

CHAPTER RESOURCE MANUAL



GREEK LIFE

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GREEK LIFE OVERVIEW

Greek Life Mission

The mission of Greek Life is to serve as an advocate and resource for the Greek community and provide our students with opportunities for personal growth and development.

Greek Life Services

Greek Life offers many services to our chapters and councils.

A few are listed below:

- Train, advise, and mentor student leaders
- Support, train, and communicate with chapter advisors
- Manage events
- Enforce university and council policies and procedures
- Review new member programs and plans
- Execute recruitment and growth initiatives for councils
- Operate IFC, NPHC, and PAN council systems, processes, and programming
- Support chapter systems, processes, programming
- Process necessary paperwork, fees, and assessment reports
- Engage and encourage Auburn students to join Greek Life through orientation
- Provide grade report information to chapters and Greek community
- Manage chapter roster information and report to campus departments
- Collaborate on conduct-related situations and educational opportunities
- Oversee expansion and growth efforts for new organizations
- Promote and communicate Auburn University resources to chapters and councils
- Manage chapter and council properties on-campus including, NPHC Legacy Plaza, NPHC Chapter Room, Panhellenic sorority chapter rooms, and IFC fraternity properties

Greek Life Annual Programs

- Greek Leadership Summit
- Greek Officer Training
- Greek Life Installation Banquet

Greek Life Staff

The Greek Life staff is a dynamic group of professionals with more than 50 years of combined experience working with fraternity and sorority organizations. Students, advisors, parents, headquarters staff, and others may contact Greek Life with the contact information below.

Contact Greek Life

Melton Student Center
255 Heisman Drive, Suite 1330
Auburn, AL 36849

334-844-4600

greek@auburn.edu



Associate Vice President

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Coordinator – Greek Life

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Graduate Assistant – Panhellenic (PAN)

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Administrative Assistant

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Phi Sigma Sigma
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Council Information

Since its establishment at Auburn in 1878, the Greek community has instilled values of academic excellence, philanthropy, and servant leadership in thousands of sorority women and fraternity men. Today, more than 8,000 students – roughly 36% of the undergraduate student body – belong to one of Auburn’s Greek organizations. This report provides an overview of each council and highlights key data for each chapter.

Interfraternity Council (IFC)

- Established in 1929
- 26 fraternities
- Facilities: 22 chapters with chapter houses
- Instagram: [@auburnifc](#)

Panhellenic Council (PAN)

- Established in 1929
- 18 sororities
- Facilities: 18 chapters with chapter rooms in The Village
- Instagram: [@au_panhellenic](#)

National Pan-Hellenic Council (NPHC)

- Established 1995
- 3 sororities
- 2 fraternities
- Facilities: NPHC Legacy Plaza and the NPHC Chapter Room in The Village
- Instagram: [@aunphc](#)

Chapter Facility Addresses

Interfraternity Council

Chapter	Street / P.O Box	City, State	Zip
Alpha Gamma Rho	831 Lem Morrison Drive	Auburn, AL	36849
Alpha Sigma Phi	891 Lem Morrison Drive	Auburn, AL	36849
Alpha Tau Omega	926 West Magnolia Avenue	Auburn, AL	36849
Beta Upsilon Chi	930 Lem Morrison Drive	Auburn, AL	36849
Chi Phi	319 North College Street	Auburn, AL	36849
Delta Chi	530 Biggio Drive	Auburn, AL	36849
Delta Kappa Epsilon	319 North College	Auburn, AL	36849
Delta Tau Delta	892 Lem Morrison Drive	Auburn, AL	36849
Farmhouse	552 West Thach Avenue	Auburn, AL	36849
Kappa Alpha Order	940 Lem Morrison Drive	Auburn, AL	36832
Lambda Chi Alpha	266 West Magnolia Avenue	Auburn, AL	36849
Phi Delta Theta	848 Lem Morrison Drive	Auburn, AL	36849
Phi Gamma Delta	275 South College Street	Auburn, AL	36849
Phi Kappa Tau	841 W. Magnolia Avenue	Auburn, AL	36849
Phi Sigma Kappa	835 West Magnolia Avenue	Auburn, AL	36849
Pi Kappa Alpha	840 West Magnolia Avenue	Auburn, AL	36849
Pi Kappa Phi	861 Lem Morrison Drive	Auburn, AL	36849
Sigma Alpha Epsilon	550 West Magnolia Avenue	Auburn, AL	36832
Sigma Chi	737 West Magnolia Avenue	Auburn, AL	36849
Sigma Nu	715 West Magnolia Avenue	Auburn, AL	36849
Sigma Tau Gamma	941 Lem Morrison Drive	Auburn, AL	36832
Tau Kappa Epsilon	554 West Thach Avenue	Auburn, AL	36849
Theta Chi	935 Lem Morrison Drive	Auburn, AL	36849

Panhellenic Council

Chapter	Street / P.O Box	City, State	Zip
Alpha Chi Omega	201 Wire Road, Mailbox #12	Auburn, AL	36849
Alpha Delta Pi	201 Wire Road, Mailbox #5	Auburn, AL	36849
Alpha Gamma Delta	201 Wire Road, Mailbox #6	Auburn, AL	36849
Alpha Omicron Pi	201 Wire Road, Mailbox #3	Auburn, AL	36849
Alpha Xi Delta	201 Wire Road, Mailbox #8	Auburn, AL	36849
Chi Omega	201 Wire Road, Mailbox #1	Auburn, AL	36849
Delta Delta Delta	201 Wire Road, Mailbox #7	Auburn, AL	36849
Delta Gamma	201 Wire Road, Mailbox #13	Auburn, AL	36849
Delta Zeta	201 Wire Road, Mailbox #4	Auburn, AL	36849
Gamma Phi Beta	201 Wire Road, Mailbox #16	Auburn, AL	36849
Kappa Alpha Theta	201 Wire Road, Mailbox #14	Auburn, AL	36849
Kappa Delta	201 Wire Road, Mailbox #2	Auburn, AL	36849
Kappa Kappa Gamma	201 Wire Road, Mailbox #17	Auburn, AL	36849
Phi Mu	201 Wire Road, Mailbox #9	Auburn, AL	36849
Pi Beta Phi	201 Wire Road, Mailbox #11	Auburn, AL	36849
Sigma Kappa	201 Wire Road, Mailbox #15	Auburn, AL	36849
Sigma Sigma Sigma	201 Wire Road, Mailbox #18	Auburn, AL	36849
Zeta Tau Alpha	201 Wire Road, Mailbox #10	Auburn, AL	36849

National Pan-Hellenic Council

Chapter	Street / P.O Box	City, State	Zip
Alpha Kappa Alpha Sorority, Inc.	255 Heisman Drive, Suite 1330	Auburn, AL	36849
Delta Sigma Theta Sorority, Inc.	255 Heisman Drive, Suite 1330	Auburn, AL	36849
Omega Psi Phi Fraternity, Inc.	255 Heisman Drive, Suite 1330	Auburn, AL	36849
Phi Beta Sigma Fraternity, Inc.	255 Heisman Drive, Suite 1330	Auburn, AL	36849
Sigma Gamma Rho Sorority, Inc.	255 Heisman Drive, Suite 1330	Auburn, AL	36849
Zeta Phi Beta Sorority, Inc.	255 Heisman Drive, Suite 1330	Auburn, AL	36849
NPHC Chapter Room	201 Wire Road	Auburn, AL	36849
NPHC Legacy Plaza	341 Duncan Drive	Auburn, AL	36849



OFFICE PROCEDURES

Box Management

Greek Life uses Box to manage and store information. This tool provides immediate and secure information to our chapter and council leaders. It is also used to transition information over time. As a student leader, you may be invited to collaborate on many folders or documents through Box. Some examples include the contact, roster, and grade report information.

Logging into Box

- Visit auburn.box.com.
- Click “Continue” to begin setting up your account. You will be redirected to the AUthenticate page.
- Sign in with your university ID and password.
- Once authenticated, you will again be redirected to your primary directory inside Box. For first-time users, there may be a survey you have the option to complete.
- Now, you are ready to start using Box. When you log in, you may already see Box folders and resources you have been added to.

