

Sigma Tau Gamma Fraternity®
Chapter Management Program

**PROGRAMS DIVISION
MANUAL**

FOR THE

**Vice President of Programs
and
Social Activities Chairman
Brotherhood Activities Chairman
Athletic Director
Philanthropy Chairman
Community Service Chairman
Alumni Relations Chairman
Parents' Club Liaison**

Property of
Sigma Tau Gamma Fraternity, Inc.
P. O. Box 54
Warrensburg, Missouri 64093
www.sigmataugamma.org

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Sigma Tau Gamma Fraternity Inc.®



Chapter Management Program

The Principle of Leadership calls us to perform our leadership duty, no matter what our position in our chapter. Your first chapter duties may be to vote thoughtfully and responsibly in chapter meetings and to serve on a chapter committee. These responsibilities are not to be taken lightly. As you progress in your membership you may be called upon to serve as a committee chairman or even a chapter officer. Your ability to perform in these higher offices will rest upon the skills you have built along the way. The Principle of Leadership demands that we accept personal responsibility for the whole fraternity, doing whatever is needed to fulfill our role. In an elected office, the responsibility becomes even greater. We are entrusted with the care of others. More than this, we are entrusted with not just the now, but with the history and future of our chapter. We must do what is right, whether or not it is popular.

Elected Officers and Divisions

There are four divisions in the chapter management program each administered by an elected vice president. The vice presidents are equal. However, in the absence of the president, there is a line of succession. It is: 1) Executive Vice President, 2) Vice President of Membership, 3) Vice President of Programs, 4) Vice President of Finance. Most other positions come under the administration of one of the divisions. Members filling these positions are generally appointed by the officer in charge of the division, with the advice and consent of the chapter.

Appointed Offices

There are many important leadership roles in the Fraternity. Every office is important. Most are functional offices to which members are appointed. Sometimes, service in one of these offices is a prelude for advancement to an elected office. Just as often, a member will find that an appointed office fits his talents perfectly, and it is in this role that he makes his greatest leadership contribution to the Fraternity. Often a member will serve in more than one role. For example, a member serving as chapter secretary will likely also serve as a member of a recruitment committee and perhaps even as a big brother in the fraternal education program, thereby fulfilling three important chapter functions. The quality of a member's service in an appointed office is the key criteria of suitability for elected office.

