

**UNIVERSITY OF MARYLAND  
INTERFRATERNITY COUNCIL AND PANHELLENIC ASSOCIATION  
SOCIAL JUDICIAL POLICY AND PROCEDURES**

**OPENING STATEMENT:**

This Social Judicial Policy was written with the intent to enforce the rules and regulations set forth in the Interfraternity Council/Panhellenic Association Alcohol Management and Social Event Monitoring Policy. The Social Judicial Policy serves to promote accountability and encourage shared governance within the University of Maryland Fraternity and Sorority Community. It is expected that each chapter will be familiar with the terms and expectations outlined in this Social Judicial Policy.

**SECTION A: REPORTING AN INFRACTION WHEN OBSERVATION OCCURS**

At registered events (event as defined in Appendix A), Social Event Monitors (SEM) will document all major infractions upon the time of observation. If a major infraction is documented in either the first or second visit, SEM will end the social function and ensure everyone who does not live in the facility leaves. SEM will bring any minor infraction violations to the attention of the host chapter upon the first visit to the chapter and make note to review the situation on their second visit. If corrected, the chapter will not be charged for the corrected violations. SEM will document any minor infraction violations upon the second visit to the chapter. This documentation will notify the president of the host chapter of the violation at the time of the infraction. In the case that SEM is unavailable to document an infraction, the IFC Vice President of Risk Management, PHA Vice President of Social Responsibility, or his/her designee, has the authority to document that event. The individual or group of individuals who document the violation will present the case at the judicial hearing.

In the case of Unregistered Events, SEM, RDs, or any other party listed in Section B. Article I will complete a Post-Event Documentation Form (Appendix B) and file it with the IFC Vice President of Risk Management or the PHA Vice President of Social Responsibility.

*For Unregistered and Registered Events:*

- I. Documentation must be formally filed with the IFC Vice President of Risk Management or the PHA Vice President of Social Responsibility within seven (7) calendar days.
- II. The IFC Vice President of Risk Management or the PHA Vice President of Social Responsibility must pass documentation (party registration, SEM checklist, and a Post-Event Documentation Form) of all alleged infractions to the IFC Chief Justice and the PHA Vice President of Judicial Affairs within 48 hours.
- III. The IFC Chief Justice and the PHA Vice President of Judicial Affairs will then notify the president of the host chapter of the alleged charges and the hearing date and time within seven (7) calendar days.
- IV. The IFC Chief Justice and the PHA Vice President of Judicial Affairs will have an established rotating schedule of Judicial Board panelists and alternates to serve on the Judicial Board. The schedule, time, and place of the hearings for the semester will be set during the first

two weeks of each semester. Panelists are responsible for being present at scheduled hearings; if a conflict should arise, that panelist is to find his/her own replacement.

- V. If extenuating circumstances arise and the prescribed timeline is unable to be followed, the chapter(s) facing charges may be brought to a hearing at a later date. The IFC Chief Justice and the PHA Vice President of Judicial Affairs will determine extenuating circumstances.

## **SECTION B: POST-EVENT REPORTING AND NOTIFICATION PROCEDURES**

- I. The following parties can submit a Post-Event Report:
  - a. Any member of a IFC or PHA chapter who has knowledge that an event has occurred
  - b. University of Maryland official
  - c. House Director/RD
  - d. Police (any legal report filed by a law enforcement officer/agency will be considered Post-Event Documentation)
- II. A Post-Event Documentation Form (Appendix A) must be completed by the complainant when knowledge is received of an alleged event occurrence. This form must be submitted to the IFC Vice President of Risk Management and the PHA Vice President of Social Responsibility within seven (7) calendar days of the date the complainant learns of the infraction. If it is not submitted within seven (7) calendar days, subject to extenuating circumstances, no charges will be processed. The IFC Chief Justice and the PHA Vice President of Judicial Affairs will determine if extenuating circumstances exist.
- III. The chapter facing charges will receive notification of the charges and notification of a scheduled hearing from the IFC Chief Justice and PHA Vice President of Judicial Affairs delivered in an electronic Notice of Hearing (Appendix C) within two (2) calendar days.

