



RISK MANAGEMENT GUIDELINES

James B. Chavis Center at the University of North Carolina Pembroke (UNCP) believes that all members of our recognized student organizations have the right to a safe, legal, inclusive, and responsible environment.

The purpose of this guidance is to provide concise standards for chapters and councils at the campus level and shall be supplementary to inter/national policies, University policies, and all federal, state, and local laws. This guidance was created in adherence with university policies and supports the North-American Interfraternity Conference (NIC) Alcohol & Drug Guidelines. All UNCP students and recognized student organizations must comply with all relevant policies including [Student Code of Conduct Regulation](#) and the [Student Organization Handbook](#). The Code of Conduct applies to students and student organizations both on and off campus.

Each organization is responsible for educating its members, prospective members, and guests about this guidance and for enforcing this guidance during its activities. Organizations are expected to use internal processes and inter/national procedures to maintain a high level of accountability. James B. Chavis Center is available to provide additional support for understanding and adhering to this guidance.

Alcohol & Drugs

UNCP student organization sponsored activities that include alcohol, or for activities sponsored by other organizations in which UNCP student organizations participate/attend that include alcohol, must adhere to Code of Conduct. Further, all participants and third party vendors must follow all state and federal laws and regulations.

Definitions:

Social fraternities and sororities are those organizations (most recognized as single gender) that provide students with a social atmosphere while establishing standards in academics, philanthropy, community service and education. These organizations are exclusive (used to denote attaining membership in only one organization) and are initiatory by historical standards.

- Chapter/Organization: Any fraternity or sorority that is a recognized and registered organization through CEL.
- Third Party Vendor: Any venue, facility, or legal alcohol provider that services activities (e.g., restaurant, bar, caterer, etc.).
- Bring Your Own Beverage (BYOB): Any activity where participants are invited to procure their own alcohol for their own personal consumption.

- Cash Bar: Any activity where a third party vendor is providing alcohol that costs the consumer per beverage.
1. The chapter/organization, members and guests must comply with all federal, state, provincial and local laws. No person under the legal drinking age may possess, consume, provide or be provided alcoholic beverages.
 2. The chapter/organization, members and guests must follow the federal law regarding illegal drugs and controlled substances. No person may possess, use, provide, distribute, sell and/or manufacture illegal drugs or other controlled substances while on university grounds, chapter/organizational premises or at any activity or event sponsored or endorsed by the chapter/organization.
 3. Alcoholic beverages must either be:
 - a. Provided and sold on a per-drink basis by a licensed and insured third party vendor (e.g., restaurant, bar, caterer, etc.); or
 - b. Brought by individual members and guests through a 'bring your own beverage ("BYOB") system'. The presence of alcohol products above 15% alcohol by volume ("ABV") is prohibited on any chapter/organization premises or at any event, except when served by a licensed and insured third party vendor.
 4. Common sources of alcohol, including but not limited, bulk quantities, kegs and cases, which are not being served by a licensed and insured third party vendor, are prohibited (i.e., amounts of alcohol greater than what a reasonable person should consume over the duration of an event).
 5. Alcoholic beverages must not be purchased with chapter/organizational funds or funds pooled by members or guests (e.g., admission/cover fees, collecting funds through digital apps, etc.).
 6. A chapter/organization should not co-host or co-sponsor, or in any way participate in, an activity or event with another group or entity that purchases or provides alcohol.
 7. A chapter/organization should not co-host or co-sponsor an event with a bar, event promoter or alcohol distributor; however, a chapter/organization may rent a bar, restaurant, or other licensed and insured third-party vendor to host a chapter/organization event.
 8. Attendance by non-members at any event where alcohol is present must be by invitation only. Attendance at events with alcohol must not exceed local fire or building code capacity of the chapter/organizational premises or host venue.
 9. Any event or activity related to the new member joining process (e.g., recruitment, intake, rush, joining ceremonies, etc.) must be substance free. No alcohol or drugs may be present if the event or activity is related to new member activities, meetings, or initiation into an organization, including but not limited to "bid night," "big/little" events or activities, "family" events or activities and any ritual and/or ceremony including but not limited to tap-ins and new member presentations ("new member reveals, coming out shows," "probates," etc.).
 10. The chapter/organization, members or guests must not permit, require, encourage, coerce, glorify or participate in any activities involving the rapid consumption of alcohol, such as drinking games.