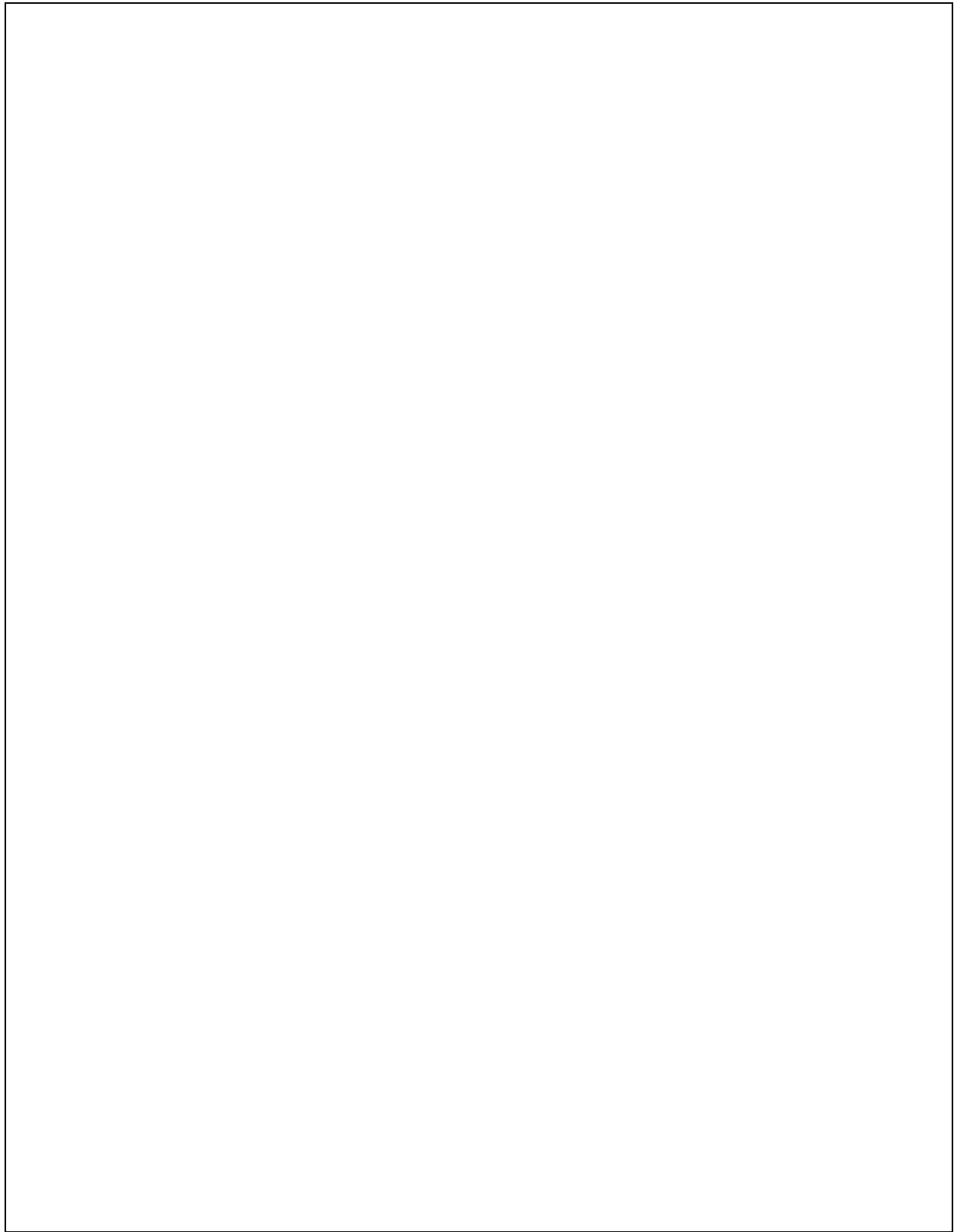
Judicial Board

The Chapter Judicial Board is composed of three undergraduate members, an alumnus member and a chapter advisor. The undergraduate members (together with one alternate) are elected each semester. The Chapter Judicial Board resolves questions of interpretation of the chapter by-laws and has original member discipline jurisdiction.

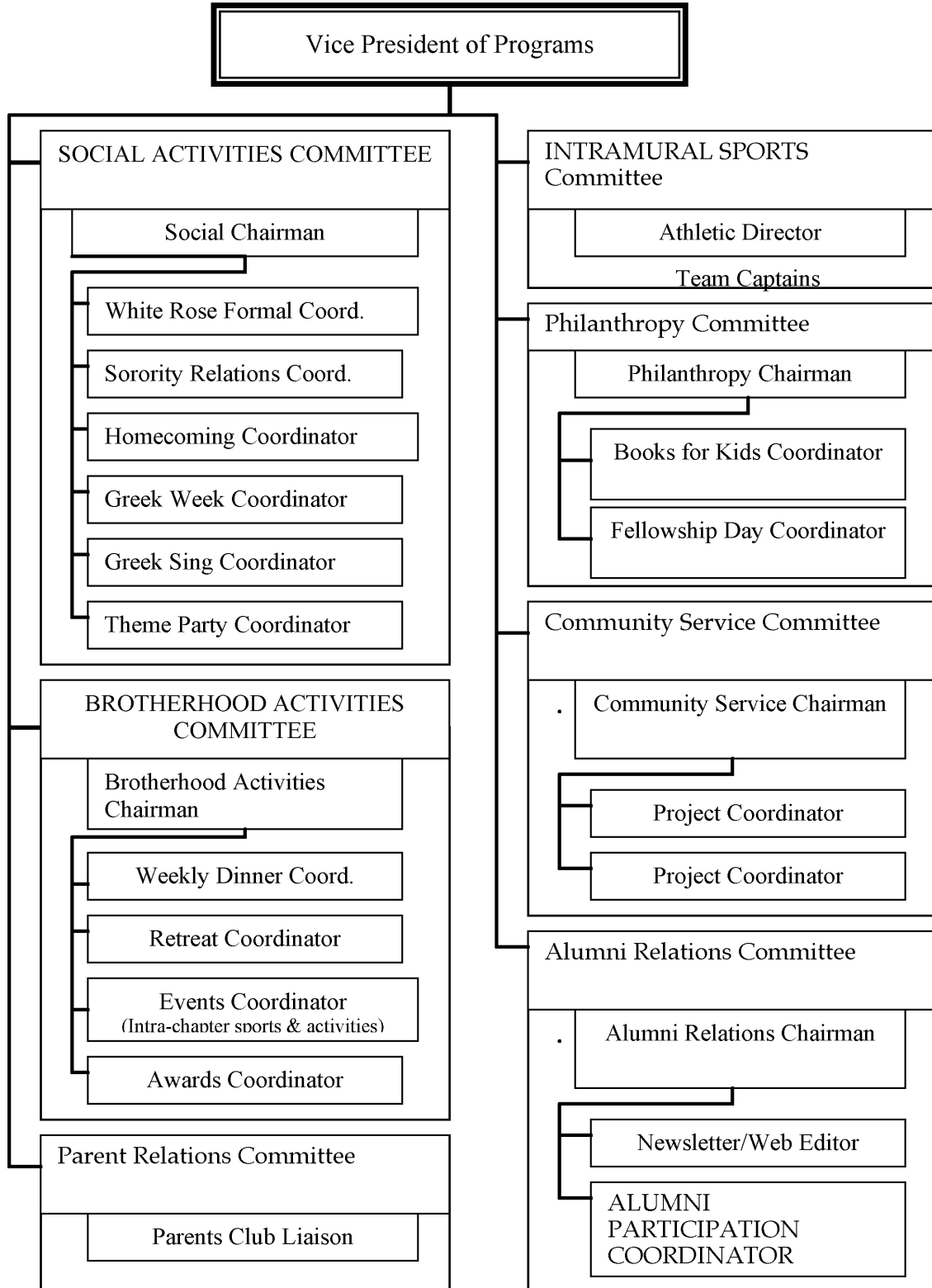
When considering issues of interpretation of chapter by-laws, the Chapter Judicial Board must be careful to avoid any decision that places the chapter in conflict with the Constitution, Laws or Policies of the national Fraternity. The publication Constitution & Laws and Policies is available from the Fraternity Headquarters. It is the definitive source for this information. Care should be taken to reference the most recent edition of this publication.