Collaborating in Box

Box is designed to be a collaborative storage solution. You can quickly create a link and share it for others to download. You can invite others to collaborate on a single file or a whole folder. Additionally, you can control how you collaborate with others by managing the sharing permissions. Greek Life manages access permissions. Box tracks any edits and keeps previous versions of files just in case. For more information on how to utilize the collaboration tool, visit the Auburn Box guide: aub.ie/BoxGuide

How does Greek Life use Box?

Greek Life uses Box daily. There are certain expectations that each council will have with chapter leaders. Greek Life expects chapter leaders to use Box for roster management, grade reports, and contact information.

- **Roster Management:** Rosters are managed, stored, and communicated to Greek Life through Box. Rosters are updated frequently each semester to ensure accurate headcounts in the Greek community. They are also used to charge the Greek Fee and council fees to the correct people. It is essential to keep rosters updated throughout each semester.
- **Grade Reports:** Greek Life will share grade report information with chapter leaders and advisors through Box. This ensures the information is transferred securely from our office to the appropriate chapter leaders and advisors who need the information.
- **Contact Information:** Greek Life expects chapters to keep accurate contact information on file. Each council has a master contact document that must be kept up to date.

Chapter Roster Management

Your current chapter roster is located in Box under Registration Documents. Once you are in the open Excel spreadsheet, please follow the instructions below:

- Use the drop-down menu in column F to change membership status.
- Internship, study abroad, and/or co-op students should be listed as members and then clarify which special status under the drop-down in column G.
- Any notes for Greek Life should be typed in column H.
- Students who are not enrolled this semester should be listed as “resign,” even if they plan on returning the following semester.
- All changes and/or notes need to be highlighted in yellow.
- Please make sure you save this spreadsheet before closing.

The information on this roster is used to assess all members the Greek Administrative Fee. Additional fees will be charged to Panhellenic (Panhellenic Facility Fee) and IFC (New Member Fee). All intern, study abroad, co-op, and EAGLES students will not be charged these fees. Students will be charged these fees in error if your roster is incorrect.

This information is also used to create your grade reports. Grades will not be reported correctly if your roster is not correct. This could affect the entire Greek community grade report. All grade reports are ungapped. Please email greek@auburn.edu if your chapter needs a gapped grade report for internal use.

For all grade reports, please list all new members as new members until instructed to change their status to members. This will only happen once grade reports are completed and shared with the community. For example, your fall new members will not become members on your roster until February, and your spring new members will not become members on your roster until June. A Greek Life coordinator will instruct you when to change statuses.

Likewise, graduated members will be listed as members until instructed to change their status to alumni. They must still be included in the grade report for their final semester. For example, your fall member graduates will not become alumni on your roster until February, and your spring member graduates will not become alumni on your roster until June. A Greek Life coordinator will instruct you when to change statuses. Alumni members on your roster are those who received a degree from Auburn University. Your chapter may have a special alumni status for different member situations; that is fine to use internally within your chapter but not for this roster.

Transfer students

- Members transferring to your AU chapter should be listed as members. Please add this information in the notes section and highlight it.
- Members transferring from AU to another school should be listed as resigns. Please add this information in the notes section and highlight it.

Event Registration

One of the best parts of joining a sorority or fraternity is attending events. Greek events have greater risk and, therefore, greater scrutiny than other events on campus.

Greek Life events are governed by:

- Greek Life Social Event Guidelines
- Student Organization Social Event Policy

The most important thing to remember is that for your organization to host an event, you must register your event in AUinvolve at least seven (7) days before the scheduled date.

AUinvolve

AUinvolve is the campus-wide student organization event management software. When submitting an event, you will be required to include standard details, including time, date, and location.

Greek organizations are required to answer questions including:

- Will the event occur at a chapter-owned facility?
- Will the event be held in another city?
- Will alcohol be served at the event?

Events with alcohol require additional information and documentation including:

- The number of guests and the size of the event venue
- How alcohol will be distributed (BYOB, Third-Party Bartending Service, etc.)
- The name of the security provider
- A Third-Party Vendor Agreement Form for each company (venue, security, etc.)

Campus Event Planning System

Greek events held in campus facilities, like Neville Arena or the Student Activities Center, may also require registration in the Campus Event Planning System (CEPS) if they include:

- Non-Auburn attendees (general public, minors, special guests, etc.)
- Outside vendors (DJ, band, party rental company, etc.)
- High-risk activities (run/walk events, carnival games, rides, etc.)

Events submitted to CEPS will require Certificates of Insurance and other documentation.

To help ensure you meet all event requirements, work with Greek Life. They can help you navigate the process.



RISK MANAGEMENT

General Guidelines

Each chapter should create and maintain a policy for crisis management. This document may be used as an outline for creating 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

The chapter may want to consider keeping emergency information cards on file for all members. You cannot mandate that members report medical information, but this can assist responding units during an emergency. Keep this information on file for each member and new member.

Included:

- 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 additional pages 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, or online where members can easily access it, i.e., with the chapter advisor (if local), at a nearby chapter (in case of fire and one of the copies being destroyed) or in the annex house (if applicable).

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. 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 but should work in conjunction with guidelines provided by your national organization.

Communication and Media Management

During your term in office, you will deal with many situations. Some will be easy, and some will be difficult. Many of these situations will require careful communication. Below is some guidance on how to handle these events.

When to contact the Greek Life staff

The Greek Life staff wants to partner with you and help as you work through all situations. This means that you will need to keep us apprised of what is going on, even during your school breaks. Don't be afraid to call us anytime. When in doubt about whether to call us, go ahead and call. It's always better if YOU approach us with information before someone else approaches us first. Sometimes it seems like keeping things quiet is best, but you should still give the Greek Life staff a heads-up.

When an attorney or reporter contacts you

Anytime you are contacted by an attorney or a reporter about a chapter event or incident, please let Greek Life know. In most cases, they will contact us as well. We would rather hear from you first before hearing from a third party. We can also offer resources to assist you.

When an angry parent contacts you

During this year, you might deal with a member's parent who threatens to call our office to complain about you. Usually, they will be angry about a discipline matter, a bill, an elections matter, or some other matter that is internal to your chapter. If you suspect someone might contact us, just let us know to expect the call, give us a brief rundown of the event, and who within your organization to whom they should be referred.

When a member has a serious injury or passes away

Sadly, it is possible a member of your chapter may be seriously injured or die. With a Greek population as large as Auburn's, these tragedies might occur on our campus. If something like this happens with one of your members, please let us know, whether it is a chapter-event related or not. We can offer resources to assist you and your members during a difficult time. If anything else happens that you think we might need to know about, just go ahead and make the call.

Here's a good rule of thumb: If you think someone else will call Greek Life, you should call us first.

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 is a fire, dial 911. Do not hesitate to call the police regardless of the situation. 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 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 on 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 house manager/mom/dad.

Close the chapter facility immediately if a crisis occurs there. The president cannot give instructions 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. Outgoing calls and discussions 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 OK 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/headquarters 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).

In most crisis situations, you will want to call a mandatory chapter meeting, for actives and new members as soon as possible.

Make sure your chapter advisor, Greek Life Advisor or other members 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 OK.
- 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 get help from the appropriate folks.

Student Death

In the tragic case of a student death, contact appropriate officials immediately. This would include: 911/EMS, Greek Life chapter representatives (headquarters staff, chapter advisors, graduate chapter, etc.).

If the death occurs inside the chapter facility, during a chapter event, or 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 facility 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 inform all members 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 facility 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 about the member's possessions. You may offer to pack them in boxes, but the family will 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 must 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 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.

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 Greek organization 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 uncomfortable 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 new members the only group in the organization being asked to do the activity?
- 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 members 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 Greek Life and Auburn University. If a chapter is found to be in violation of this policy, it 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 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 prohibit 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:

- 911 / Auburn Police Division

If a non-emergency incident arises, please contact:

- Call the Auburn University Hazing Hotline at 866-294-4871 (secured by Ethics Point)
- Call the Office of Student Conduct at 334-844-1305
- Submit a report online at aub.ie/ethicspoint (secured by Ethics Point)
- Submit a report online to Student Conduct at aub.ie/report_incident

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 against 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.



UNIVERSITY RESOURCES

Campus Support Units

Academic Support

Provides tutoring, supplemental instruction, and academic coaching.

