Operating Procedures for Fraternities and Sororities

2003-04

Office of Student Development
G-206, Ext. 4205

The Richard Stockton College of New Jersey
An Environment for Excellence
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INTRODUCTION

This booklet includes policy statements and guidelines pertinent to social Fraternities and Sororities. All members of Greek chapters at The Richard Stockton College of New Jersey are expected to know and abide by the policies described in this document and the **Student Manual for Organizations**. These policies apply to all chapters, colonies and their members. These policies do not supersede the Campus Code of Conduct described in the **Student Handbook**. Additional copies of this booklet are available in the Office of Student Development, G-206, telephone 652-4205.
FALL 2003 CHAPTER LIST

FRATERNITIES

- Alpha Chi Rho
- Alpha Phi Delta
- Iota Phi Theta
- Kappa Sigma
- Lambda Theta Phi
- Phi Beta Sigma
- Pi Kappa Phi
- Tau Delta Phi
- Tau Kappa Epsilon
- Zeta Tau Alpha

SORORITIES

- Alpha Gamma Delta
- Alpha Kappa Alpha
- Delta Delta Delta
- Lambda Theta Alpha
- Mu Sigma Upsilon
- Sigma Gamma Rho
- Sigma Sigma Sigma
- Zeta Phi Beta
- Zeta Tau Alpha

The Greek Council (GC)
The Greek Council serves as the governing board for all Greek organizations. The council will protect and promote the interests of all Greek organizations, as well as serve as judiciary in matters of violations, conflicts, or grievances.

The North American Interfraternity Conference (NIC)
Founded in 1909, the North American Interfraternity Conference is an association composed of 58 men’s social fraternities. The Conference operates a central office in Indianapolis, Indiana and meets annually with one delegate representing each of the member organizations.

The purpose of the NIC, as stated in its constitution, is “the discussion of questions of mutual interest and presenting to the fraternities represented, such recommendations as the Conference shall deem wise, it being understood that the function of the conference shall be purely advisory.”

The National Panhellenic Conference (NPC)
Twenty-six women’s fraternities and sororities comprise the National Panhellenic Conference. Founded in 1902, the NPC is an organization “established to foster interfraternity relationships, to assist collegiate chapters of the NPC members groups, and to cooperate with colleges and universities in maintaining the highest scholastic and social standards.”

The Conference serves primarily in an advisory capacity and as a final court of appeal for college and alumnae Panhellenics. The NPC formulates policies and recommendations at its biennial meeting where each member’s fraternity has one vote. The central office of the NPC is located in Indianapolis, Indiana.

The National Pan-Hellenic Council, Inc. (NPHC)
The National Pan-Hellenic Council, Inc. was organized in May 1930 at Howard University, Washington, D.C. The charter members were Kappa Alpha Psi and Omega Psi Phi Fraternities, and Alpha Kappa Alpha, Delta Sigma Theta and Zeta Phi Beta Sororities. In 1931, Alpha Phi Alpha and Phi Beta Sigma Fraternities joined the Council and in 1937, Sigma Gamma Rho joined the list of organizations. In 1997, Iota Phi Theta Fraternity was the latest to join the NPHC.

The stated purpose of the NPHC, formulated in 1930, is unanimity of thought and action as far as possible in the conduct of Greek letter collegiate fraternities and sororities, and to consider problems of mutual interest to its members’ organizations.” The NPHC is headquartered in Nashville, Tennessee.
BASIC EXPECTATIONS OF GREEKS

In an effort to lessen the disparity between fraternity/sorority ideals and individual behavior and to personalize these ideals in the daily undergraduate experience, the following Basic Expectations of fraternity/sorority membership have been established:

1. I will know and understand the ideals expressed in my fraternity/sorority RITUAL and will strive to incorporate them in my daily life.

2. I will strive for academic achievement and practice academic integrity.

3. I will respect the dignity of all persons; therefore, I will not physically, mentally, psychologically, or sexually abuse or haze any human being.

4. I will protect the health and safety of all human beings.

5. I will respect my property and the property of others; therefore, I will neither abuse nor tolerate the abuse of property.

6. I will meet my financial obligations in a timely manner.

7. I will neither use nor support the use of illegal drugs; I will neither misuse nor support the misuse of alcohol.

8. I acknowledge that a clean and attractive environment is essential to both physical and mental health; therefore, I will do all in my power to see that the chapter property is properly cleaned and maintained.

9. I will challenge all my fraternity members to abide by these fraternal expectations and will confront those who violate them.

Source: North American Interfraternity Conference.
VALUES COMMON IN FRATERNITY AND SORORITY RITUALS

The values common to fraternity and sorority rituals were compiled from the Barron’s Guide to Fraternities and Sororities. Each value is not common to all fraternities and sororities but is listed as characteristic that at least five of the organizations hold in high regard. Some of the values are mentioned in the organizations’ open mottoes, while others are included in the descriptions of the chapters’ purposes.

truth

goodwill

propriety

justice

compassion

generosity

friendship

motivation

responsibility to others

pride

wisdom

courage

citizenship

honor

that which is morally good

integrity

honesty

pursuit of excellence

selflessness

virtue

respect for individuality

perseverance

diligence

insightful

brotherhood/sisterhood

ambition

leadership

service to others

respect for oneself

high scholarship

loyalty to the group

purity

love for others

charity


CHAPTER PROGRAMS:
1. All chapters are required to submit current membership and officer lists to the Office of Student Development each semester.

2. Utilization of services and space must be in compliance with organizational policies detailed in the Student Manual for Organizations available in the Office of Student Development.

3. Solicitation and fund raising activities conducted on campus must receive prior approval from the Office of Student Development. Policies detailed in the Student Manual for Organizations will be followed.

4. All chapters must participate in a Self Evaluation process annually facilitated by the Office of Student Development.

5. It is the responsibility of chapter officers to ensure all members are informed of Greek policies.

6. No chapter will tolerate or condone any form of sexually abusive behavior on the part of its members, whether physical, mental or emotional.

