



2021-22
Risk Management
Manual



GREEK LIFE
STUDENT AFFAIRS

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Auburn University

Student Organization Social Event Policy

I. POLICY STATEMENT

Auburn University's Student Organization Social Event Policy is intended to address high risk behaviors associated with social events by empowering students to plan, promote, and host safe and responsible social events.

High risk behaviors diminish the student social experience, degrade the learning environment, endanger the health and safety of all members of the Auburn community, and counteract the shared pursuit of Auburn students to win the respect and confidence of their peers and communities.

II. POLICY PRINCIPLES

A. Social Event Requirements

The following are requirements for any social event or activity, sponsored or endorsed by the student organization that occurs on or off campus.

i. Social Event Registration

Student organization social events must be registered through AU Involve at least seven (7) school days prior to the event. Any event, regardless of nature, that meets the criteria outlined in the [University Event Policy](#) must be registered through the Campus Event Planning System (CEPS).

If a question regarding the proper classification of an event or activity exists, it is the responsibility of that organization to consult with the appropriate office(s) before proceeding with the event.

ii. Education

Before a student organization is permitted to host events, student organization leaders must participate in annual risk management training. Trainings are hosted by Campus Recreation (Club Sports), Greek Life (Fraternities & Sororities) and Student Involvement (RSOs, SSOs).

iii. Security

Security may be required through other Auburn University policies, and/or Auburn University event registration processes or guidelines. The student organization must use a security vendor that meets all Auburn University vendor requirements and Alabama statutory requirements set forth in the

Alabama Code § 34-27C-1 et seq. It is the registering organization's responsibility to ensure that their hired security vendor adheres to all Auburn University policies and all relevant federal, state, and local laws and ordinances.

iv. Guests and Event Occupancy

Student organization social events are limited to Auburn University students and their guests. Attendance at events must not exceed local fire or building code capacity of the event facility or host venue. Attendance by non-members at any social event where alcohol is present must be by invitation only, and the organization must utilize a guest list system.

v. Alcohol and Other Drugs

1. The student organization, its members, and guests, must comply with all applicable city, county, state, and federal laws. No person under the legal drinking age may possess, consume, provide, sell, or be provided alcoholic beverages.
2. Student Organization members, and guests, must follow the federal law regarding illegal drugs and controlled substances. No person may possess use, sell, distribute, or manufacture illegal drugs, controlled substances, or drug paraphernalia while on university premises or during any event sponsored or endorsed by the organization.
3. Alcoholic beverages must either be: (1) provided and sold on a per-drink basis by a licensed and insured third-party vendor (e.g., restaurant, bar, caterer, etc.); or (2) brought by individual members and guests through a bring your own beverage ("BYOB") system. Common sources of alcohol, including bulk quantities, common containers, or freely available container(s), which are not being served by a licensed and insured Third Party Vendor, are prohibited. The presence of alcohol products above 15% alcohol by volume ("ABV") is prohibited at any event, except when served at an event by a licensed and insured third-party vendor.
4. No alcoholic beverages may be purchased through or with organization funds or funds pooled by members or guests. This includes, but is not limited to, the use of apps to collect funds for purchasing alcohol.
5. Organizations must not co-host or co-sponsor any activity or event with another group or entity that purchases or provides alcohol, illegal drugs, or controlled substances.

6. An organization must not co-host or co-sponsor an event with an alcohol distributor, bar, event promoter or alcohol distributor, however, an organization may rent or use a room or area in a bar, restaurant, or other licensed and insured third-party vendor facility to host an event or activity.
7. Any event or activity related to new members joining an organization 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.
8. Organization members or guests must not permit, encourage, coerce, or participate in any activities involving the rapid consumption of alcohol, such as drinking games.

III. **EFFECTIVE DATE**

Policy Effective: May 6, 2019
Policy Revised: August 1, 2021

IV. **APPLICABILITY**

This policy governs events hosted by all Auburn University recognized student organizations (RSO), Auburn University sponsored student organizations (SSO), competitive clubs, club sports, and fraternities and sororities.

V. **POLICY MANAGEMENT**

Responsible Office: Division of Student Affairs
Responsible Executive: Senior Vice President for Student Affairs
Responsible Officer: Director of Student Conduct

VI. **DEFINITIONS**

Student Organization: The university recognizes five categories of student organizations, including: Registered Student Organizations, Sponsored Student Organizations, Competitive Clubs, Club Sports, and Fraternities and Sororities. For additional information on student organizations, please see the [Student Organization Policy](#).

Organization Event: Any event consisting of prospective, new, active, recently active and alumni members (or some combination thereof) that is sponsored or endorsed by the organization.

Examples of organization events include, but are not limited to:

- Campus-wide events
- Organization meetings
- Leadership training
- Retreats and conferences
- Community service
- Philanthropic events
- Club sport team events
- Competitions
- Intake and recruitment events
- New member meetings
- New member swaps
- Sisterhood events
- Brotherhood events
- Alumni/ae or parent events (without alcohol)

Social Event: An organization event held on or off campus that is social in nature.

Social events may include, but are not limited to:

- Hang outs
- Movie nights
- Band parties
- Date parties
- House parties
- Socials
- Any event with alcohol

Third Party Vendor Facility: A licensed (city, county, state, federal, as appropriate) and properly insured establishment (facility) not affiliated with the organization sponsoring the event may host the event per the requirements outlined in this policy.

Third Party Vendor: A company licensed (city, county, state, federal, as appropriate) and properly insured to serve or sell alcohol at a student organization event.

VII. POLICY PROCEDURES

See policy principles above.

VIII. COMPLIANCE AND SANCTIONS

Only student organizations in good standing with the university are permitted to host events per this policy. If an organization is prohibited from hosting events, both the organization and individual members may be referred to Student Conduct for disciplinary action. A function may still be considered an event if the organization's leadership is unaware of the event, whether intentionally or unintentionally.

Auburn University student organizations alleged to have violated this policy are subject to review by Student Conduct or referral to other applicable university disciplinary processes.

Any conduct outcome listed in the [*Code of Student Conduct*](#) or other applicable

policies may be imposed upon individual students or a student organization found responsible for violating this policy. Depending on the violation and severity, conduct outcomes include but are not limited to warning, loss of privileges, educational sanctions, fines, or loss of university recognition.

X. INTERPRETATION

These regulations shall be interpreted, administered, and enforced by the Senior Vice President for Student Affairs.

This policy does not supersede any local, city, state, or federal law, university policy, or policies of an organization's inter/national headquarters. If the laws and policies do not agree, the organization must adopt the more stringent of the two.



IFC Social Event Guidelines

Purpose

These guidelines are to further help your chapters run social events properly and safely. The Interfraternity Council strives to provide safe and healthy events to better Auburn and its community. In doing that, these guidelines contain specifics on an array of different topics concerning running social events, especially those that contain alcohol. Please make sure to abide by the requirements outlined in the guidelines when hosting a social event as well as consider the recommendations provided by IFC.

Security

IFC requires...

- Security any time alcohol is present
- 2 Guards at entry/exit with 1 additional guard at any other possible entries or exits

IFC recommends...

- Guards positioned in high traffic areas
- 1 additional guard per 100 Brothers/Guests

Sober Monitors

IFC recommends...

- A minimum of 4 sober monitors
- 1 sober monitor per 50 guests

Alcohol Service Options

IFC requires that if alcohol is present, it must be:...

- Provided and sold on a per drink basis by a licensed and insured third-party vendor (e.g., restaurant, bar, caterer, etc.)
- Brought by individual members and guests through a bring your own beverage ("BYOB") system that is managed using an Alcohol Service Center.

IFC requires the Alcohol Service Center...

- Be a single location where brothers/guests can store alcohol and safely retrieve alcohol.

IFC recommends the Alcohol Service Center...

- Use a Ticket System where tickets are provided with one ticket per container of alcohol and the person must present the ticket to retrieve one container of alcohol at a time.

Alcohol

IFC prohibits...

- Common sources of alcohol, including bulk quantities, common containers, or freely available container(s), which are not being served by a licensed and insured Third Party Vendor.
- The presence of alcohol products above 15% alcohol by volume (“ABV”) is prohibited at any event, except when served at an event by a licensed and insured third-party vendor.
- Purchase of any alcoholic beverages with organization funds or funds pooled by members or guests.
- Drinking by members and guests who under the legal drinking age (21 years old).
- Liquor on campus, including chapter houses and property.
- Kegs and common sources of alcohol.
- Shots, drinking games, or other activities that encourage inappropriate drinking behaviors

IFC requires...

- Alcohol to be checked at event check-in by the monitors and security to ensure the maximum alcoholic beverages per person are:
 - Six (6), twelve (12)-ounce can or plastic bottles of beer, wine coolers, or malt beverages or 1 bottle of wine, not to exceed 750 ml (25.36oz).

Note: IFC supports organization that choose to lower the maximum number of beverages per person.

Entry/Exit

IFC requires...

- One entry/exit.
- Guest list to be checked at entry/exit.
- That security guards at entry/exit ID all attendees.
- That guests must be 19 years old OR a student of Auburn University.

Guest List

IFC requires...

- Guest lists are limited by the smaller of...
 - a. local fire or building code capacity of event facility or host venue.
 - b. 3:1 Guest to active member ratio.
- Attendance at any social event where alcohol is present to be by invitation only.
- Chapters to follow their submitted guest list.
- Chapters to submit their guest list to Will Levant (wal0015@auburn.edu) 24 hours before the event.

Food and Non-Alcoholic Drink

IFC recommends...

1. That free food and non-alcoholic drinks are provided and made available to the number of people in attendance at each registered social event.
2. Food and non-alcoholic beverages should be contained within one centralized location.



AUBURN UNIVERSITY

INTERFRATERNITY COUNCIL

TO: Council of Presidents
FROM: Mason Blevins, Interfraternity Council Vice President of Risk Management
SUBJECT: New Member Education Reformation Resolution
DATE: November 18, 2019
CC: Dr. Bobby Woodard, Senior Vice President of Student Affairs; Haven Hart, Assistant Vice President for Student Development; Ryan Powell, Director of Greek Life

In order to ensure that proper measures are in place to continually strengthen the quality of the fraternity experience at Auburn University, the following is presented to the Interfraternity Council's Council of Presidents for adoption on November 4, 2019.

1. A Vice President of New Member Education will be appointed to the Interfraternity Council Executive Board. His duties include but are not limited to the following:

- Plan and execute Auburn Man Program (semesterly)
- Plan and execute of all New Member Classes receiving WE.Auburn overview training.
- Review and edit all chapter New Member Education Plans (semesterly)
- Assist the Vice President of Recruitment to supervise, approve, and check all events occurring during the first 3 weeks of each semester so that a rush event and a social event do not overlap
- Assist the IFC President as deemed appropriate
- Monitor and report to Greek Life administrators and Interfraternity Council Executive Board members that fraternities are following all IFC and University Policies that apply regarding New Member Education
- Hold an educational meeting with New Member Education Chairman of every chapter at least twice per semester
- Hold an educational meeting with the New Member Class President of each chapter (or their equivalent) at the beginning of each New Member Education Period
- Supervise the director(s) of New Member Education on IFC Cabinet
- Be in Auburn the week before classes begin for the Fall Semester
- Coordinate and conduct a meeting with each New Member Class over the course of the New Member Education process
- Coordinate and conduct all checks of registered Big Brother Nights.

This position will be compensated equally to the Executive Vice President, Vice President of Risk Management, Vice President of Administration and Vice President of Recruitment

This position will be appointed by the 2020 Interfraternity Council President with the intent of amending the Interfraternity Council Constitution and Bylaws in the Spring of 2020 to make the position a permanent, elected position on the Interfraternity Council Executive Board



2. The following requirements will be implemented and applied to all Big Brother Nights:

- Big Brother Reveal events, big brother/little brother outings, and other chapter sponsored events within the big brother programs must be registered in compliance with the Auburn University policies.
- Big Brother Nights are permitted to take place through the fifth week of the New Member Education period, which is determined by the Interfraternity Council Executive Board
- The New Member Education Chairman of the chapter must meet with the Interfraternity Council Vice President of New Member Education at least 5 business days before the event to discuss the plan for the event
 - The New Member Education Chairman should bring a written plan to present to the Interfraternity Council Vice President of New Member Education, that has been signed by the President, Risk Manager, New Member Educator, and Chapter Advisor of his fraternity
- The Interfraternity Council reserves the right to approve, or not approve, any event at the discretion of the IFC President and Vice President of New Member Education
- It is the expectation of the Interfraternity Council that events before and after Big Brother night follow the Student Organization Social Event Policy

3. New Member Education Program Hours

- **Chapters are allowed to have a maximum of 20 programmed hours a week for their new members.**
- **It is the expectation of the Interfraternity Council that all chapters abide by the Auburn University Anti- Hazing Policy.**
- During the business week, New Member Education program hours are allowed to occur during the following times
 - Monday 7:30am- 1:00pm
 - Tuesday- Thursday 7:30am- 10:00pm
 - Friday 7:30am- 1:00pm
 - Chapters are permitted to have regularly scheduled New Member meetings on Sunday nights. These must conclude by 10:00pm
- Chapters must submit to the Interfraternity Council and the Office of Greek Life their New Member Education Program's weekly hours and how they plan on communicating these hours to their membership
 - Should the chapter plan on modifying the submitted program hour plan, a new schedule must be submitted prior to the change being implemented
- The following activities are permitted during programmed New Member Education Hours and will be counted as part of the 20 programmed hour maximum:
 - Voluntary Religious Activities
 - Study Hours at the Chapter House
 - New Member Projects
 - New Member Educational Meetings
 - New Member Swaps
 - Social Event Set Up/Tear Down
 - Chapter Meetings
 - Fraternity Education Tests
 - Anything that is mandatory for the majority of the New Member class
- Weekends
 - It is the expectation of the Interfraternity Council that all game day activities are optional for new members
 - During away games it is the expectation of the Interfraternity Council that new members not have any required events or activities, with the exception of a regularly scheduled new member meeting and/or a preapproved event.