2234 Haley Center
academicsupport.auburn.edu
334-844-5972

Auburn Cares

Supports students facing challenging situations including financial hardship, need for medical withdrawal, and more.

1206 Melton Student Center
aucares.auburn.edu
334-844-1305

Campus Safety & Security

Assists with safety issues and risk mitigation that may be needed for events or other chapter activities.

543 W Magnolia Avenue
auburn.edu/administration/campus-safety
334-844-8888 / Emergency: 911

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.

2101 Harold D. Melton Student Center
diversity.auburn.edu/cross-cultural-center-for-excellence
334-844-4184

Medical Clinic

Offers a full range of primary, preventative, and urgent medical care services.

400 Lem Morrison Drive
cws.auburn.edu/aumc
334-844-4416

Office of Accessibility

Provides reasonable accommodations and services for qualified students with documented disabilities.

1228 Haley Center
accessibility.auburn.edu
334-844-2096

Recreation and Wellness

Provides several programs to support chapters ranging from activities like intramural sports to educational programming on topics like bystander intervention.

601 Heisman Drive
campusrec.auburn.edu
334-844-0023

Safe Harbor

Supports students who experienced sexual or interpersonal violence, including dating and domestic violence, sexual assault, sexual harassment, and stalking.

1206 Melton Student Center
aub.ie/safeharbor
334-844-SAFE(7233) available 24/7

Student Conduct

Facilitates the adjudication of policy violations and can counsel chapters on how to resolve membership disputes or challenges.

1206 Melton Student Center
conduct.auburn.edu
334-844-1305

Student Counseling & Psychological Services

Provides mental health resources to students including individual and group counseling, psychiatric services. They can also provide trainings to groups.

400 Lem Morrison Drive and 351 Thach Concourse
aub.ie/scps
334-844-5123

Student Involvement

Provides support to multiple areas including community service and membership development.

3130 Melton Student Center
aub.ie/studentinvolvement
334-844-4788

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.

101 and 303 Martin Hall
career.auburn.edu
334-844-4744

Academic Resources

Scholarship programs should be in place for each chapter to ensure that members understand the campus resources available, provide times for study halls, and utilize the programs distributed by your chapter's national office. Auburn University has study hall rooms available in academic areas available you can use if needed.

The Office of Academic Support focuses on helping students meet their academic goals. The office hosts a variety of academic skill development programs that promote self-directed learning strategies and student success. A couple of their services include:

- **Academic Coaching:** This is a personalized one-on-one coaching session to help students meet their academic goals. A coach and student work together to identify academic habits, interests, skills, concerns, and intentions. Focus areas include note-taking, test-taking, communication with campus professionals, and workload management.
- **Study Partners:** This is free peer tutoring for Auburn students through one-on-one appointments and drop-in sessions.

To learn more, stop by the Academic Support Office in 2234 Haley Center, visit their website at academicsupport.auburn.edu or call them at 334-844-5972.

Community Service

Service is a pillar of the Auburn University experience, and there are hundreds of service opportunities offered throughout the community. Here are a few ways your chapter can serve:

- Browse and register for volunteer events with IMPACT or other groups on the Service tab of AUinvolve (which links to GivePulse).
- Travel with Alternative Student Breaks to serve with a team of Auburn students over an academic break.
- Join a service-based student organization on AUinvolve.
- Participate in The BIG Event with hundreds of Auburn students this spring.
- Join the fight against hunger and help collect food donations through the Beat Bama Food Drive
- Reach out to a nonprofit on your own from the list of Service Partners on the Auburn Serves website at aub.ie/auburnserves

GivePulse is Auburn University's online volunteer platform where you can register for volunteer opportunities, connect with local nonprofit organizations, and log service hours. You are encouraged to track all service activities you complete in this system, so you have a complete record of your service conveniently in one place! Activate your profile using the Single Sign On feature and your Auburn credentials at auburn.givepulse.com.

Campus Food Pantry Greek Organization Adoption Program

The Campus Food Pantry provides non-perishable food items to aid Auburn University students struggling with food insecurity. Without community support, the pantry cannot serve the many students who rely on these food resources. Organizations can help by adopting the pantry for one month. The adoption of the pantry can count as service and philanthropic support for reporting to Auburn Greek Life and fraternity/sorority headquarters.

Service and Philanthropic Adoption

Organizations can provide food, funds, and members to support the Campus Food Pantry. Organizations will collect food and funds, then work with Auburn Cares to stock the shelves of the pantry with the goods received. Organization members may also retrieve food from local grocery stores and stock the shelves. This requires an investment of at least \$2,500 and 50 volunteer hours (ex. 10 members for 5 hours each) during the month. Months available for adoption include September, October, November, February, March, and April. Organizations can sign up to adopt the same month each year to meet.

Donation and Service Calculation

Auburn Cares will provide a letter to the organization stating the total dollar amount of food and funding received. Calculations of philanthropic support for food items is calculated using a scale based on the cost of the item. Auburn Cares will maintain a list of the Campus Food Pantry's high-priority items and their monetary value. This list will be shared with the adoptive organization(s) before the start of their adoption month. The organization will be responsible for sorting and organizing their items before dropping off at the Campus Food Pantry to ensure Auburn Cares staff accurately calculate their donation.

To adopt the Campus Food Pantry, contact Auburn Cares. Once your month is selected, a member of the Auburn Cares team will share the items most needed in the Campus Food Pantry and how to schedule volunteer hours.

For more information

Auburn Cares | aucares.auburn.edu | auburncares@auburn.edu | 334-844-1305

Social Activities

GoodTimes Bowling — Bowling and Arcade
750 E. Glenn Ave., Auburn, AL 36830
334-530-3131

AMF Auburn Lanes - Bowling
719 Opelika Rd., Auburn, AL 36830
334-887-6573

Surge Adventure Park — Trampolines
2506 Pepperell Pkwy., Opelika, AL 36801
334-737-5599

Sing Sing Karaoke — Karaoke
3794 Pepperell Pkwy., Opelika, AL 36801
334-759-7087

Chewacla State Park — Hiking/Outdoors
124 Shell Toomer Pkwy., Auburn, AL 36830
334-887-5621

Boggin' on The Plains — Off-Road and ATV Trails
3935 US-29, Auburn, AL 36830
334-456-3737

Auburn Escape Zones — Escape Games
1234 Commerce Drive, Auburn, AL 36830
334-329-7088

Indian Pines — Golf Course
900 Country Club Drive, Auburn, AL 36830
334-821-0880

AU Club — Golf Course
1650 Yarbrough Farms Blvd., Auburn, AL 36830
334-821-8381

AMC Classic 14 — Movie Theater
2130 E University Drive, Auburn, AL 36831
334-501-0400

Kiesel Park — Park/Dog Park
520 Chadwick Lane, Auburn, AL 36830
334-501-2930

Ballistic Paintball — Paintball
3433 N. Lumpkin Rd., Columbus, GA 31903
(404)396-7081

19th Hole of Auburn — Putting Course/Event Venue
1120 S College St., Auburn, AL 36832
334-328-3033

Student Program Presentations

Recreation and Wellness

601 Heisman Drive
recwellness.auburn.edu
334-844-0023

9 Dimensions of Wellness

Length of Program: 30 mins

This program walks through the 9 dimensions of wellness and programs Recreation and Wellness provides including Nutrition Services, Alcohol and Other Drug Services, Wellness Coaching, Be Well Hut, and outreach/training services.

RECOMMENDED
FOR
NEW MEMBERS

V.A.R. (Validate, Appreciate, Refer)

Length of Program: 30 mins

VAR is Active Minds' conversation guide on mental health. This program, led by the undergraduate students on the Active Minds executive team, is good for learning how to talk about mental health, or difficult conversations in general, typically with friends. This program is a good intro-level course to mental health, and pairs nicely with QPR after it, as QPR is a crisis intervention guide relating to mental health emergencies.

RECOMMENDED
FOR AN
ALL-CHAPTER PROGRAM

Q.P.R. (Question, Persuade, Refer)

Length of Program: 45-60 mins

Q.P.R. stands for Question, Persuade, and Refer, three simple steps that anyone can take to save a life. This training will provide the knowledge and skills to recognize warning signs of suicide, offer hope, and refer individuals to helpful resources. Participants will learn how to recognize the signs of suicidality, how to respond, and the proper resources to refer to. Participants will also receive a booklet with resources.