The same publication contains the *Due Process Procedures Policy Statement*. This statement describes exactly how to proceed with issues of member discipline. If the Judicial Board fails to follow these procedures as stated, appellate boards will be forced to reverse its decisions.

It would be unfair to elect Judicial Board members after an issue of interpretation is raised, or after a member is charged with a violation requiring Judicial Board action. Therefore, Judicial Board member must be elected at the beginning of each semester.



Sigma Tau Gamma Fraternity, Inc.
Chapter Management Program
Programs Division





Vice President of Programs

Programs Division

The Vice President of Programs is an elected officer of the chapter and a voting member of the Executive Board. Operationally, the Vice President of Programs is the chief administrator of the PRODUCT of the Fraternity. After all, why do members join? They join for a feeling of belonging and an opportunity to share their lives with peers facing the same challenges.

We are, as our Founders stated with simple elegance, social beings. Why gather as a fraternal society if we fail to explore, realize and celebrate our genetic need to socialize.

The Vice President of Programs, together with his leadership team has the biggest job in the Fraternity. He must create the product.

It is a task easier said than done. Not only must the Programs Division be creative and energetic; it must be sensitive to a greater social culture quick to criticize and a legal system quick to sue.

The successful Vice President of Programs, together with his leadership team, will invest the time, effort and money to produce programs of such high quality that students will strongly desire membership. The Fraternity has organized these programs into categories that correspond to clearly identifiable membership priorities.

All members want social events that offer the opportunity to meet and interact with a wide number of students. This is the mission of the Social Activities Committee.

Fraternity men value the opportunity to build brotherhood at a root level. This is the mission of the Brotherhood Activities Committee.

Sporting events build teamwork, pride and brotherhood. This is the mission of the Intramural Sports Committee.

Caring brothers want to help the less fortunate and needy. The Philanthropy Committee (focused on charitable fund raising) and Community Service Committee (focused on direct member service) facilitate this desire of our Brothers to fulfill the Principle of Benefit.

We recognize that our Brotherhood is wider than those of us in college. It includes our alumni and our parents and family members who contribute so much to our wellbeing. Our programming must serve them as well.

McCune Metrics Goals

The McCune Metrics standards are the measures of chapter excellence. They are set to give every chapter an equal opportunity to achieve McCune Distinguished Chapter recognition, no matter where they stood at the beginning of the year. This is particularly true of the Program Goals of 20 hours per year (10 hours per semester) charitable service and intramural sports participation for each member.