AUBURN UNIVERSITY

INTERFRATERNITY COUNCIL

- Extenuating Circumstance
 - On a case by case basis, the Interfraternity Council retains the right to waive a chapters 20 hour limit weekly, with the submission of a written request to the Vice President of New Member Education detailing exactly why the chapter needs more hours. This plan must be signed by the Chapter President, Chapter New Member Educator, and Chapter Advisor.
- Service Hours
 - A new members participation in community service through a University recognized organization away from the chapter house do not count towards the 20 hour limit.
- Interfraternity Council Sponsored Events
 - A new member's participation in any Interfraternity Council sponsored event will not count towards the 20 hour weekly limit.
- Intramural Athletic Competitions
 - In the circumstance that a new member is a rostered member of his chapter's intramural team, his participation in regularly scheduled practices and games will not count towards his 20 hour weekly limit.
- Unused Weekly Hours
 - Hours unused from the week do not roll over to the next week. Each week may consist of a maximum of 20 programmed hours, unless the chapter has an extenuating circumstance and has followed the procedure listed above.

4. Game Day Attire

- Based off of the forecast the Friday proceeding a home game, if the forecasted temperature an hour before kickoff is 90 degrees or higher, New Members will not be permitted to wear blazers.



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INTERFRATERNITY COUNCIL

Whereas, the Fraternal Information & Programming Group's (FIPG) Risk Management Guidelines are the adopted standard of the Auburn University Interfraternity Council's Risk Management Policy;

Whereas, the FIPG Guidelines specifically list "personal servitude" as a form of hazing under the hazing policy, and it is the responsibility of the Auburn University Interfraternity Council Court to "interpret and enforce IFC policies, rules, and regulations in accordance with the IFC Constitution and Auburn University's Code of Conduct (Article 3, IFC Constitution)";

Whereas, the Auburn University Interfraternity Council Court makes every effort to condemn, adjudicate and eliminate any hazing that takes place in any member fraternity; and

Whereas, mandated sober-driving programs put chapters and individuals at a greater exposure for risk and risk-related issues and are generally considered unsafe within the context of new member education; now, therefore, be it

Resolved, this day moving forward, that the Auburn University Interfraternity Council:

1. shall not tolerate nor condone the continued use of mandated sober-driving programs by member chapters; and
2. shall enforce this resolution through adjudication and that any chapter believed to be utilizing a mandated sober-driving program can expect to be investigated under the Auburn University Interfraternity Council Court Judicial Process.

Signed This Day:

Eddie Seay
IFC President

Patrick Morton
IFC VP of Risk Management

Graham Norwood
Chairman, IFC Court

Chris Lucas
IFC Advisor

Jake Williamson
IFC Court Advisor

4/13/15

Eddie Seay

Patrick Morton

Graham Norwood

Chris Lucas

Jake Williamson

Purpose of New Member Education

To plan an effective program, the new member educator must first examine the purpose of new member education. The purpose of any good new member education program is to develop qualified, participating members of your chapter, not to “make good pledges.”

The New Member Education Program is designed to teach the fundamentals of being an effective member of your fraternity, so that the chapter can enjoy the future leadership of these young men. As a new member educator, you may have freedom in developing a program that is distinctively your chapter’s; be sure not to undermine the five fraternity goals of growth.

The objectives of an effective New Member Education Program are:

- o To assist and develop members to be outstanding individuals - not just fraternity members
- o To develop members intellectually, morally, and socially
- o To familiarize new members with your fraternity- the organization and the people
- o To demonstrate friendship and provide a conduit to build strong, lasting friendships
- o To prepare new members to uphold the standards and ideals of your fraternity and strive to continually improve it

Questions to consider:

Why do we conduct new member education? (Both immediate and long term.)

What requirements have been put in place by your inter/national organization?

How do these apply to Greek Life community values?

New members want:

- o To make friends
- o To have a positive experience with their chapter
- o To learn about the organization
- o To join an organization, not a dis-organization
- o To be respected as individuals and members
- o To be helped in adjusting to campus life, college classes, and chapter responsibilities
- o To have fair treatment and not be subservient to initiated members
- o To do only the work that initiated members do
- o To have initiation requirements, but not to have to earn active status through personal favors, competition, or juvenile activities

New Member Education Guidelines

Fraternalities offer a wide range of social activities and programs for new members. Fraternalities have also taken responsibility by utilizing risk management procedures to decrease the possibility of accidents at their events. Each chapter follows a social policy developed by its national organization in addition to the policies of the IFC and the University. The IFC is committed to helping fraternalities maintain a safe and responsible environment that contributes to life-long friendships unique to the Greek community.

Here are the guidelines fraternalities must follow:

- o Chapters must create and submit a new member education plan.
- o New member programs must take place within the eight-week new member education window from August 30-October 25, 2021.
- o New members may not participate in more than 20 house hours per week
- o No alcohol is permitted at new member education meetings or events.
- o All activities associated with New Member Education must be registered through AUinvolve and must follow the following policies:
 - o [Student Organization Social Event Policy](#)
 - o [Auburn University Anti-Hazing Policy](#)
 - o [Code of Student Conduct](#)
- o Inform new members in writing of chapter expectations, financial obligations, and requirements for initiation by September 7, 2021.

Any request for an exemption to these guidelines must be made, in writing, by the Executive Director or appropriate equivalent from the chapter's inter/national headquarters.

Educational Programming

The Interfraternity Council will sponsor New Member Education Programs. These are weekly meetings with New Member Class executive officers, and New Member Educators to learn about different programs and resources available to students at Auburn University.

Program dates are listed in the university calendar provided in this manual.

- Auburn Man – 6:00pm to 8:00pm @ Student Activities Center Auditorium
 - o September 13th
 - o September 20th
 - o September 27th
 - o October 4th
 - o October 11th
 - o October 18th
- New Member Educator Meetings – Location/Time TBD

House Hours

A major component of most New Member Education programs are house hours. These are unstructured hours at the house where new members spend time with initiated members. New members also need time away from the house to focus on academics and other activities, so *chapters are not permitted to schedule more than 20 house hours per week.*

House hours are only permitted during the week at the times below.

Monday	7:30am-1:00pm
Tuesday	7:30am-10:00pm
Wednesday	7:30am-10:00pm
Thursday	7:30am-10:00pm
Friday	7:30am-1:00pm
Saturday	No house hours are allowed
Sunday	No house hours are allowed*

** new member educational meetings are allowed on Sundays between 7:30am-10:00pm*

Chapter New Member Education plans should include the schedule for house hours. These plans are submitted to IFC and Greek Life for approval. Once approved, if chapters need to modify their submitted education program hours plan, a new schedule must be submitted prior to implementation. This new schedule can be sent to the IFC VP of New Member Education, Will Voneschenbach, at wjv0005@auburn.edu.

Exceptions

In a limited number of cases, the IFC will waive the limit of 20 house hours in a week. To make this request, submit a letter via email to the Vice President of New Member Education detailing exactly why the chapter needs more hours. This plan must be signed by the Chapter President, Chapter New Member Educator, and Chapter Advisor.

Unused House Hours

House hours that were not used from the week do not roll over to the next week. Each week may consist of a maximum of 20 education hours, unless the chapter has an extenuating circumstance and has followed the procedure listed above.

What counts toward the 20-hour house Hours limit?

Activity	Counts	Does Not Count
Study hours at house	X	
Study hours away from house		X
New Member Educational Meetings	X	
New Member Projects (ex. building project)	X	
New Member Swaps	X	
Social Event Set Up / Tear Down	X	
IFC-Sponsored Events		X
Voluntary religious activities (ex. Prayer group)		X
Chapter Meetings	X	
Fraternity Education Tests	X	
Activities mandatory for most of new member class	X	
Community service activities (ex. IMPACT, BBFD)		X
Intramural games and practices on the chapter team*		X
Meal Times		X

**The new member must be a rostered member of his chapter's intramural team, his participation in regularly scheduled practices and games will not count towards the 20 house hour weekly limit.*

Hazing

Hazing is a violation of Alabama State law and Auburn University policy. No student should be demeaned, ridiculed, belittled or placed in a potentially harmful situation in order to be included in a group at Auburn University. Incidents of hazing will be investigated by Student Conduct and local law enforcement.

Being a part of a fraternity can be one of the most meaningful aspects of a student's life. However, hazing is a hidden and serious problem that undermines the value of these experiences for many individuals.

Hazing is any action taken or situation created intentionally that:

- Causes embarrassment, harassment or ridicule.
- Risks emotional and/or physical harm to members of a group or team.

Still confused? Ask yourself these questions:

- Would I feel comfortable participating in this activity if my parents were watching?
- Am I being asked to keep these activities a secret?
- Am I doing anything illegal?
- Does participation violate my values or those of my organization?
- Is this activity causing stress or emotional distress to me or others?
- Is alcohol involved?
- Are active/current members of the group doing the same activity new members are being asked to do?
- Would you object to the activity being photographed or filmed by the media?

If the answer to any of these questions is "yes," the activity is probably hazing.

Note: Mandated Driving Programs

New member should not be mandated to drive at any time. Chapters may not mandate drivers for trips to class, late nights, or any other time. Mandated driving programs violate the policies of IFC and Auburn University. If a chapter is found to be in violation of this policy, they will be subject to disciplinary action, including but not limited to loss of social privileges, removal of student organization privileges (e.g. student organizational seating, football tailgating, etc.), or the termination of further new member education programming.

How to Report Hazing

Chapters should have a system in place that encourages new members to come forward to chapter leaders, Greek Life staff, and advisors regarding hazing incidents that may have occurred. The system must include a prohibition on any form of harassment or retaliation against a member or new member who reports possible hazing activities to the chapter or its officers, Greek Life, or the inter/national headquarters.

If an emergency arises, please contact:

- o AU Police- 911

If a non-emergency incident arises, please contact:

- o Auburn University Hazing Hotline 1-866-294-4871 (secured by *Ethics Point*)
- o Call the Office of Student Conduct at 334-844-1305
- o Submit a report online at:
<https://secure.ethicspoint.com/domain/media/en/gui/7852/index.html> (secured by *Ethics Point*)

Auburn University Anti-Hazing Policy

I. POLICY STATEMENT

Auburn University is committed to providing a safe and healthy campus environment for its students, faculty, staff and visitors. With the *Auburn Creed* as its foundation, the university promotes obedience to law, mutual helpfulness and respect. In accordance with the [Alabama State Hazing Statute](#), Auburn University prohibits all forms of hazing. The purpose of this policy is to define hazing and outline the procedures for reporting and adjudicating instances of hazing that may occur within the university community or between members of the university community.

II. POLICY PRINCIPLES

Auburn University seeks to ensure that hazing is not permitted as part of the experience of being a student, a member or potential member of an organization, an advisor, athlete, volunteer or person otherwise affiliated with the university community.

The following principles apply to this policy and the procedures herein:

- A. Students, university employees, student organizations, and individuals associated with student organizations (e.g., chapter advisors, volunteer coaches, club team coaches, etc.) are prohibited from hazing.
- B. Anyone with knowledge about a hazing incident is expected to report the incident to the Office of Student Conduct and/or local law enforcement officials.
- C. Responsibility for hazing can fall to individual member(s) of the university community and/or to organizations that are part of the university community.
- D. If a student or student organization is found responsible for violating this policy and a local, state, or federal law, any conduct finding will not be subject to change because criminal or civil charges arising out of the same fact pattern were dismissed, reduced, or resolved in favor of or against a student or student organization.
- E. Individuals who are victims of hazing and who truthfully report the activities shall not be individually charged with a violation of this policy.
- F. Retaliation in any manner against an individual who reports hazing, an individual about whom hazing was reported, or an individual who participates in a hazing investigation is strictly prohibited.
- G. Making an intentionally false accusation of hazing is prohibited. Student violators are subject to disciplinary action per the Code of Student Conduct.

III. EFFECTIVE DATE

This policy is effective on December 1, 2016.

IV. POLICY TERMINOLOGY AND APPLICABILITY

A. *Applicability*

All Auburn University students and student organizations are subject to this policy:

1. The term “**student**” includes persons:
 - a. taking courses at the university (on campus, off campus and/or online) who are full-time or part-time in undergraduate, graduate, transient, or professional studies;
 - b. who are not officially enrolled for a particular term but who have a continuing relationship with the university (i.e. enrolled for spring semester and registered for fall semester courses but are not enrolled for summer courses);
 - c. who have accepted their offer of admission to the university;
 - d. who are conditionally admitted or taking non-academic credits as part of a sponsored university program (i.e. English as a Second Language, Auburn Global, etc.).
2. The term “**student organization**” means an organization comprised primarily of students which is recognized by the university, and/or substantively involved in campus life at the university (i.e. registered student organizations, athletics teams, club sport teams, musical/theatrical ensembles, ROTC, student groups supporting academic/administrative units, etc.). Approval for recognition is granted by the Vice President for Student Affairs (VPSA), Athletics Department and other academic/administrative departments per the applicable policies.

B. *Applicability Conditions*

1. **Individual Violations** – a person commits a hazing violation under this policy if that person does one or more of the following:
 - a. engages in hazing;
 - b. solicits, encourages, directs, aids, or attempts to aid another engaging in hazing;
 - c. condones or is negligent in allowing hazing to occur;
2. **Student Organization Violations** – an organization commits a hazing violation under this policy if an officer or any combination of members, new members, prospective members, guests, volunteers, alumni or advisors:
 - a. engages in hazing;
 - b. solicits, encourages, directs, aids or attempts to aid another engaging in hazing;
 - c. condones or recklessly allows hazing and/or does not take reasonable steps to prevent hazing

C. *General Terminology*

1. The term “**university official**” includes any person employed by the university, performing assigned administrative or professional responsibilities or who is otherwise considered by the university to be an official.
2. The term “**member of the university community**” includes any person who is a student, faculty member, university official, or any other person employed by the university.