RECOMMENDED
FOR AN
ALL-CHAPTER PROGRAM

The Power of Positivity

Length of Program: 45-60 mins

This program will walk participants through three ideas relating to positive psychology and has a variety of activities to promote reflection and gratitude. This presentation is suitable for all audiences.

RECOMMENDED
FOR AN
ALL-CHAPTER PROGRAM

Bystander Intervention

Length of Program: 30-60 minutes, adjustable to the needs of the organization

Be the Difference is Auburn's bystander intervention training, which was created to educate and empower students to be proactive in recognizing and responding to help others in difficult situations.

RECOMMENDED FOR NEW
MEMBERS, OR AN
ALL-CHAPTER PROGRAM

Alcohol 101

Length of Program: 45-60 minutes

This presentation provides a general overview of the basics of alcohol and other drug use. Auburn University drinking culture, individual blood alcohol concentration (BAC) factors, effects of alcohol and drugs on the body, and the signs and symptoms of alcohol poisoning are all discussed. By the end of this program, participants will be able to identify and use strategies to reduce negative consequences associated with alcohol and other drug use.

RECOMMENDED
FOR
NEW MEMBERS

Psych! The Psychology of Drinking

Length of Program: 45-60 minutes

Drinking is a science, and many students know about the physiology of drinking. But do you know anything about the psychology of drinking? This presentation covers topics like alcohol expectancies and tolerance and is best for groups who have already received some basic alcohol education and would like more in-depth content.

RECOMMENDED
FOR AN
ALL-CHAPTER PROGRAM

Auburn Body Positive

Length of Program: 60 minutes

The presenters discuss the subject of body positivity as it relates to specific organizations and events. The curriculum discusses topics such as intuitive eating, health at every size, the importance of food, and the critical voice. Dr. Jan Miller with Student Counseling & Psychological Services is a co-presenter.

RECOMMENDED
FOR AN
ALL-CHAPTER PROGRAM

Basics of Nutrition

Length of Program: 60 minutes

This program provides a general overview of the basic principles of nutrition. The purpose of the program is to promote healthful behaviors and share resources available on campus.

RECOMMENDED
FOR AN
ALL-CHAPTER PROGRAM

Healthy Relationships 101

Length of Program: 30 minutes

Discusses all types of relationships and the relationship spectrum, which varies from healthy to abusive. Identifies all types of abuse, discusses creating and implementing boundaries, the facets of consent, and ending relationships, including providing resources for creating safety plans.

RECOMMENDED
FOR AN
ALL-CHAPTER PROGRAM

Romantic and Sexual Relationships

Length of Program: 30 minutes

We discuss the difference between romantic and sexual relationships, the relationship spectrum, how to identify abuse, and resources for individuals who may be experiencing interpersonal violence. To help promote healthy, informed relationships, we also discuss recognizing and building personal boundaries, the facets of consent, STI testing and treatment, and different forms of contraceptives.

RECOMMENDED
FOR AN
ALL-CHAPTER PROGRAM

Sexual Health

Length of Program: 30 minutes

The World Health Organization defines sexual health as a state of physical, emotional, mental, and social well-being about sexuality; it is not merely the absence of disease, dysfunction, or infirmity. We include an overview of the risks of sexual behavior, safe sex practices, communicating with sexual partners, and resources for interpersonal violence to help students acknowledge and improve their sexual health.

**RECOMMENDED
FOR
NEW MEMBERS**

Consent

Length of Program: 30-45 minutes

Our consent presentation provides an overview of interpersonal violence statistics, discusses the history of consent, and facets of consent including consent outside of sexual interactions, and provides resources for individuals experiencing interpersonal violence. Our goal is to acknowledge the consent skills we already have and empower all individuals to improve their communication skills and have healthier interactions every day.

**RECOMMENDED
FOR AN
ALL-CHAPTER PROGRAM**

Leadership Training through Group Fitness

Length of Program in minutes: 45-55 minutes

Student instructors comprise 90% of the group fitness instructors at the Campus Recreation and Wellness Center. Each instructor goes through extensive training and mentoring to prepare to lead safe, effective, and fun, fitness classes. The leadership skills gained from becoming an instructor are transferrable to any career and include critical thinking skills, relationship building with all age groups, problem-solving, and public speaking to name a few. This interactive and fun presentation introduces students to group fitness as a springboard to leadership.

**RECOMMENDED
FOR A
CHAPTER LEADERSHIP TEAM**

Team Building through Group Fitness

Length of Program in minutes: 45-60 minutes

What better way to build team camaraderie than by working out together? Groups can reserve a space at the Rec and Wellness Center and a Group Fitness Instructor to lead a special, customized fitness class just for their group. Fees apply but are reasonable for a fun team experience. Select a workout from among your favorite classes: Yoga, Butts & Guts, Bounce, Tigerpump, Zumba, Pilates, and more. Reach out for pricing and to reserve your private group class.

**RECOMMENDED
FOR AN
ALL-CHAPTER PROGRAM**

Build Your Team with Auburn Outdoors

Length of Program in minutes: 60 minutes

Auburn Outdoors' goal is to connect students to community through outdoor experiences. Whether you join us on a trip, climb with us at the wall in the Rec or get a tune-up on your bike in our Bike Shop, we hope you'll find connection. During this 1-hr session, we'll help you get to know your group through team building activities and share ways that your group can level-up your community time by getting outside with Auburn Outdoors.

**RECOMMENDED
FOR AN
ALL-CHAPTER PROGRAM**

Happiness Puzzle

Length of Program(s) in minutes: 30-45 minutes

We all want to “be happy,” but the meaning of happiness is different for everyone. There are a few things that we should all consider and be aware of in our pursuit of happiness. This talk focuses on five pieces in the happiness puzzle: meaning, inspiration, assurance, progress, and connection. This talk is engaging and inspirational.

**RECOMMENDED
FOR AN
ALL-CHAPTER PROGRAM**

Honor Your Time

Length of Program(s) in minutes: 30-45 minutes

This talk can start with a group activity showing the dramatic effect of time, and how we can work with it or against it. The talk focuses on how precious time is and how it should be honored and respected each day. Time is a double-edged sword; we all have it, but no one is promised tomorrow. This talk will hopefully spark curiosity in every person about how he/she lives each day within the time we are given.

**RECOMMENDED FOR
CHAPTER EXECUTIVE
BOARD MEMBERS.**

Leadership of Self

Length of Program(s) in minutes: 30-45 minutes

It can be difficult to lead others if we cannot lead ourselves. In this talk I discuss three areas of self- leadership: knowing yourself, questioning your intentions, and acknowledging your worth. True leadership should start from within.

**RECOMMENDED
FOR A
CHAPTER LEADERSHIP TEAM**

Auburn Cares

206 Melton Student Center

aucares.auburn.edu

Phone: 334-844-1305

Auburn Cares Overview

Length of Program in minutes: 45

Includes a general office overview, which provides information on Auburn Cares services and when to refer students, as well as Safe Harbor, medical and compassionate withdrawal processes, the Campus Food Pantry, Feed the Family Fund, and Student Success Funds.

**RECOMMENDED FOR CHAPTER
EXECUTIVE, STANDARDS, OR
HONORS COUNCIL BOARDS**

Safe Harbor Training

Phone: 334-844-1349

Length of Program in minutes: 45 minutes

Safe Harbor is a free and confidential support service for Auburn students and employees who have experienced sexual or interpersonal violence. This training will provide information about sexual and interpersonal violence on college campuses. Participants will learn how to support and respond to a friend who discloses that they have been sexually assaulted or a victim of any other form of interpersonal violence (stalking, sexual harassment, dating violence, etc.). Local and campus resources for survivors of abuse will be shared.

**RECOMMENDED
FOR AN
ALL-CHAPTER PROGRAM**

Student Involvement

3130 Melton Student Center

Involve.auburn.edu

334-844-4788

Getting Involved on Campus

The Involvement Ambassadors are members of a student-led organization committed to engaging students in involvement opportunities. The purpose of this presentation is to educate students and connect them to a wide variety of opportunities offered through Student Involvement and all of its 500+ student organizations. The Involvement Ambassadors aim to enhance student awareness and engagement through involvement fairs, webinars, and consultations. The Ambassadors will also use this time to share information about AUinvolve, starting a new organization and other resources available through Student Involvement.