Sigma Tau Gamma is a social fraternity. Unfortunately, the true meaning of the phrase “social fraternity” has become lost to many people. It is not a phrase associated with the anti-social behavior sometimes engaged in by fraternities and often portrayed as typical by the media. Rather, it identifies an organization that practices good manners and social grace. Our Founders (and the founders of most of our fellow Greek letter societies) envisioned organizations that would help young men develop their social skills, understanding that these skills are important for personal happiness and success. The Social Activities Committee is responsible for organizing and managing the social activities that further the true objectives of a social fraternity.

The Social Chairman should be a brother who is capable of planning and managing details. He should be a team player who will work in cooperation with the risk management and financial officers to assure the success of the social programs.

The Social Committee includes the White Rose Formal Coordinator, Sorority Relations Coordinator, Homecoming Coordinator, Greek Week Coordinator, Greek Sing Coordinator and Theme Party Coordinator. Certain campus social structures may require modifications to this lineup, however, the key is that the chapter give attention to all social areas in order to provide a strong social life for its members.

White Rose Formal Coordinator –with the Social Committee, plans the annual White Rose Formal. This event should be held at a local venue, either on campus or in a dining room of a local restaurant or hotel. Members and their dates should dress formally (tuxedo) or semi-formally (suit and tie). It should feature a served meal and a brief program. The program may include the presentation of chapter awards and the crowning of a chapter White Rose Sweetheart. The dinner should be followed by a dance with either live or recorded music. The chapter members and their dates should remain in their formal or semi-formal attire for the dance. After all, our dates have gone to a lot of expense and effort to make a beautiful appearance for this formal event. It is somewhat rude, unfair and ill advised to suggest that everyone change into grubbies for the dance. Better dress will also tend to support better behavior, thereby reducing the burden of behavior management on the officers, risk management committee, and social committee. Chapter funds may not be used to purchase alcohol for this or any other event. However, the chapter should budget funds for food, decorations and entertainment. Some chapters also purchase a favor for each participant as a memento of the occasion.

Sorority Relations Coordinator – with the Social Committee, plans a calendar of activities at which chapter members can mix with members of the campus sororities. The key here is planning. Sorority leaders are often better at planning than are we. If we are going to get on their calendar, we have to recognize the need to plan ahead.

Sorority relation events can and should include athletic and service events in addition to the traditional social events. Consider inviting a sorority to your associate member induction ceremony – which is a public event – and follow it with a nice desert reception. Weekend barbecues, bowling, swimming, softball, and cards or board game events are also excellent for mixers.

Homecoming Coordinator – with the Social Committee, plans and manages the chapter's involvement in campus homecoming events. While alumni should be included in as many events as is practical, the reality is that many homecoming events are student-based. Examples include building a float for the parade, participation in king and queen elections, participation in sports rallies, organization of a cheering section at a game, and a dance. Often chapters partner with a sorority for some homecoming events. Coordinate with the Alumni Relations and Parent Relations Committees to facilitate the participation of alumni and parents in homecoming events designed for them.

Greek Week Coordinator – with the Social Committee, plans and manages the chapter's participation in Greek Week. There are often many campus Greek Week events and competitions. The Social Committee will need to coordinate with the Intramural Sports, University Relations, and Community Service Committees to get maximum value from this week of activities.

Greek Sing Coordinator – with the Social Committee, plans and manages the chapter's participation in Greek Sing or other kind of talent show. Often (but not always) this event is held as a part of Greek Week. Still, it requires special focus, in talent, planning and practice. If the chapter is short of musical talent, partner with a sorority. Don't fail to participate in this fun event.

Theme Party Coordinator – with the Social Committee, plans and manages the general social events of the chapter. These may include a date party or dance or holiday based theme, like Halloween, Christmas, Valentine's Day or St. Patrick's Day. As with all social events, these events must be planned and managed in compliance with the Risk Management Policy. Since the Risk Management Policy is primarily focused on what cannot be done, the Social Committee must balance this with what can be done. Deliver value back to your members by investing in food, decorations and music.

Social Chairman – serves as a part of the Programs Division management team and leads the social activities effort. It seems like an easier job than it is. The Social Chairman has to balance the desire to have fun with the responsibility to be safe. He has to be creative, plan ahead, manage a budget and keep control.

Social Chairman

Supervisor: Vice President of Programs

Responsibilities

- Plan, organize and implement semesterly dance and special event theme parties, including White Rose Formal, Valentines Day Dance, Halloween Party, Thanksgiving Dinner and Fellowship Day.
- Plan, organize and implement educational programs to teach etiquette and manners.
- Coordinate all events in consultation and cooperation with Risk Management Director.