V. **POLICY MANAGEMENT**

Responsible Office: Division of Student Affairs

Responsible Executive: Vice President for Student Affairs

Responsible Officer: Director of Student Conduct

VI. **HAZING DEFINITION AND EXAMPLES**

- A. Auburn University defines hazing as any group or individual conduct, action or activity, regardless of location of incident or consent of participants, that by design, negligence, or recklessness:
1. Occurs in the context of initiation, admission into, affiliation with, or as a condition of continued membership in a group or organization and;
 2. Inflicts or intends to inflict physical or mental harm, excessive fatigue, or distress or which may demean, disgrace, humiliate or degrade a reasonable person;
 3. Presents a threat to a student’s health or safety, including but not limited to any brutality of a physical nature, or physical activity that could adversely affect the physical and/or mental health or safety of a student;
 4. Unreasonably interferes with a student’s ability to succeed in an academic environment; such activities would include but are not limited to creating excessive fatigue and not allowing reasonable preparation time for academic pursuits;
 5. Causes, induces, pressures, coerces or requires a student to violate any federal, state, or local law and/or Auburn University policy.
- B. Examples of behavior in the context of the above include but are not limited to:
1. Consumption of food, alcohol, drugs or any other substance;
 2. Testing/quizzing on meaningless information with no constructive or educational purpose;
 3. Creating a situation that is distressing due to temperature, noise, size or air quality;
 4. Prohibition of use of personal vehicles, bicycles, university transportation (Tiger Transit, bicycles, shuttles, etc.);

5. Preventing interaction with active members, officers, or any other member or potential member;
6. Wearing of apparel which is conspicuous and/or inappropriate;
7. Social isolation;
8. Branding, piercing, tattooing;
9. Creation of unnecessary fatigue including but not limited to acts that stem from physical activity such as calisthenics and other exercise as well as deprivation of sleep;
10. Deprivation of food;
11. Wall-sits, squats, bows and toes, etc.;
12. Placement of an undesirable substance on or in the body;
13. Beating, whipping, restraining, or paddling in any form;
14. Berating; yelling; non-purposeful questioning;
15. Physical and psychological shocks;
16. Personal servitude (driving, driving programs, cleaning individual rooms, serving meals, picking up laundry, washing cars, purchasing items on another's behalf, etc.);
17. Carrying items for others for no constructive purpose (lighters, cigarettes, pocket knives, bricks, etc.);
18. Kidnapping or abandonment;
19. Unreasonable exposure to weather;
20. Lewd conduct; nudity;
21. Subservient behavior (not permitted to make eye contact with an active member, etc.);
22. Any activity that would be viewed by a reasonable person as subjecting any person to embarrassment, degradation or humiliation;
23. Restriction of privileges entitled to active members or students unless activity is sanctioned as an initiation ritual by the national organization or a university official.

VII. POLICY PROCEDURES

A. Reporting

Options for reporting a suspected violation of this policy include:

1. In emergency situations, call 911;
2. Call the Auburn University Hazing Hotline 1-866-294-4871 (secured by *Ethics Point*)
3. Call the Office of Student Conduct at 334-844-1305
4. Submit a report online
at: <https://secure.ethicspoint.com/domain/media/en/gui/7852/index.html>
(secured by *Ethics Point*)

B. Self-Reporting

Individuals and student organizations are encouraged to self-report hazing violations. An organization or group that self-reports must notify the Office of Student Conduct of the names of those individuals responsible for the hazing behaviors and the details

of the hazing incident. In addition, the organization must disclose any actions taken by the organization to address the behavior. Such actions will be taken into consideration by the appropriate decision-making body when determining what, if any sanction(s) should apply.

C. Procedures

Students and/or student organizations believed to have violated this policy will be referred to the Office of Student Conduct for review and referral, per the procedures outlined in the [Code of Student Conduct](#).

VIII. SANCTIONS

Auburn University students and/or student organizations alleged to have violated this policy are subject to review through the Office of Student Conduct and/or referral to other applicable university disciplinary processes.

The sanctioning of individual members of a student organization in no way precludes the sanctioning of that organization (or vice versa).

Any conduct outcome listed in the [Code of Student Conduct](#) or other applicable policies may be imposed upon a student or student organization found responsible for violating this policy including but not limited to warning, loss of privileges, educational sanctions, fines, loss of university recognition, suspension or expulsion.

IX. EXCLUSIONS

The anti-hazing policy is not intended to prohibit the following conduct:

- A. Customary public athletics events, contests, or competitions that are sponsored by the university or the organized and supervised practices associated with such events.
- B. Any activity or conduct that can be demonstrated to further the goals of a legitimate educational curriculum, co-curricular or military training program as defined and approved by the university.

X. INTERPRETATION

Interpretations and/or questions related to this policy must be directed to the Vice President of Student Affairs or his/her designee. The Office of the Vice President for Student Affairs is located in Suite 3248 of the Auburn University Student Center and he/she can be reached via phone at 334-844-1304.

XI. REVISIONS

This policy will be reviewed annually and revised at the discretion of the Vice President for Student Affairs and/or her or his designee.

Crisis Management Procedures

The following guidelines can be used in the event of a tragedy or crisis that occurs on or off chapter property. Examples of such situations include, but are not limited to:

- The death or serious injury of a member (whether on or off campus).
- Any injury or incident involving a member and/or a non-member at or during a chapter event, whether that event occurred on or off campus.
- Any injury or incident involving a member and/or a non-member that occurs on chapter property.
- Fire in the chapter facility.
- Hazing

It is important to note that this document provides guidelines for how you may act in a crisis situation. Your chapter should work with university Officials, Advisors, Alumni, and Headquarters Staff to develop your own strategic plan in case of emergencies. This document is a great starting point for that document, but should work in conjunction with guidelines provided by your national organization.

General Guidelines

Each chapter should create and maintain a policy for crisis management. This document may be used as an outline for the creation of such a plan; however, it should be specific to each organization. The procedures and included documents should be maintained by designated officers as determined by the chapter, but at a minimum, should be maintained by the chapter president and chapter advisor. The following items should be easily accessible and maintained as part of this policy:

- Crisis management procedures
- Chapter roster
- Chapter contact list
- Emergency contact numbers

Chapter may want to consider keeping emergency information cards on file for all members. You cannot mandate that member report medical information, but can assist responding units during emergency. Keep on file in the president's room an emergency card or sheet for each member and new member. Included on the card:

- Member's full, legal name and birth date
- Member's local address and telephone number (if other than the chapter house)
- Name, address, telephone numbers and email addresses of parents or guardians. Be sure to get this information for both parents. Include home, work and cellular telephone numbers. (See below for caution when contacting parents)
- Name, address, and telephone numbers of another person to notify in the event the parents cannot be reached.
- Medical information (allergies, medical conditions, medications, etc.)
- Name and telephone number of the family physician
- A copy of the policy should be maintained at a location known by all chapter members both inside and outside of the facility; i.e., with the chapter advisor (if local), at a near-by chapter (in case of fire and one of the copies being destroyed) or in the annex house (if applicable).

In the Event of a Crisis Situation:

WHO IS IN CHARGE?

- Be sure that all members of the chapter understand that the president oversees every emergency. The president should consult with other members who may possess more expertise or insight. However, the final decision rests with the president.
- If the president is absent, the next ranking officer assumes control. All officers should know where to find a copy of the chapter's crisis management procedure and emergency contact lists.
- All new members must know who is in charge and be prepared to follow instructions. Include a review of the chapter's crisis procedures in your fraternity/sorority education program each term.
- In all situations, emergency response personnel should be allowed to assume control of a situation. The chapter president or his/her designee should represent the chapter, but not interfere with any actions of emergency personnel or university officials.

PROCEDURES

- **In nearly all situations, the first call should be to 911.** If the emergency situation is a fire, dial 911. Do not hesitate to call the police regardless of the situation at 911. Briefly and calmly explain the situation so that the appropriate emergency personnel can respond.
- **Here's who to call next.**
 - **Greek Life.** Call the Director of Greek Life or another staff member.
 - Your **chapter advisor** or a member of the House Corporation Board. Have a discussion with these individuals prior to any emergency and come to an agreement of who is to be notified. You should work with your advisor to notify appropriate members of your national headquarters staff so that they may offer support to the chapter.
 - Your **Head Resident** (i.e., house mother, resident scholar, house director).

PROCEDURES, cont.

- **Close the chapter facility immediately** if a crisis occurs there. The president cannot give instruction and maintain control if members are leaving and strangers are entering. Permit only your members, alumni, appropriate officers (police, fire, medical, etc.), and university officials to enter the chapter facility. If a crisis occurs at a location other than a chapter facility at which the chapter is sponsoring the event, identify a common meeting place at once and give instructions under the same closed-meeting status. It is an expectation, however, to communicate with advisors, university officials, and responding officials.
- **Assemble your chapter members for a chapter meeting.** Depending on the situation, this meeting should include ALL members (including both out of house members and new members) or just those that reside at the chapter facility. Regardless, all members should be notified, at some point, about the crisis.
- **Remain calm and advise the chapter members to do the same.** Explain to them that there is an emergency and that the chapter is closed. Outgoing calls and discussion of the situation by members should be done with reasonable discretion. Chapter members should not discuss the situation until all the details have been found. It is appropriate for chapter members to notify immediate family and friends that they are okay, but should not go into specifics.
- **Work with your chapter advisor to notify headquarters as soon as possible.** The headquarters' staff is supportive and can offer advice for dealing with any situation.
- **Do not discuss the situation with media** until a university staff member or your Chapter Advisor/headquarter representative arrives. Instruct your members that they are not to make statements on behalf of the chapter to anyone other than police or fire officials. The president or a designated member should make any appropriate statements to the media after the situation is under control and the content of any statement has been discussed.

MAINTAINING CONTROL

- **Be certain that everyone in your chapter knows the president is in command of every emergency.** In the absence of the president, you should have a rank ordering of officers (chain of command).
- If a crisis has occurred at the chapter house, close the house at once. You cannot give instructions if your members are leaving and strangers are entering. Permit only members and appropriate officials to enter. Halt all incoming and outgoing telephone calls, except those of an emergency nature.
- In most crisis situations, you will want to call a mandatory chapter meeting, for actives and pledges/associates, as soon as possible. Make sure your chapter advisor, Greek Advisor or other member of your alumni advisory board is present.
- At this meeting:
 - Explain the situation and gather facts.
 - Project a strong leadership image to let your members know everything is under control so they will remain calm.
 - Clarify who is the spokesman (normally the chapter president). No one else should make statements or answer questions about the situation.
 - Instruct members not to discuss the incident with anyone, including boy/girlfriends and family members, until the situation has been resolved. In the event of a fire or accident, members should, of course, be encouraged to notify their parents to let them know they are okay.
 - Instruct your members to cooperate with campus or law enforcement officials investigating an incident.

SUICIDE ATTEMPT

- In the case of a suicide attempt, with or without serious injury, do not assemble your members. Appropriate actions should be discussed with your chapter advisor, staff from Greek Life or officials from Student Affairs.
- Resources are available to help both the individual and affected chapter members. Work with your chapter advisor and university official to identify these resources and to get help to the appropriate folks.

STUDENT DEATH

- In the tragic case of a student death, contact appropriate officials immediately. This would include EMS, University Officials (see list above) and chapter representatives (headquarters staff, chapter advisors, graduate chapter, etc.).
- If the death occurs inside the chapter facility, during a chapter event, or during a time when school is in session, work with University Officials, especially Auburn Cares, to address the issue to all chapter members. Follow the above guidelines as they relate to procedures.
- If the death occurs outside of the chapter or outside of a time when school is in session, understand that members may not be aware of the incident that has happened. Work with the University or chapter advisors on a communication plan to let all members know about the tragedy.
- Coordinate member attendance at the funeral or memorial service. It is, of course, proper to send sympathy cards and notes, flowers, etc.

PARENTS

- In the event of a serious accident or illness, please ask the medical personnel/university officials to notify the parents and advise them of the student's physical situation.
- Auburn Cares will coordinate with the parents regarding any visits they may need to make to campus.
- Do not remove any personal items from the deceased member's room. Do not let members enter the room. Temporarily move the deceased member's roommate to another room in the house and allow only authorized personnel to enter the room. If possible, keep the door locked. Ask Student Advocacy to ask the family what their wishes are with regards to the member's possessions. You may offer to pack them in boxes, but the family will more than likely want to do this themselves. Before they arrive, make sure any borrowed items are returned. When they arrive, have empty boxes available and offer to help. Understand that this is a difficult time for them and they may want privacy. Do not hold or conceal items or information to save feelings.
- Most fraternities and sororities have a memorial ritual pertaining to the chapter. Check your own individual procedures and offer it to the parents in advance of final arrangements.

IN CASE OF FIRE

Each chapter providing common housing should take each of the following steps on a semesterly basis:

- Create a rooming chart that assembles the house floor plan.
 - List the residents of each room directly on the floor plan. Note any information next to the individual's name that may become important to the fire department (i.e., crutches, physical challenges, etc.).
 - Note the placement of beds and who is assigned to each on the floor plan; this is in addition to the room assignments.
 - Maintain a list of cell phone numbers for each person living within the facility.
 - Make two copies of the document. Give one to your next-door neighbors. Keep the original in a publicized place (head resident's quarters, chapter president's room, house mother's room, or the foyer). Should a fire break out, you will need to assist the fire department in determining if anyone was left in the facility, and if so, where they might be found.
- **Each chapter providing housing should hold a timed fire drill each semester.** A planned escape route and an alternate route should be permanently affixed to the back of the door of each room.
 - **Select/Identify a common meeting place outside of the facility at which all members will meet if a fire occurs.** This can be a tree or a neighbor's porch, etc. This will help in finding everyone after evacuation.

