FRATERNITY & SORORITY LIFE

Metropolitan State University of Denver

Chapter Leaders Manual

Developed by Fraternity & Sorority Life Student Coordinator Team – 01/2025

Introduction

Purpose

The purpose of this handbook is to serve as a comprehensive resource for members of Fraternity and Sorority Life at MSU Denver Auraria. It is designed to provide essential information, guidelines, and resources that will empower members to navigate their experience effectively and responsibly.

This handbook aims to foster a deeper understanding of the values and expectations of our Greek community, while offering practical tools for conducting organizational business, planning events, and enhancing member engagement. By utilizing the information within, members will be better equipped to uphold the principles of scholarship, leadership, service, and brotherhood/sisterhood that define our organizations.

We hope this handbook inspires you to take full advantage of your membership, contribute positively to our community, and develop skills that will benefit you both during your college years and beyond.

FSL Mission

Each chapter here at Auraria is working hard to redefine Fraternity & Sorority Life in our diverse, urban, community. Our chapters work collaboratively to promote our common values of Academic Excellence, Siblinghood, Campus Involvement, Leadership, Inclusivity, Ethics, Lifetime Loyalty, Service and opportunities to give back to the campus and Metro Denver communities.

Executive Summary

Inside this handbook, you will find detailed information on governance, event planning, risk management, and leadership development, alongside resources for academic success and community service. This handbook also outlines the expectations and responsibilities of membership, promoting accountability and integrity within our organizations.

By leveraging the insights and resources contained within this handbook, members will enhance their leadership skills, engage meaningfully with peers, and contribute positively to the campus environment. Ultimately, this guide aims to support members in building strong, successful fraternities and sororities that embody the core values of our community.

We encourage all members to refer to this handbook regularly and use it as a foundation for their Greek experience at MSU Denver.

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Organizations at Auraria

Recognized Organizations:

Auraria Campus is composed of multiple Greek Lettered Organizations that have come together to build a community and establish long lasting connections within each other. Our community is built together by 3 different councils: National Pan-Hellenic Council (NPHC), National Panhellenic Conference (NPC) and Multicultural Greek Council (MGC).

The Following Organizations are a part of Auraria's **NPHC**:

Organization	Chapter	National Founding Date	Chapter Charter Day
Alpha Phi Alpha (ΑΦΑ)	Delta Psi Lambda (ΔΨΛ)	December 4th, 1906	May 21st, 1949
Kappa Alpha Psi (ΚΑΨ)	Omicron Zeta (OZ)	January 5th, 1911	May 15th, 1999
Omega Psi Phi (ΩΨΦ)	Alpha Epsilon Theta (ΑΕΘ)	November 17th, 1911	April 9th, 2024
Delta Sigma theta (ΔΣΘ)	Zeta Pi (ZΠ)	January 13th, 1913	February 18th, 1939
Phi Beta Sigma (ΦΒΣ)	Delta Delta Sigma (ΔΔΣ)	January 9th, 1914	January 23rd, 1961

The Following Organizations are a part of Auraria's **MGC**:

Organization	Chapter	National Founding Date	Chapter Charter Day
Chi Upsilon Sigma (ΧΥΣ)	Gamma Zeta (ΓΖ)	April 29th, 1980	November 13th, 2021
Lambda Theta Nu (ΛΘΝ)	Eta (H)	March 11th, 1986	October 22nd, 1994
Sigma Lambda Beta (ΣΛΒ)	Xi Delta (ΞΔ)	April 4th, 1986	June 25th, 2011
Nu Alpha Kappa (NAK)	Alpha Gamma (ΑΓ)	February 26th, 1988	May 6th, 2017
Sigma Lambda Gamma (ΣΛΓ)	Upsilon Zeta (YZ)	April 9th, 1990	April 4th, 2023
Pi Lambda Chi (ΠΛΧ)	Beta (B)	March 5th, 1994	November 10th, 1997
Delta Xi Nu (ΔΞΝ)	Phi (Φ)	October 7th, 1997	October 28th, 2023

The Following Organization is part of Auraria's **NPC**:

Organization	Chapter	Founding Date	Chapter Charter Day
Sigma Sigma Sigma (ΣΣΣ)	Eta Pi (ΗΠ)	April 20th, 1898	January 27th, 2004

Expansion Vision and Policy

The vision of the Fraternity and Sorority Organization Expansion Policy at MSU Denver is to cultivate a vibrant and inclusive Greek community that reflects the diverse interests and values of our student body. We aspire to create an environment where new organizations can thrive alongside established fraternities and sororities, fostering leadership, service, and academic excellence. By ensuring thoughtful and strategic expansion, we aim to enhance the overall fraternity and sorority experience, empowering members to build lasting connections, promote positive campus engagement, and contribute meaningfully to the greater MSU Denver community. Together, we envision a dynamic Greek system that enriches the lives of all its members and leaves a lasting impact on the university.

Our Expansion Policy follows numerous guidelines which can be viewed here, MSU Denver CMEIFSL Expansion Policy , in which all potential organizations should follow to become part of the upcoming expansion plan in hope to gain recognized status here at Auraria Campus.
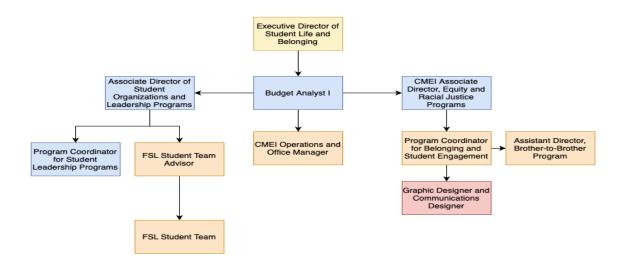
Chapter Contact Information