RECOMMENDED
FOR
NEW MEMBERS

True Colors Strengths Assessment

True Colors is a model for understanding yourself and others based on your personality temperament. By identifying the personalities of yourself and others, a team gains insight into different motivations, actions, and communication approaches. Leaders and teams can use this knowledge and understanding to improve team dynamics, utilize the strengths of a team, and increase efficiency.

RECOMMENDED
FOR A
CHAPTER LEADERSHIP TEAM

Values-Based Leadership

Length of Program: 40 minutes

Values-based leadership is the idea that leaders should draw upon their own and others' values for direction and motivation. Through identifying one's personal values in activities and discussions, leaders can gain a better understanding of what motivates them and how this may affect their leadership style. This also translates to discussing the values of an organization and how a mission statement can lead decision-making and goals.

RECOMMENDED
FOR A
RECRUITMENT WORKSHOP

Intro to Leadership and Servant Leadership

Length of Program: 30 minutes

Students will learn an overview of the fundamentals of leadership and working with a team, as well as an introduction to Servant Leadership. This will allow leaders to discover their beliefs around leadership and how to begin forming positive team dynamics.

RECOMMENDED FOR
CHAPTER EXECUTIVE BOARDS

Emotional Intelligence and Success in College

Length of Program: 30 minutes

College life can be full of ups and downs. Many of the challenges students face stem from the inability to manage their moods and emotions. This workshop will help students understand and manage their interpersonal and intrapersonal skills. Students will discuss stress management, assess their ability to adapt to change and challenges, and identify their locus of control.

RECOMMENDED
FOR A
RECRUITMENT WORKSHOP

Leadership and Decision Making

Length of Program: 30 minutes

Congratulations you are a leader, are you ready to lead your new team? This presentation will focus on human skills, people skills, authentic leadership, and leadership approaches. Students will also discuss rational decision making and the potential biases our decisions may unknowingly carry.

**RECOMMENDED
FOR A
CHAPTER LEADERSHIP TEAM**



GREEK LIFE MEMBERSHIP STANDARDS

Student Standards

Active membership in a social fraternity or sorority is limited to current undergraduate students at Auburn University. Candidates for membership must be enrolled full-time at Auburn University at the time of joining the organization.

Chapter Standards

All fraternities and sororities at Auburn University must comply with the following chapter standards.

Note: many of these standards are required as outlined in the Auburn University Student Organization Policy.

All chapters must:

1. Have Inter/national fraternity or sorority recognition
 - Chapters must be a recognized chapter of an inter/national fraternity or sorority.
 - Chapters must follow the standards and training of its inter/national fraternity or sorority.
2. Manage membership
 - Chapters must maintain an accurate roster that includes at least 10 full-time currently enrolled Auburn University students or participate in recruitment/intake annually.
 - Participate in a formal recruitment/intake program every academic year.
3. Provide chapter information to Greek Life

The following information must be submitted every semester:

 - Roster of membership, including new members
 - Chapter officer and advisor contact information
 - New member education plan
 - Membership costs
 - Service hours, including member and location
 - Philanthropic support, including how much donated and to where
 - Grade release forms for each member
 - Hazing policy acknowledgement for each member
 - Proof of liability insurance for the organization
4. Participate in Greek Life meetings and trainings
 - Chapter presidents must meet with their Greek Life coordinator at least once per semester.
 - Chapter presidents must attend the Greek Leadership Summit.
 - Chapter executive officers must attend the Greek Officer Trainings.
 - Chapter officers must attend AUinvolve Event Management Trainings.
 - Chapter leaders must participate in council meetings.
5. Manage chapter finances
 - Remain current in payment of dues to their respective council, as well as fines, fees, and other financial obligations by the required deadlines.
6. Have an active chapter advisor, who must:
 - Maintain regular contact and involvement with the chapter officers.
 - Provide support for the daily operations of the chapter.
 - Be knowledgeable about and assist the organization in upholding policies and procedures for both the university and the inter/national organization.
 - Assist with the administration of the financial affairs of the organization.

7. Register events
 - All fraternity and sorority events must be registered in AUinvolve at least 7 school days prior to the event.
8. Manage their property
 - Fraternities and sororities with property (chapter houses, etc.) are required to property insurance.
 - Chapters must comply with the fire and life safety standards applicable to their facility. This includes:
 - Attending fire and life safety training.
 - Comply with fire and life safety inspection.
 - Complete fire and life safety violations to the standards of Auburn University and the City of Auburn.
9. Notify Greek Life of emergencies
 - Any time an emergency team, or “flashing lights” vehicle visits a fraternity or sorority event or member(s), chapter leadership should notify Greek Life.
 - Any time a member is seriously injured or a member passes away chapter leadership should notify Greek Life.

Note: This policy is always applicable, day and night at any time.

HAZING POLICY

EFFECTIVE:	August 1, 2022 (revised) December 1, 2016 (original)
RESPONSIBLE EXECUTIVE:	Senior Vice President for Student Affairs
APPLICABILITY:	All Auburn University students and student organizations are subject to this policy
REVIEW BY:	August 2027

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 the 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, an athlete, a volunteer, or a 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 Student Conduct and/or local law enforcement officials;
- C. Responsibility for hazing can fall to the 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 the 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. University employees and other violators would be subject to other applicable disciplinary processes.

III. 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 the spring semester and registered for fall semester courses but are not enrolled for summer courses).
 - c. who has 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 primarily comprising of students who are recognized by the university, and/or substantively involved in campus life at the university (i.e., registered student organizations, Greek life, athletics teams, club sports teams, musical/theatrical ensembles, ROTC, student groups supporting academic/administrative units, etc.). Approval for recognition is granted by the Senior Vice President for Student Affairs (SVPSA), Athletics Department, and other academic/administrative departments per the applicable policies.

B. Applicability Conditions

1. Individual Violations – a person violates 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 person engaging in hazing.
 - c. condones or is negligent in allowing hazing to occur.
2. Student Organization Violations – an organization violates 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 person engaging in hazing.
 - c. condones or recklessly allows hazing and/or does not take reasonable steps to prevent hazing.

IV. HAZING DEFINITION AND EXAMPLES

- A. Auburn University defines hazing as any group or individual conduct, action, or activity, regardless of the location of the incident or consent of participants. This occurs by design, negligence, or recklessness in the context of initiation, admission into, affiliation with, or as a condition of continued membership in a group or organization and.
 1. Inflicts or intends to inflict physical or mental harm, excessive fatigue, or distress or which may demean, disgrace, humiliate or degrade a reasonable person.
 2. 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.
 3. 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.
 4. 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 regardless of legality.
 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, or university transportation (Tiger Transit, bicycles, shuttles, etc.).
 5. Preventing interaction with active members, officers, or any other member or potential member.
 6. Wearing apparel that is conspicuous and/or inappropriate.
 7. Social isolation (social media or in-person).
 8. Branding, piercing, or tattooing.
 9. Creation of unnecessary fatigue including but not limited to acts that stem from physical activity such as calisthenics and another exercise as well as deprivation of sleep.
 10. Deprivation of food or water.
 11. Wall-sits, squats, bows and toes, etc.
 12. Placement of an undesirable substance on or in the body.
 13. Beating, whipping, restraining, paddling, or physical abuse in any form.
 14. Berating, yelling, non-purposeful questioning, etc.;

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, requiring payments, or gifts to active members, etc.).
17. Carrying items for others for no constructive purpose (lighters, cigarettes, pocketknives, bricks, etc.).
18. Kidnapping or abandonment.
19. Unreasonable exposure to weather.
20. Lewd conduct, nudity, etc.
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 the activity is sanctioned as an initiation ritual by the national organization;
24. Giving tasks, projects, or responsibilities unequally to a subset of the organization based solely on their academic year in school.
25. Restricting daily personal hygiene practices (showering, brushing teeth, etc.)