## **SECTION C: ESTABLISHMENT OF TIME, DATE, AND LOCATION OF HEARING**

- I. Hearing Time, Date, and Location:
  - a. The IFC Chief Justice and the PHA Vice President of Judicial Affairs will choose the time, date, and location of the hearing which will follow the proceedings listed in Appendix D.
  - b. In the event that one of the defending host chapter representatives has a legitimate scheduling conflict with the chosen date and time, the IFC Chief Justice and the PHA Vice President of Judicial Affairs will attempt to accommodate all parties involved. If this is impossible to do in a timely manner, the hearing will be scheduled in accordance with the greatest number of people involved.
  - c. The IFC Chief Justice and the PHA Vice President of Judicial Affairs must approve any extenuating circumstances in collaboration with the University Appointed Judicial Advisor.

## **SECTION D: ENTERING A PLEA**

- I. The following pleas may be entered by the chapter representatives in response to the alleged violations:
  - a. *Not responsible*: the chapter feels they are not responsible.

- b. *Responsible*: The chapter feels they are responsible and wish to admit their guilt.
- II. The plea is due 24 hours prior to the scheduled hearing. Should the respondent fail to enter their plea 24 hours prior to, they will be assumed responsible at the hearing. In addition, subsequent appeals will not be granted due to failure to submit a plea at least 24 hours prior to the hearing.
- III. With the Respondent chapter's plea, include the names of all witnesses and/or advisors that will be present at the hearing and will be speaking with information pertinent to the hearing.

#### **SECTION E: INFRACTIONS**

- I. Major and minor infractions that a respondent can be charged with are listed in Appendices E, F, and G.
- II. If the alleged violation occurs while there is no registered social event, the following charges are NOT permissible:
  - a. Event occurring outside of designated hours/dates
  - b. More than one entrance and/or exit
  - c. No bouncer at the entrance marking those who are of legal age
  - d. Chapter members not collecting invitations (open party) and/or guests not signing in
  - e. Non-BYOB system
  - f. Charges listed in Appendix G.
- III. Chapters who co-sponsor registered or unregistered events that violate the Alcohol Management and Social Event Monitoring Policy will face the same infraction charges as the host chapter in question.

#### **SECTION F: SANCTIONS**

- I. There are four main purposes of sanctioning, which are as follows: deterrence, education, assistance, and punishment
  - a. Deterrence: the disciplinary response should be serious enough to deter the chapter(s) from engaging in the behavior again.
  - b. Education: the chapters should be educated about the consequences of their behavior, both personal and for others. They should be reminded of the values they took an oath to uphold when they became a member of the University of Maryland Greek community.
  - c. Assistance: there are a variety of factors that may have caused the chapter to behave in the way they did. It is important that sanctioning explores those reasons and assists in fixing problems that may be internal within in the chapter.
  - d. Punishment: when considering a punishment, mitigating and aggravating factors should be carefully weighed. The punishment should take into account not only the chapter, but also the Greek community. The Social Judicial Board should decide what standard of behavior chapter members should be held to at the University of Maryland.
- II. Sanctions can include:
  - a. Social Moratorium (see Appendices E, F, and G for infractions)

- i. For an IFC or PHA chapter, social moratorium mandates the chapter cannot host or take part in any activities involving alcohol. No in-house or out-of-house social events including date parties, formals, or any other chapter-organized social function with alcohol. Additional social moratorium may be imposed on any chapter on social moratorium for failure to adhere to judicial sanctions.
      - ii. A serious violation could also result in the loss of participation in the upcoming Homecoming or Greek Week's sober events (i.e. athletics, Olympics, and skit), up to the discretion of the IFC/PHA Judicial Board.
  - b. Community Service
    - i. The chapter, or number of involved members, must participate in community service programming.
      - 1. Community service programming must be approved ahead of time by the IFC Chief Justice and the PHA Vice President of Judicial Affairs before sanctions will be lifted.
    - ii. Documentation of completion must be received by the IFC Chief Justice and the PHA Vice President of Judicial Affairs before sanctions will be lifted.
  - c. Educational Programming
    - i. Programs must be approved by the IFC Chief Justice and the PHA Vice President of Judicial Affairs.
    - ii. Documentation of completion must be received by the IFC Chief Justice and the PHA Vice President of Judicial Affairs before sanctions will be lifted.
  - d. Any other sanctions found appropriate by the Social Judicial Board.'