**NEW MEMBER PROGRAMS:**

1. Prior to the commencement of new member activities, each chapter must reeducate each active member on the definition of hazing and agree, via a roll call vote, to abstain from participating in any activity deemed to constitute hazing.

2. Prior to the commencement of new member activities, all chapters must verify that new members meet the college's minimum standards by obtaining and submitting an approved Membership Intake Form. In addition, all new members must view the anti-hazing video, review the “Stop Hazing” pamphlet, and sign a Pledge’s Bill of Rights Form in the Office of Student Development. Prior to initiation, each new member must participate in a drug/alcohol education workshop conducted by the Stockton police or the Office of the Counseling Center.

3. New member activities must end by midnight on Sunday through Thursday nights when classes are in session.

4. New members must be allowed eight continuous hours of sleep every night of the new member period.

5. Academic, employment and family responsibilities take priority over all new member activities.

6. New members will not be encouraged or required to live together or reside in a residence specified by chapter members during the new member period.

7. The new member period may not exceed eight weeks.

8. No new member activities may be held during the first week or the last two weeks of each semester.

9. Visiting members are not authorized to supervise or participate in new member activities.

**ELIGIBILITY REQUIREMENTS**
All new members of fraternities and sororities at The Richard Stockton College of New Jersey must meet minimum standards for membership in a chapter. Minimum standards consist of:

1) A minimum of 12 credits earned at Richard Stockton College of New Jersey or 16 credits transferred; and,

2) A minimum grade point average of a 2.00.

First semester transfer students with 16 or more credits, but no recorded grade point average will be approved for membership intake. Students entering Stockton in conjunction with the Fresh Start Program are not eligible the first semester of their return and/or entry to Stockton.

RECRUITMENT ACTIVITIES

1. All programs associated with recruitment are to be dry. No alcohol may be present at a recruitment function or served to a prospective member during the recruitment period.

2. A recruitment function is defined as:
   a. Any activity listed on a chapter's recruitment calendar or advertised as such on or off campus;
   b. Any activity, advertised or unadvertised, whose specific purpose is to facilitate introductions and information exchanges between active members and prospective members;
   c. Any open function (i.e. no guest list) held prior to the issuance of bids or invitations to prospective members.

3. Five Steps of Recruitment:
   a. Meet him/her.
   b. Make him/her a friend.
   c. Introduce him/her to your friends.
   d. Introduce him/her to your fraternity/sorority.
   e. Ask him/her to join.

Campus Commentary, April 1996

COMPOSITION:

1. Fraternities and sororities are recognized to consist of active members and new members or associates.

2. Only active members may requisition services and space on behalf of the chapter. Active body members may requisition services on behalf of their new members or alumni.

ACADEMIC STANDARDS:

1. All fraternities and sororities are obligated to assure that the cumulative grade point of their members at The Richard Stockton College of New Jersey is a least a 2.0 each semester.
2. Fraternities and sororities whose cumulative grade point average is less than a 2.0 shall be classified as on probationary status and their national organization shall be notified. During the probationary period, the chapter will be required to sponsor a study skills workshop and a time management workshop, which will be mandatory for all active members with an individual grade point average of less than a 2.0.

3. If an organization records a cumulative grade point average of less than a 2.0 for two consecutive semesters, it shall lose all organizational privileges on campus and its recognition will be suspended until it is in compliance with the minimum academic standards for fraternities and sororities.

4. The Dean of Students, or his/her designees, shall administer these standards.

**Expansion for NPC Women's Fraternities:**

1. When all NPC chapters are over or close to total; or, a need arises as determined by the Office of Student Development and the Panhellenic Council; consideration will be given to adding another chapter.

2. An NPC fraternity shall organize such a chapter through colonization. NPC guidelines should be followed as closely as possible when establishing a new chapter. The College, however, reserves the right to override any NPC rule that is in conflict with a decision of Stockton College officials.

3. All new chapters seeking recognition must have a minimum of 30 students, and provide proof of insurance to the Office of Student Development prior to colonization.

**Expansion for all other Nationally Affiliated Chapters:**

1. Expansion of NIC, NPHC and other fraternal organizations with a national affiliation will be considered when existing organizations do not meet the needs of a significant number of students.

2. There must be a minimum of 30 students to colonize an NIC fraternity and 6 members to colonize an NPHC or Latin/Multi-Cultural fraternity or sorority.

3. All fraternities and sororities seeking permission to colonize must provide a letter of interest from a fraternity or sorority official (non-undergraduate), a current national constitution, proof of a one million dollar liability insurance policy, a current national comprehensive anti-hazing statement, and any other information requested by the College before consideration for colonization will be given.

4. The College reserves the right to manage expansion and determine the number of chapters that may colonize at any time.

**CONFERRAL OF PERMANENT RECOGNITION AS INDEPENDENT ORGANIZATIONS TO FORMING FRATERNITIES AND SORORITIES:**

1. All forming social fraternities or sororities must be in compliance with current Expansion and Recognition Policies.

2. A fraternity or sorority in the process of establishing a chapter will be designated a colony (i.e. temporary recognition) for not less than one semester. The Office of Student Development may extend
the colonization period if it requires additional time to evaluate a forming chapter prior to granting permanent chapter status to the group.

3. The colony's sponsoring organization must be a nationally affiliated fraternity or sorority.

4. The colony must adhere to College regulations as well as federal and state statutes.

5. The Dean of Students and the Director of Student Development must approve all expansion activities, including colonization and subsequent conferral of recognition.

6. Within two semesters of colonization, the colony will submit a petition for recognition to the Office of Student Development that must include the following:
   a. A one million-dollar liability insurance certificate.
   b. A current membership list that includes a social security number for each member and contact information for officers.
   c. Contact information for a chapter advisor.
   d. A current copy of the local group's constitution.
   e. A comprehensive anti-hazing statement.
   f. Certification that all members have completed mandatory educational programs as designated by the Office of Student Development.
   g. Program descriptions and evaluations to include at least one colony sponsored educational program and one service program per semester.
   h. A completed Self Evaluation Packet (available in the Office of Student Development).
   i. Any other information the colony believes to demonstrate merit for permanent recognition.

