

OFFICE OF FRATERNITY AND SORORITY AFFAIRS

SYRACUSE UNIVERSITY OFFICE OF FRATERNITY AND SORORITY AFFAIRS EVENT MANAGEMENT GUIDELINES AND COMMUNITY EXPECTATIONS

The purpose of this document is to complement and promote the goals of the University and the fraternity and sorority community. The Fraternity and Sorority Affairs staff is committed to providing educational opportunities to promote and develop the character of students while maintaining the goals and academic mission of the institution. As members of the Inter-fraternity Council (IFC), Panhellenic Council (PHC), National Association of Latino Fraternity Organizations (NALFO), National Pan-Hellenic Council (NPHC), Multicultural Greek Council (MGC), and Professional Fraternity Council (PFC) you must comply with the policies and standards listed in this document. Any violation may result in, but is not limited to, social probation or other University disciplinary action.

The purposes of the document are:

- To promote and educate the fraternity and sorority community of its responsibilities in the area of risk management.
- To minimize risk to the safety or wellbeing of members of Greek organizations and the University community.
- To define the expectation of responsible decision making as well as promoting the goals, values, and missions of individual organizations and the Office of Fraternity and Sorority Affairs (FASA).
- To improve the Greek community's relationship and image with the rest of the student body, the University administration, the Inter/national governing bodies, and Syracuse community.

FIPG (Greek Risk Management Policy)

www.fipg.org

FIPG, Inc. is a consortium of men's and women's fraternities and sororities which provides leadership in establishing and developing policies and practices for member organizations, educates and supports undergraduates, alumni/ae and Greek systems in risk management, and works to improve and enhance the image and reputation of all Greek-letter organizations through risk management.

The Risk Management Policy of FIPG, Inc. includes the provisions, which follow and shall apply to all fraternity/sorority entities and all levels of fraternity/sorority membership.

ALCOHOL AND DRUGS

1. The possession, sale, use or consumption of ALCOHOLIC BEVERAGES, while on chapter premises or during a fraternity event, in any situation sponsored or endorsed by the chapter, or at any event an observer would associate with the fraternity, must be in compliance with any and all applicable laws of the state, province, county, city and institution of higher education, and must comply with either the BYOB or Third Party Vendor Guidelines.

2. No alcoholic beverages may be purchased through or with chapter funds nor may the purchase of same for members or guests be undertaken or coordinated by any member in the name of or on behalf of the chapter. The purchase or use of a bulk quantity or common source(s) of alcoholic beverage, for example, kegs or cases, is prohibited.
3. OPEN PARTIES, meaning those with unrestricted access by non-members of the fraternity, without specific invitation, where alcohol is present, are prohibited.
4. No members, collectively or individually, shall purchase for, serve to, or sell alcoholic beverages to any minor (i.e., those under legal drinking age).
5. The possession, sale or use of any ILLEGAL DRUGS or CONTROLLED SUBSTANCES while on chapter premises or during a fraternity event or at any event that an observer would associate with the fraternity is strictly prohibited.
6. No chapter may co-sponsor an event with an alcohol distributor or tavern (tavern defined as an establishment generating more than half of annual gross sales from alcohol) at which alcohol is given away, sold or otherwise provided to those present. This includes any event held in, at or on the property of a tavern as defined above for purposes of fundraising. However, a chapter may rent or use a room or area in a tavern as defined above for a closed event held within the provisions of this policy, including the use of a third party vendor and guest list. An event at which alcohol is present may be conducted or co-sponsored with a charitable organization if the event is held within the provisions of this policy.
7. No chapter may co-sponsor, co-finance or attend or participate in a function at which alcohol is purchased by any of the host chapters, groups or organizations.
8. All recruitment or rush activities associated with any chapter will be non-alcoholic. No recruitment, rush, or intake activities associated with any chapter may be held at or in conjunction with a tavern or alcohol distributor as defined in this policy.
9. No member or pledge, associate/new member or novice shall permit, tolerate, encourage or participate in "drinking games." The definition of drinking games includes but is not limited to the consumption of shots of alcohol, liquor or alcoholic beverages, the practice of consuming shots equating to one's age, "beer pong," "century club," "dares" or any other activity involving the consumption of alcohol which involves duress or encouragement related to the consumption of alcohol.
10. No alcohol shall be present at any pledge/associate member/new member/novice program, activity or ritual of the chapter. This includes but is not limited to activities associated with "bid night," "big brother – little brother" events or activities, / "big sister - little sister" events or activities, "family" events or activities and initiation.

