***Greek Life***

***Social Event Policy with Alcohol Present***

**Purpose**

The purpose of this policy is to promote the management of risk associated with the use of alcohol.

Additionally, this document reinforces policies set forth by the fraternities and sororities

represented at West Liberty University.

I. Definition of Terms

A. Host Chapter: Any fraternity or sorority chapter that plans, promotes, sponsors or

hosts a social event, or submits a Social Mixer/Event Registrtion Form.

B. Event: Any gathering deemed to be within the scope of a chapter function.

C. Planned: Premeditated.

D. Sponsored: Paid for by a chapter.

E. Hosted: A gathering held at the residence of one or more chapter members.

F. Promoted: To bring into being (through means of advertising and/or publicity,

internally or externally)

G. Chapter Member: Undergraduate active member, graduate active member, or new

member.

H. Guest: A person who is not a member, a potential new member or a new member

of a host chapter.

I. Drinking Games: Any activity where alcohol consumption is the primary purpose.

Examples include, but are not limited to: beer pong, flip cup, quarters, power hour,

card games, Edward 40 Hands, etc.

J. Forms of Alcohol: The possession, sale, use, or consumption of alcoholic beverages

during a fraternity or sorority event, in any situation sponsored or endorsed by the

chapter or at any event an observer would associate with the fraternity/sorority.

The above must be in compliance with any and all applicable laws of the state and

county, and /or town of West Liberty.

K. Slush Funds: Alcoholic beverages may not be purchased through or with chapter

funds nor may the purchase of alcohol for members or guests be undertaken or

coordinated by any member in the name of or on behalf of the chapter. This

includes “passing the hat,” pooling funds, etc.

II. Types of Social Events

A. Formals/Date Parties are restricted to chapter members and one personal guest or

member. Those chapter members hosting a personal guest assume responsibility for

orienting the individual to all social event policies, monitoring their behavior at all

times at the event and ensuring that their conduct is in full compliance with

established policies. This section also applies to Semi-Formals and Crush Parties,

where more than one guest per chapter member may be invited.

B. Mixers (aka “Socials”) are social events sponsored by more than one Greek-letter

organization but no more than 4 chapters. These events are restricted to the

chapter members of the sponsoring chapters and their guests. These chapter

members hosting a personal guest assume responsibility for orienting the individual

to all social event policies, monitoring their behavior at all times at the event and

ensuring that their conduct is in full compliance with established policies. All

paperwork of all chapters must be handed in together in one packet.

C. Alumni Social Events are events where chapter members, alumni members, and

their guests are present. A chapter with 25% of its active membership in attendance

assumes responsibility for: orienting alumni members and guests to all social event

policies, monitoring their behavior at all times at the event, and insuring that their

conduct is in full compliance with established policies.

F. House Parties are not allowed since those with chapter houses live on University property, which is

considered dry. These types of parties will not be approved by the Office of Student Life.

III. Requirements for Social Events with Alcohol at a Third Party Vendor

A. The chapter must fill out a Social Mixer/Event registration form.

B. The sponsoring chapter(s) must obtain proof of the establishment’s liquor license.

C. It is required that proper proof of insurance be provided by the third party vendor to the

sponsoring chapter(s).

D. Chapters shall agree in writing with the vendor to cash sales only, collected by the vendor,

during the event. Alcohol may not be purchased through the chapter treasury or on behalf

of the chapter. This includes “passing the hat,” pooling funds, slush funds, etc.

E. It is suggested that transportation be arranged by the chapter to transport members and

their guests to and from any third party event. Chapters may use cabs, safe rides by

member’s personal cars, or rented busses.

F. An area of the restaurant/establishments must be set aside for members under 21,

if the establishment allows them to enter.

G. No members, collectively or individually, shall purchase for, serve to, or sell alcoholic

beverages to anyone under the age of 21.

H. No one under the age of 21 may consume or possess alcohol. If guests appear visibly

intoxicated, they will not be served.

I. All social events where alcohol is present must have one sober monitor from the chapter for

every 10 people present. Sober monitors are responsible for ensuring that all attendees have safe transportation to and from the event, and to help monitor any issues that may arise. New members cannot serve as monitors.

J. An attendance list is mandatory for all social events with alcohol. This list will be

used to facilitate sign-in at the entrance of the event. Anyone not on the list must be

turned away.