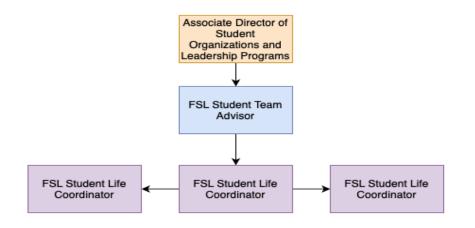|	
Alpha Phi Alpha Fraternity, Inc.	denveralphas1906@gmail.com
Kappa Alpha Psi Fraternity, Inc,	Oznupes@gmail.com
Omega Psi Phi Fraternity, Inc,	aethchapter@gmail.com
Delta Sigma Theta Sorority, Inc.	zetapideltas@gmail.com
Phi Beta Sigma Fraternity, Inc.	milehighsigmas@gmail.com
Chi Upsilon Sigma National Latin Sorority, Inc.	gamma.zeta@justbecus.org
Lambda Theta Nu Sorority, Inc.	eta.pres.vp@gmail.com
Sigma Lambda Beta International Fraternity, Inc.	xideltabetas@gmail.com
Nu Alpha Kappa Fraternity, Inc.	alphagamma@NAKinc.org
Sigma Lambda Gamma National Sorority, Inc.	aurariaslgpresident@gmail.com
Pi Lambda Chi Latina Sorority, Inc.	president.plcbeta@gmail.com
Delta Xi Nu Multicultural Sorority, Inc.	dxinuauraria@gmail.com
Sigma Sigma Sigma Sorority	Trisigma@msudenver.edu

CMEI and FSL Resources

Chain of Command

CMEI Pro Staff

FSL Team

Contact Information

Please review Contact information chart below:

<u>Pro Staff:</u>

First and Last Name	Position Title	Email / Phone Number
Stephen Cucchiara	Executive Director of Student Life and Belonging	stcucchiar@msudenver.edu / 303-605-5968
Toni Aho	Associate Director of Student Organizations and Leadership Programs	ahot@msudenver.edu / 303-605-5089
Oanh Yen Luong	Budget Analyst I	luongoa@msudenver.edu / 303-615-0884
Nhi Dang	CMEI Associate Director, Equity and Racial Justice Programs	ndang9@msudenver.edu / 303-605-7761
Jermaine Gunnells	Assistant Director, Brother-to-Brother Program	jgunnell@msudenver.edu / 303-605-7762
Armando Rijo	Assistant Director of Fraternity & Sorority Life and Student Government	arijo@msudenver.edu / 303 – 605 - 7910
Diyonus Walls	CMEI Operations and Office Manager	dwalls3@msudenver.edu / 303-605-5594
Marisol Atkins	Program Coordinator for Student Leadership Programs	maatkins@msudenver.edu / 303-605-5836
Alicia Montoya	Program Coordinator for Belonging and Student Engagement	amonto64@msudenver.edu / 303-605-7540
Sena Bryant	Graphic Designer and Communications Designer	sbryan26@msudenver.edu

CMEI Funding Availability and Protocols

Funding may seem scarce for being a commuter campus but when we break down the funding provided, CMEI offers a good amount of funding for organizations here at Auraria.

The following link will take you to the funding handbook that will dive deep into how to apply for funding, the type of funding that is available and everything to know about funding. Please review thoroughly.

Fund Name	Maximum Amount per Academic Year
Campus Events Funding (CEF)	$2000.00
Recruiting and Promotional Funding (RPF)	$500.00
Club Member and Leadership Funding (CMLF)	$800.00
Community-Building Fund (CBF)	$500.00
Maximum Funds Total	$3800.00

Follow the link, scroll down to the Documents section and look for "Student Organization Funding Handbook AY25.pdf" and download the file for reference.

https://roadrunnerlink.msudenver.edu/organization/student-activities

Roadrunner Link

All our organizations and their members will be familiar with using Roadrunner Link for finding important information and forms needed to be able to conduct business as normal. Roadrunner Link can be utilized at any moment by using this link: Roadrunner Link or by simply typing "*MSU Denver Roadrunner Link*" in the search bar and clicking the top website.

Roadrunner Link provides a lot of useful insight on upcoming events on campus and important news relating back to FSL here on the MSU Denver Campus. All members of each organization can access and interact with Roadrunner Link to use it as a HUB for enriched information and resource references like Funding, Conduct Protocols, New Member Education Forms, etc.

Auraria Campus Resources

AHEC 101 - (Auraria Higher Education Center)

The Auraria Higher Education Center (AHEC) serves as a vibrant educational hub for students at the Auraria Campus, which includes institutions such as Metropolitan State University Denver, University of Colorado Denver, and the Community College of Denver. Key features of AHEC include:

- **Educational Resources:** Access to a wide range of academic programs and support services across the partner institutions.
- **Campus Services:** Comprehensive amenities including libraries, study spaces, and recreational facilities to enhance the student experience.
- **Events and Activities:** Opportunities for engagement through various events, workshops, and student organizations, fostering a sense of community.
- **Support Services:** Resources for health, wellness, and safety, including counseling services and campus police.

Students are encouraged to explore AHEC's offerings to maximize their academic and personal growth while on campus. For more information, visit the AHEC website.

Room Reservations

Auraria Campus offers multiple conference/meeting rooms students can reserve. When looking at how to book a room, you have two paths, you can reserve Tivoli Specific Rooms via AHEC or MSU directly for rooms outside the Tivoli Student Union.

Tivoli Student Union rooms would have to be reserved using the AHEC Event Information Sheet well, filled out well in advance to allow proper time for inquiry and execution for both parties. An example sheet is available below on how to reserve rooms and what to put in each section.