## **SECTION G: APPEALS**

- I. Grounds for appeal will be decided upon by the IFC and PHA Executive Board (The Joint IFC/PHA Appellate Board). Grounds for the Appellate Board to grant an appeal shall include:
  - a. Disproportionate punishment in correlation with the offense
  - b. Specific procedural errors or errors in the interpretation of regulations so substantial as to deny the respondent a fair hearing
  - c. New and significant evidence became available which could not have been discovered by a properly diligent respondent before or during the original hearing
  - d. A determination that the Social Judicial Board's findings were arbitrary and capricious
- II. Appeals Process:
  - a. The final decision of the Judicial Board may be appealed to the IFC and PHA executive boards together. This body serves as the IFC/PHA Appellate Board.
  - b. Requests for appeals may be submitted to the IFC Chief Justice and the PHA Vice President of Judicial Affairs within three (3) business days from the conclusion of the hearing. The appeal should consist of a written brief absent of extenuating circumstances. Failure to submit a written brief within the allotted time will render the decision of the Social Judicial Board final and conclusive.

- c. The appellate hearing must occur within ten (10) calendar days of receipt of the written appeal absent of extenuating circumstances. Social Moratorium must be imposed until the appeal is decided. No educational programming needs to be scheduled until after the appeal is decided.
  - d. Appeals shall be decided upon a record of the original preceding and upon written briefs submitted by the respondent. New hearings shall not be conducted.
  - e. The decision of the Appellate Board will be by majority vote.
  - f. The Appellate Board may:
    - i. Affirm the findings and the sanction by the original board
    - ii. Affirm the findings and reduce, but not eliminate, the sanction in accordance with parts g.i., g.ii., g.iii., and g.iv. (see below)
    - iii. Affirm the findings and increase the sanction in accordance with parts g.i., g.ii., g.iii., and g.iv. (see below)
    - iv. Dismiss the case in accordance with parts g.ii. and g.iii. (see below)
  - g. Deference shall be given to the determinations of the Social Judicial Board:
    - i. Sanctions may be reduced or increased if found to be disproportionate to the offense
    - ii. Sanctions may be dismissed if the procedural errors or errors in the interpretation of regulations were so substantial as to effectively deny the respondent a fair hearing
    - iii. Sanctions may be reduced or dismissed if new and significant evidence becomes available which could not have been discovered by a properly diligent respondent before or during the original hearings
    - iv. Cases may be dismissed only if the findings are held to be arbitrary and capricious (i.e. not based on evidence)
- III. The decision of the Appellate Board is final based on the review of the Director of Fraternity and Sorority Life or his/her designee, in conference with the IFC Chief Justice and PHA Vice President of Judicial Affairs.
- a. For each individual charge, the review by the Director of Fraternity and Sorority Life or his/her designee may not yield a result of sanctioned weeks of social suspension outside the range given by the respective Appendix E, F, and G.

#### **SECTION H: BURDEN OF PROOF**

- I. A chapter will be found responsible when there is a preponderance of evidence that suggests a violation is likely to have occurred.
- II. All chapters are assumed not responsible until found responsible by the Social Judicial Board.
- III. See Appendix D for full hearing format and procedures, including the proceedings after determination of responsible or not responsible in Section X.

#### **SECTION I: GOOD BEHAVIOR CLAUSE**

- I. Chapters may apply for release from social moratorium under the Good Behavior Clause after completing half of their moratorium and fulfilling all additional sanctioning. A chapter may not apply unless both of those criteria have been met. Additionally, a chapter may

apply only once toward any given sanction. If denied, the chapter must serve out the full length of their social moratorium as stated at the original Judicial Hearing.

