

# THE PANHELLENIC APPENDIX to THE ALL GREEK SOCIAL CODE

*Adopted November 2009*

*Amended October 2018*

## 1. General Rules

- a. Any social, philanthropic, or alumni events hosted by chapters of the Panhellenic Council will be held accountable to the policies set forth in the All Greek Social Code and the Panhellenic Appendix.
  - i. If an event involves chapters from more than one council, they will be held accountable to the policies set forth in the All Greek Social Code and the respective Appendices of each participating council.
- b. All recruitment events shall be non-alcoholic. Panhellenic reserves the right to set the official dry recruitment dates for its council for Fall Formal Recruitment and Spring Informal Recruitment (COB/COR).
- c. There must be sufficient non-alcoholic beverages (i.e. soda, flavored water, juice) and food (i.e. pretzels, sandwiches, cookies) at all events where alcohol is served for the number of guests at the event.
- d. For each event, the sponsoring chapter shall designate one person to be the contact person and representative for the event.
  - i. This person shall be either the chapter's President, Social Chair, or Risk Manager.
  - ii. This person must be sober for the entirety of the event.
- e. Chapters shall abide by the University Recognition Agreement and City Ordinances by not holding social events on Sundays, Mondays, Tuesdays, Wednesdays, or on-site events on Thursdays.
- f. When hosting an event, it is the responsibility of the host chapter to ensure that the event venue is safe and complies with all City Ordinances and procedures. This may include, but is not limited to receiving proper permits and inspections prior to the event.
- g. Chapters shall register all social, philanthropic, and alumni events through [www.calgreeks.com](http://www.calgreeks.com) by 11:59 the Sunday prior to the event. If there is a problem with the proposed event, the Panhellenic VP of Risk Management will notify the host chapter. The chapter will then have 24 hours to correct this issue and resubmit the registration form.
  - i. If event registrations are not turned in by the deadline, the event will not be recognized by Panhellenic.
  - ii. The Social Update will be sent out each Thursday with the list of all registered events for that week.
- h. Chapters must only plan and participate in events with men's fraternities that are not suspended for reasons of misconduct and are in good standing with both their national organization and the University.

## 2. Off-Site Events

- a. For detailed guidelines on what constitutes an Off-Site Event and what general rules must be followed, please refer to the All Greek Social Code, Section VII.
  - i. For Off-Site alcohol distribution policy, please see All Greek Social Code, Section VII, Article E.
- b. If alcohol is being served at the event, a guest list must be submitted at least 24 hours prior to the start of the event to the Panhellenic VP of Risk Management. It must contain:
  - i. Name and chapter (if applicable) of each person attending, including persons from the host chapter.
  - ii. Total number of people attending.
- c. Invitationals/Date Parties
  - i. Are defined as a social event hosted by a chapter whose members are given a limited number of bids in order to invite guests. Admittance to this event is limited to those that possess bids.
  - ii. Chapters must use a security company or event management company approved by the Panhellenic Council.
  - iii. Transportation to and from the event must be provided by a third party vendor (i.e. security or event management company).
  - iv. A post-event summary must be submitted to the Panhellenic VP of Risk Management within a week of the event. This summary includes, but is not limited to, any injuries, damages, unanticipated events, and an evaluation of the management company (to include information regarding the security and transportation).
  - v. This summary will be kept confidential and will not include the name of the chapter submitting the form
- d. Exchanges
  - i. An exchange is defined as a social event in which guests are limited to the members of one sorority and the members of up to three other student organizations.
  - ii. Student organizations may include fraternity and sorority chapters, co-ops, and sports teams.
  - iii. Panhellenic chapters will not have exchanges with, accept "bids" from, or give "bids" to fraternities currently on IFC recognized social probation and/or those removed from chapter social calendars collectively, which will be determined at the collective discretion of the PHC Presidents.
  - iv. In the expression of these guidelines, the Panhellenic Council expects that member organizations are cognizant of their respective national organizational policies and expectations surrounding recognized and unrecognized groups, and those are respected and adhered to properly.
  - v. 12 or more members of a student organization constitutes the

- presence of said organization.
- vi. If the bylaws of a sorority chapter's define a chapter event as being a number other than 12 members, that number takes precedence.
- vii. An exchange is considered an Off-Site Event when it does not occur on the property of any of the groups involved. (i.e. sorority, fraternity, co-op, sports team housing facility)
- viii. Off-Site events include those held at campus facilities (i.e. Maxwell Field).