Links to consider for reserving a room through AHEC:

- AHEC Event Venue Digital Info Packet - Auraria Campus Event Venues Digital Info Packet »
- AHEC Event Information/Reservation sheet - Event Information Sheet

Event and Room Policies

In addition to the Room Reservation Availability, there are multiple policies to be aware of when planning for an on-campus event that will be tied to your organizations name, we will include the Event Service Policies below with detailed hyperlinks to ensure everyone is knowledgeable of the policies we all have to follow:

- Cancellation Policy – *Page 7 Bullet Point #12, Page 14, Page 24 Bullet Pint #6*
- Booking Policy – *Page 15, Bullet point #5*

Here is the Link to ***The Event Service Policies***

Alongside the event policies, we have banner/signage policies we must follow as well:

- Signage Policy – *Starting on page #2*

Here is ***The Signage Policy***

Event Information Sheet

- **Please fill out this form completely.**
- Completion of this form does not guarantee your reservation.
- After review, you will be contacted regarding next steps.
- Please plan accordingly to ensure your event complies with campus policies for reservation deadlines.

AURARIA HIGHER EDUCATION CENTER™

CONTACT INFORMATION

Individual responsible and accountable for event who will provide details prior to and oversight during the event

Primary On-Campus Contact: <u>Your Name</u> Phone: <u>000-000-00</u> Email: <u>youremail@school.ed</u>

Secondary On-Site Contact: <u>If applicable</u> Phone: <u>000-000-00</u> Email: <u>theiremail@school.ed</u>

GROUP INFORMATION

Group Name: <u>Organization Name</u> ☐ Student Organization ☐ Campus Department ☐ Off-Campus Group

    Institutional affiliation: ☐ CCD ☐ MSU Denver ☐ CU Denver ☐ AHEC

Are you partnering with another organization, group, or entity? ☐ Yes ☐ No

    Partner Name: <u>Collaboration Org if Applicab</u> ☐ Student Organization ☐ On-Campus Group ☐ Off-Campus Group

Account Number/FOAP/Speed Type*: <u>CMEI Account #</u>

*Student organizations will be required to complete the student authorization form for payment information.

EVENT INFORMATION

Name of Event: <u>Specific Name of Event</u>

Date(s) of Event: <u>Month Day, Year</u> Expected number of attendees: <u>#</u>

Event Start Time: <u>Time</u> Event End Time: <u>Time</u> Set–Up Time: <u>Time</u> Tear–Down Time: <u>Time</u>

Location(s) requested (check all that apply):

☐ Tivoli 250 (Turnhalle) ☐ Tivoli 440/540 (Adirondacks) ☐ Tivoli 320ABC (Baerresen Ballroom) ☐ St. Cajetan's

☐ Tivoli 640 ☐ Tivoli 444 ☐ Outdoor: _____ ☐ Conference/Classroom

☐ PE/Event Center ☐ Other (please specify): <u>Check mark the space wanted</u>

Event Type: ☐ Meeting ☐ Conference ☐ Reception ☐ Lecture ☐ Cultural ☐ Other: _____

Set-up: ☐ Theater-style ☐ Banquet ☐ Other: <u>check what kind of event will be taking place</u>

Equipment Needed: ☐ Microphone (How many?): _____ ☐ Check-in Table (Skirted?): ☐ Yes ☐ No

☐ Screen/Projector ☐ Podium ☐ Other: <u>checkmark equipment needed</u>

FOOD/ALCOHOL

Is food being served? ☐ Yes ☐ No If yes, which authorized caterer are you using? <u>checkmark if applicable</u>

Is alcohol being served? ☐ Yes ☐ No If alcohol is being served, an **Auraria Campus Alcohol Permit is required.**

SIGNATURES/APPROVAL

☐ I understand that if I do not cancel my event at least three days prior, there may be a no show fee assessed. The fines assessed will need to be paid before any future bookings can be made or completed.

☐ **I have read the Auraria Campus Event Services Policies and Procedures and verify that the provided information is true and current.**

Primary Contact Signature: _____ Title: <u>Your chair</u>

Print Name: <u>Your Name</u> Date: <u>Month Day, Year</u>

MSU Denver Direct Conference Rooms would have to be booked directly with the contact information provided by the specific room desired. Below is a link that you are able to use for bookings.

A link to consider when trying to reserve a room directly through MSU Denver:

- MSU Denver Direct Conference Room Availability/Information - https://www.msudenver.edu/facilities/conference-rooms/

Counseling at Auraria

Auraria Campus provides a range of counseling services available to students before, during, and after the semester. For assistance at MSU Denver or CU Denver, please visit the Counseling Center, located in Suite 651 (6th Floor) of the Student Union Building in the Tivoli Tower.

The Counseling Center offers various services, including:

- Crisis Intervention
- Individual Counseling
- Group Counseling

To schedule an appointment, please contact the Counseling Center Monday through Friday at 303-615-9988.

For more information about the Counseling Center and the services available, please visit: https://www.msudenver.edu/counseling-center/

Pheonix Center

The Phoenix Center at Auraria is dedicated to promoting health and well-being for students at the Auraria Campus. This center offers a variety of services designed to support mental health, wellness, and personal growth. Key resources include:

- **Counseling Services:** Individual and group counseling sessions to address mental health concerns and personal challenges.
- **Crisis Intervention:** Immediate support for students experiencing urgent emotional distress.
- **Wellness Programs:** Workshops and activities focused on stress management, mindfulness, and overall wellness.

- **Resource Referrals:** Assistance in connecting students with additional resources, including community services and support groups.

Students are encouraged to take advantage of the Phoenix Center's offerings to enhance their well-being and academic success. For more information, visit the Phoenix Center at Auraria website at: https://www.thepca.org/get-support

AHEC ACPD – Auraria Campus Police Department

The AHEC Police Department is committed to ensuring a safe and secure environment for students, faculty, and staff at the Auraria Campus. Key services provided include (but not limited to):

- **Safety and Security:** The department offers 24/7 patrols and emergency response to ensure campus safety.
- **Crime Prevention Programs:** Educational initiatives aimed at promoting awareness and reducing crime on campus.
- **Emergency Services:** Immediate assistance for emergencies, including medical aid and safety escorts.
- **Reporting and Support:** A system for reporting incidents and accessing support resources for victims.