HAZING

No chapter, colony, student or alumnus shall conduct nor condone hazing activities. Permission or approval by a person being hazed is not a defense. Hazing activities are defined 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: 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 carried on outside or inside of the confines of the chapter house; wearing of public apparel which is conspicuous and not normally in good taste, engaging in public stunts and buffoonery, morally degrading or humiliating games and activities, and any other activities which 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 AND HARASSMENT

Chapters will not tolerate or condone any form of sexist or sexually abusive behavior on the part of its members, whether physical, mental or emotional. This is to include any actions, activities or events, whether on chapter premises or an off-site location which are demeaning to women or men, including but not limited to verbal harassment, sexual assault by individuals or members acting together. The employment or use of strippers, exotic dancers or similar, whether professional or amateur, at a fraternity event as defined in this policy, is prohibited.

FIRE, HEALTH AND SAFETY

1. All chapter houses should meet all local fire and health codes and standards.
2. All chapters should post by common phones and in other locations emergency numbers for fire, police and ambulance and should have posted evacuation routes on the back of the door of each sleeping room.
3. All chapters should comply with engineering recommendations as reported by the insurance company or municipal authorities.
4. The possession and/or use of firearms or explosive or incendiary devices of any kind within the confines and premises of the chapter house is prohibited.
5. Candles should not be used in chapter houses or individual rooms except under controlled circumstances such as initiation.

EDUCATION

Each fraternity shall annually instruct its students and alumni/alumnae in the Risk Management Policy of FIPG, Inc. Additionally, all students and key volunteers shall annually receive a copy of the Risk Management Policy and a copy of the policy shall be available on the FIPG website.

Event Management Guidelines

- I. Social event requirements
 - a. The chapter must be a recognized student organization per the University and FASA policies and standards.
 - b. The chapter must be in good standing with all national, regional, and local guidelines.
 - i. **Chapter advisor:** The chapter MUST have a chapter advisor within a 2-hour driving distance of Syracuse, NY. This advisor must be financial within the national organization and recognized by the national organization as the chapter's advisor. This person must be able to attend the monthly FASA advisors meeting. The chapter must provide proof of the advisor's proximity to SU and their financial standing in the national organization to FASA.

- c. The chapter must be in good standing with the University.
 - d. The chapter must maintain an average 2.5 GPA in order to sponsor or co-sponsor social events.
 - e. The chapter must have a current proof of insurance on file within the Office of Fraternity and Sorority Affairs.
 - f. The chapter and/or provider of the premises must have up-to-date fire insurance/inspection certificate from the Syracuse Fire Department.
 - g. The chapter president, social chair/risk management chair, new member/recruitment/intake chair, and house manager, must attend the risk management training to sponsor/co-sponsor, social events of any kind (party, presentation to campus show, concert, etc).
 - h. Each chapter must sponsor one non-alcohol social event per semester. You must register this event and describe it as your non-alcohol social.
 - i. No event can happen before the first day of classes or after the last class of the fall or spring semester.
- II. Definition of a social event
- a. Any event that can be considered a chapter social event where at least 35 chapter members and non-members have gathered, either on or off campus.
 - b. An event that is publicized in any way: including but not limited to: online social networking, e-mail, flyers, University/personal listserv, chapter meetings, or websites.
 - c. The chapter provides funding for the event including but not limited to: DJ/band, refreshments, transportation, or rental of space.