- II. In the initial hearing, the Social Judicial Board will have the ability to decide if the chapter's infractions were so egregious that it warrants denying the use of the Good Behavior Clause. This will be documented in the sanctions. These types of infractions include, but are not limited to:
  - a. Violation of social moratorium by any means
  - b. Two (2) offenses in one (1) semester
  - c. Three (3) or more offenses in one (1) academic year
- III. All appeals under the Good Behavior Clause must be filed with the IFC Chief Justice and the PHA Vice President of Judicial Affairs. They will be discussed and voted upon by the Social Judicial Board within ten (10) days of filing the appeal.
- IV. The IFC Chief Justice and the PHA Vice President of Judicial Affairs will remain neutral parties in the voting, presenting the details of the case and reporting the grounds for the appeal.
- V. Chapters will be granted early release under the Good Behavior Clause if the Social Judicial Board feels they have made a concerted effort to remain a positively contributing chapter to the University of Maryland Greek community and have not been sanctioned in the current or previous academic semester.
- VI. Chapters will not be allowed to be present at the meeting of the Social Judicial Board while they determine whether or not to award early release to the chapter.
- VII. A chapter can only apply for early release under the Good Behavior Clause if the total number of weeks on social moratorium is greater than or equal to six (6). Any chapter who receives less than six (6) weeks must serve the full sentence of social moratorium.

## **SECTION J: SOCIAL JUDICIAL BOARD HEARING PARTICIPANTS**

- I. Presiding Officers
  - a. IFC Chief Justice
  - b. PHA Vice President of Judicial Affairs
  - c. These two individuals will not have a vote in the hearing, but will be responsible for organizing the hearings, contacting the participants, conducting the hearing in a fair, orderly fashion, and performing any and all necessary follow-up procedures to the decision rendered. The presiding officers have the ability to remove any individual from the hearing at any time for disorderly conduct.
  - d. If either of the Presiding Officers' chapters are brought before the Social Judicial Board for a judicial hearing, the officer has the responsibility to remove him or herself from the lead role in order to avoid any conflicts of interest.
- II. University Appointed Judicial Advisor
  - a. There will be an advisor present to assist the Presiding Officers, Social Judicial Board members, and chapters during and after the hearing.
  - b. The advisor does not have voting rights and is present only as a knowledgeable resource for all parties involved and must remain impartial at all times.
- III. Complainant

- a. The complainant will serve to provide his or her account of the infraction(s) committed by the chapter facing charges.
  - b. IFC and PHA Executive Board members may not speak on behalf of the charged chapter(s) unless the IFC Chief Justice, PHA Vice President of Judicial Affairs, and the University Appointed Judicial Advisor grant exemption 48 hours prior to the hearing.
- IV. Respondent
- a. In the event that a representative of the chapter(s) facing charges is not present for the hearing, the Presiding Officers have the right to continue the hearing in the absence of the representative. The Presiding Officers shall make this determination upon finding that reasonable efforts were made to be present.
- V. Social Judicial Board
- a. Eight (8) panelists will be selected based on the criteria in Section K. There will be at least four (4) IFC Social Judicial Board panelists and at least four (4) PHA Social Judicial Board panelists.
  - b. Members of colonies will not be eligible to serve as Social Judicial Board members.
  - c. A rotating schedule will be set up by the time, date, and locations of Social Judicial Boards for which they are scheduled.
  - d. Alternates will aid panelists in finding a replacement if a conflict occurs. All panelists are responsible for finding his/her own replacements.
  - e. Should less than eight (8) board members be present due to extenuating circumstances, the chapter(s) facing charges must agree to either proceed with the hearing, or reschedule when a full board is present. There must be a minimum of six (6) board members present for a hearing to occur.
- VI. Alcohol Management & Social Event Monitoring Policy Experts
- a. An expert on the Alcohol Management & Social Event Monitoring Policy, either the IFC Vice President of Risk Management, PHA Vice President of Social Responsibility, or both, should attend all hearings to clarify any policy questions.
  - b. An IFC or PHA Executive Board member may be present for hearings upon request from the IFC Chief Justice or the PHA Vice President of Judicial Affairs. The IFC or PHA Executive Board member will only serve as a knowledgeable resource throughout the hearing.

## **SECTION K: SOCIAL JUDICIAL BOARD MEMBERS**

- I. Criteria for Social Judicial Board Membership
- a. Each member must:
    - i. Be in good standing at the University of Maryland
    - ii. Be in good standing with his/her chapter
    - iii. Have a minimum GPA of 2.8
    - iv. Not be graduating before the one year term has expired
    - v. Not be a chapter president or council executive board member
- II. Terms of Service
- a. Membership on the Social Judicial Board shall be for one year. Those members wishing to serve another term must re-apply for consideration of membership.

