



– FOR IMMEDIATE RELEASE –

Executive Council

Landon Flowers
President

Zach Quim
Vice President

Harris Krogh
VP of Risk Management

Greg Roberts
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Jackson Carter
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Dr. Gary Wiser
Director of FSL &
Interim IFC Advisor

Cayce Pasko
Graduate Assistant

Dear Clemson University Fraternity and Sorority Community,

First, I would like to start by thanking you for your patience and cooperation with IFC during the suspension on social events occurring on chapter premises (“house parties”). The health and safety of the Clemson Family has been our top priority since the start of this process. IFC has been working to make sure that the new procedures surrounding social events occurring on chapter premises are within the standards set by similar universities and will provide the safest environment for both guests and members.

Before releasing the new procedures, I would like to address the information that people have seen on the news regarding the incident at the Delta Chi house that ultimately initiated the suspension on social events occurring on chapter premises. Regardless of what was released in the news today, the Interfraternity Council (IFC) Executive Board and IFC chapter presidents recognize that “house parties” have not been fully executed according to our national risk management policies, and other incidents still warrant the new safety procedures be implemented.

After benchmarking IFC policies and procedures at universities within the SEC and ACC, and in collaboration with IFC chapter presidents, the IFC Executive Board is proud to release new procedures regarding social events occurring on chapter premises. We believe that the procedures established will provide a safer environment for guests and members to socialize. We recognize that these procedures call for a culture change, and we look forward to your support in that making that change.

Interfraternally,

Landon Flowers
Clemson Interfraternity Council
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Executive Order

The following Executive Order is effective immediately and enforceable under the authority of the Interfraternity Council (IFC). This Executive Order applies to all social events occurring on chapter premises. Any organization found in violation of the following directives will be referred to the IFC Honor Court and subject to appropriate sanctions.

CUID Requirement

Effective immediately, all social functions occurring on chapter premises will require all guests and members to present a Clemson University ID to obtain entrance. In order to obtain a wristband, you must scan your CUID at the door for each party. Any member who wishes to invite a guest from another institution must submit the name of their guest, their home institution, and a photo of their student ID. This policy will govern in addition to any age restrictions required by each organization's national headquarters.

Event Registration

In addition to registering with the necessary law enforcement office, all events must be registered with the IFC Executive Board. All events must be registered five (5) days before the event through the social event registration form located on the IFC website (www.ifcclemson.com). Organizations must indicate if an event is co-sponsored and under no circumstances should an organization openly or otherwise associate with any "off-campus" or unrecognized fraternity.

Number of Events

Each organization will be limited to hosting no more than four (4) co-sponsored hosted events on chapter premises per semester, no more than five (5) single fraternity hosted events on chapter premises (i.e. date functions & house parties) per semester, and no more than seven (7) day parties/tailgates hosted events on chapter premises per semester.

Guest Lists and Wristbands

A guest list must be submitted and approved for all social events occurring on chapter premises. Guest lists should be submitted to the IFC Vice President via email (zquinn@g.clemson.edu) by 5pm the Wednesday before the event. For all social events occurring on chapter premises, the ratio of three (3) guests to one (1) member or the ratio outlined by your national fraternity's policy – whichever allows fewer guests – will be strictly enforced. Additionally, organizations will be required to enforce guest wristbands. There will be no admission to a social event occurring on chapter premises without a wristband. As a final precaution, the contracts with and names of all vendors, including but not limited to: 3rd-party alcohol distributors, DJs, band members, and security staff, must be submitted to the IFC VP of Finance (ghrober@clemson.edu) by 5pm the Wednesday before the event. Should a guest list not be submitted by 5:00 p.m. the Wednesday before the social event or after wristband distribution, the Interfraternity Council reserves the right to cancel the event or summon law enforcement to ensure the event meets the above criteria.

Attendance Lists

An attendance list should be submitted no later than 5:00 p.m. the following Tuesday after the event takes place. The attendance list should be submitted to the Vice President of IFC via email (zquinn@clemson.edu).

Security and Sober Monitors

A security company or off-duty police officers are now required for all social events occurring on chapter premises, with the exception of date functions. There must be a minimum of three (3) security guards present at these events. Security should assist in issuing wristbands. Additionally, the number of sober monitors per event must be equal to no less than twelve (12) percent of total active membership or the ratio required by each national organization – whichever is stricter, with a minimum of six (6) sober monitors being present at all events regardless of fraternity size. All security will be instructed not to allow admission to any individual who they deem to be overly intoxicated or to any individual possessing any items, such as bottles, containing unknown liquids. In addition, security, sober monitors, and third parties (i.e. band members, DJs, and security companies) should not consume alcohol before or during social events.

Risk Management Plans

All chapters are required to submit risk management plans, including event layouts, pertaining to social events occurring on chapter premises for approval by the IFC Executive Board. Each chapter will be responsible for abiding by and implementing their specific approved risk management plan. These plans must be submitted to the IFC VP of Risk Management (hkrogh@g.clemson.edu) by August 1st for the fall semester and January 1st for the spring semester.

Cease and Desist Usage

Should the Office of Fraternity & Sorority Life or any other University office receive a report or complaint that an organization was in violation of any of the aforementioned criteria or the Interfraternity Council's current policies, the Interfraternity Council reserves the right to issue a Cease and Desist letter to the organization requiring that all social events be suspended until further notice. Any organization who fails to comply will be subject to suspension or removal from the council by a vote of their peers.

Landon Flowers
President
Interfraternity Council



The following information pertains to social events occurring on chapter premises.