Students are encouraged to familiarize themselves with the AHEC Police Department's services to enhance their safety and well-being on campus. For more information, visit the AHEC Police Department website at: https://www.ahec.edu/services-departments/police

IN AN EMERGENCY, PLEASE DIAL 911.

FSL Policies

Overall Recognition Summary

Recognition is the formal process by which Metropolitan State University of Denver agrees that a particular social fraternity or sorority may function as a recognized organization on campus, recruit members, and enjoy the benefits associated with being a registered student organization.

Recognition as an MSU Denver fraternity or sorority involves meeting minimum expectations and benefiting from services and opportunities provided by the Center for Multicultural Engagement and Inclusion and MSU Denver.

The purpose of this recognition policy is to ensure that the establishment of fraternities and sororities occurs in a manner conducive to the educational mission of MSU Denver, including carefully developed plans for successful establishment and installation, as well as plans for providing a meaningful and rewarding experience for the students choosing to join a fraternity and sorority community.

Good Standing Expectations

While we all strive to be and stay as a recognized organization on campus, hard work has to be presented in order to maintain a good standing status within FSL.

The Fraternity & Sorority Life Recognition Policy at Metropolitan State University of Denver (MSU Denver) outlines the formal process for recognizing social fraternities and sororities as official campus organizations. This recognition allows these groups to recruit members and access various benefits from the university.

Purpose: The policy aims to align the establishment of fraternities and sororities with the educational mission of MSU Denver, ensuring that they provide meaningful experiences for students.

Minimum Expectations: Recognized fraternities and sororities must:

- Be affiliated with an inter/national organization.
- Maintain a minimum liability insurance policy of $1 million.
- Participate in the MSU Denver accreditation program during the Spring Semester
- Comply with all university and community policies.
- Maintain an updated roster of members with the Center for Multicultural Engagement and Inclusion.

Benefits: Recognized organizations receive:

- Registration as an MSU Denver student organization, including privileges like room reservations and access to a business account.
- Leadership development and educational opportunities.
- Recruitment support and inclusion in promotional efforts.
- Semester grade reports and listing in university publications.
- Advisory support from university staff.

Maintaining Good Standing: Once recognized, chapters must adhere to university policies to maintain good standing. Violations may lead to investigations and potential loss of recognition. This policy supports the development of a vibrant and responsible fraternity and sorority community at MSU Denver.

Please view official Recognition Policy provided by MSU FSL Here: Recognition Policy

The Meaning of Good Standing Within FSL

Being recognized as a fraternity or sorority at Metropolitan State University of Denver (MSU Denver) comes with significant privileges, including the ability to recruit members, access university resources, and participate in campus activities. However, with these privileges comes the responsibility to maintain good standing.

What It Means to Maintain Good Standing:

1. **Adherence to Policies**: Recognized organizations must comply with all university policies, including those specific to fraternities and sororities. This includes risk management and community-wide policies.
2. **Accreditation and Reporting**: Organizations are required to participate in the MSU Denver fraternity and sorority accreditation program and maintain an up-to-date roster of members with the Center for Multicultural Engagement and Inclusion.
3. **Active Participation**: Groups must engage with their respective governing councils and follow their established guidelines.
4. **Conduct Standards**: Organizations are expected to uphold the standards outlined in the MSU Denver Code of Conduct. Violations will be investigated, and outcomes may affect their status, potentially resulting in loss of recognition.
5. **Impact of Violations**: While an organization may initially be granted good standing upon recognition, any breaches of university or Center policies can lead to

disciplinary actions. This could include loss of privileges or, in severe cases, revocation of recognition.

Privilege of Recognition: Being a recognized organization at MSU Denver not only provides access to valuable resources and support but also places your group in a position to positively contribute to campus life. This recognition is a privilege that reflects a commitment to the university's values and mission, and it fosters a sense of community among students.

In summary, maintaining good standing is crucial for recognized fraternities and sororities at MSU Denver. It ensures that organizations can continue to thrive and contribute positively to the campus environment while enjoying the benefits of their recognized status.

New Member Education Requirements and Procedures

New Member Education can be a very exciting time for all our organization, but Organizations must follow specific procedures and requirements set forth by MSU Denver FSL to be compliant with all protocols.

The New Member Education Team will have to fill out forms to turn into FSL to be able to start, maintain and end the new member education process. These forms can be found at the following link: New Member Education Forms. The specific forms needed to be filled out are the following:

- ❖ (MI1) New Member Intake Letter of Intent
- ❖ (MI2) Membership Intake/Rush Activities Outline
- ❖ (MI3) Anti-Hazing Compliance
- ❖ (MI4) Verified Aspirants
- ❖ (MI5) Presentation Show Agreement
- ❖ (MI6) End of Intake/Rush Report

These forms are crucial with expected deadlines all being a minimum of 2 weeks in advance to allow the FSL Team to view and approve/deny. Turning in forms late will lead to them being denied and returned to provide a date that is 2 weeks out.

All Member's included in their organizations New Member Education Process must complete the Hazing Prevention 101 course provided to them prior to education processes commencing.

FSL Accreditation

Each recognized fraternity and sorority at MSU Denver are required to complete the annual RISE Accreditation report and presentation. This process is essential for assessing the organizations' adherence to our shared values and fostering accountability within the Greek community. A dedicated committee will utilize a specific score sheet to evaluate each organization's performance across eight common values.

Organizations that achieve a total score of 8 to 16 points will receive bronze accreditation, those scoring between 17 and 32 points will earn silver accreditation, and organizations scoring 33 points or higher will achieve gold accreditation. This tiered system not only recognizes outstanding performance but also motivates organizations to strive for excellence.

