Section 1  Standing Rules Purpose

These Standing Rules are to be given to each member, who will read them and place them in her member notebook. Every chapter and chapter member must adhere to Standing Rules as they do any constitutional provision. Failure to do so is sufficient reason for a chapter or a member to be subject to disciplinary action as outlined in the Constitution and Bylaws and Policies & Procedures. Further, no chapter may have standing rules, by-laws or policies in conflict with the International Constitution and Bylaws or Policies & Procedures.

The following document includes our Standing Rules that are Risk Management-Related:

- Section 2/Alcoholic Beverages
- Section 4/Hazing
- Section 5/Human Dignity
- Section 6/Illegal Acts
- Section 10/Risk Management

Section 2    Alcoholic Beverages

A. No alcoholic beverages may be stored, served or consumed in Alpha Phi chapter houses or lodges or in any other property owned, controlled or maintained by an Alpha Phi chapter.

B. Alcoholic beverages may not be sold or served by Alpha Phis at Alpha Phi sponsored events. An “Alpha Phi sponsored event” is any activity bearing Alpha Phi identity. As examples, such an identity will exist where an invitation, written or oral, is issued in the name of Alpha Phi, where the event is financed, in whole or in part, by Alpha Phi funds, or where the event is organized or administered, in whole or in part, by representatives of Alpha Phi. This includes so-called “pre” and “post” parties.

C. Alpha Phi chapter funds may not be used to purchase alcoholic beverages for collegiate functions. Funds may be used to purchase food and non-alcoholic beverage service from an outside commercial establishment for a chapter function. The purchase or use of a bulk quantity or common sources of such alcoholic beverage (i.e. kegs, cases, trash can punch, etc.) is prohibited.

D. Collegiate chapters shall not sponsor or co-sponsor any function with any distributor of alcoholic beverages or any brewing company, or lend its name to any activity or item which significantly identifies a brewing company or its distributor. This restriction applies to all activities without limitation.

E. Alpha Phi collegiate chapters will co-sponsor functions at fraternity facilities only if those functions are alcohol-free.

F. Open parties, meaning those with unrestricted access by non-members of the fraternity without specific invitation, where alcohol is present, shall be prohibited.

G. No member shall permit, tolerate or participate in drinking games.

H. No alcohol shall be present at any new member activity of the chapter.

I. Alpha Phi strongly discourages philanthropic events where alcohol is provided, distributed or allowed. Any proposed philanthropic event with a social component of alcohol must be approved by the Fraternity’s Executive Director or her designee in accordance with Alpha Phi International risk management policies.
J. Proof of a certificate of insurance from a third party vendor is recommended in the following circumstances (per M-J Insurance):

- When renting an establishment = General Liability coverage for $1,000,000 minimum
- When an establishment is providing alcohol related services = Liquor Liability coverage for $1,000,000 minimum and Workers’ Compensation coverage
- When hiring a bus company for group transportation = Automobile Liability coverage for $1,000,000 minimum

K. Subject to the specific restrictions set forth above, alcoholic beverages may be served at Alpha Phi sponsored events if a chapter decides to do so, but it is the responsibility of the chapter to see that appropriate standards of conduct are maintained at all times and to ensure that any such activity complies fully with all applicable federal, state, provincial, local and university laws, ordinances and regulations. Members of the Advisory Board and other Fraternity representatives will be available to provide information and advice about potential liability and possible specific precautions, but ultimate control over and responsibility for the use of alcoholic beverages at Alpha Phi sponsored functions rest with the chapter. Individual officers and members of the chapter may be legally responsible for any injury or damage resulting from the improper use of alcoholic beverages at such events.

L. All chapters should investigate thoroughly the possibilities for sponsoring functions that do not depend upon alcoholic beverages as a motivating factor or a key ingredient. Whenever alcoholic beverages are made available at an Alpha Phi sponsored event, non-alcoholic beverages and food must also be made readily available. When alcoholic beverages are used, special attention should be given to preventing minors from being served or having ready access to alcohol. Precautions should also be taken to minimize the possibility that anyone consuming alcohol at an Alpha Phi sponsored event will drive an automobile, or engage in any other similarly hazardous activity, while intoxicated. The Fraternity prefers a licensed bartender, fully covered by his/her own liability insurance, to serve any alcohol consumed at an Alpha Phi sponsored or co-sponsored event.