Resources

- Risk Management Policy
- Guidelines for Banquets and other Formal Occasions

Goals

Activities Planned to Achieve Goals

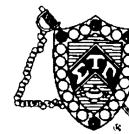
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Brotherhood is the essence of fraternity. It is certainly central to the vision of our Founders. There was a time when the development of brotherhood in a chapter was taken for granted. It was a time when most members not only lived in the chapter house but ate their meals there as well. The structure of sharing living quarters and meal times resulted in a kind of mutual communication and commitment that created strong bonds of brotherhood.

The world has changed. Most Sigma Tau Gamma chapters do not offer a meal service. Many members do not live in the chapter house. In fact, many chapters have no house at all. While groups of members do share meal times, this sub-grouping can create cliques that work against brotherhood. Rarely does the whole chapter share a relaxed meal during which the only agenda item is to visit and building brotherhood.

Members gather for social activities, but often those activities include dates or guests. As a result the “agenda” changes and has less of a chance to grow.

In this changed environment, the Brotherhood Committee has the task of finding and implementing new ways to build brotherhood. The Brotherhood Activities Chairman is a member of the Programs Division leadership team and is assisted by the Weekly Dinner Coordinator, Retreat Coordinator, Events Coordinator, and Awards Coordinator.

Weekly Dinner Coordinator –with the Brotherhood Committee, plans weekly dinners for the entire membership. While catching meals on the run in our society is the norm, most of us come from family traditions where we shared at least weekly meals, during which we bonded with other family members. Brotherhood bonding requires the same experience. Whether or not the chapter has a chapter house or food service, it is essential to break bread together as a chapter. The Food Service Committee in the Finance Division (again whether or not there is a house) should assist with the food details of the dinner. The Brotherhood Committee plans and promotes the dinners. That is, they make the dinners a priority for all members. That can be challenging. There will always be excuses about conflicting schedules, no time and no money. The real issue is priorities. Members may not make the dinner a priority because they do not see it as important. The Weekly Dinner Coordinator helps them see the light.

Retreat Coordinator – with the Brotherhood Committee, plans a retreat each semester. The retreat is critically important for chapters without a house. It is the only time they share lodging, meal and cleanup duties. You find out about yourself and others when you share meal preparation and cleanup duties. It is also important for chapters that do have housing, particularly for those members who do not live in the

chapter house. The retreat can and should include organization and planning time for the chapter. It may even include some training. But, the most important thing is just to share time together – and duties.

Events Coordinator – with the Brotherhood Committee, plans and manages brotherhood building events. These events focus on just building friendships. Gathering for a pickup basketball game, card game, board game, foosball, bowling, or flag football are examples of great brotherhood building activities. Events can also include gathering to watch a football or baseball game on television or going to a campus sports or other event together. Chapter members often do these things on the spur of the moment – and that is okay. But, for chapters that have no house and for members who do not live in the house, planning at least one such event each week will help widen the range of participation.

Awards Coordinator – with the Brotherhood Committee, plans and manages the chapter's recognition program. Most chapters have awards for outstanding leadership and service in the chapter. Some also have awards for scholastic achievement and athletic achievement. Usually, these awards are given at the conclusion of a semester or year of school. The Awards Coordinator is in charge of managing this important chapter function. However, he should also help develop and manage the weekly recognition of members who serve the chapter well. Frequent recognition will build spirit and involvement.

Responsibilities

- Plan, organize and implement weekly chapter dinner for the sharing of brotherhood.
- Plan, organize and implement non-alcoholic recreational brotherhood building activities.
- Coordinate all events in consultation and cooperation with Risk Management Director.
- Coordinate chapter awards programs for leadership and involvement, including selection of recipients and preparation of recognition items (certificates, plaques, and trophies.)
- Support other officers who establish recognition programs for their areas.
- Maintain chapter history, including logs of individual chapter award recipients.
- Maintain chapter archives: photograph albums and files, videotape library, photo/slide library.

Resources

- Risk Management Policy

Goals

Activities Planned to Achieve Goals

Activity	Due Date

Budget

Item	Income	Expense
TOTAL		
NET INCOME LESS EXPENSE		

by: _____ date: _____



Intramural Sports Committee

Programs Division

Intramural sports are fun. Good successful chapters use intramural sports to build team spirit and brotherhood. Every member should be involved in at least one chapter team. Team members should show their spirit and solidarity by wearing team jerseys. The Intramural Sports Committee should plan to fund good-looking jerseys. It is worth the money.