V. POLICY PROCEDURES

A. Reporting

Options for reporting a suspected violation of this policy include:

1. Report the incident to law enforcement. Dial 911 for emergencies or crimes in progress or, in Auburn, dial 334-501-3100, option 1, for non-emergency situations such as delayed reports.
2. Contact Student Conduct by visiting their website at conduct.auburn.edu
3. Call the Auburn University Hazing Hotline at 1-866-294-4871 (secured by the anonymous reporting site Ethics Point)
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 required by state law to self-report hazing violations. An organization or group that self-reports must notify 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 are 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 Student Conduct for review, per the procedures outlined in the Code of Student Conduct.

VI. SANCTIONS

Auburn University students and/or student organizations alleged to have violated this policy are subject to review through 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, suspension, expulsion, or loss of university recognition.

VII. EXCLUSIONS

This 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.

STUDENT ORGANIZATION SOCIAL EVENT POLICY

EFFECTIVE: August 1, 2022 (revised) August 1, 2021 (revised) May 6, 2019 (original) August 1, 2021

RESPONSIBLE EXECUTIVE: Senior Vice President for Student Affairs

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.

REVIEW BY: August 2027

I. POLICY STATEMENT

Auburn University's Student Organization Social Event Policy provides social event requirements intended to empower students to plan, promote, and host safe and responsible social events.

II. POLICY PROCEDURES

A. Social Event Requirements

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

i. Social Event Registration

Student organization social events must be registered through AU Involve at least seven (7) working 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, 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 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 its guests must comply with all applicable city, county, state, and federal laws, regarding alcohol, as well as the Campus Alcohol Policy. No person under the legal drinking age may possess, consume, provide, sell, or be provided alcoholic beverages.
2. The student organization, its members, and its guests must comply with all applicable city, county, state, and federal laws 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, or event promoter. 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 alcohol-and drug-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.
9. Organizations must not host or co-host events with inflatables, dunk tanks, slip and slides, or similar apparatuses, where alcohol is present.

III. DEFINITIONS

Student Organization: The university recognizes five categories of student organizations, including: Registered Student Organizations (RSOs), Sponsored Student Organizations (SSOs), 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. A third-party vendor facility 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.

IV. 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.

V. INTERPRETATION

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

GREEK LIFE SOCIAL EVENT GUIDELINES

Purpose

The Greek Life Social Event Guidelines are to further assist Greek organizations to plan, promote, and host safe and responsible social events. These guidelines are a continuation of the Auburn University Student Organization Social Event Policy and are to be followed by each Greek organization at Auburn. These guidelines will include specific requirements and recommendations concerning hosting a social event, especially those events that contain alcohol. All requirements must be followed, and recommendations should be considered.

For health, safety, and/or security reasons, Greek Life has the right to cancel events if the event is conducted in a manner inconsistent with the Auburn University policies and Greek Life guidelines, or in the case of a weather emergency.

What is considered a Social Event?

A social event is an organized event held on or off campus that is social in nature. Any event including alcohol is defined as social. Examples include band parties, date parties, house parties, social events, formals, parent's events, alumni events, etc. Most social events include alcohol.

When alcohol is present at events, there is a greater need to plan carefully to manage the additional risk involved. Social events must follow all chapter and Auburn University policies including complying with health and safety policies and procedures.

Greek Life Social Event Guidelines

The set of guidelines below are the Greek Life requirements and recommendations. Greek Life requirements must be followed by all Greek organizations. Greek Life recommendations should be considered.

If the Greek organization is affiliated with a national/international organization whose policies are stricter than the Auburn University policies in whole, or in part, then Greek Life recommends the organization should follow the more restrictive policy.

Registration

Greek Life requires:

- Any social event or activity sponsored or endorsed by the Greek organization that occurs on or off-campus must be registered through AUinvolve at least seven (7) school days prior to the event.
- No social event may begin before 8:00 am and must end no later than midnight unless it is Friday-Saturday then it must end no later than 1:00 am the following morning.
- No social event may be hosted during the week of final exams.

Note: Events registered less than seven (7) Auburn University business days prior to the scheduled event date may not be approved, regardless of the amount of money the group has already invested in the event. Any event that is registered late is not guaranteed to be approved. To reduce the likelihood of having an event denied, organizations should register events with as much notice as possible.

Alcohol Service Options

Greek Life requires that if alcohol is present, it must be either:

- Provided and sold on a per drink basis by a licensed and insured third-party vendor (e.g., restaurant, bar, caterer, etc.) The vendor and chapter must complete the Third-Party Vendor Agreement Form and it must be uploaded with the AUinvolve registration.
- Brought by individual members and guests through a bring your own beverage (“BYOB”) system that is managed using an Alcohol Service Center.

Greek Life requires the Alcohol Service Center:

- Be a single location where Greek members/guests must store and safely retrieve alcohol.

Greek Life recommends the Alcohol Service Center:

- Be a single location 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

Greek Life prohibits:

- Common sources of alcohol, including bulk quantities, kegs, 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 are under the legal drinking age (21 years old).
- Liquor on campus, including chapter houses and property.
- Shots, drinking games, or other activities that encourage inappropriate drinking behaviors.
- Alcohol or drugs at any event or activity related to the new member joining process (e.g., recruitment, intake, rush, etc.) No alcohol or drugs may be present if the event or activity is related to new member activities, meetings, or initiation into an organization, including but not limited to “bid day,” “big/little,” and ritual events.

Greek Life requires:

- Alcohol to be checked at event check-in by the sober event 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, seltzers, or malt beverages or 1 bottle of wine, not to exceed 750 ml (25.36oz).

Security

Greek Life requires:

- Security any time alcohol is present.
- The security vendor and chapter must complete the Third-Party Vendor Agreement Form and it must be uploaded with the AUinvolve event registration.
- 2 guards at entry and exit with 1 additional guard at any other possible entries or exits.

Greek Life recommends:

- For security guards to be positioned in high-traffic areas of the social event.
- These security companies have been vetted through Campus Safety and Security and are an option for chapters to use:
- Holder Business Group: holderbusinessgrp@gmail.com
- Screening Solution, S2 Event Security: Bneely@screeningsolution.com
- IPIA: ipia247agency@gmail.com

Sober Monitors

Greek Life requires:

- A minimum of 4 sober monitors. If co-hosting an event with another organization, then each organization must have a minimum of 4 sober monitors.

Greek Life recommends:

- 1 sober monitor per 50 guests per organization.

Entry/Exit

Greek Life requires:

- At minimum one entry/exit.
- Guest list to be checked at entry/exit by sober monitors and security.
- That security guards at entry/exit ID all attendees.
- That guests must be 19 years old or a student at Auburn University.

Guest List

Greek Life requires:

- Guest lists are limited by the smaller of local fire or building code capacity of the event facility or host venue or a three-to-one (3:1) guest-to-active member ratio. (See below for requirements at fraternity houses.)
- Attendance at any social event where alcohol is present is to be by invitation only.
- Chapters to collect and secure a guest list at least 24 hours before the event.
- Chapters must follow their guest lists.
- Chapters must finalize and upload their guest list to AUinvolve at least 24 hours prior to the event. Only members and guests on the final guest list shall be granted entry to the event.

Food and Non-Alcoholic Drinks

Greek Life recommends:

- Free food and non-alcoholic beverages are provided and made available to the number of people in attendance.
- Food and non-alcoholic beverages should be contained within one centralized location.

Game Day Events

A “Game Day Event” is any event with alcohol hosted by a Greek organization on the day of an Auburn University home football game. A Game Day Event may occur prior to the start of a game and must end thirty (30) minutes prior to the start of a game. These events do not need to be registered in the AUinvolve event registration system.

EXPANSION POLICY

I. POLICY STATEMENT

Auburn University recognizes that a strong fraternity and sorority community is a constructive element of campus life. To be considered for expansion at Auburn there must be substantial evidence that the proposed organization will positively contribute to the Auburn Greek Life community, and to conduct itself in a manner consistent with University, Council, and Greek Life policies and procedures.

II. POLICY PRINCIPLES

This policy outlines the basic requirements for a fraternity or sorority chapter to open/re-colonize/re-organize/re-charter/re-activate at Auburn University. Each council may have specific requirements in addition to the requirements in this document.

III. EFFECTIVE DATE

October 15, 2021

IV. APPLICABILITY

This policy governs any Greek-letter organizations that involve any Auburn University student.