M. A BYOB (“bring your own beverage”) policy under which chapter members of legal drinking age and guests of legal drinking age are permitted to purchase alcoholic beverages and bring them to certain Alpha Phi-sponsored collegiate events can satisfy the requirements set forth above if accompanied by adequate measures to supervise and control the consumption of alcoholic beverages at such events. However, a BYOB policy with respect to alcoholic beverages would be inappropriate and potentially dangerous if it is perceived as a general invitation or authorization to bring and consume alcoholic beverages and is accompanied by little or no chapter supervision and control over problem drinking, including drinking by members and guests who are not of legal drinking age.

N. Off-Campus or Overnight Parties

I. Alpha Phi International Fraternity supports the National Panhellenic Conference’s resolution regarding out-of-town or overnight parties.

Alpha Phi recognizes that the position in which we place our members ethically and financially during an overnight party is not a responsible one. Alpha Phi shall not sponsor an event that involves the rental of overnight accommodations for their members and their dates. No sleeping rooms shall be rented by individuals (member or guest) for the chapter to use before, during or after the party.
2. An off-campus party may be held ONLY if there is NO OTHER OPTION AVAILABLE. If there is an off-campus party, the following guidelines must be followed.

a. Buses or other public transportation will be hired at chapter cost and no member of Alpha Phi will drive said transportation. All modes of transportation will be operated by a licensed and insured third party. All attendees and dates will ride the buses or other public transportation to and from the party.

b. The buses or other public transportation must go directly from the original point of origin (i.e. chapter house, lodge, dorm, campus parking lot) to the location of the function and directly back to the original point of departure.

c. There will be NO alcoholic beverages on the buses or other transportation.

d. All attendees will return at the conclusion of the event on the buses or other transportation – no one shall stay overnight.

e. No sleeping rooms will be rented by individuals (members or guests) for the chapter to use before, during, or after the party.

e. Alpha Phi does not allow chapters to hold chapter functions of any kind in any country other than the chapter’s country of residence.

All of the above statements, regarding alcohol, are in compliance with FIPG Risk Management policy.

FIPG = Fraternal Information & Programming Group. 45 men’s and women’s fraternities have adopted the FIPG risk management policy. A copy of the manual can be found at www.fipg.org.

POSITION STATEMENT ON STANDING RULE: ALCOHOLIC BEVERAGES

The purposes of the Standing Rule on Alcoholic Beverages are to establish certain basic restrictions of chapter use of alcoholic beverages and to define the relationship between Alpha Phi International Fraternity and its chapters with respect to control over the use of alcoholic beverages at local Alpha Phi events. Although the Fraternity does impose certain limitations and requirements as to the use of alcohol by chapters, the role of the Fraternity in this area of chapter activity is quite limited.

Basic Restrictions on Chapter Activities

Two of the restrictions imposed by the Fraternity relate to the use of Alpha Phi chapter facilities or funds. The rule provides that alcoholic beverages may not be stored in Alpha Phi chapter facilities or served or consumed at any collegiate function in any Alpha Phi chapter facility. The rule also generally prohibits the use of Alpha Phi chapter funds to purchase alcoholic beverages for collegiate functions, but that prohibition is subject to an important exception. That exception, which relates to purchasing food and beverages service from a reputable commercial establishment which will have exclusive control over any funds to support special functions (such as a formal dinner/dance) which would typically be held at a restaurant, country club or hotel and which could include the serving of alcoholic beverages through the normal channels operated by that licensed establishment. That exception to the general prohibition is not to be regarded as authorizing the use of a contrived relationship with a commercial establishment as a
subterfuge to justify the use of chapter funds to purchase alcoholic beverages for other types of collegiate functions.

Four additional restrictions which have a bearing upon chapter use of alcoholic beverages are that (1) all Alpha Phi activities must comply with restrictions imposed by law or university or college regulations, (2) all Alpha Phis must maintain appropriate standards of personal conduct, (3) whenever alcohol is made available at an Alpha Phi event, other types of beverages must also be offered, and (4) no Alpha Phi may sell or serve alcoholic beverages at an Alpha Phi function. The reasons for implications of those restrictions should not require any additional comment.

In keeping with the National Panhellenic Conference Resolution: Product Identification, Alpha Phi chapters may not sponsor or co-sponsor any function with any distributor of alcoholic beverages or brewing company, or lend its name to any activity or item which significantly identifies a brewing company or its distributor. This restriction applies to all activities without limitation.