Co-Sponsored Night Events (2 fraternities max)

- Chapters must submit guest lists to the IFC Vice President by 5pm the Wednesday before an event.
 - Three (3) guest per one (1) member
 - If a chapters national/international headquarters has a stricter ratio, the chapters must abide by that ratio.
- Wristband distribution at gate:
 - Must be on guest list to get wristband
 - Name on CUID or other student ID for non-Clemson students must be the same as the name on the guest list
 - Appropriate chapter members or security are responsible for issuing wristbands.
- An attendance list must be submitted no later than 5:00 p.m. the following Tuesday.
 - Email attendance list to the Vice President, Zach Quinn (zquinn@clemson.edu).
- Water bottles must be emptied before entering the event.
- Make sure you are placing gates/tarps in the locations designated in the risk management plan turned in to IFC
- Chapters must follow sober monitor guidelines in the Executive Order.
- Chapters must have security or off-duty police officers at event (3 minimum).
- No fraternity can **host** more than four (4) co-sponsored night parties per semester.

Day Party/Tailgates (2 fraternities max)

- Chapters must submit guest lists to the IFC Vice President by 5pm the Wednesday before an event.
 - Three (3) guest per one (1) member
 - If a chapters national/international headquarters has a stricter ratio, the chapters must abide by that ratio.
- Wristband distribution at gate:
 - Must be on guest list to get wristband
 - Name on CUID or other student ID for non-Clemson students must be the same as the name on the guest list
 - Appropriate chapter members or security are responsible for issuing wristbands.
- An attendance list must be submitted no later than 5:00 p.m. the following Tuesday.
 - Email attendance list to the Vice President, Zach Quinn (zquinn@clemson.edu).
- Water bottles must be emptied before entering the event.
- Make sure you are placing gates/tarps in the locations designated in the risk management plan turned in to IFC
- Chapters must follow sober monitor guidelines in the Executive Order.
- Chapters must have security or off-duty police officers at event (3 minimum).
- No fraternity can **host** more than seven (7) day parties/tailgates per semester.

Single Hosted Fraternity Events

- Chapters must submit guest lists to the IFC Vice President by 5pm the Wednesday before an event.
 - Three (3) guest per one (1) member
 - If a chapters national/international headquarters has a stricter ratio, the chapters must abide by that ratio.
- Wristband distribution at gate:
 - Must be on guest list to get wristband
 - Name on CUID or other student ID for non-Clemson students must be the same as the name on the guest list
 - Appropriate chapter members or security are responsible for issuing wristbands.
- An attendance list must be submitted no later than 5:00 p.m. the following Tuesday.
 - Email attendance list to the Vice President, Zach Quinn (zquinn@clemson.edu).
- Water bottles must be emptied before entering the event.
- Make sure you are placing gates/tarps in the locations designated in the risk management plan turned in to IFC
- Chapters must follow sober monitor guidelines in the Executive Order.
- Chapters must have security or off-duty police officers at event (3 minimum).
 - With the exception of date functions.
- No fraternity can **host** more than five (5) single hosted night parties per semester.



While this advice is applicable to all social events, the following is provided with social events occurring on chapter premises in mind.

IFC Advice for Social Events:

1. **Before the Event:**
 - Register the social event through the social event registration link on the IFC website (ifcclemson.com).
 - Notify appropriate law enforcement and neighbors.
 - Mark out specific areas for alcohol distribution and sober monitors.
 - Mark off restricted areas on the property.
2. **At Event Entrance:**
 - Have ID scanners set up and ready.
 - Scan & check IDs of all guest as they enter the event.
 - Have security or sober monitors checking for water bottles.
 - Do not allow anyone that is not on the guest list into the event.
3. **During the Event:**
 - Do not allow free for all when it comes to alcohol.
 - Have at least twelve (12) percent of total membership as sober monitors, with a minimum of six (6) regardless of chapter size.
 - Keep individuals from entering restricted areas on the property.
 - Keep a lookout for individuals who are too intoxicated.
 - Call 911 when needed. Never hesitate.
4. **When the Event Ends:**
 - Walk the property to make sure there aren't individuals wandering around.
 - Make sure no individual walks out the event in possession of alcohol.
 - Take necessary steps to get everyone to their destination safely.

Ten Steps to a Safe and Successful Event

1. Notify neighbors and law enforcement of your event. Provide contact information for a responsible individual who will be at the event.
2. Have a guest list and sign-in sheet at the entrance of the event. A chapter leader(s) should be responsible for ensuring guests are on the guest list and/or signing in. Event security should include checking IDs and providing ex. wrist bands to those who are 21 years old at this station as well.
3. Have the required number of sober monitors.
4. Keep party guests in a contained area. If the event is outside, make sure to rope off or fence in the area where guests should stay.
5. Provide non-alcoholic drinks and food for attendees. It is important to have alternatives for those under the age of 21 or those choosing not to drink. Do not provide alcohol at events.
6. Know the maximum capacity for the event location. Do not exceed that number in guests. Keep the party at a reasonable size. Everybody should fit in the space — not in the driveways or in the neighbor's yard.
7. Don't leave the party or allow guests to leave the party with an open container in their hand.
8. Only allow beer and wine at the party. Do not have an open source of alcohol available which includes but is not limited to kegs, punch bowls, open source troughs (meaning it's not behind a bar and being distributed by a bartender), etc.
9. Always call 911 in an emergency. It is not recommended for any individual to drive or allow others to drive guests to the hospital, as this could harm the individual more than help depending on the reasoning for going to the hospital. Never hesitate in calling 911. Getting people the help they need is far more important than anything else.
10. Know your guests. You are legally responsible for the actions of everyone at the event and will be held accountable if anything were to happen.