If a fire occurs:

- **All members should meet at the pre-identified common meeting place outside of the facility.** At that point, you should get a copy of the rooming list and you should take attendance. Make note of any individuals who are missing and determine whether they may still be inside the facility.
- **One representative of the chapter should transmit information to the fire department.** Other officers should begin calling those individuals identified in the general emergency procedure listed above. A listing of necessary numbers should be kept with all copies of the floor plan.
- **Keep chapter members together.** Under no circumstances should any member of the chapter return to the burning building. Nothing is more important than your lives.

Medical Assistance Policy

The health, safety, and welfare of Auburn University students are of the utmost importance. As such, all students are expected to alert appropriate emergency officials in potentially serious or life-threatening situations. The Medical Assistance Policy empowers students and student organizations to seek medical assistance for individuals who may be experiencing health-related complications from alcohol, drugs, or other substances. The policy aims to reduce barriers to seeking help and to encourage students and student organizations to make responsible decisions in potentially serious or life-threatening situations.

For individual students eligible for exemption under the Medical Assistance Policy, the incident will not appear on a student's disciplinary record. A student organization's compliance with this policy may be considered a mitigating factor for sanctioning by the appropriate judicial body.

Medical Assistance Protocol

In potentially serious or life-threatening situations, students and student organizations are expected to follow all steps noted below:

- Immediately contact emergency officials by calling 911 to report the incident.
- Remain with the individual(s) needing medical assistance, so long as it is safe to do so.
- Cooperate with emergency officials.
- Meet with appropriate university officials after the incident.
- Cooperate with any university and/or law enforcement investigation(s).

The Medical Assistance Policy applies to students seeking medical assistance on their own behalf or who obtain medical assistance under this policy, students seeking and obtaining medical assistance on behalf of another individual, and student organizations seeking and obtaining medical assistance on behalf of a member or guest.

A student or student organization will not be considered eligible for exemption under this policy if the incident is first discovered by a university employee or public safety official (i.e., APD, faculty, administrative staff, residence hall staff, etc.) acting within the scope of their responsibilities.

The medical assistance policy does not protect flagrant or serious violations of the Code of Student Conduct or other university policies including but not limited to the following: physical abuse or violence, sexual misconduct, hazing, harassment, theft, or vandalism.

In addition, this policy does not preclude or prevent action by police or other legal authorities. Additional and/or elevated disciplinary outcomes may be applied for students and student organizations that fail to follow the Medical Assistance Protocol in potentially serious or life-threatening situations.



Fast Facts about Narcan (Naloxone) Nasal Spray

Last Updated April 20, 2021

How to get NARCAN® once trained:

Each chapter is expected to participate in NARCAN® training annually. The training takes place once a semester. To view training dates and register, visit pharmacy.auburn.edu. The Auburn University Pharmacy holds and distributes NARCAN® doses to each chapter. Each chapter is eligible for two (2) NARCAN® doses at no cost after at least two members from the chapter complete the training. A chapter will pick up doses from the Auburn University Pharmacy located at the Walker Building on Auburn's Main Campus. To receive additional doses of NARCAN®, the chapter must contact the Auburn University Pharmacy at 334-844-8353.

Tips for storing NARCAN®:

You should keep NARCAN® in its original box until ready to use. For best results, store between 59°F to 77°F in a dark place and away from children. **DO NOT** store NARCAN® in the car. NARCAN® may not be as effective if it is not stored properly or is expired. You should replace NARCAN® before the expiration date on the box. **ONLY** discard the NARCAN® once you have a replacement for it.

How to Use NARCAN®:

You should call 911 before or when administering NARCAN®. Below is a three-step process to properly administer NARCAN®.



Peel back the package to remove the device. Hold the device with your thumb on the bottom of the red plunger and 2 fingers on the nozzle.



Place and hold the tip of the nozzle in either nostril until your fingers touch the bottom of the patient's nose.



Press the red plunger firmly to release the dose into the patient's nose.

AUBURN UNIVERSITY

Code of Student Conduct

I. Philosophy and Purpose

Auburn University is committed to providing a nurturing and vibrant community founded upon the fundamental dignity and worth of its members in an environment that promotes integrity, responsibility, and mutual respect. The Auburn Creed is the foundation upon which these values are established.

Standards of acceptable behavior for students and student organizations are reflected in the Code of Student Conduct and other university policies. The student conduct process and the associated conduct outcomes are designed to be educational, promoting a healthy and safe environment while also respecting the rights of all members of the Auburn University community.

The goals of the Code of Student Conduct process are:

- to promote a campus environment that supports the overall educational mission of the university,
- to promote a campus environment that supports the health and safety of the Auburn community,
- to minimize disruption and harm in the university community,
- to foster ethical standards and civic virtues,
- to promote the values expressed in the Auburn Creed,
- to provide formal and informal pathways for members of the Auburn community to hold each other accountable,
- to facilitate the acquisition of the essential skills, knowledge, and values necessary for the success of educated and responsible citizens,
- to encourage appropriate standards of individual and group behavior, and
- to sustain a culture in which students and student organizations accept their obligations to the community and in which well-defined governance procedures guide behavior for the common good.

The confidentiality of student records pertaining to student conduct procedures and their associated resolutions and conduct outcomes is required by Federal law which protects the educational records of students.

II. Definitions

The terms defined in this section are intended to apply only to their use in the Code of Student Conduct and associated procedures.

A. The term “**university**” means Auburn University.

B. The term “**student**” includes persons:

1. taking courses at the university (on campus, off campus and/or online) who are full-time or part-time in undergraduate, graduate, transient, or professional studies
2. who are not officially enrolled for a particular term but who have a continuing relationship with the university (i.e. enrolled for spring semester and registered for fall semester courses but are not enrolled for summer courses).

3. who have accepted their offer of admission to the university.
 4. who are conditionally admitted or taking non-academic credits as part of a sponsored university program (i.e. English as a Second Language, Auburn Global, etc.).
- C. The term “**faculty member**” means any person hired by the university to conduct classroom or teaching activities or who is otherwise considered by the university to be a member of its faculty.
 - D. The term “**university official**” includes any person employed by the university, performing assigned administrative or professional responsibilities or who is otherwise considered by the university to be an official.
 - E. The term “**member of the university community**” includes any person who is a student, faculty member, university official, or any other person employed by the university.
 - F. The term “**student organization**” means a recognized organization comprised mainly of students which is recognized by the university, approval for recognition is granted by the Senior Vice President for Student Affairs (SVPSA) per the applicable policies.
 - G. The term “**university premises**” includes all land, buildings, facilities, and other property in the possession of, owned, leased, used, or controlled by the university.
 - H. The term “**complainant**” means any person who submits a complaint alleging that a student or student organization violated the Code of Student Conduct. It is not a requirement that the complainant be the person or persons who was or was the recipient of the behavior associated with the alleged violation.
 - I. The term “**charging party**” means the person(s) who bring charges against a student/student organization. The complainant may assume the role of charging party upon the issuance of a charge letter.
 - J. The term “**charged party**” means a student or student organization that is accused of violating the Code of Student Conduct, is issued charges, and, as a result, is subject to student conduct procedures. A designated student leader shall represent their student organization in the student conduct process should the organization be charged.
 - K. The term “**advisor**” means any person selected by a charged party or charging party to advise but not speak for the party during the student conduct process. An advisor may advise a student or student organization in preparation and presentation of the case. During student conduct proceedings, an advisor may only communicate with his or her advisee. An individual who is charged in the same fact pattern as the charged party may not serve as an advisor. An individual may not serve as an advisor and as a witness in the same case. The use of the term “advisor” in the context of the Code does not obligate, but does allow, a student organization to select its organization advisor to serve in this role.
 - L. The term “**witness**” means a person who has first-hand knowledge (through sight, hearing, smell, taste, or touch) of an event related to an alleged violation of the Code of Student Conduct and provides information which is considered during student conduct proceedings. A “**character witness**” is an individual who may or may not have first-hand knowledge of an event but who is able to attest to the character of a charged or charging party.

- M. The term “**investigator**” means a person(s) who has been identified and trained to gather information in cases which involve alleged violations of the Code of Student Conduct. The investigator shall be a member of the university community and not an individual who is suspended or expelled or under any other conduct outcome. An individual who is charged in same fact pattern related to the complaint may not serve as an investigator.
- N. The term “**student conduct officer**” means a university official who is authorized by the Senior Vice President for Student Affairs or designee to manage the student conduct process, including issuing charges, facilitating informal resolutions, and coordinating hearings.
- O. The term “**Student Conduct Committee**” means the decision-making body designated and trained to conduct a hearing to determine if a student or student organization is responsible for a violation of the Code of Student Conduct and, if so, to assign conduct outcomes. Committee appointments are effective at the beginning of fall academic term through the end of summer academic term. The voting members of the committee consist of eleven (11) faculty members (two (2) of whom serve as chairs), fifteen (15) undergraduate students, two (2) graduate students, and one (1) member of the Administrative and Professional Assembly (A&P). The Director of Student Conduct or designee serves as a non-voting member and coordinates all Hearing Panels. Faculty members and the A&P representative shall be appointed for three (3) year staggered terms by the university President through the standard university committee appointment process. Two (2) of the faculty members are designated as co-chairs by the university President. Undergraduate students are appointed for one (1) year terms by the President of the Student Government Association with approval from the Student Senate. Graduate students are appointed for one year (1) terms by the Dean of the Graduate School. In addition, each student organization council (Panhellenic, National Pan-Hellenic Council, and Organizations Board) shall nominate three (3) representatives who will serve on hearing panels for student organization cases.
- P. The term “**Hearing Panel**” means a subset of the Student Conduct Committee designated for a particular case. A Hearing Panel shall be made up of two (2) university officials (faculty and/or A&P representative), two (2) students, and one (1) faculty member chairperson. In student organization cases, a representative from the respective council (Panhellenic Council, National Pan-Hellenic Council, or Organizations Board) will serve as one of the two (2) student representatives. The council representative may not be a member of the charging or charged organization.
- Q. The term “**Appeals Officer**” means the Assistant Vice President for Student Development or designee. Any appeal that does not include outcomes of suspension or expulsion will be reviewed by the Appeals Officer.
- R. The term “**Appeals Panel**” means a subset of the Student Conduct Committee designated and trained to review cases that are appealed based on a written appeal by a charging party or charged party and that include conduct outcomes of suspension or expulsion. The Appeals Panel shall be made up of one (1) university official, one (1) student, and one (1) faculty member chairperson. Members of the Hearing Panel in the original hearing may not serve on the Appeals Panel for a case in the same fact pattern.
- S. The term “**complaint**” means a written report, statement, or allegation submitted to Student Conduct that describes behavior or actions which may violate the Code of Student Conduct. A complaint does not necessarily result in charges; a complaint will be reviewed and/or investigated to determine merit and whether a case should proceed through the student conduct process.

- T. The term “**investigation**” means the informal or formal process of gathering and reviewing information pertinent to an alleged violation of the Code of Student Conduct. Student Conduct may continue to gather and review additional information during any phase of the student conduct process prior to the start of a hearing. All information gathered and used to support charge(s) will be accessible to the charged party in accordance with the terms outlined in this document.
- U. The term “**charge**” means a formal written notification of alleged Code of Student Conduct violations issued to a student or student organization after Student Conduct has determined sufficient information exists to continue with student conduct procedures. Charges do not imply that a student has been found responsible for a violation of the Code of Student Conduct. A student or student organization may be charged with one or more violations of the Code of Student Conduct relating to a complaint.
- V. The term “**facilitated informal conference**” means structured communication between the charged student and the charging party, facilitated by a student conduct officer, in which the charged student may accept recommended conduct outcomes. Any resolution agreed upon at this stage of the process is considered to be a conduct finding.
- W. The term “**resolution**” means the articulated disposition of a case including a determination of responsibility (or not) for a violation of the Code of Student Conduct and any assigned conduct outcomes. Informal resolutions are the result of a review of a complaint which is determined to have no merit or of an agreement reached in a facilitated informal conference. Formal resolutions are the result of a hearing and/or an appeal.
- X. The term “**conduct outcome**” means consequence(s) assigned as a result of behavior(s) which led to a finding or acceptance of responsibility for a violation of the Code of Student Conduct. The list of conduct outcomes is contained in Article IX of the Code of Student Conduct.
- Y. The term “**hearing**” means the presentation of pertinent information, evaluation and assignment of credibility and weight of that information, and determination whether the preponderance of the information leads to a finding of responsibility. In cases in which a student or student organization is found responsible for violation(s) of the Code of Student Conduct, conduct outcomes are assigned. Hearings are conducted by a Hearing Panel.
- Z. The term “**appeal**” means a written request by a charged party or charging party to review the decision of the Hearing Panel utilizing one or more of the bases of appeal as outlined in Article X. An appeal shall include a review of the case file, evaluation of the elements of the case pertinent to the basis or bases for the appeal, and rendering of a decision. The process allows for one appeal review, and the decision of either the Appeals Officer or Appeals Panel is final.
- AA. The terms “**shall**” and “**will**” are used in the imperative sense.
- BB. The term “**may**” is used in the permissive sense.
- CC. The term “**preponderance of the information**” means the standard by which a finding of responsibility for charge(s) of violation(s) of the Code of Student Conduct is ascertained. Determination shall be made on the basis of whether it is more likely than not that the charged party is responsible for a violation of the Code of Student Conduct.

