Kansas State University Interfraternity Council
Responsibility Policy

Section 1. Purpose

The Interfraternity Council, in conjunction with the Greek Affairs staff, and Panhellenic Council leaders, will provide its members with learning opportunities as they relate to social responsibility and events management, which attempt to do the following:

a. Create safe and fun environments for chapter members and guests.

b. Empower chapter members to hold themselves, guests, and other members accountable for actions.

c. Develop a membership informed of loss prevention and risk management practices.

d. Instill members with knowledge, willingness, and desire to comply with policies aimed at the creation of a safe environment.

This policy is independent of, but works in conjunction with each chapter’s international or national policies. In specific instances where either the K-State or inter/national policy is more severe or firm, the more severe or firm policy is the presiding policy.

Section 2. General Definitions

A. An event is defined as any activity that is planned, organized, funded, or sponsored by a chapter or includes a significant number of chapter members taking place at a chapter house or any location associated with the fraternity. A registered event is approved by the appropriate chapter leaders on the event registration form. Substance-free events where a significant amount of guests are present must be registered. This list is not exhaustive, and event definitions will be taken on a case-by-case basis by the IFC Judicial Board.

B. A function is defined as an event (or the continuation of such event) planned, organized, funded or sponsored by two or more chapters. Both chapters must register and approve the function.

C. A Bring-Your-Own-Beverage (BYOB) events permits acceptable alcohol beverages only. Each guest or member may bring no more than six unopened acceptable beer or malt beverages of 16 oz. or less and no more than one 750 ml bottle of wine or champagne.

D. Acceptable alcoholic beverages

1. An acceptable beer and/or malt beverage is defined as a single-use, unopened container with less than 13.5% alcohol by volume, or 27 proof, in a non-glass container, served 16 oz. or less

2. And acceptable wine and/or champagne beverage is defined as an unopened container with less than 13.5% alcohol by volume, or 27 proof, served 750 ml or less.

E. A Third Party Vendor is defined as a licensed caterer, as defined by Kansas Law and ordinances of the city of Manhattan, using a cash bar or a licensed liquor establishment, and/or location of an event.

F. A guest is considered to be a person who is not a member and is 18 years of age or older. A guest may be under the age of 18 if the event is alcohol free. (e.g. sibling’s weekend).

G. Sober is defined as 0.00 blood alcohol content and not being under the influence of illicit/illegal drugs.

H. A philanthropic event is any event planned, organized, funded, or sponsored by one or more chapters. This event is designed with the intention of donating time or resources to the funding of a specific
organization. An event begins when a chapter member (initiated or new members) begins to represent their chapter in conjunction with the scheduled philanthropy. This includes, but not limited to, transporting philanthropy participants/spectators to the event or contact with participants/spectators directly prior to or following the event, regardless of the location of the representation/contact. The host chapter(s) has (have) the right and the responsibility to refuse entrance into or remove from the event any participant/spectator who behaves in a threatening or unreasonable manner.

Section 3. Fire/Health/Safety

A. All member chapters housing facilities must abide by all applicable fire codes and regulations.

B. All locations in which an event is being held must comply with all applicable fire codes and regulations.

C. Sexual violence and/or harassment of any nature is prohibited per Kansas State University Interfraternity and Panhellenic Council Human Rights Code and the Kansas State University Policy and Procedure Manual, section 3010.

D. Hazing of any form is prohibited (see Kansas State University Interfraternity and Panhellenic Council Anti-Hazing Policy). According to Kansas Statute 21-5418,
   a. Hazing is recklessly coercing, demanding, or encouraging another person to perform, as a condition of members in a social or fraternal organization, any act which would reasonably be expected to result in great bodily harm, disfigurement, or death, or which is done in a manner whereby great bodily harm, disfigurement, or death could be inflicted.
   b. Hazing is a class B nonperson misdemeanor.

