C. Social Event Registration and Policies

(Beginning August 2015) All Social Greek organizations must adhere to the following social event policies. Failure to follow these policies may result in judicial charges by the Office of Judicial Education or sanctions by the Office of Campus Life.

A social event is any event organized solely and independently by the chapter for its members and guests that is separate from official university coordinated events such as homecoming, council led recruitment events, intramurals, bear fair, etc. Examples of social events that would require registration include mixers, date events, functions at local restaurants or nightclubs and formals. Organizations do not have to register service oriented or leadership events, or regular business meetings unless there exists a social component in any shape, form, or manner. If a group is unsure whether an event should be registered, they should check with the Office of Campus Life.

All on campus events whether inside or outside must abide by Mercer University Student Code of Conduct, housing handbook regarding noise, event times and music. Please note that Mercer has a 24-hour courtesy policy.

The following criteria would be used to evaluate if an event is a chapter event:

1. The event is paid for by the chapter (with chapter funds or donations)
2. The event is endorsed by the chapter in any shape, form, or manner;
3. The event is advertised on social media, email or on paper as a chapter event
4. The chapter Executive Board has knowledge of, and/or is present, at the event;
5. 50% or more of the chapter membership is in attendance;
6. The average person would associate the event with the organization in question.

Alcohol:

In accordance with the Student Code of Conduct, the possession and/or consumption of alcohol beverages, including empty containers or alcohol paraphernalia, is prohibited on Mercer University property and/or at University-sponsored events. Organizational events that occur off campus are not considered University-sponsored events and are the sole responsibility of the host organization and its members. It is the event host’s responsibility to implement a sound risk management plan and ensure all social events taking place where alcohol is present conform to the following standards:

1. The possession, sale, use or consumption of alcohol beverages during a student organization event, in any situation sponsored by the student organization, or at any event an observer would associate with the student organization, must be compliant with all applicable country, federal, state, or local laws.

2. All chapters are expected to abide by national office and FIPG (Fraternal Information and Programming Group) social event guidelines. This includes but is not limited to the following:
   a. Responsible Event Monitors
   b. Third Party Vendor or BYOB only (bring your own beverage)
   c. NO Common Source Alcohol
   d. Guest lists with ID checks at the door
   e. Wrist bands for of age guests
   f. Appropriate security
   g. Guest limits
   h. Alcohol service time limits for third party vendors
   i. Appropriate safe travel arrangements to and from the event.

Note: this list is not exhaustive. Please refer to www.fipg.org for a full list.
3. All responsible event monitors must have attended at least one Title IX/Bystander sessions per year and must be a fully initiated member of the chapter. There should be two event monitors per 50 people at all events.

4. All events must be registered with the Office of Campus Life. By registering the event, the organization is acknowledging responsibility for compliance with this policy (including all FPIG policies). The Office of Campus Life is not charged with monitoring the event, but may investigate with other university agencies (i.e. Mercer Police) or law enforcement, violations of the law or university policy that occur at any event.

**Registration Process:**

1. Chapters must complete and submit to the Office of Campus Life a social event registration form a minimum of seven days in advance of ANY social event on or off campus. Forms can be found on the Campus Life website under Greek Life –Resources. (www.mercer.edu/greek)

2. Chapter must receive approval before the event is to be held. Events are not considered approved without this form being properly submitted and signed off by the Office of Campus Life. Chapter advisors must be notified of each event and must approve of the event in advance.

**Incident Reporting:**

In the event of an incident (injury, policy or law violation, etc.) during or after the event, chapters should immediately report the incident to Mercer Police (478-301-2970) then follow up with the council advisor the next business day. The Chapter President (or member of the executive board) should report the incident with all available information, and a list of individuals (and contact numbers) in attendance at the event to Mercer police immediately as well as to University officials the next business day.