V. POLICY MANAGEMENT

Responsible Office: Greek Life

Responsible Executive: Senior Vice President for Student Affairs

Responsible Officer: Director of Greek Life

VI. POLICY PROCEDURES

Organizations requesting to open/re-colonize/re-organize/re-charter/re-activate chapters at Auburn University must submit a letter requesting expansion of the Greek community with supplemental materials described later in this policy.

Upon receipt of a registration application, the Director of Greek Life, respective staff, and Council members will conduct an initial review. The organization may be asked to provide additional documentation and/or more thorough documentation to support the request for university registration.

Once the entire application has been reviewed, Greek Life will make a final determination and notify the organization of their status. Official start dates will coincide with the beginning of either the fall or spring semester.

Application Deadlines

- April 1 – application deadline for organizations wishing to start in the fall semester.
- October 1 – application deadline for organizations wishing to start in the spring semester.

To ensure that fraternities and sororities requesting registration at Auburn possess the qualifications necessary for a successful organization and for the continued strength of the Auburn Greek Life community, the following standards and procedures shall apply:

- The organization must be affiliated with a parent organization that must show proof of 10 consecutive years of business operations and have undergraduate chapters (not colonies) at ten or more colleges/universities.
- The organization must have policies that are congruent with the policies of Auburn University, including Greek Life and the specific council.
- The organization must comply with all Auburn University, council, and Greek Life policies and procedures.
- The organization membership must be only Auburn University undergraduate students, enrolled in at least 12 hours.
- There must be at least five (5) full-time, active, undergraduate members to begin a registered student organization. Following the first year, all registered fraternities and sororities must have at least five (5) full-time, active, undergraduate members (initiates/new members) on the roster at all times.

Required Registration Materials

- Declaration of Intent: Submit a written letter from the Inter/national President or Executive Director expressing a desire to form an undergraduate chapter at Auburn University
- Constitution and by-laws of the organization.
- Organization contact Information –
 - o Inter/national Fraternity or Sorority: mailing address and phone number
 - o Expansion Coordinator: name, email and phone number
 - o Chapter Advisor: name, email and phone number
 - o Description of the Advisory Board composition and advisor expectations (chapter meeting attendance, convention attendance, advisor training attendance, etc.)
 - o Description of headquarters requirements that must be met before the colony will be chartered.
 - o List of the five most recent expansion/charter chapters to include numbers recruited and chartering dates.
 - o Copies of the following organization policies, procedures and programs:
 - Academic Policy (GPA, programming and study requirements)
 - Financial Policies (Dues, New Member Fees, Initiation fees, Chapter Budget)
 - Standards/Conduct Policies and Procedures
 - Leadership Development Program
 - Membership Contract
 - New Member Education Program
 - Recruitment / Intake Process
 - Officer Training Program
 - Recruitment Program
 - Risk Management Policy and Procedures to include Alcohol/Illegal Drugs/Sexual Assault/Hazing
 - o Roster of interested students including student name, Auburn University ID number, and Auburn email address.

VII. SANCTIONS

Auburn University student organizations alleged to have violated this policy are subject to review through the Office of 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 a student organization found responsible for violated 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.

VIII. EXCLUSIONS

No exclusions apply.

IX. INTERPRETATION

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

STUDENT ORGANIZATION HOUSING POLICY

EFFECTIVE:	November 28, 2018 Revised January 1, 2023
RESPONSIBLE EXECUTIVE:	Senior Vice President for Student Affairs
APPLICABILITY:	This policy applies to organizations holding or seeking to develop and maintain housing on university property. This policy does not apply to organization housing located in campus residence halls or managed by University Housing.
REVIEW BY:	January 1, 2026

I. POLICY STATEMENT

Auburn University's Board of Trustees may authorize the lease of university property to student house organizations to provide additional safe living and gathering space to Auburn University students. These organizations must provide appropriate documentation to the university in order to ensure compliance with legal and policy obligations.

II. POLICY PROCEDURES

- A. Organizations seeking to develop and maintain housing on university property must submit an application to the Student Organization Housing Committee for review. Applications for the purpose of developing student housing shall include the following:
 1. Charter for house corporation.
 2. Articles of incorporation for the house corporation.
 2. House corporation board of directors' roster.
 3. Proof of funds for the corporation including cash on hand, encumbrances, and mortgage pre-approval.
- B. Organizations that have leased land from the university must have the following documents on file with the university:
 1. Charter for the house corporation
 2. Articles of incorporation for the house corporation
 3. House corporation board of directors
 4. Signed lease agreement
 5. Mortgage documentation
 6. Employer Identification Number (EIN)
- C. Organizations that have leased land from the university must submit the following information annually by August 1 of every year:
 1. House corporation board of directors' roster with contact information
 2. House corporation annual budget including rent, maintenance, landscaping, building improvements, insurance, etc.
 3. Filed 990 tax document
 4. Evidence of current property and liability insurance as required by the university
 5. City of Auburn fire and life safety inspection report
 6. Health department inspection report (if the property has a kitchen)
 7. Report on planned projects, maintenance, or repairs to the facility
 8. Most recent inspection report from the property insurance company

Organizations are also required, at their cost, to inspect, service, repair, operate, and maintain the property to ensure the facility is in good, clean, and working order. In addition to obtaining the University approval for improvements, the organization must obtain all inspections, governmental approvals, and permits required by state and local laws. All staff, vendors, and contractors employed by the organization to perform work on the property must be appropriately qualified, trained, licensed, insured, and supervised.

III. COMPLIANCE AND SANCTIONS

Organizations which fail to comply with the standards set forth in this policy are subject to sanctioning including, but not limited to:

1. Costs incurred by the university to address the concern.
2. Loss of privileges including social privileges, guest privileges, etc.
3. Termination of the lease agreement.

IV. INTERPRETATION

Interpretations of this Policy shall be directed to the Student Organization Housing Committee. Further clarification concerning the Policy may be sought from the Senior Vice President for Student Affairs.

INSURANCE POLICY

Effective:	October 1, 2023 (original)
Responsible Executive:	Associate Vice President Student Affairs and Executive Director Risk Management and Safety
Applicability:	All Greek Life organizations (fraternities and sororities) recognized by Auburn University Student Affairs and Greek Life
Review By:	October 1, 2024

POLICY STATEMENT

All Greek Life organizations (fraternities and sororities) recognized by Auburn University Student Affairs and Greek Life must obtain and maintain General Liability insurance as required by the University. Greek Life organizations housed on land leased from the University must provide proof of property insurance as required by the University.

POLICY PROCEDURES

Greek Life organizations must provide evidence of insurance by maintaining a current General Liability Certificate of Insurance and/or an Evidence of Property Insurance on file with Student Affairs and Risk Management & Safety that confirms compliance with Auburn University's insurance requirements for Greek Life organizations, cws.auburn.edu/rms/pm/GreekInsurance.

These insurance requirements are updated annually by Student Affairs and Risk Management & Safety to reflect insurance market conditions and availability, and the standing of Greek Life organizations at the University.

These insurance requirements do not constitute a limitation of liability of the Greek organization or an acceptance of responsibility by the University to manage the conduct or activities of the Greek organization, its members, alumni, advisors, or agents.

Greek Life organizations, their members, alumni, advisors, and agents assume full responsibility to review their policies on a regular basis to determine whether additional coverage should be considered.

COMPLIANCE AND SANCTIONS

Organizations which fail to comply with the standards set forth in this policy are subject to sanctions including, but not limited to:

1. Costs incurred by the university to address the concern.
2. Loss of privileges including social privileges, guest privileges, etc.
3. Revocation of the Greek Life organization's recognition by the university.
4. Termination of the lease agreement.

INTERPRETATION

Interpretations of this policy shall be directed to the Student Organization Housing Committee. Further clarification concerning the policy may be sought from the Senior Vice President for Student Affairs and the Executive Director for Risk Management & Safety.

DEFINITIONS

Fraternities and Sororities

Social, Greek-lettered (in most cases) organizations affiliated with an inter/national organization and recognized by one of the three Auburn Greek governing councils (Panhellenic Council, Interfraternity Council, and National Pan-Hellenic Council).

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 good citizenship,
- 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.

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 who is 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. See the Auburn University Student Organization Policy for more information about recognized student organizations.