E. The sale, use or possession of any illegal/controlled substance, as defined by local, state, and federal law, is prohibited on chapter premises or in any activity sponsored or endorsed by a chapter.

F. No person associated with an IFC organization shall permit, tolerate, encourage or participate in drinking games. The definition of drinking games includes but is not limited to the consumption of shots of alcohol, liquor or alcoholic beverages, the practice of consuming shots equating to one’s age, beer pong, century club, dares, or any other activity involving the consumption of alcohol which involves duress or encouragement related to the consumption of alcohol. While there is an understanding that drinking occurs in college environments, this policy encourages the responsible management of alcohol. Never put another person in danger or harm’s way in order to avoid punishment.

G. Alcohol cannot be used as a reward or punishment.

H. All non-members must be limited to the designated party area which excludes private rooms or living quarters as specified by the IFC Director of Risk Management, an advisor from the Office of Greek Affairs, members of the Social Responsibility Committee (SRC), and chapter members.
   1. Chapter and event facilities that do not have adequate common spaces need to consider where to host their events. It is recommended that if adequate space is unavailable, a chapter hosts its event in an alternate location.
   2. Events without alcohol do not need a designated party area.

I. Out-of-house event designated party areas must be approved by two of the following: the IFC Director of Risk Management, an advisor from the Office of Greek Affairs, and/or members of SRC at least one week prior to the first event held at that location.
J. For outdoor events at chapter facilities or out of house events, fences must be in place to mark and secure the designated party area and be approved by two of the following: the IFC Director of Risk Management, an advisor from the Office of Greek Affairs, and members of SRC.

Section 4. General Provisions

A. The possession, use, and/or consumption of alcoholic beverages, during all chapter events, must be in compliance with applicable local, state, and federal laws.

B. All events where alcohol is present shall be bring your own beverage (BYOB) or third party vendor. Alcohol must be kept in a centralized location and must be distributed by a sober, 21 year old individual.

C. Hard alcohol and kegs, including but not limited to communal alcoholic containers, are never permitted at chapter facilities or chapter events unless a third party vendor is utilized.

D. All events co-sponsored with NPC organizations must be alcohol free or held at a third party vendor.

E. Alcohol is allowed at philanthropic events only through a third party vendor.

F. No chapter may host an event involving alcohol on the same day they are hosting or co-hosting a philanthropy event that is co-sponsored with a sorority.

G. All-University Homecoming related activities will be alcohol free.

H. No alcoholic beverages may be purchased through the chapter treasury nor may the purchase of alcoholic beverages be undertaken or coordinated by anyone on behalf of the chapter, including, but not limited to passing the hat, slush fund, selling cups, or community fund.

I. Charging guests or members to participate in an event, in any capacity other than philanthropy, is prohibited.

J. Open parties, meaning those with unrestricted access by non members of the fraternity, without specific invitation, where alcohol is present, are prohibited.

K. All themed events associated with or sponsored by a member chapter shall have a non-discriminatory, non-threatening theme as stated in the Resolution Regarding Theme Sensitivity.

L. When using a third party vendor, the K-State IFC/PHC Third-Party Vendor Contract must be completed and attached to the event registration form.

Section 5. Registration

A. All events must be registered 365 days a year (366 days in a leap year).

B. All events with alcohol must be registered on current forms provided by the Interfraternity Council by 5 p.m. no later than three (3) business days before the event.

C. All events without alcohol must be registered 24 hours prior to the event.
D. All events with alcohol present require a guest list including correct first and last names of members and guests be turned in no later than 48 hours prior to the event. Guest list number must match the guest total on the event registration form.