Chapters must follow their HQ guidance and/policy around alcohol at chapter sponsored events. Chapters must uphold whichever set of guidelines and/or policies are more stringent.

Bias, Harassment, & Human Dignity

The University is committed to maintaining a safe and non-discriminatory learning, living, and working environment for all members of the University community. Fraternities and sororities, as members of the University community, are expected to maintain an atmosphere of safety and mutual respect in which people can participate without fear of discrimination, discriminatory harassment or interpersonal violence.

1. No chapter shall tolerate or condone any form of sexist or sexually abusive behavior on the part of its members, whether physical, mental, or emotional. This is to include any actions, activities, or events, whether on chapter premises or an off-site location, demeaning to another human being including but not limited to verbal harassment and sexual assault by individuals or members acting together.
2. The employment or use of strippers, exotic dancers or similar, whether professional or amateur, at a chapter event is prohibited.
3. No chapter shall sponsor or endorse any activity or behavior that negatively targets or intimidates an individual or group due to race, ethnicity, ancestry, national origin, religion, gender, sexual orientation, gender identity or expression, age, physical, mental, or intellectual disabilities, as well as past/present history of mental disorders. This includes, but is not limited to, event themes, graffiti or images that harass or otherwise create a hostile environment for individuals or groups due to the above characteristics. Discriminatory actions are not tolerated at UNCP and individuals who are victims of harassment *are* protected through the Code of Conduct and North Carolina laws related to discrimination, harassment or intimidation based on bigotry or bias.

Hazing

Fraternities and sororities, as values-based organizations, are expected to provide experiences that mirror the mission of the University and support the well-being of students at all levels of membership.

1. No chapter, colony, student or alumnus(a) shall conduct or condone hazing activities.
2. UNCP defines hazing as "any action taken or situation created intentionally or unintentionally, with or without consent of the person being hazed, whether on or off campus, 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; scavenger hunts; road trips; wearing of apparel which is conspicuous and not normally in good taste; engaging in public stunts; morally degrading or humiliating games and activities; and any other activities which are

not consistent with academic achievement, fraternal law, ritual or policy, or the regulations and policies of UNC Pembroke, or North Carolina state law.”

3. James B. Chavis Center at UNCP requires that each chapter:
 - a. Adhere to the Chapter Growth and New Member Guidelines;
 - b. Have each member sign and submit the [F/S Community Agreement](#) form (via BraveConnect) annually by September 12 regardless of their intent to intake new members; and
 - c. Have new/associate members read, sign, and submit the [New Member Agreement](#) form (via BraveConnect) each semester it completes new member education.

Chapters should actively and continually educate and inform their members, including new/associate members, about hazing including any resources provided to them through our office and their inter/national organization.

Insurance

All recognized fraternities and sororities are required to provide a certificate of insurance to the University evidencing the following:

1. General Liability insurance for bodily injury and property damage with a minimum of \$1,000,000 in Combined Single Limit.
2. The General Liability insurance must include Host Liquor Liability coverage.
3. The General Liability insurance must name “University of North Carolina at Pembroke” as an additional insured and the certificate should state that the insurance coverage is primary over other collectible insurance.

Incident and Policy Violation Reporting

- **Incidents** that violate the Student Code of Conduct should be reported to the Office of Student Conduct in [Maxient](#).
- **Guideline violations** should be reported to James B. Chavis Center at cel@uncp.edu.