III. Jurisdiction and Authority

- A. Students, upon acceptance of admission to Auburn University, are expected to abide by university policies and are subject to conduct action by the university upon violation of the Code of Student Conduct. A student, by accepting admission to Auburn University, in no way abrogates responsibility as a citizen to obey all public laws.
- B. A student organization, upon recognition by Auburn University, is expected to abide by university policies and is subject to conduct action by the university upon violation of the Code of Student Conduct. Accordingly, student organizations are required to comply with the written policies of the university. A student organization's recognition by the university in no way abrogates responsibility as a group of citizens to obey all public laws.
- C. Only a duly authorized agent, who is officially appointed by the President of Auburn University, shall have the right, if it is deemed necessary, to initiate legal proceedings on behalf of the university against a student for violation of public law on campus in which university properties and/or vested interests are involved.
- D. The SVPSA has primary responsibility and general authority for the administration of the Code of Student Conduct. Further delegation of this authority is made by the SVPSA to Student Conduct and others. Exceptions include infractions by students enrolled in the School of Pharmacy and College of Veterinary Medicine where cases will be handled by that school or college following procedures adopted by them.
- E. Alleged violations of the Academic Honesty Code will be referred to the Office of the Provost; violations that pertain to both the Code of Student Conduct and the Academic Honesty Code will be referred to the Provost, who will refer the case as appropriate.
- F. Appeals of university traffic and parking regulations will be referred to the Auburn University Traffic Appeals Board.
- G. Alleged violations of the Community Standards as outlined in the Guide to Residential Living will be referred to University Housing.
- H. Alleged acts that may constitute violations of the university's [Policy Regarding Prohibited Harassment of Students, Policy Regarding Prohibited Harassment of Employees, Policy on Sexual and Gender-Based Misconduct and other Forms of Interpersonal Violence](#), or any other policies administered by the Office of Affirmative Action/Equal Employment Opportunity (AA/EEO) will be referred to that office. In cases of the same fact pattern where there are violations of the aforementioned policies as well as the Code of Student Conduct, the Office of AA/EEO will address all violations through the processes outlined in the policies managed by that office.
- I. Student Conduct may involve and collaborate with the (inter)national organization(s) associated with an Auburn University chapter of a student organization during the investigation, adjudication, and follow-up of any particular case.
- J. Interfraternity Council (IFC) organizations that allegedly violate the Code of Student Conduct will be referred to the Interfraternity Council following completion of an investigation. IFC organizations that allegedly violate the [Policy on Sexual and Gender-Based Misconduct and other](#)

[Forms of Interpersonal Violence](#) will be referred to the Office of Affirmative Action/Equal Employment Opportunity as referenced in Section III.H.

- K. The student conduct process may be initiated in response to a student's or student organization's behavior which allegedly violates both the criminal law and the Code of Student Conduct without regard to the pendency of civil or criminal litigation in court or criminal arrest and prosecution. Determinations made or conduct outcomes imposed under this Code shall not be subject to change because criminal or civil charges arising out of the same fact pattern were dismissed, reduced, or resolved in favor of or against the student.
- L. Any question of interpretation or application of the Code of Student Conduct shall be referred to Student Conduct.
- N. The Code of Student Conduct shall be reviewed every year under the direction of Student Conduct. Failure to conduct this review shall not invalidate any portion of the Code of Student Conduct.
- O. If a student organization is accused of violating the Code, the processes outlined in this document will be utilized to determine if an organization is responsible or not responsible. The organization's actions will be assessed to determine the organization's role in:
- *Negligently allowing behavior.* The student organization did not follow policies and procedures which could have prevented the violation of the Code of Student Conduct;
 - *Condoning behavior.* The student organization did not take steps to prevent the behavior, did not actively oppose the behavior and/or has a culture of behavior that violates the Code of Student Conduct;
 - *Facilitating behavior.* The student organization coordinated or was an active player in the violation of the Code of Student Conduct.
- Conduct outcome(s) assigned to a student organization will be related, in part, to the category(ies) above in which the violation falls.
- P. The Code of Student Conduct shall apply to a student's or student organization's behavior which takes place in the following areas or situations:
- a. University premises,
 - b. University-sponsored activities away from the university premises,
 - c. Events/functions whether officially approved or considered by a reasonable person to be hosted by a student organization,
 - d. Property owned, leased or occupied by a fraternity, sorority and/or other student organization recognized by the university.
- Q. The Code of Student Conduct shall apply to a student's or organization's behavior wherever it occurs in any of the following circumstances:
- a. Threatening and/or committing physical violence against another person (assault, assault and battery, assault with a dangerous weapon, or harassment);
 - b. Participation in hazing or harassment of Auburn students, as defined in the [Student Policy eHandbook](#);
 - c. When there is substantial information that the student's or student organization's continued presence at the university is potentially dangerous to the health, safety, and/or property of the university community, whether public authorities have brought charges or imposed penalties or not;
 - d. Furnishing false information to the university;

- e. Forgery, alteration, or misuse of university documents, records, or identification cards for non-academic purposes;
- f. Violates a previously issued no contact directive;
- g. When the student's or student organization's behavior materially and substantially interferes with the university's mission and functions.

IV. Standards of Community Conduct

- A. In fulfillment of obligations to the university community, each Auburn student and student organization is expected to comply with these Standards of Community Conduct.

The following conduct is prohibited:

1. Physical abuse, threats, intimidation, harassment, stalking, coercion, and/or other behavior which threatens or endangers the health and/or safety of any person.
2. Violation of the [*Anti-Hazing Policy*](#).
3. Unauthorized entry into any office, residence hall, or building or other university properties on university premises (for purposes other than theft of academic documents, which is addressed in the Academic Honesty Policy), and/or unauthorized possession, duplication, and/or use of keys or devices used for entry to any university premise.
4. Vandalism, malicious or negligent destruction, damage, or misuse of public or private property on university premises,
5. Theft, larceny, or embezzlement of the property of another person, the university, or another entity,
6. Acts of dishonesty, including but not limited to the following:
 - a. Withholding material information from the university and/or furnishing false information to any university official or office.
 - b. Forgery, alteration, or misuse of any university document, record, or instrument of identification.
7. Unauthorized use of university computer facilities and/or resources as stated in university policies including but not limited to copyright infringement and misuse of accounts;
8. Disruption of and/or interference with, university academic or administrative activities and/or unauthorized occupation of facilities on university premises.
9. Conduct that is disorderly, lewd, or indecent; breach of peace or aiding, abetting, or procuring another person to breach the peace (This regulation does not prohibit peaceful assembly and protest.)
10. Manufacture, sale, use, distribution, or possession of and/or driving under the influence of narcotics, barbiturates, amphetamines, marijuana, sedatives, tranquilizers, hallucinogens, and/or other similar known drugs and/or drug paraphernalia and/or other chemicals unless expressly permitted by law and/or university policy

11. Public intoxication, and/or manufacture, sale, misuse, distribution, possession of and/or driving under the influence of alcoholic beverages or liquors unless expressly permitted by law and/or university policy.
12. Failure to comply with the official and proper regulation or order of a university official or a duly designated, identified authority, agent, or agency and/or failure to identify oneself to these persons when requested to do so.
13. Violation of any university policy or regulation published in hard copy or electronically on the Auburn University website except where jurisdiction is explicitly assigned to another university department.
14. Violation of federal, state, or local law.
15. Illegal or unauthorized possession of firearms, explosives, other weapons, or dangerous chemicals on university premises or use of any item, even if legally possessed, in a manner that harms, threatens, or causes fear to others. A list of prohibited weapons can be found in the Dangerous Weapons and Firearms Policy of the [Student Policy eHandbook](#).
16. Abuse of Code of Student Conduct including:
 - a. Intentionally initiating or causing to be initiated any false report or complaint,
 - b. Attempting to coerce or discourage an individual's participation in or use of student conduct procedures,
 - c. Attempting to influence the impartiality of a student conduct officer, member of a Hearing Panel, Appeals Officer, and/or member of an Appeals Panel prior to and/or during the course of student conduct procedures,
 - d. Verbal and/or physical intimidation and/or retaliation of any party to student conduct proceedings prior to, during, and/or afterwards,
 - e. Committing a violation of university policy while on conduct probation and/or failing to meet deadlines imposed in accordance with university policy.
 - f. Influencing or attempting to influence another person to abuse Code of Student Conduct procedures.
 - g. Failing to abide by any conduct outcome as assigned through student conduct procedures.

V. Temporary Disciplinary Action and Holds

A. Temporary Disciplinary Action

In extreme cases in which the action of a student or student organization poses an immediate threat to the well-being of the university community, or where there is substantial information that the continued presence of the student or student organization on the campus could disrupt the university, the SVPSA or designee may take temporary disciplinary action prior to or during university disciplinary procedures. Temporary disciplinary action for an individual student may include denial of access to residence halls, university premises (including academic classes) and/or other activities or privileges for which the student might otherwise be eligible, as determined by the SVPSA or designee. Temporary disciplinary action for a student organization may include discontinuation of organization operations including new member activities, organization events and meetings, reservation/ use of university facilities, participation in the athletic block seating program, and/or any other activity or privilege for which the student organization might otherwise

be eligible as determined by the SVPSA or designee. Temporary disciplinary action does not replace the regular university disciplinary process. Upon assignment of a temporary disciplinary action, the university shall take all appropriate measures to complete the student conduct process with reasonable promptness. If the SVPSA or designee determines that the student's or student organization's presence no longer poses an immediate threat, the temporary disciplinary action shall be removed pending resolution of the conduct process.

B. Holds

Student Conduct may place a hold on a student's academic record at any point during the student conduct process to ensure compliance with conduct outcomes and/or pending the resolution of the student conduct process. The hold will be released when the terms and conditions of the conduct outcomes have been satisfied and/or the student conduct process has been completed. In cases in which a student is expelled from the university, the hold will permanently remain on the student's academic record to ensure the student does not reenroll.

VI. Rights of the Charged Party

A student or student organization accused of violating the Code of Student Conduct has the following rights:

- A. The right to be informed in writing of the charge(s), student conduct process and procedures.
- B. The right to have an advisor present throughout the student conduct process. This advisor may advise the student or student organization, but may not represent the student or student organization.
 1. A student or student organization should select as an advisor a person who is able to be present at the scheduled date and time for student conduct proceedings. Delays will not normally be allowed due to scheduling conflicts of an advisor
 2. A student or student organization's advisor shall be allowed to be present in student conduct proceedings only while the student or student organization representative is present.
- C. In advance of a hearing, the right to be informed of the charging parties' documentary information, names of known witnesses and the procedures involved.
- D. The right to receive written notice of the time, place and procedures of the hearing if a case is referred to the Student Conduct Committee for a hearing.
- E. The right to present witnesses and pertinent information and to be present throughout the presentation of witnesses and pertinent information during a hearing, if a hearing is conducted.
- F. The right to receive written notification of the resolution of a case, including any assigned conduct outcomes.
- G. The right to appeal using bases outlined in Article X of the Code of Student Conduct.
- H. The right not to give statements or answer questions during the conduct procedures, understanding that decisions will be made based on the information available.

VII. Rights of the Complainant/Charging Party

A complainant and charging party have the following rights:

- A. A complainant and charging party have the right to be informed about the student conduct process and procedures.
- B. A complainant has the right to be informed of whether the complaint is determined to have merit.
- C. A charging party has the right to have an advisor present during student conduct proceedings. This advisor may advise the charging party, but may not represent the charging party.
 - 1. A charging party should select as an advisor a person who is able to be present at the scheduled date and time for student conduct proceedings. Delays will not normally be allowed due to scheduling conflicts of an advisor.
 - 2. A charging party's advisor shall be allowed to be present in student conduct proceedings only while the charging party is present.
- D. In advance of a hearing, a charging party has the right to be informed of the charged parties' documentary information, names of known witnesses and the procedures involved.
- E. A charging party has the right to present witnesses and pertinent information and to be present throughout the presentation of witnesses and information during a hearing, if a hearing is conducted.
- F. The charging party has the right to be notified of the dispensation of the case as federal law requires or permits.
- G. The charging party has the right to appeal using the bases outlined in Article X of the Code of Student Conduct.

VIII. Procedures

The Code of Student Conduct procedures are initiated when a member of the university community files a complaint against a student or student organization.

A. Filing a Complaint

A member of the university community who brings forward information pertaining to an alleged violation of the Code of Student Conduct shall provide information of the alleged violation to Student Conduct as soon as possible after the incident takes place, but no later than thirty (30) working days after the alleged violation. In the event the information is brought forward more than thirty (30) working days after the alleged violation, the complainant must submit a written request to the SVPSA or his/her designee who may, upon a showing of good cause by the complainant, allow the case to proceed.

B. Review

- 1. When Student Conduct receives a complaint regarding an individual student or students, a student conduct officer will review available information and may gather information to determine if the complaint has merit. Student Conduct may gather and review additional information during any phase of the student conduct procedures prior to the start of a hearing. All information gathered and used to support charge(s) shall be accessible to the charged student/student organization in accordance with the process described in this policy.
- 2. When Student Conduct receives a complaint regarding a student organization, a third party investigative team will be designated to investigate the complaint. The team will consist of one (1) university official and one (1) student who is a member of the accused student

organization's respective council (Interfraternity Council, Panhellenic Council, National Pan-Hellenic Council, or Organizations Board). In addition, the university may involve representative(s) from national offices of the accused student organization. The final investigation report shall be provided to Student Conduct. For cases in which the accused student organization is a member of the Interfraternity Council, the final investigation report shall be forwarded to the Interfraternity Council to review, process and adjudicate the complaint.

3. Should the information available not merit the issuance of charge(s), a student conduct officer will notify the complainant and may notify the accused regarding the decision and may facilitate an educational conversation with one or more involved parties.
4. If there is no merit to the complaint, no charges will be issued.

