - 1 monitor per 20 attendees of the chapter
 - Minimum of 4 Event Monitors per participating organization
 - Event Monitors are to be representative of all participating organizations
- **Judicial Board**
 - Infractions or violations will be addressed by the Panhellenic or Interfraternity Council Judicial process. In situations where health and safety concerns rise to a substantial level, the University has the discretion to initiate an investigation and pursue conduct action, at which point, the IFC/PHA process will be suspended until University resolution.

Recommendations

Before Social event

- Every Sunday at or after Chapter, Event Monitors be chosen for the week's events by the Risk Manager
- Event Monitors are to be sober for the entire day and night of the given event (includes alcohol and other drugs)
- Monitors will be assigned to a specific duty prior to the event at any event or third-party vendor i.e. Stairway, Check-in/out, Upstairs/bathroom floaters and General Floater
- Risk Managers will print out a roster prior to the event which they will provide to the Event Monitors designated for check-in/out duty as well as the PHA and IFC Vice Presidents of Conduct. This roster may be provided by the Director of Greek Life.
- All Event Monitors will meet at least 20 minutes prior to the event to review protocol
 - A group message created to communicate clearly and constantly throughout the night. This text will be created every night with monitors from all chapters involved
 - All members will discuss and be sent the steps to follow in case of an emergency. These steps are as follows:

In an emergency, 911 will be called and all individuals will cooperate completely with the police and any other authorities. The member calling 911 will call these people in this order:

- Call 911 under the Indiana Lifeline Law
- Call Director of Fraternity and Sorority Life
- Call Chapter President
- Call IFC/Panhel VP of Conduct
- A message in the group chat will be sent out about expectations regarding the situation

During Social Event

- Upon arrival, all Event Monitors from all participating organizations will meet and discuss monitoring stations.
- Event Monitors should work to ensure the safety of all persons present at a social event. In the event a person is observed to be intoxicated or need medical attention, they should work with the sober Executive Council member to ensure the individual receives appropriate care.
- Event Monitors should be in communication with the Event Monitor team to ensure that all individuals the event are safe.

After a Social event:

- After the event has ended and there are less than 10 chapter members remaining, all monitors will be permitted to leave.
 - There will be a message in the group chat that will indicate that the event has officially ended and that all monitors may leave.
 - All monitors will check in with one another once everyone is back at the house and then make rounds to check on all chapter members.

- Event Monitors will then stay awake, making rounds around the house, until all members are safe and no help or assistance is needed