



Sigma Nu Fraternity • Theta Kappa Alumni Advisory Board (AAB) • Georgia Southern University  
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## MEMO

**DATE:** July 1, 2014

**FROM:** Theta Kappa House Corporation, Theta Kappa Alumni Chapter, and the Theta Kappa Alumni Advisory Board (AAB)/Alumni Board of Receivers (ABR)

**TO:** Theta Kappa Alumni, Brothers, Parents, Friends, Guests, and Visitors

**SUBJECT:** Conduct Expectations at the Theta Kappa Chapter House, Property, and Events

This is a notice that all alumni, brothers, parents, family, friends, guests, and visitors of the Theta Kappa Chapter are expected to abide by the Sigma Nu Code of Conduct at all times (enclosed) and by the Sigma Nu Fraternity Risk Reduction Policy and other like policies when participating in fraternal events or events at the Chapter Home or other fraternal properties. The code is fairly simple (listed below) and just requires one to abide the laws and use good judgment. These policies apply to all alumni, brothers, candidates, parents, family, friends, guests and visitors even if you are legal drinking age and consuming alcohol legally. This policy also applies to the use of illegal drugs, but there is no time limit on that. All of this should be common sense to us and is a restatement of policy.

If you have questions, please feel free to contact the Commander, a member of the House Corporation, an Alumni Chapter Officer, or a member of the Alumni Advisory Board. All of their contact information can be located on the chapter website at: <http://www.SigmaNuGSU.com>. The fraternity and chapter policies as well as links to their contact information are located at <http://www.SigmaNuGSU.com/policies>. Alumnus John B. Austin, OK 120, who is an attorney as well as our Risk Reduction & Legal Advisor, is able to answer any questions in regards to this policy.

A digest of the Sigma Nu Code of Conduct:

*"I promise on my Honor as a Knight and a Gentleman (if a Sigma Nu), do solemnly swear to abide by and uphold The Law of Sigma Nu Fraternity, Inc., the Risk Reduction Policy and Guidelines, The Ritual, the chapter bylaws, and the directives of the Grand and General Officers of the Fraternity. Further, I will:*

- 1. Respect the dignity of all persons; therefore, I will not physically, psychologically or sexually abuse or haze any human being.*
- 2. Protect the health and safety of all human beings.*
- 3. Respect my property and the property of others; therefore, I will neither abuse nor tolerate the abuse of property.*
- 4. Meet my financial obligations in accordance with The Law of Sigma Nu Fraternity, Inc.*
- 5. Neither use nor support the use of illegal drugs; I will neither abuse nor support the abuse of alcohol.*
- 6. Fully support Sigma Nu Fraternity Inc.'s Risk Reduction Policy and Guidelines.*
- 7. Acknowledge that a clean and attractive environment is essential to both physical and mental health; therefore I will do all within my power to see that the chapter's property is well maintained and cleaned.*
- 8. Confront all of my Fraternity Brothers who violate these fundamental obligations and promise to report violations to the appropriate officers of the Fraternity.*
- 9. Abide by the rules and policies of Georgia Southern University.*

*I am committed to the ideals of Sigma Nu Fraternity, and I fully realize and understand that my continued association and membership in the Theta Kappa Chapter depends upon my deeds. I also realize that my own violations of the principles, ideals, and this agreement will subject me to suspension and/or expulsion from the Theta Kappa Chapter of Sigma Nu Fraternity."*

Your adherence, support, and enforcement of this policy is greatly appreciated, but is also required.

