Education/Training

• Before hosting events with alcohol each semester:
  • Start of fall semester:
    • General members must be educated on university and inter/national policies.
  • Start of fall/spring semesters:
    • Presidents, Risk Managers, and Social Chairs attend Ladder of Risk training and policy review.
    • Sober monitors attend training on duties during events.

Event Notification

• All social events must be registered.
  • BYOB and Third Party events
  • Mixers
  • Crush parties
  • Date parties
  • Tailgates
  • Formals
  • Beach/mountain weekend
  • Alumni/parent cocktails
  • Any event that could be viewed as a chapter function.
  • Officers in charge must submit Event Notification Form and complete Social Event Planning Guide to 100 Norris Hall at least 10 business days in advance.
  • Officers must sign that they will comply with policies and laws.
  • Final guest lists must be submitted 24 hours in advance of event to council advisor.

Follow Up

• If an incident occurs during event, officers in charge should call FSL on-call staff member to report incident.
  • Call 911 for life safety emergencies
  • FSL staff will contact officers in charge to begin investigation about incident during event.
  • If an incident occurs, officers must meet with the council advisor as soon as feasible to review event and protocol.
  • Serious violations or incidents will involve appropriate university departments for crisis management.
  • Alleged violations of the Code of Conduct and Alcohol Policy will be referred to OCES and council judicial board.