C. Notification of Charges

1. Should the information available be sufficient to issue charge(s), Student Conduct will send a notice of charge(s) to the accused party, who upon the sending of a notice of charges becomes a charged party. Notice of charges shall include formal written notification of alleged violations including the alleged behavior and the policies alleged to be violated.
2. In cases involving more than one charged party in the same fact pattern, a student conduct officer may permit a facilitated informal conference or a hearing concerning the involved parties to be conducted either separately or jointly.
3. In cases where the alleged victim is not the complainant, Student Conduct will notify the alleged victim that a complaint has been filed and offer for that person to participate in the process.
4. Upon the notification of charges, a charging party shall be named. In many cases involving individual student behavior, the original complainant is the charging party.
5. Student Conduct may assist in identifying a member of the university community to serve as the charging party under one or more of the following conditions:
 - a. There are multiple acts by the same party that form a pattern of behavior that could constitute a violation.
 - b. There are multiple charging parties or multiple complaints regarding the same party that arise out of the same fact pattern. In this instance, a student conduct officer may select one of the charging parties or another member of the university to represent the case.
 - c. The Director of Student Conduct finds merit, it is in the best interest of the university community to charge a student/student organization and a charging party has not been identified.
 - d. When a charging party withdraws due to coercion or intimidation.
6. A university official who is appointed to serve as the charging party may not otherwise be involved in the case (e.g. as an investigator, Hearing Panel member, Appeals Panel member etc.

D. Facilitated Informal Conference

1. Meeting with Charging Party
 - a. A student conduct officer will meet with the charging party to discuss the student conduct procedures. The charging party will discuss conduct outcomes which may be presented to the charged party during the facilitated informal conference.
2. Meeting with Charged Party
 - a. A student conduct officer will meet with the charged party to discuss the charge(s), processes for resolution, and the range of conduct outcomes.
 - b. For cases involving individual student behavior, the proposed informal resolution may include suggested modifications by the student conduct officer to ensure that conduct outcomes are commensurate with the circumstances and behavior of the charged student based on one or more of the following:

- c. Previous conduct history and conduct outcomes relating to the charged student. Simultaneous charges by a separate charging party which indicate additional behavior not contained in the original complaint.
- 3. Should the charging party, charged party, and student conduct officer be able to reach mutual agreement regarding the charge(s) and conduct outcome (s), an informal resolution will be reached.
- 4. Should the charging party, charged party, and student conduct officer be unable to reach mutual agreement, the case shall be referred to the Student Conduct Committee for a hearing

E. Hearing

1. Upon referral of the case to the Student Conduct Committee, The Office of Student Conduct shall provide written notice to the charged party and the charging party of the hearing procedures. The Office of Student Conduct shall also inform the charged party and charging party of the opportunity to meet with the student conduct officer prior to a hearing to clarify procedures.
2. **Membership of Hearing Panel**
 - a. The Office of Student Conduct assembles the Hearing Panel for each case which shall consist of representatives from the Student Conduct Committee including two (2) university officials (may be faculty and/or A&P representative), two (2) students (graduate and/or undergraduate), and one (1) faculty chairperson from the Student Conduct Committee. In student organization cases, a representative from the respective council (Panhellenic Council, National Pan-Hellenic Council, or Organizations Board) will serve as one of the student representatives. When a student organization is charged, the respective council will nominate a student to serve on the Hearing Panel. The student may not be a member of the organization which is charging or being charged in the case.
 - b. If a member of the Hearing Panel is involved in a violation to be reviewed by the panel, that member shall be replaced by an alternate. If a chairperson is unavailable to serve on a hearing panel, the Office of Student Conduct will request that a faculty member from the Student Conduct Committee serve as chairperson. A quorum for the Hearing Panel shall be five (5) members: of who three (3) must be university officials (including one (1) faculty chairperson) and two (2) must be students.
 - c. The Hearing Panel will conduct its deliberations in closed and confidential sessions.
 - d. No member may abstain from voting, and the chairperson will only vote in the case of a tie. A simple majority vote will sustain the findings of the panel.
3. **Submission of Information**
 - a. The charged party and charging party have three (3) working days from the date of the notice to submit documentation for consideration in the hearing. The submitted documentation should include information about the incident, a response to the charges, names of known witnesses and documentary information to be presented at the hearing.
 - b. If either party fails to submit documentation before the hearing, the chairperson will determine whether information presented during the hearing will be allowed.
4. **Hearing Procedures**
 - a. A hearing date shall be set by the chairperson of the Hearing Panel in coordination with the Office of Student Conduct. The Hearing Panel shall make every effort to hear the case with reasonable promptness. All parties shall be notified of the time, date, and location of the hearing and the specific charge(s) being considered no less than seven (7) working days between the date of notification and the date of the hearing. An exception to the seven (7) day preparation period may occur if all parties agree to schedule the hearing for an earlier date.
 - b. If the charged party and/or charging party fails to attend the hearing following written notification of the hearing date and without good cause as determined by the Hearing Panel, or if the charged party and/or charging party made it impossible to deliver the notice

despite diligent efforts, the Hearing Panel may hear and resolve the case based on the information available.

- c. Case preparation shall be carried out by staff in the Office of Student Conduct. The chairperson of the Hearing Panel, the charged party, and the charging party may review (but not copy) any witness lists, statements and written documentation at least two (2) working days prior to the date of the hearing.
- d. The chairperson of the Hearing Panel shall exercise reasonable control over the hearing and shall exercise his or her discretion to ensure a fair process. All procedural questions are subject to the final decision of the chairperson.
- e. Each party shall have the right to give an opening statement.
- f. Each party shall have the right to present witnesses and information at a hearing and to be present during the presentation of other witnesses and information.
- g. Each party shall arrange for the attendance of his/ her own witnesses.
- h. The chairperson of the Hearing Panel may request the appearance of additional witnesses if such witnesses could present relevant information that could have a material impact on the resolution of the case.
- i. When a witness fails or refuses to appear, the Hearing Panel has the option to proceed in that witnesses' absence and make a decision on the basis of the information available.
- j. Pertinent records, exhibits, and written statements may be accepted as information for consideration by the Hearing Panel at the discretion of the chairperson.
- k. The charged party is encouraged to give a statement and to cooperate with the Hearing Panel throughout the case. However, failure of the charged party to make a statement or to answer any or all questions shall not be considered in the determination of whether a charged party is responsible for violating the Code of Student Conduct. The Hearing Panel will make a decision based on the information available.
- l. A charged party's prior conduct record shall be inadmissible as information when determining whether or not a student is responsible for the charges as presented. However, if the charged party is found responsible, the conduct prior record may be considered by the Hearing Panel in determining appropriate conduct outcomes.
- m. The burden of proof rests with the charging party and will be satisfied by a preponderance of the information.
- n. Formal rules of process, procedure, and/or technical rules of evidence, such as are applied in criminal or civil court, are not used in hearings.
- o. There shall be a digital recording, of all hearings. The record shall be the property of the university and it shall be the only record made of the hearing. Deliberations shall not be recorded.
- p. Hearings shall be private and confidential. The charging party and the charged party shall be allowed to attend the hearing (excluding deliberations which will be conducted in closed session), and shall have the right to have an advisor present throughout the hearing. Witnesses shall be present only when called upon by the Hearing Panel and will not be present during other portions of the hearing.
- q. The charging party and charged party are responsible for presenting their own information. Advisors or any other persons admitted to the hearing are not permitted to participate directly in the hearing.
- r. To address concerns for the personal safety, well-being, and/or fears of interaction of participating parties, the Hearing Panel may provide separate facilities by using a visual screen and/or by permitting participation by telephone, audio recording, written statement, or other means as determined in the sole judgment of the chairperson to be appropriate.
- s. In compliance with federal law, the Office of Student Conduct will make reasonable accommodations for individuals with disabilities who are involved in student conduct proceedings and who are registered with the Auburn University Office of Accessibility.

- t. Findings: the Student Conduct Committee will determine the outcome based on a preponderance of the information submitted. No member may abstain from voting, and the chairperson will only vote in the event of a tie. A simple majority vote will sustain the decision of the Hearing Panel.
- u. The Office of Student Conduct will notify the charged party and the charging party, as appropriate, of the decision of the Hearing Panel. No conduct outcome assigned by the Hearing Panel shall be enforced for five (5) working days after notification of the decision or after the completion of an appeal, whichever is later.

IX. Appeals

A. **Scope** – Appeals will be reviewed by an Appeals Officer or an Appeals Panel. Only cases which are decided in a hearing by a Hearing Panel may be appealed. A charged party and/or a charging party may submit an appeal. Decisions made by a Hearing Panel shall not be final until an appeal deadline is passed, or when the appeal process is exhausted, or when a student chooses not to appeal.

1. Appeals in cases with conduct outcomes that do not include suspension or expulsion will be reviewed by an Appeals Officer.
2. Appeals in cases with conduct outcomes including suspension or expulsion will be reviewed by an Appeals Panel.

B. Membership of Appeals Panel

1. The Appeals Panel shall be made up of individuals from the Student Conduct Committee who did not serve on the original hearing panel including one (1) university official (may be faculty or A&P representative), one (1) student, and one (1) faculty member chairperson from the Student Conduct Committee. In student organization cases, a representative from the respective council (Panhellenic Council, National Pan-Hellenic Council, or Organizations Board) will serve as the student representative. When a student organization is charged, the respective council will nominate a student to serve on the Appeals Panel. The student may not be a member of the organization which is charging or being charged in the case. Members of the Hearing Panel in the original hearing may not serve on the Appeals Panel for a case in the same fact pattern.
2. Panel decisions shall be made by a simple majority vote of the committee.
3. The Appeals Panel will conduct its deliberations in closed and confidential sessions.
4. No member may abstain from voting, and the chairperson will only vote in the case of a tie. A simple majority vote will sustain the findings of the panel.

C. Bases of Appeal

1. **Failure to adhere to guidelines as outlined in the Code of Student Conduct:** To determine whether the hearing was conducted fairly in light of the charges and information presented, and in conformity with prescribed procedures.
2. **Severity of the conduct outcome(s):** To determine whether conduct outcome(s) imposed were appropriate for the violation of the Code of Student Conduct for which the charged party was found responsible.
3. **Information not available at the time of the original hearing:** To determine whether new information which would influence or alter the decision of the hearing became available. For new information to be considered, such information and/or facts were not known, or could not have been known, to the person appealing at the time of the original hearing.

D. Procedures

1. Upon notification of the decision of the Hearing Panel, the charged party and/or charging party

may appeal. The appeal must be submitted in writing to the Office of Student Conduct within five (5) working days after receipt of notification. The Office of Student Conduct will forward the appeal to the appropriate appeals body and to the charged and/or charging party. Upon receipt of the appeal, the charged and/or charging party may submit a written response within three (3) working days of receipt of the other parties' appeal.

2. The appeal must include a full statement of asserted information to support one or more bases of appeal (listed above). If there is insufficient information to support one or more bases for appeal, the appeal may be denied.
3. The Appeals Officer or Appeals Panel may take any of the following actions in response to an appeal:
 - a. Review the case and uphold the decision of the Hearing Panel.
 - b. Review the case and modify the decision of the Hearing Panel.
 - c. Review the case and require that it be heard again by the same or a new Hearing Panel.

A letter outlining the appeal decision shall be sent to the charged party and the charging party. The process allows for one appeal, and the decision of either the Appeals Officer or Appeals Panel is final.

X. Conduct Outcomes

The following conduct outcomes may be imposed upon a student or student organization found responsible for violating the Code of Student Conduct:

- A. **Written Warning:** A written expression of disapproval to the student or student organization for violation of the Code of Student Conduct.
- B. **Loss of Privilege:** Denial of specified privileges for a designated period of time including but not limited to attending an Intercollegiate Athletics sporting event, participating in an intramural or club sports activity, representing the university in an official capacity, hosting or sponsoring student organization activities/events, holding an elected or appointed student office or appointment to a university committee, and/ or entering/using a university facility.
- C. **Service Hours:** A designated number of service hours to be completed by a specified date. Location and projects for completion of service hours must be approved by the Office of Student Conduct.
- D. **Educational Outcomes** – Programs, projects, or assignments designed to educate a student or student organization about the effect of that student's or student organization's behavior including but not limited to an alcohol and/or other drug education program, a reflection paper, community or campus service, and/or a letter of apology.
- E. **Loss of Housing:** Recommendation to the Department of Housing and Residence Life that the student be removed from university-operated Housing for a designated period of time.
- F. **Restitution:** Compensation to an injured party for damaged, lost, or destroyed property.
- G. **No Contact Order:** A directive that restricts contact between individuals in any way including but not limited to contact in person, via email, phone, text messaging, social media or any other method of communication. Violation of a No Conduct Order may result in further charge(s).
- H. **Conduct Probation:** An official warning that the student or student organization's conduct is in violation of the Code of Student Conduct but is not sufficiently severe to warrant expulsion or

suspension. A student or student organization on conduct probation shall have their conduct under review for a specified period of time. This conduct outcome may require regular meetings with a university official to ascertain and evaluate compliance with university policy. Additional restrictions or considerations may also be imposed, depending on the nature and severity of the misconduct. If there is a finding of responsibility for subsequent violations of the Code of Student Conduct during this period of time, additional conduct outcomes may be assigned.

- I. **Suspension:** Removal of a student or student organization from the university for a stated period of time. During the suspension period the student shall not be allowed to take any courses at Auburn University on campus property or as part of a study abroad experience. During the suspension period, the student or student organization is not permitted on university premises, may not be considered for employment at the university while on suspension, may not serve as an elected or appointed leader or officer in a student organization, and may not attend university or student organization sanctioned events without approval from the Office of Student Conduct. An assigned suspension takes effect when the appeal of the case is exhausted, waived, or the time limit has passed. During the suspension period, a student is considered to be “not in good standing” with the university.
- J. **Expulsion:** Permanent removal of the student from the university. Upon being expelled from the university, a student is not permitted on university premises, and may not attend university or student organization sanctioned events without approval from the Office of Student Conduct.
- K. **Loss of Recognition:** Removal of recognition of a student organization for a designated period of time or indefinitely. Upon loss of recognition, a student organization may not receive any benefits of recognition.