- b. If a board member does not attend a hearing without finding a replacement, the board member will be evaluated for removal from the Social Judicial Board.
- c. Social Judicial Board members are expected to uphold confidentiality regarding all judicial business including communications, hearings, and meetings. Should a board member breach confidentiality, they will be required to meet with the IFC Chief Justice, the PHA Vice President of Judicial Affairs, and the Judicial Advisor and their position on the board will be questioned.



**APPENDIX A: DEFINITIONS**

- I.** Host Chapter: Any recognized Fraternity or Sorority chapter that has planned, sponsored, hosted, or promoted any event or has submitted a Greek Social Event Registration Form (found in Section VI of the IFC/PHA Alcohol Management and Social Event Monitoring Policy).
- II.** Event: A gathering in any area of a chapter house where there are more than eight guests and alcohol consumption appears to be the primary purpose, as determined by the Social Event Monitors (SEM).
- III.** Common Area: Any part of the chapter house that does not serve as a bedroom or private bathroom for residents. Includes foyers, stairs, basements, chapter rooms, lounges, hallways, etc.
- IV.** Planned: Premeditated.
- V.** Sponsored: Paid for, planned, and/or carried out.
- VI.** Hosted: The physical location where the event is held.
- VII.** Promoted: To help bring into being through the means of advertising and/or publicity.
- VIII.** Chapter Member: Undergraduate active or new member.
- IX.** Guest: A person who is not a member or new member of the host chapter.
- X.** Hard Alcohol: Hard alcohol is any beverage containing over 15% alcohol by volume (ABV) (higher than all beer and wine, lower than all liqueurs/liquors)
- XI.** Social Moratorium: No in-house or out-of-house social events, including dated parties, formals, or any other chapter-organized social function with alcohol. May be imposed for failure to conform to the requirements of this policy.
- XII.** Chapter House: On-campus and off-campus residences zoned as fraternity or sorority housing by the City of College Park, and occupied by a Greek organization
- XIII.** Drinking Games: Any activity where alcohol consumption is the primary purpose of the game. Examples include, but are not limited to, beer pong; flip cup; quarters; power hour; liquid golf; card games; etc.
- XIV.** Social Event Monitors: See Section VII of the IFC/PHA Alcohol Management and Social Event Monitoring Policy for definition.
- XV.** Social Event Monitoring (SEM) Committee: The group walking the SEM shifts including the hired graduate monitors and the IFC/PHA executive board liaisons.
- XVI.** Social Event Monitoring System: See Section VII of the IFC/PHA Alcohol Management and Social Event Monitoring Policy for definition.
- XVII.** Underground Organization: Any group whose members attempt to act as a Fraternity or Sorority or use/allude to greek letters to identify themselves, despite a loss or lack of local, national, or University recognition.

**APPENDIX B: COMPLAINANT REPORT/POST-EVENT DOCUMENTATION FORM**

Date Filed: \_\_\_\_\_

Complainant Name: \_\_\_\_\_

Chapter Facing Charges: \_\_\_\_\_

Date of Event: \_\_\_\_\_

Location of Event: \_\_\_\_\_

Description of Event (Please be as detailed as possible, attach additional sheets as necessary):

How and when did you learn of the event?

Other persons with knowledge of the event:

Complainant Phone and Email:

**To be completed by the IFC Vice President of Risk Management/PHA Vice President of Social Responsibility:**

Date Received: \_\_\_\_\_

Signature: \_\_\_\_\_

**APPENDIX C: NOTICE OF HEARING FORM**

To: Chapter President  
From: IFC Chief Justice or PHA V.P. Judicial Affairs  
Date: \_\_\_\_  
Re: Charges  
Cc: Assistant Director of Greek Life  
IFC Advisor  
PHA Advisor  
PHA V.P. Social Responsibility  
IFC V.P. Risk Management  
IFC Chief Justice or PHA V.P. Judicial Affairs

Mr. :

You have been formally notified that there will be a hearing held for the events of \_\_\_\_\_. This hearing will take place on \_\_\_\_\_ promptly at \_\_\_\_\_ am/pm. The hearing will be in room \_\_\_\_\_ of the \_\_\_\_\_ Building.

Please submit your plea for each charge (not responsible or responsible) in writing to myself, \_\_\_\_\_, at least twenty-four hours prior to this hearing.