7. Previously recognized chapters that have been designated as "inactive" for more than one year may be required by the Office of Student Development to meet these requirements in order to regain recognition.

8. The Office of Student Development will review all petitions and make a written recommendation to the Dean of Students regarding conferral of recognition. The Dean of Students will confer recognition on those organizations that meet the requirements and have demonstrated a positive contribution to the College community.

9. The group must appoint an on-campus advisor.

RISK MANAGEMENT GUIDELINES FOR CHAPTERS AND FRATERNITY INSURANCE PURCHASING GROUP (FIPG)

The Risk Management Policy of the North American Interfraternity Conference is also the policy of the Fraternity Insurance Purchasing Group and The Richard Stockton College of New Jersey. All Stockton College fraternities and sororities are expected to abide by these policies. This risk management policy is recommended to all chapters to use as a guideline when planning chapter activities and events.
The college may report any violation of this policy to the Risk Management official of the chapter’s national organization. Stockton College officials may pursue an action against the chapters when an FIPG violation also constitutes a violation of the Campus Code of Conduct and State/Federal law.

FIPG POLICIES

The Risk Management Policy of the Fraternity Insurance Purchasing Group includes the provisions that follow and shall apply to all fraternity entities and all levels of fraternity membership.

ALCOHOL AND DRUGS

1. The possession, sale, use and/or consumption of ALCOHOL BEVERAGES, while on chapter premises, during an official fraternity event, in any situation sponsored or endorsed by the chapter, or at any event an observer would associate with the fraternity, must be in compliance with any and all applicable laws of the state, province, county, city and institution of higher education.

2. No alcoholic beverages may be purchased through the chapter treasury nor may the purchase of it for members or guests be undertaken or coordinated by any member in the name of or on behalf of the chapter. The purchase and/or use of a bulk quantity of such alcoholic beverage, e.g., kegs is prohibited.

3. No chapter members, collectively or individually, shall purchase for, serve to, or sell alcohol beverages to any minor, i.e., those under legal drinking age.

4. The possession, sale, and/or use of any ILLEGAL DRUGS or CONTROLLED SUBSTANCES at any chapter house, sponsored event or at any event that an observer would associate with the fraternity, is strictly prohibited.

5. No chapter may co-sponsor an event with an alcohol distributor, charitable organization or tavern (tavern defined as an establishment generating more than half of annual gross sales from alcohol) where alcohol is given away, sold or otherwise provided to those present.

6. No chapter may co-sponsor or co-finance a function where alcohol is purchased by any of the host chapters, groups or organizations.

7. All rush activities associated with any chapter will be a DRY rush function.

8. OPEN PARTIES, meaning those with unrestricted access by non-members of the fraternity without specific invitations where alcohol is present, shall be prohibited.

9. No member shall permit, tolerate, encourage or participate in “drinking games.”

10. No alcohol shall be present at any pledge/associate member/novice program or activity of the chapter.

HAZING

No chapter shall conduct hazing activities. Hazing activities are defined as:

“Any action taken or situation created, intentionally, whether on or off fraternity premises, to produce mental or physical discomfort, embarrassment, harassment, or ridicule. Such activities may include but are not limited to the following: use of alcohol; paddling in any form; creation of excessive fatigue; physical and psychological shocks; quests, treasure hunts, scavenger hunts, road trips or any other such activities carried on outside or inside of the confines of the chapter house; wearing of public apparel which is conspicuous and not normally in good taste; engaging in public stunts and buffoonery; moral degrading or humiliating games and activities; and
any other activities which are not consistent with fraternal law, ritual or policy or the regulations and policies of the educational institution.”

**SEXUAL ABUSE**

The fraternity will not tolerate or condone any form of sexually abusive behavior on the part of its members, whether physical, mental or emotion. This is to include any actions that are demeaning to women and/or men including but not limited to date rape, gang rape, or verbal harassment.

**FIRE, HEALTH, AND SAFETY**

1. All chapter houses shall, prior to, during, and following occupancy, meet all local fire and health codes and standards.

2. All chapters must have posted by common phones emergency numbers for fire, police and ambulance and must have posted evacuation routes on the back of the door of each sleeping room.

3. All chapters shall comply with engineering recommendations as reported by the insurance company.

4. The possession and/or use of firearms or explosive devices of any kind within the confines and premises of the chapter house is expressly forbidden.

**EDUCATION**

Each student member, associate member and pledge shall be instructed annually on the Risk Management Policy of the Fraternity Insurance Purchasing Group.

**HAZING: IT'S AGAINST THE LAW**

Hazing in the past fifteen years has caused over forty deaths and dozens of injuries. Twenty-eight states, including New Jersey, currently have anti-hazing laws. In New Jersey, hazing has been against the law since 1980.

Sections 2c:40-3 and 2C:40-4 from the Code of Criminal Justice (1984) edition are reprinted here for your information:

**HAZING: AGGRAVATED HAZING**

1. A person is guilty of hazing, a disorderly persons offense, if, in connection with initiation of applicants to or members of a student or fraternal organization, he knowingly or recklessly organizes, promotes, facilitates or engages in any conduct, other than competitive athletic events, which places or may place another person in danger of bodily injury.

2. A person is guilty of aggravated hazing; a crime of the fourth degree, if he commits an act prohibited in subsection a. which results in serious bodily injury to another person.

**CONSENT NOT AVAILABLE AS DEFENSE TO HAZING**
Notwithstanding any other provision of Title 2C of the New Jersey Statutes to the contrary, consent shall not be available as a defense to a prosecution under this Act.