Intramural sports participation is so important in the life of a Sigma Tau Gamma chapter that there is a McCune Metrics Goal for intramural sports participation. The **McCune Metrics Goal** is 20 hours participation per year (10 hours per semester) for each member of the chapter.

The Athletic Director leads the intramural sports effort and is a part of the leadership team of the Program Division. He is assisted by the team captains for each sport.

Team Captains –with the Athletic Director, selects the sports in which the chapter will participate and organizes teams. The goals should be to both involve every member and give the chapter its best chance for success. This can be accomplished by matching members to the sports and positions in which they will excel. Intramural teams rarely practice, so even a team with average talent can beat a team with superior talent if it strategically plans and practices its plans.

Athletic Director – is a brother who understands not just sports. He understands the contribution sports can make to the development of individual members and the chapter. He instills value for competitive spirit. He instills team pride. He instills sportsmanship. He instills brotherhood.

Responsibilities

- Coordinate chapter's participation in campus intramural sports.
- Assign team captains and coordinate recruitment of team players.
- Encourage and lead chapter fan support of its intramural teams.
- Recognize player of the week.
- Teach and promote good sportsmanship.
- Achieve McCune Metrics Goal of 10 hours participation per semester for every member.

Resources

- Risk Management Policy
- Campus intramural sports program and policies

Goals

Activities Planned to Achieve Goals

Activity	Due Date

Budget

Item	Income	Expense
TOTAL		
NET INCOME LESS EXPENSE		

by: _____

date: _____



Philanthropy Committee

Programs Division

We may serve the Principle of Benefit in two ways, making financial contributions to worthy programs and organizations, and giving our time and talent in direct service to those in need. The Philanthropy Committee has the first task, raising and contributing financial contributions to worthy organizations. (The community service committee has the task of organizing volunteer service projects.)

The Philanthropy Chairman is assisted by at least two program coordinators, the Books-for-Kids Coordinator and the Fellowship Day Coordinator.

Books-for-Kids Coordinator – manages the chapter’s participation in the official national philanthropy, Books-for-Kids. The chapter’s Books-for-Kids project can either raise money for Books-for-Kids or collect new children’s books for a library or some combination of both. The chapter can also select a local library to support and split its donation between that library and the national project. Elementary school libraries are often the best choices. The successful book drive will balance the twin objectives of quality and quantity. Donated books should always be new and of a reading and binding quality that will make the Fraternity proud. Members should give thought to the books that they donate. There are many ways to raise books. One of the best ways is to make the donation of a book the entry fee to a chapter or special event.

Fellowship Day Coordinator – manages the chapter philanthropy project on Fellowship Day, which is the 28th of February. On Fellowship Day, the anniversary of the birth of Wilson C. Morris, all chapters in the Fraternity conduct a philanthropy project of their choice. Many fraternities have a major event on their founder’s day. Since our Founder’s Day, June 28, is during summer break, Sigma Tau Gamma designated the 28th of February as Fellowship Day in order to hold our event when school is in session.

Philanthropy Chairman – is a member of the Programs Division leadership team and manages the chapter charitable fund raising projects. These projects can be great for building brotherhood. They are also a great way to build friendships outside of the Fraternity when we team up with another campus organization. The best fund raising projects offer a service or product in return for a donation. Some may be ongoing like Books-for-Kids. That is, the chapter may hold a series of events over the course of one or two semesters in order to raise the targeted number of books. The chapter must be absolutely scrupulous about turning all proceeds from a philanthropy over to the intended beneficiary.

Responsibilities

- Plan, organize and implement chapter's participation in Books-for-Kids.
- Facilitate chapter's participation in philanthropic service activities organized by other campus organizations.
- Plan, organize and implement chapter fund raising project for a local or national charity.
- Maintain records of philanthropic service by chapter.
- Recognize exceptional member involvement with chapter awards.
- Facilitate news coverage about philanthropic service projects.
- Apply for the Robert Nagel Jones Charitable Projects Award.

Resources

- Books-for-Kids Publications
- Campus Volunteer Service Office

Goals

Activities Planned to Achieve Goals

Activity	Due Date

Budget

Item	Income	Expense
TOTAL		
NET INCOME LESS EXPENSE		

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date: _____



Community Service Committee

Programs Division

We may serve the Principle of Benefit in two ways, making financial contributions to worthy programs and organization, and giving our time and talent in direct service to those in need. The community service committee has the task of organizing volunteer service projects. (The Philanthropy Committee has the task of organizing charitable fund raising projects.)