Chapter Control and Responsibility

Within the limits established by the basic restrictions and requirements described above, ultimate control over and responsibility for chapter social activities, including the possible use of alcoholic beverages, rest with the chapter. Representatives of the Fraternity, including members of the chapter Advisory Board, are available to advise the chapter regarding its social program, including the possible use of alcohol; but participation by Fraternity representatives in approving and implementing specific plans for particular local social events is not appropriate or feasible. Chapter compliance with the few basic restrictions established by the Fraternity will be monitored through the normal chapter review and evaluation procedures.

Potential Liability of Chapter Officers and Members

Because the decisions about whether and in what manner to make alcoholic beverages available at an Alpha Phi event are to be made by each chapter, subject to the fundamental restrictions established by Fraternity, it is important for all chapter officers and members to recognize the very serious liability risks associated with serving alcoholic beverages. The specific rules as to legal liability vary somewhat from state to state, but some general principles will apply in many states. First, it is important to realize that the officers or other members directly in charge of such an activity may be held individually liable to an injured party for negligence or other improper conduct in the handling of alcoholic beverages. Furthermore, even a member who does not participate directly in the planning or conduct of an event could possibly be held liable simply by virtue of belonging to the group that sponsors the activity.

Second, perhaps the most serious liability risk relates to the possibility of alcohol being made available to minors or underage adults. Not only may such action subject the responsible individuals to criminal penalties, but civil liability for any resulting injuries or damage may be virtually automatic, whereas the provider of alcoholic beverages to an adult in a social setting normally has considerably less exposure to liability. It is, therefore extremely important that the chapter as a whole, take precautions against alcohol beverages being made available to anyone who is not of legal drinking age.

A third aspect of liability exposure relates to the availability of insurance coverage. The Master Insurance Plan maintained by the Fraternity for herself and her chapters includes liability coverage for individual officers and agents of the Fraternity and the chapters, including Chapter Advisors and chapter officers, for actions performed in the course of their official duties.

However, the liability insurance policy specifically excludes coverage for personal injuries resulting from an intentional violation of the law which an insured party commits or consents to. Therefore, if a chapter or certain individuals acting for or with a chapter violate both a local law and the Fraternity Standing Rule
by knowingly making alcohol available to underage drinkers, the individuals responsible could possibly find themselves liable for resulting injuries but without the benefit of insurance coverage. The disastrous consequences of such a situation should be apparent.

Chapter Policy on Alcoholic Beverages

In view of the major risks and responsibilities described above, this subject should be given thorough and thoughtful consideration by every chapter every year. For the benefit and protection of all members, it would be advisable to have the entire chapter membership participate annually in the formulation and approval of a chapter policy on alcoholic beverages and for each member to be reminded of the importance of faithfully observing and enforcing the policy.

The BYOB Concept

The concept of a BYOB (i.e., “bring your own beverage”) policy has been the subject of considerable discussion and rule-making efforts by various colleges and universities, and it appears likely that the concept will receive increasing attention in the foreseeable future. Accordingly, it is important that all Alpha Phi chapters understand the position of the Fraternity with respect to the BYOB concept.

The most important single point to bear in mind on this subject is that the BYOB label can properly be applied to a wide variety of policies and that the overall content of any particular policy or program must be examined carefully before drawing any conclusion about compliance with Fraternity standards. The BYOB concept can have very different implications in different situations, and no conclusion should be reached just on the basis of the label used to identify a particular program.

The BYOB label can properly be applied to any policy that prohibits the chapter from supplying alcoholic beverages and instead merely permits participants in a social event to bring their own alcoholic beverages for their own individual consumption. The basic BYOB principle that alcohol beverages will be paid for and supplied by individual members and guests rather than by an Alpha Phi chapter is clearly consistent with that element of the Standing Rule on Alcoholic Beverages which, in general, prohibits the use of Alpha Phi chapter funds to purchase alcoholic beverages for a collegiate function.