FIPG: THIRD PARTY VENDOR CHECKLIST

THE CHAPTER PRESIDENT:

Your chapter will be in compliance with the risk management policies of your national fraternity and FIPG if you hire a “third party vendor” to serve alcohol at your functions WHEN you can document the following checklist items.

THE VENDOR MUST:

1. Be properly licensed by the appropriate local and state authority. This might involve both a liquor license and a temporary license to sell on the premises where the function is to be held. ATTACH COPIES FOR STATE AND LOCAL LICENSES TO THIS CHECKLIST.

2. Be properly insured with a minimum of $1,000,000 of general liability insurance, evidenced by a properly completed certificate of insurance prepared by the insurance provider.

   The above “certificate of insurance” must also show evidence that the vendor has, as part of his coverage, “off premise liquor liability coverage and non-owned and hired auto coverage.”

   The certificate of insurance must name as additional insured (at a minimum) the local chapter of the fraternity hiring the vendor as well as the national fraternity with whom the local chapter is affiliated. ATTACH A COPY OF THE CERTIFICATE OF INSURANCE AND HIGHLIGHT REQUIRED CLAUSES.

3. Agree in writing to cash sales only, collected by the vendor, during the function.

4. Assume in writing all the responsibilities that any other purveyor of alcoholic beverages would assume in the normal course of business, including but not limited to:

   A. Checking identification cards upon entry;
   B. Not serving minors;
   C. Not serving individuals whom appear to be intoxicated;
   D. Maintaining absolute control of ALL alcoholic containers present;
   E. Collecting all remaining alcohol at the end of a function (no excess alcohol – opened or unopened – is to be given, sold, or furnished to the chapter);
   F. Removing all alcohol from the premises.

ATTACH A WRITTEN AGREEMENT SIGNED AND DATED BY THE CHAPTER PRESIDENT AND THE VENDOR STIPULATING AGREEMENT TO THE ITEMS REQUIRED IN #3 AND #4 ABOVE.

This form must also be signed and dated by both the chapter president and the vendor. In doing so, both parties understand that only through compliance with these stipulations will the chapter be in compliance with FIPG and national fraternity requirement.

Chapter President’s Signature    Date    Vendor’s Signature/Company    Date
HOSTING A PARTY WITHIN FIPG GUIDELINES

1. **Host a closed party.**
   A. Members, associates, and dates.
   B. Limit guests to one couple per member. Invite only prospective members or chapter friends on an infrequent basis.

2. **Check IDs at the door, and identify those over the legal drinking age in some unique ways, such as wrist bracelets.**

3. **Focus decorations and activities on the theme of the party, not alcohol.**

4. **Serve food.**
   A. Appropriate to the theme.
   B. Avoid salty foods or snacks; serve foods high in protein.

5. **Do not use chapter funds to purchase alcohol.**
   A. Make event a “Bring Your Own” and limit amount allowed. For example, for a four-hour party, limit each person of legal drinking age to a six-pack of beer or six ounces of straight alcohol.
   B. Do not allow members to pass the hat to purchase alcohol.

6. **Do not sell alcohol.**
   A. Charging for admission or a cup and then providing alcohol is no different than selling by the drink.
   B. The chapter cannot provide alcohol under any circumstances, even if it is served free to members and guests.

7. **Hold “bring your own” events and appoint designated bartenders who are of legal drinking age.**
   A. Act as sober hosts who understand not to serve anyone who appears intoxicated.
   B. Give each guest bringing beer a ticket for each beer he/she brings; place beer in a common cooler behind the bar and require a ticket to serve the beer.

8. **Serve non-alcoholic beverages and display them attractively.**

9. **Set starting time and ending time for the party and stick with them.**

10. **Do not permit drinking games.**

11. **Be a responsible host.**
    A. If you invite a guest, you are responsible for controlling his/her behavior.
    B. Hosting is not a lark; all members and especially the officers are accountable if a problem
REPORTING HAZING

A hazing incident may be reported by anyone; a person who the activity directly affected, a person who was involved in the incident, faculty/staff, parents, friends or community members. If you have witnessed or have knowledge of a possible hazing incident, please contact any of the following: the Office of Student Development at 652-4205; the Campus Police at 652-4390; or the Office of the Dean of Students at 652-4645.

HAZING - WHAT YOU SHOULD KNOW

(A Guide for the Well-Informed Greek)

WHAT IS HAZING?

Hazing is defined as any activity that endangers the physical safety of another person; produces mental or physical discomfort; causes embarrassment, fright, humiliation, or ridicule; or degrades an individual.

WHY IS HAZING BAD?

The Greek system is a target for widespread criticism. While most comes from persons who have never experienced the manifold values inherent in fraternity and sorority membership, its spokespeople are so numerous, and their audience is so predominantly made up of non-Greek men and women lacking in understanding of what a fraternity or sorority really stand for, that it is difficult to counteract the unfavorable publicity.

In other words - Greeks are vulnerable.

There is a more practical side, however. In the past, pre-initiation horseplay in the Greek world has led to numerous physical injuries and deaths. As a matter of law, it has been established that chapters, which conduct activities that can be described as hazing are liable for damages for the injuries inflicted, and the chapter members, who participate in hazing incur that similar liability.

HOW DID HAZING GET STARTED?

Hazing, as we now know it, is strictly an American phenomenon - arising from the crude behavior of the 19th century "cowboy" towns on the frontier and, later, from forms of military discipline imposed during "boot camp" or "basic training." Hazing did have parallels in Medieval Europe and the British prep schools of the 1700's, but these practices disappeared centuries before the American version developed.

Hazing persists today, because it is a "TRADITION." It's a "rite of passage," that entitles the survivor to presumed special recognition. IT NEEDS TO BE ERADICATED!

TO WHOM DOES HAZING APPLY?

Our greatest contact and familiarity with hazing comes from the Active/Pledge relationship. If hazing is occurring, usually the Active Member is hazing a Pledge or Associate Member.
Hazing, however, is not limited to members' interactions with pledges. It is also possible for a pledge to haze a member; a member to haze another member; or a pledge to haze another pledge.