The community service committee should organize at least one service project per semester. The committee includes a chairman and one or more project coordinators.

Community service participation is so important in the life of a Sigma Tau Gamma chapter that there is a McCune Metrics Goal for community service participation. The **McCune Metrics Goal** is 20 hours participation per year (10 hours per semester) for each member of the chapter.

Community Service Chairman – is a member of the Programs Division leadership team and manages the chapter community service projects. These projects can be great for building brotherhood. They are also a great way to build friendships outside of the Fraternity when we team up with another campus organization. Some projects are just one event. Raking and cleaning the yard of a house bound elderly person is an example. Bigger projects may require regular attention every week or month, and thus are often of greater value to the community. Keeping a section of a highway clean is an example. The best projects bring our members in contact with those being served. One chapter leads school activities for children whose parents are participating in teacher-parent conferences. This is a great project because it brings the members in contact with both the children and parents being served.

Responsibilities

- Identify, plan and coordinate community service projects for the chapter.
- Assist Associate Member class with planning for a community service project.
- Facilitate the volunteer involvement of members and associates in community service organizations based on campus and in the community.
- Recognize exceptional volunteer service with chapter awards.
- Facilitate news coverage about community service projects.
- Apply for the Robert Nagel Jones Charitable Projects Award.
- Maintain records of community service involvement by recording numbers of hours of service by each individual chapter member and full chapter.
- Achieve McCune Metrics Goal of 10 hours participation per semester for every member.

Resources

- Campus Volunteer Service Office

Goals

Activities Planned to Achieve Goals

Activity	Due Date

Budget

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NET INCOME LESS EXPENSE		

by: _____ date: _____



Even though they are no longer in daily contact with the chapter, alumni are members and for the most of them, they do care. Communication with alumni is important. So are opportunities for involvement.

The Alumni Relations Chairman should be a brother who has a desire to build this important relationship. He is assisted by the Newsletter Editor, Webmaster, and Alumni Participation Coordinator.

Newsletter Editor – should be a member with good writing skills and a responsible work ethic. He gathers and writes stories that will interest both alumni and parents. (The newsletter should be distributed to parents as well.) While undergraduate members will also receive the newsletter, they are not its primary audience. After all, they already know what is happening in the chapter. Good newsletter stories are about both chapter accomplishments and individual accomplishments. Alumni and parents want to read about your intramural sports success (or failure), your philanthropic and community service, and your participation in campus activities. They are less interested in your parties. Grammar is important. Layout is less important. You can do a great job using a simple word processing program for layout.

Webmaster – should publish the newsletter on the World Wide Web and create an interactive site at which alumni members can become reconnected to the chapter. He can also administer an e-mail list serve for alumni.

Alumni Participation Coordinator – works with program coordinators the (Homecoming / White Rose Formal / Fellowship Day – in the Social Activities Committee) and alumni association officers to facilitate alumni involvement in these activities.

Alumni Relations Chairman – is a member of the Programs Division leadership team and manages the chapter's relationship with alumni. The alumni should be organized into an alumni association. The Alumni Relations Chairman works with the officers of the alumni association. He should make an effort to get to know alumni from many eras and avoid the trap of focusing only on recently graduated alumni who he may have known while they were in school.

Alumni Relations Chairman

Supervisor: Vice President of Programs

Responsibilities

- Develop and maintain working relationship with Alumni Association officers.
- Maintain alumni member file, including initiation dates, class year, addresses, phone numbers, fax, e-mail address, chapter offices held, and special interests.
- Assist with the planning, organization and implementation of events which include alumni, particularly Homecoming, Fellowship Day, White Rose Formal, Founders' Day and Ritual.
- Publish at least one alumni newsletter per semester.
- Facilitate an Alumni Big Brother program for associate member program.
- Apply for E. Kennedy Whitesitt Newsletter Award.

Resources

- Alumni Association Guidelines
- Guidelines for Banquets and other Formal Occasions

Goals

Activities Planned to Achieve Goals

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College students want to feel like they are on their own. They don't want parents meddling in their affairs. What they are surprised about is that most parents want the same thing. They want their child to be self-reliant and they don't want to meddle. But, they do still care and they do want to help where appropriate.

The Parent Relations Liaison can help with this process. He should be a brother who is well informed, has good people skills and is willing to make telephone calls to get things organized.