However, the BYOB label does not by itself shed any light on the question of supervision and control of the actual consumption of alcohol. In other words, some programs or procedures properly bearing the BYOB label can be consistent with the requirements and restrictions of the Fraternity Standing Rule on Alcoholic Beverages, while other programs including a BYOB element would not. For example, a form of BYOB policy which requires careful checking of the ages of participants and which provides for adequate continuing supervision of actual drinking, with realistic arrangements for intervening to prevent drinking by individuals who are not of legal drinking age or who are already intoxicated (e.g., through the use of hired security guards), would generally be consistent with the Standing Rule of Alcoholic Beverages. On the other hand, a BYOB policy which is essentially just an invitation for each participant to use his or her own judgment, and which implies that the chapter is taking a “hands-off” approach to drinking behavior, will generally not be an effective, appropriate method of complying with the Standing Rule on Alcohol Beverages because of the absence of adequate supervision and control to minimize the likelihood of violations of the rule.

If a particular chapter is invited or required by its college or university or by its local Panhellenic Conference to agree to any specific policy and/or procedure with respect to the purchasing and consumption of alcoholic beverages, the chapter should not be misled by any mere label such as BYOB but should study carefully the specific policy and/or procedure in question to determine whether they are consistent with the Standing Rule on Alcoholic Beverages. Fraternity representatives will be happy to assist in examining and evaluating any particular program.
Section 4 Hazing

A. Definition

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

B. Procedure

The Director of Collegiate Membership or her designee will investigate any report of hazing by any member. Confirmation of such activity will be followed by disciplinary action determined by the Director of Collegiate Membership, as outlined in the Constitution and Bylaws and Policies & Procedures. The disciplinary action may include termination of membership in Alpha Phi for individuals involved in hazing or charter removal for chapters involved in hazing activities.

POSITION STATEMENT ON STANDING RULE: HAZING

Alpha Phi is a sisterhood founded on mutual love, respect, and dedicated to the pursuit of the highest ideal of womanhood. Membership in Alpha Phi is an opportunity for college women to develop educationally, emotionally, physically and socially in a safe environment. To this end, the sisterhood provides the programs, the support, and the lasting friendships what foster this growth. All members of Alpha Phi are to be treated with dignity and respect.

An uninitiated member is not expected to “earn” her membership by doing the bidding of the initiated members of the chapter. The time prior to initiation is a time for learning the values of the Fraternity as well as the obligations and rewards of membership. Any activity that does not positively enhance the development of an uninitiated member in both form and result is hazing.

Certain activities are easily identifiable as hazing. Other activities, such as scavenger hunts, may not be recognized as hazing. However, those activities, although they may be traditional, do constitute hazing.

While a comprehensive list of hazing activities is not possible, the following questions should be asked to determine if a particular activity is hazing:

1. Is there alcohol involved?
2. Is this an activity you would be embarrassed to explain to a school administrator?
3. Is this an activity you would be embarrassed to explain to your parents?
4. Is this an activity you would be embarrassed to undertake yourself?
5. Is the intent of the activity to embarrass or humiliate your sisters?
6. Will the Manager of New Member Orientation feel she needs to “warn” the uninitiated members about this activity?
7. Are you requiring uninitiated members to participate in this activity because “you had to do it”?

If the answer to any question is “yes” or if there is a doubt, the activity should be abandoned.

The possible severity of the punishment outlined in this Standing Rule indicates the sincerity of Alpha Phi International Fraternity’s desire to eliminate hazing.
Section 5     Human Dignity

Alpha Phi has, since inception, encouraged each member to strive for self-respect and self-knowledge in an effort to foster the personal development of each member. Under Title IX of the Education Amendments of 1972 – 20 U.S.C. Section 1681 (a)(6)(A), Alpha Phi, as a social fraternity, is exempt from the single sex provisions. Alpha Phi supports the concept of equality and is committed to building a society where human judgments are based on merit. Alpha Phi does not discriminate in membership practices on any basis other than sex. Alpha Phi firmly repudiates actions and statements that negate the concepts of self-respect, personal development, equality and dignity. In the pursuit of the highest ideal of womanhood, each Alpha Phi member shall be a positive influence as a Greek, campus, and community leader.

Alpha Phi expects that:

A. Each chapter will decline to participate hazing.
B. Each chapter will afford its members the opportunity to be informed about issues facing collegiate women.
C. Each chapter will decline to participate in activities degrading and demeaning to women, men, or persons with disabilities.
D. Each chapter will decline to participate in activities based in any negative manner on religion or race.
E. Each member will decline to join any fraternity auxiliary group, such as being a “Big Sister” or “Little Sister” for other fraternity members.
F. Each member will practice “WATCHCARE” and be responsible for her own actions as well as the actions of her sisters.