WHAT KINDS OF HAZING ARE THERE?

There are three basic types of hazing...Physical, Mental and Servitude. Listed below, are some examples of each:

**Examples of Physical Hazing**

1. Paddling  
2. Being Doused with Water  
3. Exposure to Bright Lights  
4. Sleep/Food Deprivation  
5. Pushing, Shoving, Punching  
6. Exercises, Calisthenics  
7. Exposure to Discomfort  
8. Forced Eating or Drinking

**Examples of Mental Hazing**

1. Mandatory Memorization  
2. Blindfolding  
3. Demerits  
4. Verbal Harassment  
5. Mandatory Study Halls  
6. Overly long pledge period  
7. Calling pledges degrading names  
8. Degrading or embarrassing apparel

**Examples of Servitude**

1. House Cleaning Duties  
2. Providing taxi service  
3. Cooking meals

Hazing can range from MILD DISCOMFORT, to INTENSE STRESS and PHYSICAL EXERTION.

If you have to ask if a particular activity is hazing...then it probably is.

The key here is sensitivity to others, and doing activities on a cooperative basis. Some of the activities listed wouldn't be hazing if everyone did them together and no one was forced to do something they didn't want to do.

Think about it! You (and your chapter) could start a whole new Tradition -- one of NO HAZING.

PROCEDURES FOR HANDLING HAZING COMPLAINTS:

When an individual or organization is observed or reported to be in violation of the college’s anti-hazing policy pertaining to Greek organizations, the following procedure shall be followed.
1. A written detailed report of the alleged violation will be submitted to the Director of Student Development.

2. The Director of Student Development will review the complaint and determine what process of resolution will be followed. The Director may request interviews with any individual(s) pertinent to the complaint, if he/she deems it necessary.

Resolution:

1. The Director of Student Development may find no merit to the complaint and dismiss it.

2. The Director of Student Development may review and act on the information received according to previously defined sanctions.

3. The Director of Student Development may seek an informal resolution by working directly with all parties to discuss the complaint informally for the purpose of effecting an informal resolution. The informal resolution shall be committed to writing by the Director of Student Development or his designee and communicated to all parties pertinent to the complaint.

All appeals of the Director of Student Development’s decision are directed to the Dean of Students and must be made in writing within five business days of receipt of the decision.

5. The Director of Student Development may seek an administrative hearing. An administrative hearing will consist of a panel of one to four college staff and/or students designated by the Dean of Students. Opportunities will be provided for both the complainant and the accused to present information in an Administrative Hearing. A summary of the Administrative Hearing will be forwarded to the Dean of Students with written recommendations for dismissal of the case or imposition of specified sanctions.

All appeals from an Administrative Hearing are directed to the Vice President for Student Affairs and must be made in writing within five business days of receipt of the decision based on the recommendation of the Administrative Hearing Panel.

6. The Director of Student Development may determine that all or part of the alleged violation(s) constitutes a breach of policy by an individual chapter member and refer the case to the Campus Hearing Board, pending filing of a formal complaint in accordance with Campus Hearing Board procedures.

PROCEDURES FOR HANDLING NON-HAZING AND INTAKE COMPLAINTS:

When an individual or organization is observed or reported to be in violation of a college policy, other than hazing and intake, pertaining to Greek organizations, the procedures outlined in Article VIII – Greek Judicial Board of the Greek Council Constitution, found on page 26, will be followed.

CONDITIONS FOR INTERIM SUSPENSION

The Director of Student Development may impose an interim suspension on a chapter alleged to be in violation of the college’s anti-hazing policy or intake policy. An interim suspension may last up to 60 days and/or until resolution of the alleged violation is reached through completion of the investigative process and/or the hearing process.

MINIMUM SANCTIONS AND PROGRESSIVE DISCIPLINE
Minimum sanctions are intended to serve as a guideline for college administrators, the Greek Council Judicial Board, and/or hearing panels to use when sanctioning a chapter. More severe sanctions will generally be considered when a chapter has been disciplined on numerous occasions for policy violations; particularly when said violations can subject the chapter to a high risk of litigation, i.e., alcohol violations, hazing, sexual harassment.

**GREEK ORGANIZATION POLICIES AND PROCEDURES SANCTIONS DEFINED:**

1. **Written Warning** - Written notice to the chapter that it is in violation of a stated policy for Greek organizations and continuation and/or repetition of the conduct found wrongful, within a period of time stated in the warning, may be cause for more severe disciplinary action.

2. **Written Reprimand** - Written notice to the chapter, the chapter advisor and the chapter’s sponsoring national organization for violation of specified policies, including the possibility of a more severe disciplinary sanction in the event of future findings that the chapter is in violation of any college regulation.

3. **Suspension Pending Compliance** - Interim suspension of a chapter’s recognition pending compliance with regulation(s) the chapter has been found to be in violation of.

4. **Suspension** - Revocation of a chapter’s recognition; suspended status is defined as revocation of all privileges afforded to recognized chapters in good standing, e.g., facilities scheduling, rush programs and conducting an intake process, social programming, solicitation and fundraising, etc.

5. **Probation** - A trial period in which the chapter’s recognition is re-evaluated. The chapter may continue to function, but limitations may be placed on the chapter’s privileges, i.e., no solicitation or space requests.

6. **Other** - The Director of Student Development and/or administrative hearing panels can impose additional sanctions upon chapters as deemed appropriate. Such sanctions may include, but are not limited to, community service, fines, and mandatory participation in specified educational and/or service programs.