III. Types of events and specific guidelines) **ALL SOCIAL EVENTS MUST BE REGISTERED; THIS ALSO INCLUDES PHILANTHROPIES AND CONCERTS.**

Events that Involve Alcohol

- a. **Invite-only. These events happen at the chapter house, where non-members attend** and alcoholic beverages may be brought by those of legal drinking age.
 - i. The maximum number of attendees cannot exceed fire safety regulations and is encouraged not to exceed 150 guests, including chapter members. If the event exceeds 150 guests, security must be hired to supervise the event.
 - ii. Guests, who are of age and choose to drink, may bring their own alcoholic beverages.
 - iii. Guests may bring a maximum of 6 beverages, none of which may exceed a 7% alcohol content. This is limited to six (6), 12-ounce cans of beer or four (4), 10-ounce wine coolers.
 - iv. The chapter cannot provide any alcohol, including kegs, common source, or hard alcohol.
 - v. Chapters must establish one clearly defined area where alcohol is collected and distributed to the event guests who brought it.
 - vi. Upon arrival, each guest must give their name and their alcohol to the event manager. The guest will receive a bracelet with a number of tabs that correspond with the number of drinks they brought.
 - vii. The chapter must provide non-alcoholic drinks and beverages equal to the number of underage guests at the event. This station must be clearly labeled and in a common location where all guests can access the food and beverages provided.

- viii. The chapter must submit receipts to prove they provided non-alcoholic drinks and food, and the event post-list to FASA by 5 p.m. on the Monday after the event.
- b. **Members only.** These may include alumni and parent(s)/family events. Guest list and wristband procedures apply for these events as well.
- c. **Date parties and formals.** These events must have a ratio of one member per guest (formals), with a maximum guest list of twice the membership. These events cannot be overnight and the location of the event and proof of insurance (if alcohol is served) must be provided. **Beginning Spring 2011, any chapter event that is out of state or the country will require the use of buses from a company approved by the Office of Fraternity and Sorority Affairs. You will need to submit the bus contract or invoice prior to the event along with the guest list for the event.**
- d. **Outdoor events.** This is considered to be any outdoor event that is hosted on the chapter's property. These events must have temporary fences and guests are expected stay within this area. Fencing is required to enclose all outdoor social functions/activities. The maximum number of attendees cannot exceed fire safety regulations and it is encouraged not to exceed 150 guests, including chapter members. If the event exceeds 150 guests, security must be hired to supervise the event.
- e. **Tailgates.** Chapters are allowed to tailgate on their respective property. This event must be registered. It must begin after 2pm and end before 7pm and can be no longer than 2.5 hours in duration. Guest list and wristband procedures apply.

Non-Alcohol Events

- a. **Invite-only (non-alcohol).** These events are held at the chapter house or designated location, where non-members attend and alcoholic beverages are not permitted. The maximum number of attendees cannot exceed fire safety regulations or 150 guests, including chapter members.
- b. **Philanthropy/community service events.** These events (regardless of location) must NOT involve alcohol and must be registered and approved. No guest list is required, but a list of participating chapter members must be submitted with event registration.
- c. **On-campus events.** These events are typically sponsored and held by groups on Syracuse University's campus. These events must be registered. While a guest list is not required we do ask that the sponsoring chapter submit a list of event managers (names and contact information) for the event. Chapters holding these events must meet with the assistant director to ensure all necessary paperwork is complete and on file. If this information is not submitted, the event is subject to be cancelled.
- d. **New member presentation/campus shows.** These are generally held outside and are open to the campus. The policies and standards for these events are included with the intake forms. This event should also be registered with the Office of Fraternity and Sorority Affairs, using the online submission form. A list of active and participating chapter members must be submitted with the form. (See Appendix A)

Registering your social event

- a. All social events must be registered **8 business days** prior to the event.
- b. To register an event, the chapter must submit:
 - i. List of event managers at events where alcohol is present (1 per 25 guests)
 - ii. Insurance forms (if not on file or if the event is taking place at a location other than the chapter's facility).

The party theme (must be submitted in writing **8 business days** prior to the event for approval by the director/assistant director of FASA. The chapter will be notified within 2 business days of submission if the theme is approved by FASA.