Section 6. Event Management

Any event, where alcohol is present, the following criteria will be followed:

A. Event Sizes - Registered events must be classified in one of the following categories. Any tier of event can be jointly sponsored with another chapter. In this case, each chapter must submit a guest list corresponding to the appropriate tier. The number of people allowed must not exceed the hosting facility’s fire code.
   a. Tier I - Tier I events are limited to guest list of one (1) guest per active member plus active membership of the hosting chapter, and may include a supplemental guest list of up to 25 percent of a chapter’s active membership.
   b. Tier II - Tier II events are limited to guest list of two (2) guests per active member plus active membership of the hosting chapter, and may include a supplemental guest list of up to 50 percent of a chapter’s active membership.
   c. Tier III - Tier III events are limited to guest list of three (3) guests per active member plus active membership of the hosting chapter, and may include a supplemental guest list of up to 75 percent of a chapter’s active membership.

B. Sober Monitors - Chapter(s) must maintain sober event monitors who have been trained in bystander intervention techniques to ensure the safety of all guests by retaining guests in designated areas, observing behavior, and ensuring the compliance of this policy and inter/national organization policies. These monitors must be chapter officers, hired personnel, or members willing to enforce this policy, as well as the chapter’s inter/national policies. The monitors may not include the designated drivers, door monitors, or bartenders. Bartenders must be 21 years of age.
   a. The number of sober monitors for an event must be as follows:
      i. All events require at least two (2) sober monitors.
      ii. For events with more than 50 people, there will be two (2) sober monitors for the first 50 people and then one (1) sober monitor for each additional 50 people in attendance is required.

C. Door Monitors - Chapter(s) must maintain two (2) sober door monitors at the designated entrance open to guests. Door monitors will be chapter members or contracted personnel. Those monitors must:
   a. Deny admittance to those who are not on the guest list.
   b. Deny admittance to any individual who does not have a valid state or college identification.
   c. Deny admittance and exit to those with open alcoholic containers.
   d. Deny admittance to intoxicated people.
   e. Require all guests to sign in and out of the event to ensure that all guests are accounted for at the close of the event.
   f. Ensure all alcohol is left at a single check-in point and see that a 21-year-old sober monitor takes the beverages to the distribution location.
   g. Ensure that all persons 21 years of age or older are given a wrist band or appropriately marked by the third party vendor.
D. All alcohol at any event registered as bring-your-own-beverage (BYOB) will be kept in a centralized location and will be distributed by a designated, 21 year old sober bartender.

E. Methods of distribution of alcohol both during and after the event will be specified prior to the member chapter’s first event of each semester by the IFC Director of Risk Management, an advisor from the Office of Greek Affairs, members of SRC, and chapter members.

F. Chapter(s) must provide safe transportation options for all guests for the duration of the event. Contact information for transportation must be posted at the entrance/exits or provided to the sober monitors, door monitors, and bartenders at any event, including events at third party vendor locations.

G. Chapter(s) will post signs with the following information at all events both at the primary entrance and near the alcohol distribution site. IFC and Greek Affairs will provide standardized signage for chapter events.
   i. We reserve the right to deny admittance to anyone even if they are on the guest list.
   ii. We reserve the right to ask anyone to leave.
   iii. All alcohol is BYOB. If you did not bring it, please do not drink it.
   iv. To secure a safe ride, please see a sober monitor, door monitor, or bartender.
   v. Important Numbers
      1. Safe Ride 785-539-0480
      2. Police/Fire 911
   vi. Kansas Law prohibits consumption of alcoholic beverages by persons under the age of 21.

H. At least one non-alcoholic beverage (excluding water) and food (excluding dinner if it is part of the event) will be provided through the chapter treasury. The chapter should provide a sufficient amount for members and guests.

Section 7. Social Responsibility Committee (SRC)

A. SRC will consist of a maximum of twenty (20) members of fraternities selected by the IFC Executive Board designee through an open application process for a term of one year. SRC members will be trained by the Director of Risk Management and Judicial Affairs each semester on how to monitor events and educate the Greek community regarding risk management topics. This education will include bystander intervention training per the Campus SaVE Act. Each member will sign a contract with the Office of Greek Affairs that states their commitment to SRC and their responsibility to the Greek community. If at any time this contract is breached, the IFC Director of Risk Management can dismiss that member. The Director will then appoint another qualified candidate.