In addition to determining accreditation levels, the committee will also select annual awards for each of the eight common values to be presented at SILA. This recognition serves to highlight organizations that exemplify these values in their operations and contributions to the community and other awards at the FSL Award Breakfast.

Should an organization fail to meet the minimum bronze level for any of the eight common values, they will be required to collaborate with CMEI and FSL to develop a targeted action plan. This plan will outline specific steps to improve and achieve the bronze level accreditation in the following year. It's crucial for organizations to take this process seriously, as failure to complete the action plan or to reach the bronze level in the subsequent year could jeopardize their accreditation status with MSU Denver. Maintaining accreditation is vital for the organization's legitimacy and continued operation within the campus community.

Student Conduct

Crisis Management

A crisis is a significant, disruptive event or situation that poses an immediate threat to an individual, organization, community, or society. It often requires urgent action and can lead to negative consequences if not addressed effectively. Crises can arise from various sources, including natural disasters, accidents, public health emergencies, financial failures, or social conflicts. The defining characteristics of a crisis include:

1. Urgency: Immediate attention and response are necessary.
2. Uncertainty: Information may be limited, and the outcome is often unpredictable.
3. Impact: The situation can cause significant harm or disruption, affecting individuals or groups.
4. Decision-making Pressure: Quick and effective decision-making is critical to manage the situation and mitigate damage.

Effective crisis management involves preparation, response, and recovery strategies to navigate the challenges presented by a crisis.

Crisis symptoms are very important to acknowledge, if you or anyone you know are experiencing any of the following:

- ❖ Suicidal thoughts or self-harm
- ❖ Thoughts of harming others
- ❖ The death of a loved one
- ❖ Experiences of physical or sexual assault, stalking, or relationship violence
- ❖ Hearing voices
- ❖ Inability to function due to psychological distress

Please contact Auraria Counseling Center Crisis Line at: **303-615-9988** or for crisis support outside of regular hours (after 4:30 p.m., on weekends, and holidays), students can contact the *24/7 Mental Health and Victims' Assistance Crisis line* at **303-615-9911**, identifying themselves as Auraria students

Risk Management

Risk refers to the possibility of experiencing harm, loss, or negative outcomes as a result of a specific action, decision, or event. It encompasses both the likelihood of an adverse event occurring and the potential severity of its consequences. Risk can be categorized into various types, including:

1. Financial Risk: Potential loss of money or assets.
2. Health Risk: Likelihood of experiencing health issues or injuries.
3. Operational Risk: Risks associated with business operations, such as disruptions or failures.
4. Reputational Risk: Potential damage to an individual or organization's reputation.
5. Environmental Risk: Risks related to environmental impact or disasters.

Understanding and managing risk involves assessing both the probability of negative events and their potential impact, allowing individuals and organizations to make informed decisions and implement strategies to mitigate potential losses.

For concerns with any of the risk examples provided or not provided, please refer to MSU Denver's Safety Page for any reporting needs.

Alcohol Policy

The Following Information is taken from the "METROPOLITAN STATE UNIVERSITY OF DENVER STUDENT ORGANIZATION ALCOHOL POLICY" Handbook provided on MSU Denver's Student Resources Website.

"**Scope**

The Metropolitan State University of Denver (MSU Denver) Student Organization Alcohol Policy does not replace existing standards of behavior found in the Student Code of Conduct (http://www.msudenver.edu/deanofstudents/studentconduct/studentcodeofconduct/).

Students should be familiar with and adhere to the entire Code; in addition, the following policy is applicable when alcohol is involved in student organization-sponsored events. This policy is to be applied in conjunction with relevant campus policies and federal, state and local laws.

Alcohol Policy Statement:

This policy applies to all registered student organizations at MSU Denver, as defined in the Student Organizations Officer Handbook. Student organizations enjoy rights and privileges associated with official recognition by MSU Denver; those organizations that are not currently registered are not permitted to hold events or activities with alcohol. Student organizations and their members are subject to disciplinary action for any on- or off-campus violation of policies or rules set forth in the MSU Denver Student Code of Conduct.

Responsibility and Liability:

A. Student organizations shall engage in the practice of effective self-governance. Student members, organizational leadership, faculty/staff advisors, the Student Activities Office staff, Dean of Students Office staff and other members of the campus community have a shared responsibility for upholding the Student Code of Conduct. The hosts and/or representatives of a student organization shall take action designed to prevent or end such violations by the organization or by any persons associated with the organization. Failure to comply with this policy may be considered a violation of the Student Code of Conduct, both by the representatives of the organization and by the organization.

B. Student organizations shall be responsible for their guests' behavior at all times, regardless of the guests' school affiliation. If the student organization fails to abide by this rule, it shall be subject to enforcement of the Alcohol Policy or Student Code of Conduct, which may result in sanctions.

C. No guests under the age of 21 may consume or be served alcohol.

Criteria and Policy On and Off Campus Events:

1. All organizations requesting permission for alcohol to be served at an on- or off- campus event must register the event at least 30 days in advance using the "Event with Alcohol Authorization Form" on RoadrunnerLink under "Forms." Failure to register an event at which alcohol is present may result in loss of university recognition and/or disciplinary action.

2. Organizations shall read and become familiar with all of the associated details contained within the University's Student Organization Alcohol Policy.

3. Organizations shall not have violated any of the provisions of this policy within the 12 months prior to a new request.

4. The purpose of the event must support the mission of the organization, as determined by the Office of Student Activities.

5. Organizations may not plan events that promote or encourage overconsumption of alcohol or the use of illicit drugs.

6. The person(s) serving alcohol at the event must be TIPS certified and unaffiliated with the sponsoring student organization.