**RECOMMENDED MINIMUM SANCTIONS FOR VIOLATIONS OF GREEK ORGANIZATION POLICIES AND PROCEDURES**

<table>
<thead>
<tr>
<th>Violation</th>
<th>Recommended minimum sanction</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Failure to submit Member/Officer Lists</td>
<td>Suspension pending compliance</td>
</tr>
<tr>
<td>2. Failure to submit Self Evaluation</td>
<td>Suspension pending compliance</td>
</tr>
<tr>
<td>3. Initiating ineligible student</td>
<td>One semester suspension</td>
</tr>
<tr>
<td>4. Failure to submit Membership Intake Forms and Pledge’s Bill of Rights prior to new member program commencing</td>
<td>One semester suspension</td>
</tr>
<tr>
<td>5. Sponsoring programs while on suspension</td>
<td>Three semester suspension</td>
</tr>
</tbody>
</table>

**NOTE:** Aforementioned sanctions are in addition to time spent on interim suspension.
Sanctions for Violating Drug and Alcohol Policy

Mission Statement
As Greek organizations embark into the twenty-first century, their focus must be on scholarship, leadership, and service. These vital components must be on the agenda for all Greek organizations in order for them to survive.

With this in mind, it is the responsibility of educational institutions to provide a sound educational base. We must remove the sanction of suspension, as historically it has proven to fail, only to provide an underground arena for Greek organizations to continually undermine efforts to strengthen local systems.

Three Strikes You’re Out

A. First Offense – All organization members must complete an official educational program, i.e., TIPS and 30 community service hours determined by the Greek Judicial Board.

B. Second Offense – Development of an organizational program to effectively address this problem. The organization is responsible for all aspects of this program, including cost. Completion of an academic class by all organizational members and social suspension of all social activities until all requirements are met. 50 hours of community service assigned by the Greek Council Judicial Board.

C. Third Offense – Removal of charter permanently, if offenses occur within a four-semester period.

Offenses must occur within a four-semester period.

Sanctions for Violating Hazing and Sexual Misconduct Policy

Mission Statement
Greek organizations must meet the standards of our ever-changing society. To continue with historical practices will only destroy the Greek system.

Zero Tolerance

Any organization involved in any activity related directly to hazing and/or sexual misconduct, will have its chapter removed permanently by Stockton College, if physical or emotional abuse is a result as determined by the Office of Student Development.

Policy for Social Events held at Stockton by Student Organizations

Section 1:
At any non-educational, non-political, social event sponsored by a Stockton student organization, all guests (who are not Stockton students or Stockton alumni) must be registered with the college to gain admittance to an event. The college reserves the right to deny guest privileges on a limited or permanent basis.
Upon presenting and surrendering a valid photo ID, proving 18 years of age or over, and paying the admission price, all guests will be issued a wristband which they must wear at all times while attending the event for which it was issued. Guest I.D.’s will be returned ONLY when guests leave the event. At which time they must surrender their wristband. Any visitor or guest in violation of The Richard Stockton College of New Jersey’s policies and procedures will be immediately removed from campus. Their privileges to visit the campus in the future will be reviewed, and they may be subject to criminal prosecution.

Stockton students will also be issued a wristband when they have paid their admission price. They are required to wear their wristbands at all times while attending the event, but it will not be necessary for them to surrender their I.D.’s or to return the wristband upon their departure from the event.

Section 2:
Student organizations hosting an event will be responsible for maintaining two separate admission points throughout the duration of the event. The organization will be responsible for collecting admission, and a college designee will be responsible for collecting guest I.D.’s and returning them at the conclusion of the event. The hosting student organization will be responsible for checking the I.D.’s of Stockton students.

Section 3:
Advertising must reflect the above policy and will include the minimum of 18 years of age and the closing time. Advertising will not be permitted in any high school since the majority of those students are under the age of 18. All advertising must receive prior approval by the Office of Student Development.

Section 4:
All organizations must have a Stockton faculty/staff advisor attending their event. If an organization is unable to find an advisor before their scheduled event, they must meet with the Director of Student Development to make special arrangements. When an event is scheduled, the Director of Student Development, the sponsor of the event, and the Campus Police will determine the specific safety and security requirements. For events scheduled in the N-wing cafeteria, all Sunday thru Thursday events must end by 10:00 p.m., Friday and Saturday events must end by 1:00 a.m. This is to ensure that cleanup of the cafeteria will completed by 11:00 p.m. (Sun. - Thur.) and 2:00 a.m. (Fri. & Sat.) when the building closes. For events held in the Lakeside Center, you must contact the center to check with hours of operation.

Section 5:
If there is any evidence of drugs at the event, it will be terminated immediately and the organization may lose its scheduling privileges for one full year. Individuals who are found with alcohol in their possession will be asked to leave immediately. There will be no punishment for the sponsoring organization unless there is evidence that drugs and/or alcohol are connected in some way to the leadership of the organization or that they are aware of its presence and do not contact the appropriate authorities so that they may respond to it.

Section 6:
At the time of entering the facilities, the organization takes financial responsibility for damages that occur during their event. Charges will be sent to the organization within one week after the event. If a large crowd is expected, please alert your advisor so he/she can assist in arranging for extra help with the appropriate venue.

Section 7:
Violations of any of these, or any existing policies, will result in loss of scheduling privileges of N-wing, G-wing, and the Lakeside Center for one full year.

Section 8:
No student organization will be permitted to sponsor a social event unless they have a minimum of four members who will be present to monitor the event. If the organization does not have four members, they may request to
substitute student members will alumni members (individuals who are graduates of the college and members of the sponsoring organization). A request to use substitutes must be submitted in writing to the Director of Student Development at least three days prior to the planned event. Alumni members who are acting as substitutes for organization members must register with the college as overnight guests (whether or not they intend to remain on campus overnight) following the normal procedure, and the college administer (facility manager for the event) must be given a copy of that registration for each individual substituting prior to the beginning of the event.

Section 9:
Exceptions to this policy are granted to Ebony Ensemble and the Stockton Music Ensemble for their “regular” concerts. Should they request events of a different nature than their regular presentations, they will be required to follow this space policy or request an exception from it for a specific event. If there is a question concerning what is a “regular” concert, the Director of Student Development will determine the nature of the event.