### 3. **On-Site Events**

- a. For detailed guidelines on what constitutes an On-Site Event and what general rules must be followed, please refer to the All Greek Social Code, Section VIII.
- b. Exchanges
  - i. For the definition of exchange, please see the Panhellenic Appendix Section II, Article D (1).
  - ii. An exchange is considered as On-Site when it occurs on the property of any of the groups involved (i.e. sorority, fraternity, co-op, sports team housing facility)
    - 1. Exchanges at a sorority chapter facility a. Alcohol may not be served
    - 2. Must end by 11pm □ at exchanges at a facility other than the sorority chapter facility

### 4. **Alumni/Parent Events**

- a. If the exchange is held at an IFC housing facility, and if alcohol is served, distribution must follow the BYOB policy. (See IFC Social Code Appendix Section III, Article F (3, b).)
- b. Must end by 1am. (See All Greek Social Code, Section VIII, Article D)
- c. An Alumni/Parent event shall be defined as a social event whose attendance is limited to alumni, parents, their families, and undergraduate chapter members.
- d. These events may be Off or On-Site.

### 5. **Philanthropy/Service Events**

- a. These events may be Off or On-Site. □ i. Off-Site: Please see All Greek Social Code, Section VII, Article G. ii. On-Site: Please see All Greek Social Code, Section VIII, Article E.
- b. All chapters will host a minimum of two philanthropy or service events per semester according to the UC Berkeley Academic Calendar.
  - i. All events must have prior approval by the VP of Philanthropy and be on the official Panhellenic Philanthropy Calendar
  - ii. A philanthropic or service event includes but is not limited to:
    - i. On-Site events raising money for philanthropic or

- non-profit organizations
- ii. Joint events with fraternities to raise money for philanthropic or non-profit organizations
- iii. Off-Site volunteer trips to benefit philanthropic or non-profit organizations or institutions

## 6. Education

- a. Chapters must comply with all education requirements set out in the All Greek Social Code, Section VI.
- b. A chapter may not host any events until its President, Social Chair and Risk Manager have attended the Social Risk Management Training. Please see All Greek Social Code, Section VI, Article A for details about Social Chair Training.
- c. All chapters must participate in a community development educational program each semester that focuses on diversity, inclusivity, or accessibility. The chapter must have 80% attendance, or attendance at multiple programs adding up to 80%. The programs may include the following subjects: gender equity, race/cultural sensitivity, cultural appropriation, disability awareness, sexism, femininity and masculinity, or any other topic that falls within the sphere of diversity, inclusivity, and accessibility.
  - i. If the program is not sponsored by Panhellenic, it must be approved before attendance will count toward the chapter's education requirement.
- d. All chapters must participate in a Sexual Assault/Violence Prevention Training each semester. The chapter must have 80% attendance, or attendance at multiple programs adding up to 80%, by the end of every semester according to the UC Berkeley Academic Calendar.
  - 1. All new members must have 100% attendance, or attendance at multiple programs adding up to 100%, by the aforementioned deadline.
  - 2. The program must be held by an approved organization or facilitator by the VP Health and Wellness. The VP of Health and Wellness will provide resources and guidelines for potential and pre-approved facilitators.
  - 3. Chapter must conduct a debriefing of the education event at the following chapter meeting and must submit a summary to the VP Risk Management by the next Panhellenic Delegates meeting.
  - 4. Failure to comply with this requirement will warrant a formal mediation with sanctions consistent with the degree of non-compliance.
- e. All chapters must participate in an Alcohol/Substance Education Training each semester. The chapter must have 80% attendance, or attendance at multiple programs adding up to 80%, by the end of every semester

according to the UC Berkeley Academic Calendar.

1. All new members must have 100% attendance, or attendance at multiple programs adding up to 100%, by the aforementioned deadline.
  2. The program must be held by an approved organization or facilitator by the VP Health and Wellness. The VP of Health and Wellness will provide resources and guidelines for potential and pre-approved facilitators.
  3. Chapter must conduct a debriefing of the education event at the following chapter meeting and must submit a summary to the VP Health and Wellness by the next Panhellenic Delegates meeting.
  4. Failure to comply with this requirement will warrant a formal mediation with sanctions consistent with the degree of non-compliance.
- f. All chapter must must participate in an Health Education Training each semester. The chapter must have 80% attendance, or attendance at multiple programs adding up to 80%, by the end of every semester according to the UC Berkeley Academic Calendar.
- i. All new members must have 100% attendance, or attendance at multiple programs adding up to 100%, by the aforementioned deadline.
  - ii. The program must be held by an approved organization or facilitator by the VP Health and Wellness. The VP of Health and Wellness will provide resources and guidelines for potential and pre-approved facilitators.
  - iii. Chapter must conduct a debriefing of the education event at the following chapter meeting and must submit a summary to the VP Health and Wellness by the next Panhellenic Delegates meeting.
  - iv. Failure to comply with this requirement will warrant a formal mediation with sanctions consistent with the degree of non-compliance.