7. Organizations hosting social events must emphasize the quality of the event and not the service of alcohol. Consumption of alcoholic beverages may not be the focus of the event, and contests involving the consumption of alcohol are prohibited.

8. Nonalcoholic beverages and food must be available while alcohol is served.

9. The Office of Student Activities has the authority to cancel any student organization event that does not follow the proper policies and procedures for events at which alcohol is served.

10. The Office of Student Activities will look for patterns of abuse of the policy, and the Student Activities staff may take corrective action.

11. Student organizations that receive donations of alcohol shall not profit from the consumption of that alcohol at that event.

12. Per University policy, student organizational funds may not be used to purchase alcohol.

13. Organizations may not advertise or promote alcohol on any of the event publicity or marketing materials. Organizations may not promote or advertise incentive drinking ("happy hours," "2-for-1 specials," unlimited quantities of alcohol available at reduced prices or for free, events focused on the consumption of alcohol, etc.).

14. Bring your own beer (BYOB) or similar events are prohibited.

15. The policies and procedures outlined in the Student Organization Officer Handbook shall be followed at all times.

16. At an event sponsored by a student organization involving alcoholic beverages, the cost of the alcoholic beverages may not be included in any admission, meal or entertainment charge.

17. The Office of Student Activities may impose other guidelines as necessary for the safety of all participants.

18. The Office of Student Activities has final approval for events with alcohol.

19. No one appearing to be intoxicated shall be admitted to the event.

Procedures and Criteria, On-Campus Event:

*In addition to the criteria set forth in section IV of this document, student organizations wishing to host an on-campus event with alcohol must adhere to the following procedures and criteria:

1. The student organization shall submit a completed "Event with Alcohol Authorization Form" to the Office of Student Activities at least 30 days prior to the date of the event.

2. After the "Event with Alcohol Authorization Form" is approved, the student organization must schedule a pre-event meeting no less than 30 days prior to the event. This meeting must include the following people:

      a. Representative of the organization

      b. Advisor of the organization who will be in attendance at the event

      c. Professional staff member of Student Activities

      d. Assistant Director, Auraria Campus Events Services (ACES)

3. The student organization's faculty/staff advisor or designated full-time faculty or staff member shall be present throughout the entire event.

4. Funding from the Campus Events Funding shall not be used to pay for any expenditures that are related to alcohol (security, special event permit, bartender, etc.). Student organization funds may be used for related expenses (security, special event permit, bartender, etc.).

5. The student organization shall use an approved on-campus caterer that is TIPS- certified to serve alcohol. The caterer shall impose a two-drink limit for the duration of the event. The caterer will supply trained staff to serve the alcohol.

6. Alcohol for the event must be donated. The donation will need to be approved by the Director of Student Activities or her/his designee. Surplus alcohol must be returned to the donor within 24 hours following the event.

7. Campus security is required at all on-campus events with alcohol to prevent underage drinking and disruptive behavior. The student group or their designee must be charged by ACES for the cost of campus security.

8. Only beer and wine will be allowed at these functions.

9. The sale of alcohol is not permitted.

10. Student organizations may not sponsor events with alcohol on behalf of outside groups or individuals.

Procedures And Criteria, Off-Campus Event at a THIRD-PARTY VENDOR:

*In addition to the criteria set forth in section IV of this document, student organizations wishing to host an off-campus event with alcohol must adhere to the following procedures and criteria:

1. The student organization shall submit a completed "Event with Alcohol Authorization Form" to the Office of Student Activities at least 30 days prior to the date of the event.

2. A representative from the organization must schedule a meeting with the Assistant Director of Student Activities to go over the event once the "Event with Alcohol Authorization Form" is approved.

3. The event venue must be open to all ages (No 21+ only venues).

4. No "Bar Crawls." No organization may sponsor or participate in any activity that involves traveling in an organized manner to multiple drinking locations.

Policy Violation:

If any violations of the law, of this Student Organization Alcohol Policy or of the Student Code of Conduct occur during a sanctioned event involving alcohol, the individual student responsible and/or representatives of the group hosting the event shall be subject to the procedures set forth in the Student Code of Conduct. Possible sanctions may include probation, suspension or expulsion, other sanctions defined in the Student Code of Conduct, educational sanctions and/or substance-abuse counseling or treatment as necessary.

If a group is found in violation of the alcohol policy, the group, in addition to individual members, may go through the student conduct process as well as any processes that are deemed appropriate by their governing body such as a national fraternal organization or honor society.

Definitions:

Advisor – A full-time faculty or staff member designated in an organization's registration process through MSU Denver Student Activities. Advisors' responsibilities are outlined in the Student Organization Officer Handbook.

Approved Campus Caterer – Businesses that have agreed to service the Auraria Campus Community. See Auraria Campus Events Services or MSU Denver Student Activities for an updated list of approved campus caterers.

Student Organization – Any associated group of students that meet and fulfill the requirements for registration at MSU Denver as outlined in the Student Organization Officer Handbook.

Third-Party Vendor – A separate organization or company other than the principals involved, such as the University or students. The third-party vendor provides goods or services not provided by the main principals."

Drug Policy

Auraria Campus has a No Tolerance Policy when it comes to Narcotic use and abuse. We, as a community, strive to keep our campus drug-free and far from any exposure both on and off campus to keep our students safe and healthy.

It is estimated that 1 in 7 individuals between the ages of 18 and 22 have a substance use disorder. People who are addicted to alcohol or drugs, either legal or illegal, are not able to control their use and may continue to do so despite the harm caused.