Listed below are the alleged infractions:

Major Infractions:

- 1.
- 2.
- 3.

You should be present with witnesses as necessary. It is recommended that these witnesses are individuals who were present at the time of the infraction.

Feel free to contact myself or the PHA V.P. of Judicial Affairs, \_\_\_\_\_, with any questions.

Thank you,

Revised: 2016

**APPENDIX D: HEARING FORMAT AND PROCEDURES** (italicized sections are read verbatim)

**I. Introduction**

- a. State the date and time into the recorder.
- b. *My name is \_\_\_\_\_ and I will be the presiding officer of today's proceedings. We are in room \_\_\_\_ of the \_\_\_\_\_ Building. The date is \_\_\_\_\_ and the time is \_\_\_\_\_. My role is to fairly and impartially guide these proceedings to an equitable and just conclusion. Today's Judicial Proceedings has been convened to consider the case of \_\_\_\_\_. This is an informal proceeding, not comparable to a criminal trial. The board's role is to determine the facts of the case, to determine if the Respondent(s) is/are responsible for violating the IFC/PHA Alcohol Management and Social Event Monitoring Policy and, if so, to decide upon appropriate sanctions. All participants are encouraged to treat each other with courtesy and respect.*
- c. *Before we begin, I would like the board members to state his/her names and affiliations with the University. (pause) Now the complaining party and his/her witnesses. (pause) Now the responding party and witnesses. (pause) And any observers. (pause)*
- d. *Purpose: The purpose of this judicial proceeding is to explore and investigate the incident giving rise to the appearance of the violation of the IFC/PHA Alcohol Management and Social Event Monitoring Policy. In keeping with the ultimate premise and justification of academic life, the duty of all persons at a judicial proceeding is to assist in a thorough and honest exposition of all related facts. The basic tenants of scholarship – full and willing disclosure, accuracy of statement, and intellectual integrity in hypothesis, argument, and in conclusion – must always take precedence over the temptation to gain a particular resolution of the case. A judicial proceeding is not in the character of a criminal or civil legal proceeding. It is not modeled on these adversarial systems; nor does it serve the same social functions. It is not a court or tribunal. Rather, it is an academic process unique to the community of Greek Life at the University of Maryland*

*The following statement pertains to all persons who will be providing information in today's proceedings: It is expected that all information presented at this hearing will be true and correct. Furthermore, the Board may consider a pattern of lying or fabrication by the respondent(s) when deciding upon administrative and disciplinary sanctions in the case. If anyone is unable to comply with this request, you should so inform the board at this point.*

**II. Read the Charges**

- a. Request a response for each charge: responsible or not responsible (repeat below for each charge)

- b. “\_\_\_\_\_” you have been charged with violating section \_\_\_ of the IFC/PHA Alcohol Management and Social Event Monitoring Policy. Do you understand the charge against you? Do you plead “responsible” or “not responsible?”

**III. Complainant’s Account**

- a. I now ask the Complainant to provide his/her account of the incident.
- b. If any witnesses of the Complaining Party have additional information regarding the incident, they may provide it at this time.

**IV. Open Questioning**

- a. Does the Respondent have any questions of the Complainant?
- b. Does the Judicial Board have any questions of the Complainant?

**V. Respondent’s Account**

- a. I now ask the Respondent to provide his/her account of the incident.
- b. If any witnesses of the Responding Party have additional information regarding the incident, they may provide it at this time.

**VI. Open Questioning**

- a. Does the Complainant have any questions of the Respondent?
- b. Does the Judicial Board have any questions of the Respondent?

**VII. Final Questioning**

- a. Does the Complaining Party have any final questions for the Respondent?
- b. Does the Responding Party have any final questions for the Complainant?
- c. Does the Judicial Board have any final questions for either party?

**VIII. Closing Statements**

- a. I now ask the Complainant to offer a closing statement, if they wish.
- b. I now ask the Respondent to offer a closing statement, if they wish.

**IX. Adjourn for Determination of Responsibility**

**\*\*\* If Respondent has plead responsible prior to hearing, move to Step XII\*\*\***

- a. Announce adjournment to determine responsibility.
- b. Remind participants that they will be expected to return.
- c. Factual witnesses, Complainant, Respondent, and experts are excused. However, they may be called into deliberation to answer questions for the board.
- d. Board deliberates and determines responsibility.