B. SRC will not be refused admission to the general site of any chapter event. Any mistreatment of members of SRC is a violation of the Good Faith Clause and the IFC Judicial Policy and will result in an administrative review and possible fines and/or sanctions.

C. SRC will monitor events according to the following guidelines:
   1. SRC members will be escorted by a chapter officer and complete an observation form for each event monitored.
2. SRC will not check individual identification, but observe general compliance for underage consumption of alcohol.
3. SRC reserves the right to monitor an event more than once.
4. Upon completion of the observation form, it shall be signed by a chapter officer corresponding to those noted on the registration form of all member chapters present at the event.
5. SRC observation forms will be submitted to IFC/PHC Directors of Risk Management. The Directors will follow up with chapters regarding any concerns or potential violations noted on the completed SRC observation form.

D. Should the SRC members feel that the event has become a violation of policy, the IFC Director of Risk Management, the Director of Greek Affairs, as well as the chapter president, or another officer should the president be unreachable, will be called. At that time, appropriate action will be taken to ensure the safety of all involved parties.

E. In the case of an unregistered event, the IFC Director of Risk Management, the Director of Greek Affairs, the chapter president, or other officer should the president be unreachable, will be called. SRC will check the event according to the above guidelines.

F. The SRC members assume no liability as a result of their observations. The SRC member’s general observation of an event allows the Interfraternity and Panhellenic Councils to render an opinion of the member chapter’s adherence to the Responsibility Policy. Given the inherent limitation of such observation, the SRC member’s observation shall not be relied upon by the member chapter as approval of the event activity, nor shall observations by SRC relieve the chapter from any liability.

Section 8. Education

A. Social chairpersons, risk management chairpersons, and presidents of all IFC member chapters are required to attend the Event Management Training Session at the beginning of each semester. Failure to attend any educational seminar or training session will result in the denial of that specific chapter’s registered events until the chapter has reached compliance. Chapters missing the risk management training will be prohibited from hosting events until the proper chapter representatives meet with the Director of Risk Management at an agreed upon date to regain compliance.

B. Each chapter must host one Responsibility Policy presentation per calendar year. This presentation will be conducted by members of IFC and/or the Office of Greek Affairs. It is the chapter’s responsibility to schedule the seminar within the first four weeks of classes through the Director of Risk Management. Failure to host the presentation by any chapter with the stated will result in the denial of that chapter’s registered events until the chapter has reach compliance.

Section 9. Good Faith

No policy can cover all of the possible situations which may arise nor will this policy supersede chapter’s inter/national policy. Each chapter is expected to know and follow those policies as well. When this policy is not specific in a certain point, chapters are expected to conduct their activities in the spirit of social responsibility embodied in this policy. Chapters in violation of this policy’s intent will be subject to review and sanctions by the Interfraternity Council.

Section 10. Indemnification
The chapters and their members agree to hold harmless and indemnify the Interfraternity and Panhellenic Councils, the Social Responsibility Committee members, and the Greek Affairs advisor(s) from any and all liability, including, but not limited to, cost of defense arising out of the administration of the policies described herein.

Section 11. Review

This policy will be reaffirmed on an annual basis and reviewed a minimum of every 3 years, or as needed.

Section 12. Amendments and Effective Date

This policy may be amended by a majority vote of the Interfraternity Council. This policy has been in force since September 1, 1991, and all future amendments shall take effect immediately unless otherwise specifically noted.

Originally ADOPTED and ENACTED on May 6, 1991, by the Interfraternity Council of Kansas State University.
LAST REAFFIRMED on May 3, 2004
LAST AMENDED on April 28, 2008
LAST AMENDED on November 2, 2009
LAST AMENDED on May 4, 2010
LAST AMENDED on November 17, 2014