You can take an online survey to assess if you have a problem with drug and/or alcohol use and if additional support may be beneficial. Symptoms of alcohol and drug addiction may include:

- ❖ Being unable to limit the amount of drugs/alcohol you consume
- ❖ Wanting to cut down on how much you use or making unsuccessful attempts to do so
- ❖ Spending a lot of time using, getting or recovering from drug/alcohol use
- ❖ Feeling strong urges or cravings
- ❖ Failing to fulfill major obligations at work, school or home due to repeated drug/alcohol use
- ❖ Continuing to use even though you know it's causing physical, social or interpersonal problems
- ❖ Giving up or reducing social and work activities and hobbies
- ❖ Using drugs/alcohol in situations where it's not safe, such as when driving or swimming
- ❖ Developing a tolerance to a drug or alcohol so you need more to feel its effect, or you have a reduced effect from the same amount
- ❖ Experiencing withdrawal symptoms — such as nausea, sweating, shaking, irritability, insomnia — when you don't use, or you use or drink to avoid these symptoms

Please view MSU Denver's Drug Abuse Page for further information and how to get help if you or a loved one are impacted by substance abuse.

Anti-Hazing Policy

Auraria Campus, like every other campus, is an anti-hazing institution when it comes to anyone who is affiliated with any of our schools on campus.

"The term "Hazing" is defined as an act that endangers the mental or physical health or safety of a student, or that destroys or removes public or private property for the purpose

of initiation, admission into, affiliation with, or as a condition for continued membership in a group or organization. Hazing can be defined further as any action that produces physical discomfort, embarrassment, harassment, or ridicule."

Anti-Hazing training is mandatory for every member, new or pro, to be completed in order to be able to be an active member with their organization. We offer a Hazing Prevention 101 course that takes about an hour to complete and is very easy to find. Follow the instructions provided below to complete the training in a timely manner:

1. Go to https://prevent.zone/redeem.php enter the access code ------9171bf, then click Redeem.
2. Create a new account or log-in.
3. Fill in the form fields, agree to the Privacy Policy and click the Submit
4. Using the hyperlink, sign in with the email and password used to create your account.
5. Complete the course in its entirety. Save and print the certificate of completion — this is your record for completing the course.

Hazing prevention is important because it protects individuals from harm, fosters a culture of respect and inclusion, and promotes healthy relationships within organizations. The following are examples of the importance of hazing prevention.

❖ Safety and Well-Being: Hazing can lead to serious physical and emotional harm. Preventing it helps protect individuals from injuries, psychological trauma, and even fatalities.
❖ Promoting Respect and Inclusion: Prevention fosters a culture of respect and inclusion. It encourages organizations to build bonds through positive experiences rather than through humiliation or fear.
❖ Legal and Institutional Consequences: Many schools and organizations have strict anti-hazing policies. Violations can lead to disciplinary action, legal consequences, and damage to the organization's reputation.
❖ Healthy Relationships: By preventing hazing, organizations can cultivate healthier relationships among members, leading to better teamwork and communication.
❖ Empowerment and Support: Effective prevention strategies can empower individuals to speak out against harmful practices, creating a supportive environment where everyone feels valued and heard.
❖ Long-Term Impact: Addressing hazing contributes to long-term cultural change within organizations, ensuring that future generations experience safer and more positive initiation processes.

If you or someone you know may be doing any part of hazing, please feel free to follow this link to report the activity: [Report Hazing at Auraria](#)

Title IX

Title IX is a federal law enacted in 1972 that prohibits discrimination on the basis of sex in any education program or activity receiving federal financial assistance. Its primary aim is to ensure equal opportunities for both men and women in education, including sports. Title IX addresses issues such as sexual harassment, assault, and gender equity in academic and athletic programs. It has had a significant impact on increasing women's participation in sports and promoting gender equality in educational institutions.

In today's society, Title IX is important because it helps combat gender discrimination, promotes equity, and creates safer educational environments. It has significantly increased women's participation in sports and academic programs, contributing to broader social progress.

Non-compliance with Title IX is unacceptable because it undermines the rights of individuals to access equal opportunities and can perpetuate a culture of discrimination and harassment. Upholding Title IX is essential for fostering inclusive and equitable educational experiences for everyone.

Appendix

Useful Links

MSU Denver's Fraternity and Sorority Life Website

❖ https://www.msudenver.edu/multicultural-center/fraternity-and-sorority-life/

Roadrunner Link Home Page

❖ https://roadrunnerlink.msudenver.edu/

Roadrunner link CMEI Page

❖ https://roadrunnerlink.msudenver.edu/organization/student-activities

MSU Denver's Center for Multicultural Engagement and Inclusion Website

❖ https://www.msudenver.edu/multicultural-center/

MSU Denver Fraternity and Sorority Resource Page

❖ https://www.msudenver.edu/multicultural-center/fraternity-and-sorority-life/student-resources-policies/

Auraria Campus Pheonix Center Website

❖ https://www.thepca.org/

Auraria Higher Education Center – AHEC Website

❖ https://www.ahec.edu/

Auraria Counseling Center Website

❖ https://www.msudenver.edu/counseling-center/

Auraria Campus Police Department Website

❖ https://www.ahec.edu/services-departments/police

MSU Denver Drug Abuse Website

❖ https://www.msudenver.edu/counseling-center/resources/addiction-resources/substance-abuse/

MSU Denver Student Conduct

❖ http://www.msudenver.edu/deanofstudents/studentconduct/studentcodeofconduct/

MSU Denver Safety Page

❖ https://www.msudenver.edu/safety/

Conclusion

As we conclude this handbook for Fraternity and Sorority Life at MSU Denver, we want to reiterate the incredible opportunities that await you within our vibrant Greek community. Your journey here is about more than just social gatherings; it's about leadership, service, and forging lifelong connections.

We encourage you to embody the values of scholarship, integrity, and respect that define our fraternities and sororities. Embrace your role as a member, not just in your organization but in the broader campus community. Engage actively, support one another, and seek to uplift those around you.