Section 6     Illegal Acts

A. Criminal Acts

Upon the arrest of a member for any criminal act, the Judiciary Board will promptly hold a hearing, in accordance with the normal disciplinary rules of the chapter, to consider the circumstances of the arrest. Attendance of the Chapter Advisor at that hearing is mandatory. If the Chapter Advisor is not available, she will determine another Advisor or alumna to be present. In the vacancy of a Chapter Advisor, the Director of Collegiate Membership will determine an alumna to be present. If the Judiciary Board determines that the conduct of the arrested member constitutes cause for discipline, the Judiciary Board will place the member on probation. Terms of probation will be determined by the Judiciary Board with the approval of the Chapter Advisor.

B. Felonies

Upon the conviction of a member for a felony, her membership is terminated. However, prior to final action to terminate the convicted member shall have the opportunity to be heard in her own defense before the International Executive Board either in person or in writing. A member who desires a hearing must inform the Director of Collegiate Membership within one month of the date of the notification of termination. All membership privileges and financial obligations are suspended until the determination of the hearing. By sending the appropriate form to the Director of Collegiate Membership, the chapter shall request that the International Executive Board terminate membership.

C. Misdemeanors
Upon the conviction of a member for a misdemeanor, her membership may be terminated upon initiation of proceedings as provided in the Constitution and Bylaws and Policies & Procedures with the right to be heard in her own defense as stated above. By sending the appropriate form to the Director of Collegiate Membership, the chapter shall request that the International Executive Board terminate membership.

D. Possession/Distribution of Drugs & Narcotics

Members shall be subject to disciplinary action, including possible dismissal from the Fraternity, for illegal use, distribution, or possession of controlled substances on Alpha Phi owned or occupied property or at Alpha Phi sponsored functions.

E. Procedures in the Event of Probable Cause

If there is reason to believe that any member of an Alpha Phi chapter has committed a criminal act, with the greatest discretion, the following procedures are recommended:

1. The collegiate Vice President Program Development shall be notified privately and immediately. She should have an interview with the member in question to determine the validity of the suspicion.

2. If the collegiate Vice President Program Development decides there is reason to continue the investigation, she shall notify the Chapter Advisor. If there is no Chapter Advisor, the collegiate Vice President should contact the Alpha Phi International Executive Office.

3. The Chapter Advisor will inform the Alpha Phi International Executive Office of the situation and keep the Alpha Phi International Executive Office informed throughout the proceedings.

4. The member will appear before the Judiciary Board that will determine the validity of charges and, with the approval of the Chapter Advisor, any possible consequences. Attendance of the Chapter Advisor is mandatory. If the Chapter Advisor is not available, the Director of Collegiate Membership will determine another Advisor or alumna to be present.

5. If a second offense is proven, termination is automatic, and the Chapter will request that the International Executive Board terminate membership by sending the appropriate form to the Alpha Phi International Executive Office.

and abide by the statement in its entirety.

Section 10 Risk Management

Alpha Phi’s primary concern is for the physical, psychological, and emotional well being of each member, especially those who are collegiate members. In order to reduce the risk of liability or injury to individual members, chapters, and the international organization:

A. All chapters, collegiate and alumnae, shall abide by all local, state, provincial, and national laws.

B. All chapters, collegiate and alumnae, shall abide by the Alpha Phi Constitution and Bylaws, Policies & Procedures, and Collegiate Chapter Operations Manual (CCOM), with special attention to those sections related to risk management. Among these are:

   Standing Rule: Alcoholic Beverages
Standing Rule: Illegal Acts
Standing Rule: Hazing

Policy: Off-Campus or Overnight Parties
Policy: Member’s Right to Privacy
Policy: Campus Raiding

C. All Collegiate Chapters shall complete and analyze an Event Planner Form, as outlined in the Program Development Manual, for each chapter-sponsored event.

D. All Collegiate Chapters shall establish an emergency procedure, as outlined in the Program Development Manual and in the Emergency Procedures section of the Policies & Procedures, and shall ensure that all members are aware of this procedure.

E. All Collegiate Chapter programming shall include risk management education, with special emphasis on reducing and managing risk related to alcohol, illegal acts, personal safety, harassment, hazing, visitation, off campus or overnight parties, and campus raiding.

F. Alpha Phi prohibits participation in chapter events held by, co-sponsored with, or at the invitation of fraternity, sorority or other campus organizations whose recognition has been withdrawn by the host institution or governing organization because of disciplinary or risk-management reasons.