- 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 were 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 who is issued charges by Student Conduct. 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 their 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 knowledge 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 the same fact pattern related to the complaint may not serve as an investigator.

- N. The term “**student conduct officer**” means a university official from Student Conduct 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 Affairs or designee. Any appeal that does not include outcomes of loss of university recognition, 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 loss of university recognition, 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 by a student conduct officer 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 and the charging 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 a conduct finding.
- W. The term “**determination of responsibility**” means the outcome of a case in which charges were issued. This determination may be made through a facilitated informal conference or through a hearing. The charged party will be found “Responsible” or “Not Responsible” for each charge.
- X. 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.
- Y. 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 X of the Code of Student Conduct.

- Z.** 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.
- AA.** 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 IX. 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 described action as defined in the Code of Student Conduct.
- B.** A student organization, upon recognition by Auburn University, is expected to abide by university policies and is subject to disciplinary action as described in the Code of Student Conduct.. 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 Senior Vice President for Student Affairs (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. Cases involving infractions of the Code of Student Conduct by students enrolled in the College of Pharmacy or College of Veterinary Medicine will typically be addressed at the level of the College. However, certain allegations of misconduct may be referred to Student Conduct, following consultation between the director of student conduct and an appropriate agent of the College of Pharmacy or College of Veterinary Medicine.
- 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 Title IX Sexual Harassment Policy, Policy Against Discrimination and Harassment, or any other policies administered by Affirmative Action/Equal Employment Opportunity (AA/EEO) will be referred to that office. In situations where there are alleged acts that violate both the Code of Student Conduct and policies administered by the AA/EEO, AA/EEO will address all violations through their processes.

- I. Student Conduct may involve and collaborate with the headquarters 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 Title IX Sexual Harassment Policy or the Policy Against Discrimination and Harassment will be referred to Affirmative Action/Equal Employment Opportunity as referenced in Section III.H.
- K. The student conduct process may be started in response to a student's or student organization's behavior which violates both the criminal law and the Code of Student Conduct without regard to related civil or criminal action. Conduct findings or outcomes made under this Code shall not be subject to change because related criminal or civil actions were dismissed, reduced, or resolved in favor of or against the student.
- L. 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 university premises,
 - c. Events/functions either sponsored or endorsed by a student organization
 - d. Property owned, leased, or occupied by a fraternity, sorority and/or other student organization recognized by the university.
- M. The Code of Student Conduct may apply to a student's or organization's behavior regardless of the location if the behavior includes:
 - a. Threatening and/or committing physical violence against another person
 - b. Driving under the influence of alcohol, drugs, or any other substance that affects the student's ability to safely operate the vehicle,
 - c. Participating in hazing or harassment of Auburn students, as defined in the Student Policy eHandbook.
 - d. Furnishing false information to the university,
 - e. Forging, altering, or misusing university documents, records, or identification cards for non-academic purposes,
 - f. Violating a previously issued no contact order,
 - a. Behaving in a way that materially and substantially interferes with the university's mission and functions.
 - b. Or 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,
- N. Any question of interpretation or application of the Code of Student Conduct shall be referred to Student Conduct.
- O. 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.

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 Hazing Policy.
3. Unauthorized entry into or occupancy of 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, cards, 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.
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, 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, consumption 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.
16. Abuse of the 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. Any intimidation and/or retaliation, whether verbal, physical, through a third party, through an online platform, or in writing, 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 the 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 Senior Vice President for Student Affairs (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 university premises (including academic classes and/or residence halls) 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 party's 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 their case, including any assigned conduct outcomes.
- G. The right to appeal using bases outlined in Article IX 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 party's 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 IX of the Code of Student Conduct.

VIII. Procedures

The Code of Student Conduct procedures are initiated when Student Conduct receives a complaint against a student or student organization.

A. Filing a Complaint

A complainant 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 Senior Vice President for Student Affairs or their 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 and charging party 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). If a member of the investigative team is involved in a violation of the same fact pattern or they have a conflict of interest with the organization or any members they would be interviewing, the investigator shall be replaced by an alternate. The university may involve representative(s) from the headquarters of the 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.
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 recipient of the behavior of the charged party is not the complainant, Student Conduct will notify the recipient of the behavior 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 determines 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:
 - 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, Student Conduct shall provide written notice to the charged party and the charging party of the hearing procedures. 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. If a member of the Hearing Panel is involved in a violation to be reviewed by the panel or they have a conflict of interest with either the charged or charging parties, that member shall be replaced by an alternate. If a chairperson is unavailable to serve on a hearing panel, 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 whom three (3) must be university officials (including one (1) faculty chairperson) and two (2) must be students.
 - b. The Hearing Panel will conduct its deliberations in closed and confidential sessions.
 - c. 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, 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 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 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 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 their 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 witness's absence and make a decision on the basis of the information available.
- j. Pertinent records, exhibits, and 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 making a determination of responsibility for the charges as presented. However, if the charged party is found responsible, the prior conduct 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, video, 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, 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. 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 loss of university recognition, suspension, or expulsion will be reviewed by an Appeals Officer.
 - 2. Appeals in cases with conduct outcomes including loss of university recognition, 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. The Appeals Panel will conduct its deliberations in closed and confidential sessions.

C. Bases of Appeal

Only appeals submitted on the following bases will be considered:

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 on one or more bases stated in Section IX.C. The appeal must be submitted in writing to Student Conduct within five (5) working days after receipt of notification. 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 party's 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 per party, 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 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 University Housing 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 Contact 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 (including those that meet virtually or are online) at Auburn University or participate in 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 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 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 Student Conduct. All case records involving suspension, expulsion, or loss of recognition will be retained permanently. 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 Policy on Confidentiality of Student Records. 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) as permitted under FERPA.

- 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 Student Conduct who will notify the Registrar.
- C.** Expungement: Expungement is when a student's disciplinary record is maintained by Student Conduct or University Housing, but is not shared with requesting agencies via the Dean Certification Process. A student may request in writing that their disciplinary record be expunged after all case outcomes have been completed. A student record may not be expunged if:
- the student record included more than one violation of the Code of Student Conduct;
 - issued outcomes(s) were not completed by the required deadline;
 - the student has expunged a record previously;
 - the incident involved physical abuse, minor property damage, providing alcohol to minors, possession of drugs, except marijuana, distribution or sale of drugs, violation of the weapons policy, sexual misconduct, discrimination, or harassment;
 - the student record includes an outcome of suspension or 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. Reports, records, 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 Student Conduct or another university department will not be affected by this process.

XII. Medical Assistance Policy

A. Purpose

The health, safety, and welfare of Auburn University students are of the utmost importance. The Medical Assistance Policy empowers students and student organizations to seek medical assistance for individuals who may be experiencing health-related complications from activity that is illegal or a violation of university policy. The policy aims to reduce barriers to seeking help and to encourage students and student organizations to make responsible decisions by alerting appropriate emergency officials in potentially serious or life-threatening situations.

B. 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.
5. Cooperate with any university and/or law enforcement investigation(s).

C. Policy Applicability and Eligibility

The medical assistance policy may apply for students seeking medical assistance for themselves, students 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. The Director of Student Conduct or their designee will determine eligibility for exemption under this policy based on the incident criteria outlined in XII.C. Policy Applicability.

To be eligible for exemption, individual students and student organizations must follow the Medical Assistance Protocol (MAP) as outlined above. Individual students must also complete all educational interventions assigned by Student Conduct. Individual students who fail to complete the educational interventions will be referred to Student Conduct for review and potential disciplinary action.

Previous uses of the medical assistance policy by an individual student or student organization may be considered when determining eligibility for exemption. and/or in determining educational interventions.

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., Auburn Police, faculty, administrative staff, residence hall staff, etc.) acting within the scope of their responsibilities.

The policy does not protect flagrant or egregious violations of the Code of Student Conduct or other university policies including but not limited to: physical abuse, sexual misconduct, or harassment. 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.

D. Outcomes

For individual students who are granted an exemption, the incident will not appear on a student's disciplinary record.

If an organization is found responsible for the violation(s) of the Code of Student Conduct or other university policy, the judicial body may consider the organization's compliance with the medical assistance policy as a mitigating factor when applying sanctions.

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