Remember, the relationships you build and the experiences you share will shape your college years and beyond. Utilize the resources available to you, seek mentorship, and don't hesitate to reach out for support. Together, we can create an inclusive, positive, and enriching environment for all members.

Thank you for being a part of MSU Denver's Fraternity and Sorority Life. We look forward to seeing you thrive!

General Greek Glossary

- **Active** – A fully initiated member of a Fraternity / Sorority and participates in chapter activities who is in good standing

- **Alumna** - A member of a women's fraternal organization who is no longer an undergraduate. Plural: Alumnae.

- **Alumnus** - A member of a men's fraternal organization who is no longer an undergraduate. Plural: Alumni.

- **Alumni** - A gender neutral term for members of men's or women's fraternal organizations who are no longer undergraduates.

- **Bid** - An invitation to join a sorority or fraternity.

- **Big** - Short for "big brother/sister," a mentor assigned to a new member. Many organizations have special names for these pairings.

- **Brother** / **Sister** - An active or alumni member of a fraternity / sorority.

- **Brotherhood** / **Sisterhood** - The common term for the bond between members of the same fraternity / sorority.

- **Chapter** - An established membership unit of a local, national or international sorority or fraternity.

- **Class** / **Line** / **Ship** / **Etc**. - A term used to name new members of a Greek Letter organization who all joined during the same semester.

- **Crest** – An Insignia (Badge/Emblem/Symbol) used by sorority and fraternity members. Most Greek organizations reserve the crest for initiated members only. Each crest has hidden, secret meanings behind it. Also known as a coat or arms, shield or armorial bearings.

- **Dues** - The monetary costs of membership in a fraternity or sorority. These fees are used to cover the costs of operation, formal events, social activities, and other events, depending on the organization.

- **Founders' Day** - An event celebrated by fraternities and sororities to highlight the founding of their organization and celebrate its history. (Chapter and National)

- **Fraternity / Sorority** - The name applied to Greek organizations including both men's and women's organizations.

- **Governing Council** - Known as an umbrella council, generally supports and acts as a voice for organizations within it, including being the official sponsored student organization as liaison between the university and the members of the member organizations.

- **Greeks** - Members of a fraternity or sorority. The term "Greek" is used because a majority of fraternities and sororities use Greek letters to distinguish themselves.

- **Hand Signs** - Signs that only a member of an organization can "throw up." Most signs have a deep meaning to an organization or ritualistic symbol.

- **Hazing** - Any willful act or practice by a member, directed against a member or new member, which, with or without intent, is likely to: cause bodily harm or danger, offensive punishment, or disturbing pain, compromise the person's dignity; cause embarrassment or shame in public; cause the person to be the object of malicious amusement or ridicule; cause psychological harm or substantial emotional strain; and impair academic efforts. In addition, hazing is any requirement by a member which compels a member or new member to participate in any activity which is illegal, is contrary to moral or religious beliefs, or is contrary to the rules and regulations of the fraternity, institution of learning, and civil authorities.

- **Honorary** - A member of a Greek organization who is "honored" to hold/wear the organizations letters though they did not undergo the traditional initiation process.

- **Inactive** - An inactive member of a Greek organization. Reasons a member may be inactive include but are not limited to, a current member's GPA falling below honorable standing (2.0), failure to pay dues, failure to complete service hours, as a disciplinary measure, etc.

- **Independent / Individual (GDI)** - A person who is not a member of a fraternity or sorority. Formerly known as, "God Damn Individual"

- **Initiation** - A ceremony during which new members receive lifelong membership privileges into the organization they have chosen to be a part of.

- **Lavaliere (TIKI)** - A necklace with Greek letters attached to it.

- **Legacy** - Each organization has its own definition of a "legacy." It is generally defined as an immediate family member of an initiated member, such as a sister/brother or daughter/son.

- **Letters** - The first Greek letter of each Greek word that makes up the motto of a particular fraternity or sorority; these are generally displayed on clothing and other Greek paraphernalia.

- **Lineage** - A descending/ascending tradition of big brothers/sisters and little brothers/sisters that connect alumni with current members within a specific Greek organization.

- **Little** - Short for "Little brother/sister" - a new member who is being mentored by an older member of their organization.

- **New Member** / **Neophyte (Neo)** - a new member of a Greek organization

- **New Member Educator** - The liaison between the new members and the chapter, they are responsible for implementing and monitoring the new member program and preparing the new members for initiation. Organizations have different names for educators.

- **New Member Program** / **Process** - The time period where the new member learns about their new sorority and fraternity before initiation. This time frame lasts from Bid Day until Initiation. Formerly called pledge period (and still called this in some fraternities and sororities).

- **Officers** - Initiated members who currently hold positions within their Greek organization or governing body.

- **Philanthropy** - This is a community service project/s held by a fraternity, sorority, or both. Each organization will be loyal to different philanthropies.

- **Pledge** / **Associate Member** / **Etc**. - A person who has accepted a bid but is not yet initiated to a sorority or fraternity. The term "Pledge" is believed to be outdated by

some and can be offensive. There is variation in the term used from Greek org to Greek org.

- **Potential New Member / Prospective Member / An Interest** - A person who is interested in joining a Greek-letter organization, and will participate in rush, intake, or recruitment; often shortened to "Potential or Pot.".

- **Prophyte (Pro)** - An older member of an NPHC or cultural-based organization. Some organizations do not use this term.

- **Recruitment** - The process through which sororities and fraternities get new members by inviting Potential New Members to events (Open and/or Closed) and/or choose the new members for their organization (students seeking membership in a fraternity or sorority "rush," while the Greek organizations "recruit" new members; This also varies by organization).

- **Ritual** - The traditional rites and ceremonies of a fraternity or sorority; these are almost always private and known only to initiated members of a fraternal organization.

- **Rush** - The process of attending recruitment events held by chapters with the intent of meeting people and participating in a particular fraternity or sorority