All student organizations may request an exception for a specific event if there are special circumstances. An “Exception Request Form” (sample attached) must be completed and submitted to the Director of Student Development at least two weeks in advance of the requested event. A representative from the Dean of Students Office, appointed by the Dean, will chair the “Exception Request Review Committee.” The Director of Student Development shall schedule a meeting of the committee, on an as needed basis, to review requests. Other members of the committee shall include a representative of the N-wing College Center or a representative from the Lakeside Center, and two students. The students are to be selected from a pool formed by all student organizations submitting a name to be a representative on the committee. The chairperson will then use this pool to select individuals who are directly involved in the exception request and who would be available for that particular committee meeting. The student who has filed the request must make a presentation to the committee. Once all details are clear to the committee, they will vote to determine the validity of the request. The student should be informed immediately and given a reason for the denial if that is the decision. The student may appeal the decision, in writing, to the Dean of Students within a seven-day period. A decision on the appeal will be given by the Dean of Students within seven days of receipt of the appeal. His decision will be final.

Section 10:
Verbal and/or physical abuse of any staff member will not be tolerated under any circumstances. Charges will be filed with the Campus Hearing Board and the police will be asked to intervene if necessary.

Section 11:
All events may be stopped at anytime at the discretion of the Assistant Director of the College Center, Director of Student Development, Director of the College Center/Event Services, or Campus Police.

Section 12:
All requests for sound equipment must be included on the Application for Use of College Facilities Form under the section titled audio-visual requirements. NOTE: All Disc Jockeys must provide their own sound equipment and speakers.

Section 13:
No vendors may sell any merchandise unless the College Center Director and the Office of Administration and Finance have approved the solicitation form. You must have a copy of the approved solicitation form visible at the event.

Section 14:
The Inglenook Room is not included in scheduling the dining room for events. If you wish to use this room you must include this on the Application for Use of College Facilities Form submitted to the Office of Event Services.
Note: This policy does not guarantee students, employees, guests, or visitors to the campus absolute safety. The Richard Stockton College of New Jersey is housed on an open campus that cannot be patrolled at all times in all places, and all employees, students, guests, and visitors are advised to exercise prudent preventative safety measures.

Special Note

It is important to remember that space includes all college property, not just rooms in buildings. Thus organized activities that require plazas, the gallery, picnic areas, parking lots, etc., must also be scheduled through the above procedures with the Office of Student Development.

Fire permits are required for all barbecues. These permits can be arranged through the Office of Student Development. Open flame is prohibited within the academic complex.

Greek Jucicial Board Complaint Form

Information must be typed, and completely filled out to be accepted.

Accuser: ______________________ Accusing Organization: ________________________________
Local Mailing Address: (Accusing Organization): _______________________________________

Accused Organization: _______________________________________________________________
Local Mailing Address (Accused Organization): _______________________________________

I, ______________________, charge that ________________________ organization violated ________
Rules and policies and I am requesting a hearing to determine responsibility. The specific rules or policies violated are: _______________________________________________________________________
__________________________________________________________________________________

________________________________________

22
List full names and witnesses to the alleged incident:

_______________________________________________ Phone # _____________________________
_______________________________________________ Phone # _____________________________
_______________________________________________ Phone # _____________________________

List any physical evidence which will be presented at the hearing:

____________________________________________________________________________________
____________________________________________________________________________________
____________________________________________________________________________________

Please give a brief description of the event(s) which led to the charges being filed:

____________________________________________________________________________________
____________________________________________________________________________________
____________________________________________________________________________________

I understand that once the compliant is submitted, it may not be withdrawn, 
Signature of Accuser: _____________________________ Date: ______________

Community Service Projects Application

(Please circle one)

Community Service  Philanthropic Event  Community Education Workshop

Date of Project: ___________

Community Service Projects Application

(Please circle one)

Community Service  Philanthropic Event  Community Education Workshop

Date of Project: ___________

Name of Organization  Person Completing Form/Phone #  # of Members

A community service project, as defined by the Greek Council: Work performed or money raised (charitable) to benefit the college community and all other outside organizations, by at least 25% of the organization’s active members.
Please print or type:

Name of Project: ____________________________
Date and Time of Project: ____________________________
Location of Project: ____________________________
# of Hours Performed at the Project: ____________________________
# of members participating in the event: ____________________________
Amount of Money raised or donated (circle one) if applicable: ____________________________
Organization for which project was performed: ____________________________
Contact person’s name and phone # (In the group which benefited from the project) ____________________________

Description of project:

__________________________________________________________________________
__________________________________________________________________________
__________________________________________________________________________
__________________________________________________________________________
__________________________________________________________________________
__________________________________________________________________________
__________________________________________________________________________
__________________________________________________________________________

If additional space is needed, attach a separate sheet to the application.

This form must be completed and returned to the Greek Council Office to be considered a service project.

FRATERNITY AND SORORITY MEMBERSHIP INTAKE FORM
All prospective members of fraternities and sororities at The Richard Stockton State College of New Jersey must meet minimum standards for membership in a chapter. Minimum standards consist of:

1) A minimum of 12 credits earned at Stockton or 16 credits transferred; and,
2) A minimum grade point average of 2.00.
First semester transfer students with 16 or more transfer credits, but no recorded grade point average, will be approved for membership intake. Students entering Stockton in conjunction with the Fresh Start Program are not eligible the first semester of their return and/or entry to Stockton.