- c. Along with the theme and party registration, include contact information for the chapter's president, advisor, and social chair (name, phone, and e-mail).
- d. Events that occur Thursday must start after 8 p.m. and end before midnight and be no longer than 2.5 hours in duration. Friday and Saturday night events must start after 7 p.m., end before 2 a.m., and be no longer than 4 hours in duration.
- e. Your guest list must be typed and numbered with guests under the age 21 clearly identified. This list must be turned in when you pick up your wristbands.
- f. **Wristbands.** For events where alcohol will be present (excluding events at 3rd party vendors), wristbands must be purchased for all guests. These can be picked by the chapter, from the Office of Fraternity and Sorority Affairs, on the **Thursday prior to the social event from 10 a.m.-4:30 p.m. or the Friday prior to the event from 9 a.m.-2 p.m.**
- g. **AFTER THE EVENT:** The post-list (guest list sign-in) must be submitted to the assistant director of FASA, by 5 p.m. the day after the event or, if on a Friday or Saturday, by 5 p.m. the Monday after the event. Along with the post-list, the chapter must submit receipts for non-alcohol beverages and food purchased for the event.

Preparing for your event

- a. For the safety of chapter members and guests, no chapter may exceed its maximum occupancy for assembly space.
- b. Decorations must meet all fire code regulations.
- c. Chapters must handle complaints from neighbors and police in a courteous, cooperative, and respectful manner.
- d. Chapters must designate one clearly defined entrance where IDs are checked, guests sign in, and wristbands for drinking guests are distributed. There must be TWO event managers checking IDs. Only SU students, on the guest list, should be admitted with a valid ID. Anyone under the age of 18 will not be admitted unless they are an SU student. Guests and attending chapter members must sign in at the entrance.
- e. The chapter has the right and responsibility to deny admittance to anyone impaired by alcohol and other drugs, even if the person is on the invitation list.
- f. Chapter members or their guests may not provide, partake, use, or sell illegal drugs.
- g. Alcohol may not be provided by the chapter. Common sources of alcohol including, but not limited to kegs, party juice, jungle juice, or party balls are prohibited. All drinking games are prohibited.
- h. Chapters must post clearly visible signs at each alcohol distribution center that indicate:
 - i. The names of the event managers for the event
 - ii. The name and phone number of at least three local taxi services

- iii. That drinking alcohol under the age of 21 is against state law.
- iv. That providing alcohol to anyone under the age of 21 is against state law.

Unregistered Parties

Having an unregistered party can result in the chapter's social privileges revoked. Chapters/members attending unregistered parties will also be sanctioned. Sanctions can include, but are not limited to: the social probation of the chapter, referral to Judicial Affairs, a council Judicial Board appearance, or a sanction, as decided upon by the director of FASA.

Policy violations

The following sanctions/suspensions will apply to individuals or chapters who fail to comply with the policies above:

- 1st violation: warning
- 2nd violation: suspension of social privileges for 30 days. (Not including semester breaks.)
- 3rd violation: suspension of social privileges for the remainder of the semester and notification to the organization's national headquarters.
If this occurs after November 1st, the group will be suspended until March 1st. If the violation occurs after April 1st, the chapter will have social privileges suspended until October 1st.
- 4th violation: suspension of social privileges from the date of the issued suspension and throughout the following academic year.

****Your number of violations will reset at the beginning of the academic year.****

Any of the following will result in immediate suspension of social activity for your chapter:

- Falsifying any information on your event registration form or guests list.
- Providing alcoholic beverages, including hard alcohol, jungle juice, or a common source of alcohol.
- Hosting or attending unregistered events.
- Hosting events that do not adhere to the time constraints outlined in section IV.
- Providing alcohol to under age guests (this will also be reported to the Office of Judicial Affairs).
- Producing unapproved flyers and/or t-shirt designs
- Engaging in any illegal drug use
- Serving alcohol at any new member activities, bid day events, or events registered as non-alcohol.
- Attempting to have an event while on social suspension.

Academic standards

1. The first semester your chapter GPA is under 2.5, the chapter will be placed on academic warning.
2. After two consecutive semesters, your chapter will be placed on social suspension and other than chapter meetings, you will not be allowed to participate or co-sponsor ANY type of event including: philanthropies, programs of any type, presentation to campus shows, on/off campus social events, alumni events, or Family Weekend.
3. The chapter will be required to develop and implement an applicable scholarship program to support the chapter with its academic goals. Pending the chapter's academic progress, the director will then have up until the first day of the semester to decide on the chapter's active/inactive status.