## Sigma Nu Fraternity, Inc.

I, \_\_\_\_\_ (name) of the Theta Kappa Chapter of Sigma Nu Fraternity, on my Honor as a Knight and a Gentleman, do solemnly swear to abide by and uphold The Law of Sigma Nu Fraternity, Inc., the *Risk Reduction Policy and Guidelines*, The Ritual, the chapter bylaws, and the directives of the Grand and General Officers of the Fraternity. Further, I will:

1. Respect the dignity of all persons; therefore, I will not physically, psychologically or sexually abuse or haze any human being.
2. Protect the health and safety of all human beings.
3. Respect my property and the property of others; therefore, I will neither abuse nor tolerate the abuse of property.
4. Meet my financial obligations in accordance with The Law of Sigma Nu Fraternity Inc.
5. Neither use nor support the use of illegal drugs; I will neither abuse nor support the abuse of alcohol.
6. Fully support Sigma Nu Fraternity Inc's *Risk Reduction Policy and Guidelines*.
7. Acknowledge that a clean and attractive environment is essential to both physical and mental health; therefore I will do all within my power to see that the chapter's property is well maintained and cleaned.
8. Confront all of my Fraternity Brothers who violate these fundamental obligations and promise to report violations to the appropriate officers of the Fraternity.
9. Abide by the rules and policies of Georgia Southern University.

I am committed to the ideals of Sigma Nu Fraternity, and I fully realize and understand that my continued association and membership in the Theta Kappa Chapter depends upon my deeds. I also realize that my own violations of the principles, ideals, and this agreement will subject me to suspension and/or expulsion from the Theta Kappa Chapter of Sigma Nu Fraternity.

(Signature) \_\_\_\_\_

(Print Name) \_\_\_\_\_

(Date) \_\_\_\_\_

(Witness) \_\_\_\_\_

# Sigma Nu Fraternity

Theta Kappa Chapter – Georgia Southern University

## Sigma Nu Alumni Code of Conduct & Affirmation of Policies

I, \_\_\_\_\_ of or affiliated with the Theta Kappa Chapter of Sigma Nu Fraternity, on my Honor as a Knight and a Gentleman, do solemnly swear to abide by and uphold The Law of Sigma Nu Fraternity, the Risk Reduction Policy and Guidelines, The Ritual, the chapter bylaws, the officers and advisors of my chapter, and the directives of the Grand and General Officers of the Fraternity. Further, I will:

1. Understand and subscribe to the Objects of Sigma Nu Fraternity – they are:
  - a. HONOR. To govern each act by a high sense of honor
  - b. FRIENDSHIP. To bind together all members by ties of true and lasting friendship (brotherhood)
  - c. ASSISTANCE. To protect, assist, advance, and encourage each other by every honorable means
  - d. UNITY. To have plans for guidance and unity in action
  - e. COMMUNICATION. To gather, to propose, discuss and agree upon these plans at meetings
2. Respect the dignity of all persons; therefore, I will not physically, psychologically or sexually abuse or haze any human being. I understand and support Sigma Nu Fraternity's founding against and continued vigilant opposition to hazing. I will protect the health and safety of all human beings.
3. Respect my property and the property of others; therefore, I will neither abuse nor tolerate the abuse of property including the chapter house.
4. Acknowledge that a clean and attractive environment is essential to both physical and mental health; therefore, I will do all within my power to see that the chapter's property is well maintained, cleaned and respected.
5. Neither use nor support the use of illegal drugs; I will neither abuse nor support the abuse of alcohol.
6. Fully support Sigma Nu Fraternity Inc.'s Risk Reduction Policy and Guidelines.
7. Abide by the rules and policies of Georgia Southern University.
8. Understand and enforce the fraternal, financial, and academic obligations as well as the code of conduct expected of undergraduate members. I agree to abide by those and set the example for others.
9. Confront all of my Fraternity Brothers, alumni, undergraduates, and candidates who violate these fundamental obligations and promise to report violations to the appropriate officers of the Fraternity.

I am forever committed to the objects and ideals of Sigma Nu Fraternity, and I fully realize and understand that my continued association with the Theta Kappa Chapter and membership in Sigma Nu Fraternity depends upon my actions and deeds. I also realize that my own violations of the principles, ideals, and this agreement will subject me to suspension and/or expulsion from Sigma Nu Fraternity. Copies of the aforementioned policies may be obtained at [www.SigmaNu.org](http://www.SigmaNu.org), our website at [www.SigmaNuGSU.com/policies](http://www.SigmaNuGSU.com/policies), from the Commander, or by contacting the HQs staff at 540-463-1869.

Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Date: \_\_\_\_\_

## **Risk Reduction Policy and Guidelines of Sigma Nu Fraternity, Inc.**

(As amended by the 65th Grand Chapter, July 2012, and High Council, August 2013)

Sigma Nu is an association of congenial minds and kindred souls founded for the specific purpose of influencing the development of mind, heart and character of its members. Its Creed — To Believe in the Life of Love, to Walk in the Way of Honor, to Serve in the Light of Truth — represents the basic principles that form the philosophical underpinnings which guide its actions in the development of future leaders.

Like the larger society, and the universities and colleges at which its chapters reside, Sigma Nu is not a police agency. It employs no law enforcement agents, nor was it ever founded or chartered to do so. It has no capacity to maintain "on site" observation of its chapters or its members, nor was it founded or does it exist for such purpose. It regards its members as subjects of the host college or university first, and members of Sigma Nu second. Sigma Nu is an organization that advises and encourages its members to conform to and abide by the laws of the land and the policies, rules and regulations of the host institution.

In addition, Sigma Nu has adopted certain laws and rules of governance by which its members are also expected to abide (see The Law of Sigma Nu Fraternity, Inc., Constitution and Statutes), and policies and guidelines to assist its collegiate members in conducting daily affairs of a collegiate chapter. Such laws, rules, policies and guidelines are subject to the laws of the land and the rules, regulations, policies and guidelines of the host institution. Failure of any member to abide by said laws, rules, policy and guidelines may be sufficient cause for suspension or expulsion from membership, removal from elected or appointed office within the Fraternity, or the suspension or revocation of a chapter's charter, the only extent to which Sigma Nu possesses or maintains authority over its chapters and members.

The following policy and guidelines are applicable to each chapter of Sigma Nu Fraternity, Inc.

I. Upon taking office, the Commander appoints a Risk Reduction Chairman and Committee. The Committee reviews all areas of potential chapter liability and implements a full Chapter Risk Reduction Plan coordinated through all relevant officers of the chapter. The Committee should seek the advice and counsel of the appropriate college or university official, the IFC, and the chapter advisor.

### II. Education of Initiates and Candidates :

- A. Chapter Member Education Program — The chapter conducts the Risk Reduction session of Phase I of the Sigma Nu LEAD Program for each new Candidate class and at least once annually for all initiated members.
- B. Alcohol and Drug Abuse Awareness Program — conducted for each member on an annual basis (college administration usually has programs on this subject; if not, contact General Fraternity Headquarters).
- C. Sexual Abuse Awareness Program — conducted for each new Candidate class (college administration usually has programs on this subject; if not, contact General Fraternity Headquarters).
- D. Fire Prevention Program — If the chapter maintains a common living arrangement, a fire prevention program is conducted for the entire chapter (including candidates) each fall and spring; to include fire drills, posting and discussion of evacuation routes, etc. (utilize fire marshal, college officials, IFC, house corporation, chapter advisor).
- E. Criminal Liability Education Program — conducted for each new Candidate class (utilize campus security, local district attorney, police chief or local attorney, college officials, and chapter advisor).
- F. Health Education Program — conducted for each new Candidate class to ensure that the chapter facility meets all health codes and that the chapter is aware of current health risks collegians face in their personal lives (utilize host institution's health services or appropriate local medical professionals, house corporation, chapter advisor).
- G. Basic Legal Concepts Program — conducted for each new

Candidate class (utilize host institution's legal assistance office, the General Fraternity Headquarters, and chapter advisor).

H. Explanation of Liability Insurance Policy — should be introduced to entire chapter each year (utilize General Fraternity Headquarters).