GRADE RELEASE WAIVER
I do hereby authorize the Richard Stockton College of New Jersey to release to my Fraternity/Sorority Stockton chapter and to my National Fraternity/Sorority organization my current and cumulative grade point average for the purpose of determining my eligibility for scholarship consideration, verification of registration, and minimum chapter grade point requirements, for as long as I am affiliated with the fraternity/sorority system. Prospective Member’s Name: ____________________________ Social Security Number: ____________________________
Current On-Campus or Off-Campus Address: ____________________________
RSC Box Number: ____________________________ College/Local Telephone: ____________________________
Dear Prospective Fraternity or Sorority Member:

Members of fraternities and sororities, like all recognized organizations at The Richard Stockton College of New Jersey, must abide by policies set forth by the College. The information included here is intended to help you gain an understanding of fundamental responsibilities of prospective members and chapter members as they pertain to pledging and intake programs. For a complete description of policies governing fraternities and sororities, consult the Operating Procedures and Self Evaluation Package for Fraternities and Sororities available in the Office of Student Development, G-206.

Hazing in all forms is prohibited: The Richard Stockton College of New Jersey supports constructive educational programs and states its opposition to hazing and any pre-initiation activity which does not contribute to the positive development and welfare of prospective members. Hazing is defined as any action taken, situated or created, intentionally, on or off campus to produce mental or physical discomfort, embarrassment, harassment or ridicule. Such activities and situations may include paddling in any form; creation of excessive fatigue; physical and psychological shocks; publicly wearing apparel that is conspicuous and not normally in good taste; engaging in public stunts, buffoonery and any other morally degrading and/or dangerous game or activity.

Prospective Member’s Responsibility: Prospective members are expected to know and abide by the College policies. Any member who knowingly participates in or fails to report an incident of hazing that he or she has been subjected to or has knowledge of may be in violation of the College’s Campus Code of Conduct. Hazing incidents should be reported to the Office of Student Development, the Campus Police or the Office of the Dean of Students.

Pledge Programs: Pledge programs may not exceed eight weeks in length and all pledge activities must cease two weeks prior to the last class day of each semester. Pledges must be allowed eight continuous hours of sleep all nights of the pledge program and pledge activities must end by midnight on nights preceding weekdays. Alcohol cannot be purchased or served to pledges, nor may pledges purchase or serve alcohol to members. Alumni and/or members of visiting chapters are not authorized to conduct pledge program activities. A complete description of policies governing Greek organizations is available in the Office of Student Development, G-206.

I certify that I have read and understand the above information and will abide by college policies regarding pledge programs and pre-initiation activities.

Prospective Member’s Signature: ___________________________ Date: _________
PLEDGE’S/NEW MEMBER’S BILL OF RIGHTS

Statutory Authority: This Pledge’s Bill of Rights has been developed by the Attorney General pursuant to N.J.S.A. 18A: 3-24 et seq.

Pledge: For the purpose of this Pledge’s Bill of Rights a pledge is defined as any student of the college/university attempting to become a member of a fraternity or sorority or other similar campus organization.

Definition of Hazing: For the purpose of this Pledge’s Bill of Rights “hazing” shall mean

1. As indicated, pursuant to New Jersey Statute:

2C:40-3 a. A person is guilty of hazing, a disorderly persons offense, if, in connection with initiation of applicants to or members of student or fraternal organizations, he knowingly or recklessly organizes, promotes, facilitates or engages in any conduct, other than competitive athletic events, which places or may place another person in danger of bodily injury.

b. A person is guilty of aggravated hazing; a crime of the fourth degree, if he commits an act prohibited in subsection a. which results in serious bodily injury to another person.

2C:40-4 Notwithstanding any other provision of Title 2C of the New Jersey Statutes to the contrary, consent shall not be available as a defense to a prosecution under this act.

2C:40-5 Conduct constituting an offense under this Act may, at the discretion of the prosecuting attorney, be prosecuted under any other applicable provision of Title 2C of the New Jersey Statutes; and

2. Other behaviors or activities in addition to those prohibited under N.J.S.A. 2C:40 et seq. defined as hazing by a college or university with respect to its students.

Prohibition on Hazing

1. A pledge shall have the right to be free of all activities, which may constitute hazing while attempting to become a member of a fraternity or sorority, or other campus organization. Campus organizations and their members are prohibited from engaging in or encouraging others to engage in activities that are defined as hazing.

2. A broad range of behaviors that may place another person in danger of bodily injury or behavior that demonstrates indifference or disregard for another person’s dignity or well-being may be classified as hazing under the above definition. Examples include, but are not limited to the following:

- Forced or required ingestion of alcohol, drugs, food or any undesirable substance.
- Participation in sexual rituals or assaults.
- Mentally abusive or demeaning behavior.
- Acts that could result in physical, mental or emotional deprivation or harm.
- Physical abuse, e.g., whipping, paddling, beating, tattooing, branding, and exposure to the elements.

Acceptable Behavior

The pledge initiation process should be conducted in a manner that respects the dignity of pledges and protects their mental and physical well-being. Examples of acceptable behavior include pledge activities that are not classified as hazing, but promote scholarship, promote service, develop leadership and/or social skills, assist career goals, involve students with alumni, improve relations with others, build awareness of fraternity or sorority history, instill a sense of brotherhood or sisterhood, foster solidarity or otherwise promote the institutional mission of the host college or university.

Written Notification of Rights

Institutions shall require all fraternities, sororities and other similar campus organizations to provide all pledges with a written Bill of Rights that includes the provisions set forth herein. The written Bill of Rights shall be signed by the student pledge and filed in the appropriate office of the institution.

Other Policies Governing the Rush or Pledge Process

1. Delineation of additional responsibilities of fraternities, sororities and other similar campus organizations in regard to rush or pledge activities shall rest with individual institutions. As such, institutions may develop policies and regulations governing other aspects of the rush or pledge process, which may include pledge and membership education, student eligibility to pledge, limitations on the pledge period and membership selection.

2. Institutions may develop policies and procedures for discipline violations of its pledge process. Institutional action on a hazing violation is independent of any action that a prosecutor may pursue for violations under Title 2C.

I certify that I have read and understand the Pledge’s Bill of Rights and will abide by college policies regarding pledge programs and pre-initiation activities at The Richard Stockton College of New Jersey.

Prospective Member’s Signature

National Fraternity/Sorority ___________________________ S.S. #: _______________________

Date: ______________________