## **7. Sustainability Requirements**

- a. All chapters must install efficient light and water systems/products
- b. All chapters shall provide reuse stations (i.e. reusable clothing bins, school supplies)
- c. All chapters must have clearly labelled and accessible trash systems for comst, landfill, and recycling available on every floor; e-waste collection must be offered

## **8. Disaster Preparedness**

- a. Chapters shall comply with disaster preparedness guidelines set out in the All Greek Social Code, Section IX.
- b. In order to fulfill the CERT requirement, attendance must be verified and

approved by the Panhellenic VP of Risk Management.

**9. Monitoring, Enforcement, and Accountability**

- a. Adjudication of any alleged violations of the All Greek Social Code and/or Panhellenic Appendix to the All Greek Social Code by Panhellenic chapters shall be conducted by the Panhellenic Judicial Committee.
  - i. If tangible evidence for a violation is not available and there is still suspicion that a violation is occurring/has occurred, the Judicial Committee will exercise the “Reasonable Person Test.” The “Reasonable Person Test” can be described as follows: “a test that can be applied on the basis of an intelligent non-expert person, that is a reasonable person, being put in a position able to consider the evidence that might have been available at a place or time .” (This description can be found here: <http://www.argospress.com/Resources/risk-management/reasonperson.htm>)
  - ii. The judicial process for violations of this nature shall be as follows:
    1. Upon the conclusion that a chapter has committed a violation, the chapter’s president will be given written notification by the Panhellenic Executive Vice President. After 24 hours, an Official Warning Letter will be sent to the Office of Fraternity and Sorority Life, the Office of Student Conduct, Chapter Advisor(s), and Chapter Headquarters.
    2. If violations continue to occur, the chapter will be requested to attend a Mediation.
      - a. Mediations will be used for chapter vs. chapter or Panhellenic vs. chapter accusations only.
    3. If violations continue to occur, the chapter will be requested to attend a formal Judicial Committee Hearing.
      - a. A chapter will go straight to a Hearing if a third party (i.e. BPD) is the accuser.
    4. Exact National Panhellenic Judicial Procedures can be found in the NPC “Green Book” or on the NPC website.
  - b. If Panhellenic chapters are witnessing problematic behavior with a specific IFC chapter, the level of Panhellenic chapter involvement with the IFC chapter in question may be voted on by the Panhellenic chapter presidents. The Panhellenic chapter presidents may decide to (1) educate their members on these concerns at their next chapter meeting, and/or (2) remove the IFC chapter from all Panhellenic social calendars. Which action(s) will be taken will be determined by majority vote (tie to be decided by PHC President). VP of Risk Management will then share this decision via email with Interfraternity Council Vice President of Risk Management and President of Fraternity Chapter that has been removed

for the calendar month, effective once email is sent.

- i. Social events include, but are not limited to, exchanges, accepting “bids,” philanthropy events, etc.
- ii. If concerns regarding an IFC chapter are decided to be shared amongst all general members at chapter meeting, all Panhellenic chapter presidents must send proof that these concerns were discussed within two weeks of notice to the Panhellenic Vice President of Risk Management.
- iii. If an IFC chapter is voted to be removed from all Panhellenic social calendars, Panhellenic presidents will have the opportunity to vote to re-include this fraternity in future events at the next month’s meeting. Further, the fraternity president will have the opportunity to write a letter to PHC chapter presidents, sent via PHC VP of Risk Management, outlining improvements in the chapter, to be shared at next meeting.

#### **10. Panhellenic Recommendations**

- a. These recommendations are based on the Something of Value program that was completed by chapters in 2008.
- b. Panhellenic recommends that each chapter host at least 2 non-alcoholic events, which may be philanthropic in nature.
- c. Panhellenic recommends that sisterhood events be non-alcoholic and without men.
- d. Panhellenic recommends that new member activities be non-alcoholic.
- e. Panhellenic recommends that women not participate in events with themes and/or names that are demeaning to women or any other group (race, religion, sexual orientation, etc.).

#### **11. Amendments**

- a. The Panhellenic Appendix to the All Greek Social Code may be amended by a majority vote of the Panhellenic Delegates Council.
- b. This document is to be reviewed by Panhellenic and Fraternity and Sorority Life each October to ensure that it is up to date.
- c. Amendments will become effective January 1 of the following year, unless otherwise stated in the proposal or decided upon by the Delegates Council.