**X. Determination**

- a. Recall both parties and announce the board’s determination.
- b. After deliberation to determine responsibility, the Judicial Board has found \_\_\_\_\_ responsible/not responsible for \_\_\_\_\_.

- c. If not responsible, thank participants and dismiss all parties.

**XI. Sanctioning**

- a. Answer any questions about sanctioning options from the Complainant or Respondent.
- b. Ask Complainant to present any mitigating or aggravating circumstances.
- c. Ask Respondent to present any mitigating or aggravating circumstances.
- d. Ask Respondents for sanction recommendations.
- e. Ask Complainants for sanction recommendations.

**XII. Adjourn for Determination of Sanctioning**

- a. Announce adjournment to determine sanctions.
- b. *You will receive formal Notice of Sanctions via email within 72 business hours. If you wish to appeal these findings, you may do so within 72 hours by submitting a written appeal. Details of the appeals process will be included in the formal Notice of Sanctions.*

**XIII. Dismiss all Parties**

*Most of this script is a part of the Office of Student Conduct transcript used for the Student Honor Council Hearings.*

**APPENDIX E: MAJOR INFRACTIONS IN FRATERNITY FACILITIES – REGISTERED SOCIAL EVENTS**

<b>Infraction</b>	<b>Social Moratorium</b>
Glass containers	1-2
Untrained Bartender(s)	1-3
Over fire capacity	1-3
No Invitation List	1-3
Bouncer not performing his duties	1-3
More than one entrance/exit being utilized regularly	1-3
Drinking outside of designated drinking areas	1-3
Hard alcohol present*	2-5
Drinking Games*	2-6
Underage drinking*	2-6
Common containers present for serving alcohol*	3-5
Alcohol purchased by chapter funds*	3-5
Co-sponsorship with an underground organization	2-8
Other major infractions as determined by SEM	1-5

**Note: If found responsible by the judicial board, or if the chapter pleads responsible, the weeks sanctioned by the Judicial Board for social moratorium must be within the range**



**described in the tables above. Please refer to Appendix I for scale to determine length of social moratorium.**

*\* A responsible finding for these charges results in an automatic educational program as listed in Appendix J in addition to social moratorium.*

**APPENDIX F: MAJOR INFRACTIONS IN FRATERNITY FACILITIES – UNREGISTERED SOCIAL EVENTS**

<b>Infraction</b>	<b>Social Moratorium</b>
Unregistered social event	2-16
Glass containers	1-5
Drinking outside of designated drinking areas	2-4
Drinking games*	2-6
Hard alcohol present*	2-8
Common containers present for serving alcohol*	4-8
Co-sponsoring with an underground organization	2-8
Other Major Infractions as determined by the IFC Vice President of Risk Management or PHA Vice President of Social Responsibility*	2-12

**Note: If found responsible by the judicial board, or if the chapter pleads responsible, the weeks sanctioned by the Judicial Board for social moratorium must be within the range described in the tables above. Please refer to Appendix I for scale to determine length of social moratorium.**

*\* A responsible finding for these charges results in an automatic educational program as listed in Appendix J in addition to social moratorium.*

**APPENDIX G: MINOR INFRACTIONS IN FRATERNITY FACILITIES – REGISTERED SOCIAL EVENT**

<b>Infraction</b>	<b>Social Moratorium</b>
Not enough non-alcoholic food and beverage located in main party area	1-2
Common containers for distributing non-alcoholic beverages	1-2
Alcohol not dropped off upon entering*	1-2
Obtaining more than one can per visit to the serving area*	1-2
More than 6 cans of beer or 4 wine coolers per person*	1-3
No bartender per host chapter in each serving area	1-3
Not enough (<2) sober executive officers	1-3
Other minor infractions as determined by SEM	1-5

**Note: If found responsible by the judicial board, or if the chapter pleads responsible, the weeks sanctioned by the Judicial Board for social moratorium must be within the range described in the tables above. Please refer to Appendix I for scale to determine length of social moratorium.**

*\* A responsible finding for these charges results in an automatic educational program as listed in Appendix J in addition to social moratorium.*