XI. Student Records

- A. The Family Educational Rights and Privacy Act (FERPA) is a Federal law that protects the privacy of student education records, including student conduct records. Records of proceedings for conduct cases shall be considered confidential and will be filed in the Office of Student Conduct. Pending cases will be retained as long as is administratively necessary as determined by the Office of Student Conduct or permanently if the student or student organization is expelled, suspended, or lost recognition. Other records will be retained for a period of seven (7) years following the date of the incident, five (5) years after closure of the case file, or until the student leaves the university, whichever is longer. Access to these records will be limited as indicated by applicable law and university policy as outlined in the [Student Policy eHandbook](#). If a student under the age of 21 is found responsible for a violation of university policy involving alcohol and/or other drugs, the university may notify the student’s parent(s) or guardian(s).
- B. Violations of the Code of Student Conduct are not noted on a student’s academic transcript. If a student is expelled or suspended from the university, a letter shall be attached to the student’s academic transcript. This action shall be taken to notify other schools or prospective employers that the student is not presently in good standing with the university. In cases of suspension, a student, upon eligibility to return to Auburn University, may request that the letter be removed. This request must be submitted in writing to the Office of Student Conduct who will notify the Registrar.
- C. **Expungement:** A student may, during the semester of their graduation or thereafter, request in writing that their disciplinary record be expunged. In order for their record to be evaluated for

possible expungement, the student must demonstrate that he/she has applied to graduate by submitting a copy of the approved application for graduation or a signed letter from the student's academic advisor confirming that the student is eligible. In the written request, the student should include what they have learned from the incident, how their behavior has changed since the incident and any steps taken to address the behavior. Generally, the student record may not be expunged if the record includes more than one violation of the Code of Student Conduct, sanction(s) that were not completed by the required deadline, an incident resulting in personal injury, property damage, providing alcohol to minors, possession and/or distribution of drugs, violation of the weapons policy, disorderly conduct, sexual misconduct, discrimination, harassment, criminal behavior or suspension/expulsion. Expungement decisions shall be made at the sole discretion of the Director of Student Conduct. An expunged record will not be released except as required by law but will be maintained internally according to the guidelines listed in XI.A. In addition, reports and/or other correspondences maintained by other university departments, local and/or campus police, or another reporting agency are not subject to this expungement policy. Additionally, previous disciplinary record checks reported by the Office of Student Conduct or another university department will be affected by this process.

XII. Medical Assistance Policy

A. Purpose Statement

The health, safety, and welfare of Auburn University students are of the utmost importance. As such, all students are expected to alert appropriate emergency officials in potentially serious or life-threatening situations. The Medical Assistance Policy empowers students and student organizations to seek medical assistance for individuals who may be experiencing health-related complications from alcohol, drugs, or other substances. The policy aims to reduce barriers to seeking help and to encourage students and student organizations to make responsible decisions in potentially serious or life-threatening situations. For individual students eligible for exemption under the Medical Assistance Policy, the incident will not appear on a student's disciplinary record. A student organization's compliance with this policy may be considered a mitigating factor for sanctioning by the appropriate judicial body.

B. Policy Applicability

The Medical Assistance Policy may apply in serious or life-threatening situations involving the misuse of alcohol, drugs, and/or other substances for: students seeking medical assistance on their own behalf or who obtain medical assistance under this policy, students seeking and obtaining medical assistance on behalf of another individual, and student organizations seeking and obtaining medical assistance on behalf of a member or guest.

A student or student organization **will not** be considered eligible for exemption under this policy if the incident is first discovered by a University employee or public safety official (i.e., APD, faculty, administrative staff, residence hall staff, etc.) acting within the scope of their responsibilities.

The policy does not protect flagrant or serious violations of the *Code of Student Conduct* or other university policies including but not limited to the following: physical abuse or violence, sexual misconduct, hazing, harassment, theft, or vandalism. In addition, this policy does not preclude or prevent action by police or other legal authorities.

Additional and/or elevated disciplinary outcomes may be applied for students and student organizations that fail to follow the Medical Assistance Protocol in potentially serious or life-threatening situations.

C. Medical Assistance Protocol (MAP)

In potentially serious or life-threatening situations, students and student organizations are expected to follow all steps noted below:

1. Immediately contact emergency officials by calling 911 to report the incident,
2. remain with the individual(s) needing medical assistance, so long as it is safe to do so,
3. cooperate with emergency officials,
4. meet with appropriate university officials after the incident and,
5. cooperate with any university and/or law enforcement investigation(s).

D. Students Seeking Medical Assistance

Students are expected to seek medical assistance on their own behalf or on behalf of another individual in potentially serious or life-threatening situations. For individual students eligible for exemption under the Medical Assistance Policy, the incident will not appear on a student's disciplinary record. The Director of Student Conduct or their designee will determine a student's eligibility for exemption under this policy based on the incident criteria outlined in XII.B. Policy Applicability.

To be considered eligible for exemption, the student must fulfill the following:

At the time of the incident:

1. Follow the Medical Assistance Protocol (MAP).

Following the incident:

1. The involved student must complete educational interventions, which may include but are not limited to: participation in a substance use education program, conduct probation, community service, and/or a parental notification letter for students under the age of 21.

Previous uses of the Medical Assistance Policy by an individual student may be considered when determining eligibility for exemption and/or in determining educational interventions.

Individual students who fail to complete the educational interventions will be referred to Student Conduct for review and potential disciplinary action.

E. Student Organizations Seeking Medical Assistance

Members of student organizations are expected to seek medical assistance in potentially serious or life-threatening situations. An organization's compliance with this policy may be considered a mitigating factor for sanctioning by the appropriate judicial body. The Director of Student Conduct or their designee will determine a student organization's eligibility for exemption under this policy based on the incident criteria outlined in XII.B Policy Applicability.

To be considered eligible for exemption, the student organization must fulfill the following:

On an annual basis and before the qualifying incident:

1. At least one student organization executive officer or designee must participate in Medical Assistance Policy Overview Training provided by Auburn University and,
2. Organization Members (including executive leadership) must participate in one Medical Assistance Education and Prevention Workshop provided by Auburn University.

At the time of the incident:

1. Follow the Medical Assistance Protocol (MAP).

If after the student organization investigation the judicial body finds merit, the Director of Student Conduct will determine if the organization is eligible for a medical assistance exemption. If the organization is found responsible for the violation(s), the judicial body may consider the medical assistance exemption when applying sanctions. The judicial body may also consider a student organization's previous use of the Medical Assistance Policy during the sanctioning process.

Organizations that fail to complete the assigned sanctions will be referred to the appropriate judicial body for review and potential disciplinary action.

Adopted: March 1987
Revised: February 28, 2006
Revised: July 24, 2014
Revised May 27, 2016
Revised: July 16, 2019
Revised: March 14, 2020
Revised: July 29, 2020



Interfraternity Council (IFC) **Judicial Process**

Definitions:

- I.** The term “**Merit**” in this context means that the IFC referral committee determines that the findings in the investigative report indicate that a violation of applicable policies may have occurred.
- II.** The term “**Referral Committee**” means the decision-making body who determines if there is sufficient evidence that a violation of applicable policies may have occurred. The voting members of the committee consists of two (2) student representatives from the IFC Executive Board and two (2) faculty/staff representatives.
- III.** The “**IFC Judicial Board**” shall be held in accordance with the Auburn Interfraternity Council Judicial Constitution.
- IV.** The term “**IFC Judicial Hearing Panel**” means a subset of the IFC Judicial Board designated for a particular case. The composition of the hearing board shall be held in accordance with the Auburn Interfraternity Council Judicial Constitution.
- V.** Terms used within this document are defined within the Auburn Code of Student Conduct Section II.

Judicial Process:

I. Complaint is submitted to the Office of Greek Life

- a. Any fraternity-related complaint should be submitted to Auburn Greek Life.
- b. The Director of Greek Life will determine, based on the applicable policies and laws, if there is sufficient information to warrant an investigation.
 - i. If, at the discretion of the Director of Greek Life, the report is insufficient/lacks enough information, no action is taken.
 - ii. If, at the discretion of the Director of Greek Life, the report is sufficient and the Director of Greek Life sees cause for an investigation, they will begin the investigation process.
 - iii. If necessary, the Director of Greek Life may take preliminary measures to temporarily suspend chapter operations pending the conclusion of the judicial process.

II. The Investigation Phase

- a. The Director of Greek Life will request the Director of Student Conduct to appoint one University designee and a member of the Interfraternity Council (IFC) Executive Board will appoint one IFC student designee which will constitute the two-person investigative team. Additional investigators may be appointed if it is deemed necessary. The IFC designee may not be affiliated with a fraternity that is a subject of the investigation.
- b. The IFC investigation process will follow the investigation process as outlined in the Code of Student Conduct.

III. Determination of Merit and Notification of Charges

- a. The IFC Referral Committee shall be comprised of the IFC President, the IFC Vice President of Risk Management, the IFC Judicial Board Advisor, and the IFC Advisor or a designated member of Greek Life staff.
 - i. In the event that the IFC President or Vice President of Risk Management is a member of the fraternity under investigation, he will not be able to serve on the Referral Committee for the case.
 - a. The individual in line to replace either position will be the IFC Administrative Vice President.
 - b. If the IFC Administrative Vice President served on the investigative team or is affiliated with the fraternity that is a subject of the investigation, then the IFC Vice President of Recruitment will fill the position.
- b. The IFC Referral Committee will meet after receipt of the report of the investigation to review the report and determine if there is merit to the case. Absent extraordinary circumstances, the Referral Committee will meet no later than ten (10) school days after receipt of the report. In addition to the actions outlined below, the committee may also refer the report to Student Conduct to evaluate if additional action should be taken in respect to individual misconduct.
 - i. Should the information available not merit the issuance of charge(s), the IFC Vice President of Risk Management will notify the accused regarding the decision and may facilitate an educational conversation with one or more involved parties.
 - a. If there is no merit to a complaint, no charges will be issued, and notice will be sent to the organization's president, advisor, and inter/national office.
 - ii. Should the information available be sufficient to issues charge(s), IFC Vice President of Risk Management, serving as the charging party, will send a notice of charge(s) to the accused party, who upon the sending of a notice of charges becomes the charged party.
 - a. Notice of charges shall include formal written notification of alleged violations included the alleged behavior and the polices alleged to be violated.

IV. IFC Resolution Process

- a. Eligibility
 - i. All cases determined to have merit are eligible to go before the IFC Judicial Board for a formal hearing.
 - ii. Eligibility for the Informal Resolution Process (IRP) will be determined at the discretion of the referral Committee.
 - a. A unanimous vote by the Referral Committee affirming a chapter's eligibility for the IFC Resolution Process is required.
 - b. The Referral Committee reserves the right to deny a chapter's eligibility due to frequency of conduct cases, degree of alleged violations, or other factors deemed relevant.

- c. The Interfraternity Council's Informal Resolution Process is intended for violations that the IFC Referral Committee believes do not qualify as needing a formal hearing, as outlined above, and the Referral Committee may send violations through this resolution process at its own discretion.
- b. Informal Resolution Meeting
 - i. After merit has been determined and the matter is determined to be eligible for the IFC Resolution Process (IRP), a resolution meeting will be scheduled.
 - ii. The IFC Vice President of Risk Management will serve as the charging party and notification of charges will follow the same process and timeline as outlined in the formal hearing process below.
 - a. The IFC Vice President of Risk Management, in consultation with the IFC Judicial Board Advisor and a representative from Greek Life, will meet to discuss possible outcomes for the case.
 - b. The IFC Vice President of Risk Management will determine the outcomes which may be presented to the charged party during the IRP meeting.
 - iii. Meeting with the Charged Party
 - a. The Charged party will meet with the IFC Vice President of Risk Management, IFC Judicial Board Chair, IFC Judicial Board Advisor, and Director of Greek Life or their designee.
 - b. The IFC Vice President of Risk Management will provide the Charged fraternity's President or designee with copies of the investigation memo, and resolution letter with proposed sanctions.
 - c. Should the charged party accept the outcomes and sanctions, then a resolution will be reached.
 - d. Should the charged party not accept the outcomes and sanctions, then the matter will be referred to a formal Hearing of the IFC Judicial Board.
- c. Formal Judicial Board Hearing
 - i. Upon referral of the case to the IFC Judicial Board, the Vice President of Risk Management will provide written notice to the charged party of the hearing procedures. The IFC Vice President of Risk Management shall also inform the charged party of the opportunity to meet with the Auburn IFC and Greek Life prior to a hearing.
 - ii. The Auburn IFC assembles the IFC Judicial Hearing Panel for each case which will be comprised in compliance with the IFC Judicial Constitution

V. IFC Judicial Procedures for Formal Hearing:

- a. Membership of the Hearing Panel
 - i. The IFC Judicial Hearing panel shall consist of the following: the Judicial Board Chairman, six Judicial Board members, the Judicial Board advisor, the IFC Vice President of Risk Management (serving as the charging party), the IFC President, and the Director of Greek Life and/or designee. No Member of the hearing panel may be affiliated with or members of the charged organization.