K. Door monitors (chapter members) and bouncers (employees of the establishment) are

required for all social events at third party vendors. Door monitors are responsible for any

alcohol entering or leaving the event, the signing in of all guests, and making sure the

bouncers/management are checking of IDs and wrist banding/marking of attendees.

L. At the entrance, IDs will be checked and all guests over 21 years of age will receive a

wristband; all guests under the age of 21 will be marked or stamped.

M. All Third- party establishments must be closed to the general public during fraternal events or the

establishment must have multiple rooms that are able to be designated specifically for the

chapters involved.

N. Reasonable amounts of food and non-alcoholic beverages (bottled water

and other drinks in closed containers) must be provided for guests

O. Departing guests will be monitored to assure that guests have a safe means of

transportation.

P. All events must end no later than 2 a.m.

Q. No event may last for more than five hours.

IV. Requirements for Social Events with Alcohol -BYOB

A. The chapter must fill out an social mixer event registration form.

B. No members, collectively or individually, shall purchase for, serve to, or sell alcoholic

beverages to anyone under the age of 21.

C. No one under the age of 21 may consume or possess alcohol. If guests appear visibly

intoxicated, they will not be served.

D. All social events where alcohol is present must have one sober monitor from the chapter for

every 10 people present. Sober monitors are responsible for ensuring that all attendees have safe transportation to and from the event. New members cannot serve as monitors.

* Monitors are charged with regulating social events and maintaining the risk management policy of the chapter(s) involved.
* Monitors are not to consume alcohol for a reasonable amount of time prior to and during the social event.
* If the event is co-sponsored between a fraternity and sorority, both male and female

monitors must be used to ensure the safety of all guests and that all applicable rules

are applied to men and women equally.

* Chapter presidents and social chairs should limit their use of alcohol (if consuming at

all) during social events so that they can, along with the monitors, ensure that a safe

social environment is maintained.

* Monitors have the right to deny access to the event to anyone they think is already

impaired by alcohol or other drugs, even if the person is on the invitation guest list.

F. An attendance list is mandatory for all social events with alcohol. This list will be

used to facilitate sign-in at the entrance of the event. Anyone not on the list must be

turned away.

-Invitation guest lists should be made 24 hours prior to the event. After this time, no substitutions or add-ons are permitted.

G. Door monitors (chapter members). Door monitors are responsible for any

alcohol entering or leaving the event, the signing in of all guests, and making sure they

are checking of IDs and wrist banding/marking of attendees. Door monitors may not be new members

H. At the entrance, IDs will be checked and all guests over 21 years of age will receive a

wristband; all guests under the age of 21 will be marked or stamped. IDs are checked by older, initiated members, not new members

I. Location must be closed to the general public during event

J. Reasonable amounts non-alcoholic beverages (bottled water

and other drinks in closed containers) must be available

K. Departing guests will be monitored to assure that guests have a safe means of

transportation.

L. All events must end no later than 2 a.m.

M. Several exits must be available due to fire codes and laws; however, exits cannot be

used as entrances.

N. The following stipulations apply per person for a typical four-hour function:

- Maximum of six (6), twelve (12) ounce cans / plastic bottles of beer / wine coolers /

malt beverages.

* No cases, twelve-packs, or other alcohol containers larger than six 12 oz. beers or wine coolers
* No kegs or hard alcohol
* No shots or other activities that encourage inappropriate drinking

behaviors

V. No fireworks or explosives may be at an event.

IV. Social Event Notification

A. Each named chapter sponsoring an event, regardless of the location, is held responsible for

all persons attending. All sponsoring groups shall follow their (inter)national policy to

determine if they may sponsor an event.

B. Social Mixer Event Notification Forms must be submitted to the Office of Student Life ideally one (1) week (7 days) in advance of social events.

V. Violations and Enforcement

Chapters that violate this policy are subject to sanctions set forth by the Office of Housing and Student Life and the university judicial procedure.

VI. Forms

1. Social Mixer Event Forms must be submitted the week of the event.
   1. Chapter presidents will receive an email confirming that an event has

been registered for their chapter.

* 1. Wristbands are available if needed from the Office of Student Life. Failure provide proper monitoring at vents may result in the cancellation of your social(s).

1. Final Guest List must be submitted by 4:00 p.m. the day before the event via
   1. You must put first and last name in all spots requiring a name. You may not put TBA