### III. Activities of the Chapter Meet the Following Criteria:

- A. No ILLEGAL use, possession, sale or distribution of any legally controlled substance, including alcohol, at chapter functions is permitted.
- B. No alcoholic beverages are purchased through the chapter treasury nor is the purchase of same for members or guests undertaken or coordinated by any member or candidate in the name of or on behalf of the chapter.
- C. No chapter members, collectively or individually, purchase for, serve to, or sell alcoholic beverages to any minor (i.e., those under legal "drinking age").
- D. No tap system and/or a keg is present in the chapter house, on chapter property, or at a chapter function (unless the tap system and/or keg is part of a cash bar operated by a licensed and insured third party vendor).
- E. The chapter does not co-sponsor a function with an alcohol distributor or tavern (tavern defined as an establishment generating more than half of annual gross sales from alcohol) where alcohol is given away, sold or otherwise provided to those present.
- F. For every function which a chapter sponsors or hosts where alcohol is legally consumed, the chapter also hosts at least one non-alcoholic, or "dry," function.
- G. The chapter does not co-sponsor or co-finance a function where alcohol is purchased by any of the host chapters, groups or organizations.  
Any function co-sponsored or co-financed with any chapters, groups, or organizations where alcohol is legally present, meets the following criteria:
  - 1. Function is co-hosted with not more than one other male chapter, group, or organization;
  - 2. All hosts have a liability insurance policy with a minimum of one million dollars (\$1,000,000) basic coverage;
  - 3. The function is in compliance with all hosts inter/national organizational policies;
  - 4. All non-member (non -member defined as those guests who are not members of any host group) guests are pre-approved by the chapter;
  - 5. Guest and host attendance lists are completed and posted prior to the function and maintained on file after the function;
  - 6. Each host has equal representation of sober monitors during the function; and
  - 7. Any function which would not comply with the above six criteria is first pre-approved by the host institution and, subsequently, discussed with the General Fraternity staff prior to the function.
- H. No chapter members provide alcoholic beverages to members or guests by selling tickets or cups, by charging admission fees, by taking up a collection ("passing the hat"), or by using any other direct or indirect means of collecting monies from persons attending chapter functions.
- I. The chapter does not serve, or permit the use, possession or consumption of alcoholic beverages at chapter recruitment functions. In addition, the chapter is an active proponent of "dry recruitment" among all fraternities on campus.

- J. The chapter hosts no "open" parties (social functions). Individual non-members attending a chapter function do so only by specific written (or approved verbal) invitation of chapter members who assume responsibility for the welfare of said guests and any damage to chapter premises caused by those guests. The safety and welfare of each guest is an assumed responsibility of the individual member who invited said guest. A list of individual guests' names is maintained and monitored at the door or entry to the function. Guest and host attendance lists are maintained on file after the function.

At all functions where alcohol is legally present, the non-Sigma Nu male guest-to-member ratio does not exceed 1:1 (one guest per one chapter member) while the overall maximum guest-to-member ratio does not exceed 2:1 (two guests per one chapter member). The maximum number of allowable guests does not exceed fire code regulations at any event. Any change in the guest-to-member ratio is first pre-approved by the host institution and, subsequently, discussed with the General Fraternity staff prior to the function.