**APPENDIX H: REASONABLE, OBJECTIVE OBSERVER STANDARD**

- I. The following factors are considered when determining whether an event could be considered a fraternity or sorority sponsored event by a reasonable, objective observer:
  - a. Was the event hosted in a chapter house or a university-provided meeting space?
  - b. Was the event hosted in an on or off campus location which traditionally holds that fraternity's or sorority's events?
  - c. Was the event being hosted or planned by one or more members of the chapter and supported by the Executive Board?
  - d. Was the event financed by the chapter and/or being hosted on chapter property?
  - e. Was the event being hosted or planned by one or more members and supported by members/new members?
  - f. Did the Executive Board have prior knowledge of the event?
  - g. Was the event listed or advertised on the chapter website or social media accounts (e.g. Facebook, Twitter, etc.)?
  - h. Did online invitations refer to the fraternity or sorority in question (e.g. Facebook events)?
  - i. Was the event listed on a chapter calendar (public or private)?
  - j. Was the event announced at a chapter meeting?
  - k. Did members of the Executive Board attend?
  - l. Was the event marketed over the chapter listserv?
  - m. Did members attempt to rename the event in order to give the appearance that it wasn't associated with the fraternity or sorority in question?
  - n. If guests were stopped on their way to the event, would they have said they were going to an event sponsored by the fraternity or sorority in question?
  - o. Was the event actively or passively endorsed by a majority of the active chapter?
  - p. Did members of the chapter lie about the event?

**APPENDIX I: SCALE TO DETERMINE LEVEL OF SANCTIONS**

- I. The judicial board shall use their discretion in determining sanctions in accordance with the ranges described in the tables above and according to the below scale for guidance. The scale below is intended as guidelines, not finite decisions for punishment.
- II. The level of sanction within the above ranges shall be assigned according to the prevalence and severity of the infraction.
- III. Examples for Registered Social Events:
  - a. Over fire capacity – 1 week = clearly people over capacity, but not excessive; 3 weeks = clearly excessive number of people in attendance over fire code
  - b. Hard alcohol present – 2 weeks = only one bottle of hard liquor is present and being consumed by very few people; 5 weeks = hard liquor is prevalent throughout the social event and being consumed by many people
  - c. Drinking Games – 2 weeks = only one occurrence of drinking games with few people participating; 6 weeks = widespread drinking games taking place throughout social event with many people participating
  - d. Common containers present for serving alcohol – 3 weeks = one common container; 5 weeks = numerous common containers present for guests to utilize
- IV. Examples for Unregistered Social Events:
  - a. Unregistered social event – 2 weeks = a small event with 20 people (mostly chapter members), with the intent to last for a short duration, without many other infractions taking place; 6 weeks = an event with 50 people, with the intent to last for a moderate duration, with some other infractions taking place; 16 weeks = a large event with 250 people, with the intent to last for a long duration, with numerous other infractions taking place
  - b. Glass containers – 1 week = a couple of people are utilizing glass containers; 3 weeks = numerous people are utilizing glass containers; 5 weeks = glass containers are prevalent throughout the event
  - c. Drinking Games – see above section on Examples for Registered Social Events
  - d. Hard alcohol present – 2 weeks = only one bottle of hard liquor is present and being consumed by very few people; 5 weeks = multiple bottles of hard liquor are present, but not excessive, and being consumed by a few people

8 weeks = hard liquor is prevalent throughout the social event and being consumed by many people

- e. Common containers present for serving alcohol – 4 weeks = one common container;

8 weeks = numerous common containers present for guests to utilize

Text or email Ross Seidman if you have read through the entire policy.

#### **APPENDIX J: EDUCATIONAL PROGRAMS**

- I. The following programs are possible education sessions which the Social Judicial Board may deem appropriate. Possible programming and resources include:
  - a. Fraternal Information & Programming Group (FIPG) Policy
  - b. University of Maryland Alcohol Management and Social Event Monitoring Policy
  - c. Risk Management
  - d. Social Host Liability
  - e. Alcohol Education Programming
  - f. The University Health Center
  - g. CARE
  - h. SHARE
  - i. HEALTH Works
  - j. eCHUG
- II. Prior to completing the educational programming, chapters must receive approval from the IFC Chief Justice and PHA Vice President of Judicial Affairs for the specific programming in question.

Revised: 2016