Parent Relations Liaison – is a member of the Programs Division leadership team and manages the chapter's relationship with parents. The parents should be organized into a parents' club. The club needs to only meet once or twice per year. The club can facilitate parent involvement in homecoming, campus parent day activities and any other events at which the chapter wants to welcome their participation. Moms want to cook and bake and make you happy with some familiar good home cooked meals that you just don't get to enjoy that often anymore. Dads are often willing to meet on a Saturday and help with a house project or two. Some parents clubs even get involved in Books-for-Kids. One chapter has a benefit auction for Books-for-Kids at their parents day dinner. Parents donate items such as food in a cooler, sportswear and the like. Then these items are auctioned back to the parents. The money goes to Books-for-Kids, the auctioned items usually go to their sons in the chapter, and mom and dad go home happy knowing that they have helped while enjoying the company and the fun.

Responsibilities

- Facilitate the involvement of parents in the life of the chapter.
- Maintain records of parents including addresses, phone numbers, e-mail address, fax and special interests.
- Organize an event involving parents each semester.
- Publish a newsletter to parents each semester.
- Support the organization and maintenance of a parents' club.
- Teach parents about the Fraternity.

Resources

- Guidelines for Parents' Clubs
- Guidelines for Banquets and other formal occasions.

Goals

Activities Planned to Achieve Goals

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SIGMA TAU GAMMA FRATERNITY, INC.®

RISK MANAGEMENT POLICY

November 11, 2005

All college chapters are responsible for annually instructing their members and associate members about this risk management policy.

Alcohol and Drugs

1. The possession, use and/or consumption of alcoholic beverages, while on chapter premises, during an official Fraternity event, or in any situation or setting sponsored or endorsed by the chapter, must be in compliance with any and all applicable laws of your state, county, and city.

2. The sale of alcohol, by any chapter is prohibited. This prohibition includes any action that is a functional substitute for the sale of alcohol such as: charging for admission to parties, passing the hat, selling empty cups, or selling drink tickets.

3. Alcoholic beverages may not be purchased with chapter funds. Nor, may the purchase of alcoholic beverages be undertaken or coordinated by any member in the name of or on behalf of the chapter.

4. Chapter events may not involve the use of bulk quantities of alcohol, kegs of beer or any common source container of alcohol. All alcoholic beverages consumed at chapter functions must be purchased and brought by the individuals attending the function or through a cash bar operated by a licensed establishment where the function is held. Any legal use of alcohol should not involve unlimited quantities, the encouragement of rapid consumption, drinking games, or the direct or indirect pressuring of any person to consume alcohol.

5. No chapter shall sponsor open parties, meaning those with unrestricted access and without specific invitation, where alcohol is present.

6. All recruitment activities shall be dry; that is without the use of alcoholic beverages.

7. No alcohol may be present at any associate (non-initiated) member activity.

8. No chapter may co-sponsor, co-promote or co-finance an event with a bar, tavern, distributor of alcohol, charitable organization, or student organization where alcohol is sold, given away or otherwise provided.

9. The possession, sale and/or use of any illegal drug or controlled substance at any Sigma Tau Gamma house or Fraternity sponsored event is prohibited.

Hazing

No chapter, provisional chapter, collegiate member or alumni member may conduct or condone hazing. Hazing activities are defined as: "Any activity taken or situation created, intentionally, whether on or off fraternity premises, to produce mental or physical discomfort, embarrassment, or ridicule. Such activities may include but are not limited to the following: use of alcohol; paddling in any form; creation of excessive fatigue; physical and psychological shocks; quests, treasure hunts, scavenger hunts, road trips or any other such activities; wearing of apparel that is conspicuous and not normally in good taste, engaging in stunts and buffoonery, morally degrading or humiliating games and activities, and any other activities that are not consistent with academic achievement, fraternal law, ritual or policy or the regulations and policies of the educational institution or applicable state law."

Sexual Abuse

The Fraternity does not condone any form of sexually abusive behavior on the part of its members, whether physical, mental or emotional. This includes any actions that are demeaning to any person including but not limited to date rape, gang rape or verbal or written harassment.

Fire and Safety

1. No chapter may be housed in or use the services of a structure that does not meet minimum fire and safety requirements of local civil authorities.

2. Only licensed firearms may be stored on fraternity property. Firearms storage must comply with all local and state laws and must be secured in a locked case or with a locked trigger guard. Ammunition must be stored separately from any firearm.