- K. Valid identification of those claiming to be entitled legally to consume alcohol at chapter functions (where legal consumption is permitted) is checked for the correct age. The possession, distribution, or consumption of alcoholic beverages at said functions does not violate federal, state, and local laws and ordinances as well as the rules and regulations of the host institution or the policy and guidelines of the General Fraternity.
- L. At any and all chapter functions where the legal consumption of alcoholic beverages is permitted, non-alcoholic beverages and food are available. At such functions, individuals trained by the institution, who commit themselves not to consume alcoholic beverages or illegal or controlled substances, are appointed or hired to be on duty at all exits in order to check the sobriety level of invited people arriving and leaving chapter functions, and to deter uninvited people and/or intoxicated guests from entering.
- M. If the condition of any member or guest raises any concerns for his or her safety, call 911. If any member or guest appears to be even slightly intoxicated at any chapter function, the chapter members escort said member or guest from the function. The chapter does all that is reasonable to prevent intoxicated persons from driving automobiles and from walking themselves home; rather, such persons are escorted or accompanied by a responsible individual who has not consumed alcoholic beverages or any illegal or controlled substance.
- N. When alcoholic beverages are consumed legally (i.e., by those of legal age), such beverages are consumed only from non-transparent containers for purposes of reducing peer pressure on those who choose not to consume said beverages or those who are not of legal age.
- O. No chapter member permits, tolerates, encourages or participates in "drinking games" in the chapter house, on chapter property, or at any chapter function.
- P. Any and all alcoholic beverages are not served to, provided for, or purchased for any candidate or initiated member in connection with any aspects of the candidate education (pledge education) program.
- Q. Intoxication by any member or candidate at any chapter function or at any other time is deemed "conduct unbecoming a Knight and a gentleman." The chapter's Executive Committee invokes full provisions of The Law when such circumstances occur including fines and/or suspension or expulsion for a continual pattern of drunken behavior. Habitual violators are advised to seek qualified counseling.
- R. The Office of the Executive Director may prescribe for any Chapter that has a risk reduction violation that the Chapter not be allowed to have any alcohol on Chapter premises for a period to be determined by the Office of the Executive Director.

- S. A chapter that falls beneath its school's All-Men's undergraduate, All-IFC or a 3.0 GPA (on a 4.0 scale), whichever is lowest, shall be placed on academic warning for the next academic term in order to allow for the chapter to raise its GPA to be at or above the applicable GPA. Should the chapter fail to raise its GPA to the applicable average while on academic warning, the chapter shall not be allowed to have any alcohol on chapter premises for as long as the condition exists.

- T. Water Events. The chapter does not have any self-constructed pools or other self-constructed bodies of water for use in any activity at a chapter event (example, belly flop contests) and no slip-and-slides or similar activities shall be a part of any chapter event.

#### IV. Premises of the Chapter

- A. The chapter premises are inspected twice annually by the fire marshal and local health officials, with reports forwarded immediately to the house corporation and college officials.
- B. Maximum occupancy numbers for house and rooms for all group activities are posted conspicuously and not violated.
- C. Proper fire exits are marked with diagrams and posted.

#### V. Hazing

The chapter does not conduct hazing. Hazing is defined by Sigma Nu Fraternity as:

"... any action taken or situation created, intentionally, whether on or off fraternity premises, to produce mental or physical discomfort, embarrassment, harassment or ridicule. Such activities may include but are not limited to the following: paddling in any form; creation of excessive fatigue; physical and psychological shocks; quests, treasure hunts, scavenger hunts, road trips, lineups or any other such activities carried on outside or inside the confines of the chapter house; wearing, publicly, apparel which is conspicuous and not normally in good taste; engaging in public stunts and buffoonery; morally degrading or humiliating games and activities; late work sessions which interfere with scholastic activities; and any other activities which are not consistent with fraternal law, ritual or policy or the regulations and policies of the educational institution."

The willingness of any individual to participate in any hazing activity does not excuse any hazing violation.

- VI. All chapters cooperate fully with local IFC/Panhellenic Risk Reduction policies and programs and encourage their university to sponsor Risk Reduction seminars annually.
- VII. A violation of the policy and guidelines may result in probation, suspension or revocation of chapter charter; probation, suspension or expulsion of the individual(s) involved; removal from office of those officers of the chapter involved; the denial of membership to candidates who allow themselves to be involved in any of the aforementioned.
- VIII. Failure to make every reasonable attempt to meet the Fraternity's expectations and guidelines may be sufficient cause for the General Fraternity to conduct an investigation.
- IX. Any chapter which fails to be represented at either Grand Chapter or the College of Chapters shall not have alcohol on Chapter premises for the following academic year without the consent of the Office of the Executive Director.