- ii. If a member of the Hearing Panel's organization is involved in a violation to be reviewed by the panel, that member shall be replaced by a Judicial Board alternate. If the chairman is unavailable, or a member of an organization involved in a violation to be reviewed by the panel, then the IFC President will appoint a member of the Judicial Board to serve as chairman for the hearing.
 - iii. A quorum for the Hearing Panel shall be six (6) IFC Judicial Board Members, the IFC Judicial Board chairman, and one faculty/staff member, unless both the charged and charging parties agree to a different quorum.
 - iv. The IFC Judicial Hearing Panel will conduct its deliberations in closed and confidential sessions.
 - v. No member of the hearing panel may abstain from voting, and the chairman will only vote in the case of a tie. A simple majority vote will sustain the findings of the panel.
- b. The charged and charging parties
- i. The charged party and charging party have seventy-two (72) hours before the initial scheduled date of the hearing to submit documentation for consideration in the hearing. The submitted documentation should include information about the incident, names of known witnesses and documentation to be presented at the hearing.
 - a. Any new evidence or witness statements that were not part of the initial investigation must be submitted to the IFC President and IFC Judicial Board Chair for review. This request should include reasons this information was not presented during the investigation. At their discretion, the new evidence for either the charged or charging party, may be presented to the Hearing Panel during the formal hearing process.
 - ii. If either party fails to submit documentation before the hearing, the chairman will determine whether information presented during the hearing will be allowed.
 - iii. The Hearing Panel Chair may request the appearance of additional witnesses if such witnesses could present relevant information that could have a material impact on the resolution of the case.
 - iv. Should a witness fail or refuse to appear, the Hearing Panel has the option to proceed in that witnesses' absence and make decisions based on information available.
- c. Hearing Procedures
- i. A hearing date shall be set by the by the chairman of the Hearing Panel in coordination with the Auburn IFC and Greek Life. The Hearing Panel shall make every effort to hear the case with reasonable promptness. All parties shall be notified of the time, date, and location of the hearing and specific charge(s) to be considered no less than seventy-two (72) hours between the date of the notification and the date of the hearing. An exception to the seventy-two (72) hour preparation period may occur if all parties agree to schedule the hearing for an earlier date.
 - ii. If the charged party fails to attend the hearing following written notification of the hearing date and without good cause as determined by the Hearing Panel, or if the

- charged made it impossible to deliver the notice despite diligent efforts, the Hearing Panel may hear and resolve the case based on information available.
- iii. Case preparation shall be carried out by the IFC Vice President of Risk Management, with assistance from Greek Life staff. The Hearing Panel chairman, the charged party, may review (but not copy or take) any submitted documentation and materials at least forty-eight (48) hours prior to the date of the hearing.
 - iv. The chairman of the Hearing Panel shall exercise reasonable control over the hearing and shall exercise his discretion to ensure a fair process. All procedural questions are subject to the final decision of the chairman.
 - v. The organization shall have the right to have an advisor present at the hearing. Advisors can advise their representative but are not permitted to participate directly in the hearing.
 - vi. Each party shall have the right to present witnesses and information at the hearing and to be present during the presentation of other witnesses and information.
 - vii. Each party shall arrange for the attendance of their own witnesses.
 - viii. Pertinent records, exhibits, and written statements may be accepted as information for consideration by the hearing panel.
 - ix. The hearing shall be conducted in the following manner:
 - a. All persons are called into the hearing room.
 - b. The hearing panel, charged party, and advisors shall introduce themselves.
 - c. The hearing panel chairman will review the protocol for the hearing.
 - d. The Vice President of Risk Management or designee, serving as the charging party, will present the charges to the hearing panel.
 - i. Hearing panel members may ask questions during the presentation of charges to clarify the information presented.
 - e. The charged party will then be asked by the hearing panel chairman to provide information they feel is relevant to the case, at the discretion of the hearing panel chairman, and are afforded no more than five (5) minutes to present an opening statement.
 - f. One at a time, approved witnesses for the charged party will be invited into the hearing room.
 - g. Approved witnesses for the charged party will then be given the opportunity to present evidence.
 - h. The hearing panel members may ask questions of the witness during the presentation to clarify information provided. After their presentation, the witness will be asked to leave, and any additional approved witnesses will enter the hearing room following the procedure above.
 - i. One at a time, approved witnesses for the charging party will be invited into the hearing room.
 - j. Approved witnesses for the charging party will then be given the opportunity to present evidence.

- k. The hearing panel members may ask questions of the witness during the presentation to clarify information provided. After their presentation the witness will be asked to leave, and any additional approved witnesses will enter the hearing room following the procedure above.
- l. Witnesses for both the charged and charging party are then excused for the remainder of hearing, unless called upon by the hearing panel to represent their evidence or to answer additional questions from the hearing panel.
- m. After these presentations, the hearing panel will have the opportunity to ask any additional questions they still have for the charged party.
- n. When the hearing panel has no further questions, the hearing panel chairman will allow representatives of both the charged and charging parties to provide a closing statement not to exceed five (5) minutes in length.
- o. Following the closing statements, the hearing panel chairman will dismiss the charged party and any witnesses from the hearing.

VI. Post-Hearing Deliberation:

- a. The Hearing Panel will determine the outcome based on the preponderance of the information submitted. No member of the panel may abstain from voting, and the chairperson will only vote in the event of a tie.
- b. Following a determination of responsibility, the Hearing Panel will determine sanctions. In determining sanctions, the panel may also consider any previous violations of the organization. The Vice President of Risk Management, IFC President, Judicial Board Advisor and Director of Greek Life (or designee) are non-voting members for both determining responsibility and assigning outcomes.
- c. Any sanction or combination of sanctions can be imposed for a particular case.
- d. Any sanction or combination of sanctions must be agreed upon by a simple majority of the IFC Judicial Hearing Panel. The Judicial Panel chairman shall not vote except in the event of a tie.
- e. The Judicial Hearing Panel's decision will be sent in writing to the organization's president, advisor, and national office within five (5) school days of the Judicial Panel Hearing.

VII. Judicial Board Outcomes:

The IFC Judicial Process and associated conduct outcomes are designated to be educational, promoting a healthy and safe environment while also respecting the rights of all members of the Auburn IFC community.

The following conduct outcomes may be imposed upon an IFC chapter found responsible for violations of the IFC Constitution, Code of Student Conduct, or Auburn University Policy.

- a. **Written Warning:** A written expression of disapproval to the student or student organization for a violation.
- b. **Loss of Privilege:** These sanctions represent denial of specified privileges for a designated period of time including but not limited to attending an Intercollegiate Athletics sporting event, participating in an intramural or club sports activity, representing the university in an official capacity, hosting or sponsoring student

- organization activities/events, holding an elected or appointed student office or appointment to a university committee, and/ or entering/using a university facility.
- c. **Service Hours:** A designated number of service hours to be completed by a specified date. Location and projects for completion of service hours must be approved by Auburn Interfraternity Council and Auburn Greek Life.
 - d. **Educational Outcomes:** Programs, projects, or assignments designed to educate a chapter about the effect of that organization or its members behaviors including but not limited to an alcohol and/or other drug education program, a reflection paper, community or campus service, and/or a letter of apology.
 - e. **Policy or Procedure revision:** The chapter is required to develop or revise certain protocols, in order to reduce the likelihood of that violation be repeated.
 - f. **Restorative sanctions:** These sanctions require a chapter to make an injured party whole. This may include but is not limited to financial restitution for damages or letters of apology.
 - g. **Request of Membership/Officer Review:** request to the organization's Headquarters (HQ) that each member meets with HQ staff and is reviewed. Members who do not pass the review are suspended, removed, or expelled from the organization. Or a request that the Headquarters review the chapter's leadership specifically for continuation within their elected or appointed roles within the organization.
 - h. **Disciplinary Probation:** This is an elevated warning status. Should another violation occur while this status is in place, the organization faces elevated sanctions
 - i. **Social Probation:** The organization may not host social events as defined by the Student Organization Social Event Policy.
 - j. **Loss of Recognition:** Recommend to the Senior Vice President of Student Affairs that the fraternity be put on University Suspension.

VIII. Enforcement

- a. The IFC Vice President of Risk Management, IFC Judicial Board Chairman, and the IFC President will ensure the enforcement of sanctions jointly. The Vice President of Risk Management will be in charge of verifying all documentation presented by the organization in accordance with the Judicial Board's decision.
- b. If the sanctions are not met by the time designated by the Judicial Board or the sanctions are violated, then the organization will return to the Judicial Board for further review and possibly additional sanctions

IX. Appeals

- a. Any sanctions rendered by the IFC Judicial Board will be in full effect while the case is going through the appeals process.
- b. Appeals of the IFC Judicial Board decisions must be made on one of the following bases:
 - i. Improper procedure was followed by the IFC Judicial Board.
 - ii. It is evident that sanctions were more severe than the precedent established in a previous case.
- c. Procedure:
 - i. The fraternity president shall submit a written appeal to the IFC Vice President of Risk Management within ten (10) school days of receiving the Judicial Board's decision.
 - ii. At the IFC Council of Presidents appellate meeting the IFC President will preside over the following process:
 - a. An explanation of the process of appeals will be given by the IFC President.

- b. The letter of appeal is read by the Vice President of Risk Management and a simple majority vote of the Council of Presidents determines if the basis for an appeal is presented.
 - i. Anyone who has been a witness, party, or served on the IFC Judicial Board for the case being appealed must be recused.
 - c. If determined necessary for clarification the facts of the case will be briefed by the Vice President of Risk Management.
 - d. The Council of Presidents may ask the IFC Judicial Chairman for a response to the issues that form the basis of the appeal.
- iii. At this time, the Presidents will ask anyone who has been a witness, party, or served in the IFC Judicial Hearing Board to leave during deliberations.
 - a. Motions and discussions are heard from the IFC Council of Presidents.
 - b. Vote of the IFC Council of Presidents is taken
 - i. Fifteen (15) presidents will be required for a quorum.
 - ii. Four-fifths (4/5) vote is required to grant the appeal.
 - c. If the appeal is granted, the IFC Council of Presidents can either decide to dismiss all sanctions or vote on reduced sanctions. This decision to dismiss or reduce sanctions requires a majority vote, and the IFC President shall not vote except in the event of a tie.
 - d. If the appeal is denied, the sanctions against the organization will stand.
- iv. All excused members are asked to return, and the Council of Presidents' decision is presented by the IFC President.
- d. Upon good cause shown, the Senior Vice President for Student Affairs may review any matter and take appropriate action as needed. Examples of good cause include but are not limited to evidence of differential treatment or evidence that proper procedures were not followed.

X. Amendments

- a. Amendments to this Judicial Process must be proposed by the IFC Judicial Board and require a three-fourths (3/4) vote of the Council of Presidents for ratification.



GREEK LIFE
STUDENT AFFAIRS

Interfraternity Council Judicial Policy Flow Chart



Campus Support Units

Academic Support Services

Location: 2234 Haley Center

Website: <http://academicsupport.auburn.edu/>

Phone: (334) 844-5972

Academic Support Services hosts a variety of academic skill development programs that promote self-directed learning strategies and student success.

Office of Accessibility

Location: 1228 Haley Center

Website: <https://accessibility.auburn.edu/>

Telephone: (334) 844-0023

The Office of Accessibility provides reasonable accommodations and services for qualified students with documented disabilities who are attending Auburn University, enrolled in distance learning classes, or participating in programs sponsored by Auburn University.

AU Medical Clinic

Location: 400 Lem Morrison Dr. Auburn, AL

Website: <https://cws.auburn.edu/aumc/>

Phone: (334) 844-4416

The Medical Clinic provides a full range of primary, preventative, and urgent medical care services for Auburn students, faculty, staff, visitors, and members of the surrounding

Campus Safety & Security

Location: 543 W Magnolia Avenue

Website: <http://www.auburn.edu/administration/campus-safety/>

Phone: (334) 844-8888 / Emergency: 911

Campus Safety & Security can assist with any safety issues and risk mitigation that may be needed for your events.

Office of Inclusion & Diversity

Location: 108 M. White Smith Hall & 381 Mell Street

Website: <http://diversity.auburn.edu/about/>

Phone: (334) 844-4184

The Office of Inclusion and Diversity serves as a vital resource for building unity, equity, and inclusion in the Auburn University community.

Campus Recreation

Location: Recreation and Wellness Center

Website: <http://campusrec.auburn.edu/>

Telephone: (334) 844-0023

Campus Recreation offers a variety of programs and services designed to promote an active and healthy lifestyle.

University Career Center

Location: 303 Martin Hall

Website: <https://career.auburn.edu/>

Phone: (334) 844-4744

University Career Center delivers comprehensive services for students to explore majors and careers, network with employers and professionals, prepare for advanced education, and successfully transition from college to career.

Cross Cultural Center for Excellence

Location: 2101 Harold D. Melton Student Center

Website: <http://diversity.auburn.edu/cross-cultural-center-for-excellence/>

Phone: (334) 844-4184

The Cross Cultural Center for Excellence provides programming and activities for student engagement, facilitating cross-cultural learning experiences where all students can engage in dialogue, develop leadership skills, and build collaborative relationships that will help them be effective in an increasingly global society.

Health Promotion & Wellness Services

Location: 1206 Student Center

Website: <http://academicsupport.auburn.edu/>

Phone: (334)-844-1528 / 24/7 Crisis Number: (334)-844-SAFE (7233)

Health Promotion & Wellness Services (HPWS) provides prevention and educational programming and other healthy initiatives to enhance the well-being of Auburn students and the Auburn University campus community.

Student Counseling & Psychological Services

Location: 400 Lem Morrison Dr & 351 Thach Concourse

Website: <http://wp.auburn.edu/scs/>

Phone: (334) 844-5123

Student Counseling & Psychological Services can provide internal and external mental health resources for your membership.

Student Involvement

Location: 3130 Student Center

Website: <https://wp.auburn.edu/involve/>

Phone: (334) 844-4788

Student Involvement can assist with event production (Student Programming) and membership development (Leadership Programs) along with several other areas as this department has multiple resource areas.