4. After three consecutive semesters under a 2.5, the director of Fraternity and Sorority Affairs will recommend that the chapter lose University recognition until the chapter raises its GPA. The chapter may not participate in any activity, including chapter meetings or membership intake.

If a chapter feels it has been wrongly suspended, the chapter president can appeal in writing to the director of Fraternity and Sorority Affairs within 7 business days from the date that the sanction is delivered. Until the director makes a decision concerning the chapter's appeal, the original suspension will be upheld as it was issued.

Community expectations

Code of Student Conduct

In addition to abiding by community standards and local and state laws, all students are required to adhere to the University's Code of Student Conduct. To view the Code of Student Conduct, visit students.syr.edu/judicial/code.html.

Chapter recognition

All necessary paper work must be completed and turned in to the Office of Fraternity and Sorority Affairs. Be sure that all necessary University and Inter/National information is complete in order to gain recognition on all necessary levels. We will not recognize citywide chapters.

FASA-sponsored programs

It is expected that each chapter attend all Office of Fraternity and Sorority Affairs sponsored event.

Five Star Awards and Accreditation Program/Chapter Operations Manual

All chapters are expected to participate in the Fraternity and Sorority Affairs Five Star Program and submit their chapter operations manual in the fall and spring of each semester. Due dates for the Five Star Program will be set each fall. The chapter operations manual will be due at the beginning of each semester on a date selected by the Office of Fraternity and Sorority Affairs staff.

Alcohol

Alcohol consumption by anyone under the age of 21 is prohibited by NY State Law. It may not be sold or provided to underage guests at any event or activity. No alcoholic beverages of any kind may be purchased with chapter or council funds by members or guests of the chapter, nor may it be undertaken or coordinated by any member in name of, or behalf of, the chapter. The purchase or use of a bulk common source of alcoholic beverages (kegs or cases) is not allowed. Any event sponsored by any of the Syracuse University Governing Councils, (IFC, PHC, NPHC, NALFO, MGC) must follow the rules and regulations of Syracuse University, and will not involve the use of or presence of alcohol.

Fraternity/sorority t-shirt designs

Any t-shirt design that will be representative of any chapter, group, or council must be approved by the director of Fraternity and Sorority Affairs as soon as it is available. Designs may not make any reference to alcoholic beverages or bars. Please allow **3 business days** for a response from the director of Fraternity and Sorority Affairs. Designs may be submitted electronically.

Fraternity and sorority PR

All chapters will refrain from negative publicity concerning their chapters or the fraternity and sorority community. This includes social networking sites, posted photos, and other media that represent the fraternity and sorority community.

Advertising of events

No poster, flyer, or event advertisement may make any reference to alcoholic beverages or bars. This also includes but is not limited to offensive or inappropriate slogans, pictures, or themes.

Event sponsorship

Syracuse University fraternity and sorority community will not accept cash contributions, sponsorships, or in-kind donations from tobacco companies and other organizations whose purpose is to promote tobacco interests. This includes but is not limited to, the following organizations: *Altria Group, Philip Morris USA, Philip Morris International, Reynolds America, R.J. Reynolds Tobacco Co., Sante Fe Natural Tobacco Co., Lane Limited, Lorillard Inc., Vector Group Ltd., Liggett Group Inc., Vector Tobacco Inc., U.S. Smokeless Tobacco Co. Inc. (UST), Imperial Tobacco Group PLC, or Commonwealth Brands, Inc.*

Chapter house decorations

The Office of Fraternity and Sorority Affairs has the right to request the immediate removal of decorations that are offensive or inappropriate. If a complaint is received, a FASA staff member will come to view the decoration to determine if it is offensive or inappropriate. The chapter may then be asked to remove the decoration. If it is not removed, the chapter may be placed on social probation for a time decided upon by the FASA director.

Sexual assault/harassment

No chapter will tolerate or condone any form of sexually abusive behavior from their chapter members or guests. This includes any behavior that is physical, mental, or emotional. Actions that are sexually demeaning will not be tolerated and dealt with according to the University's standard sanctions for sexual assault. This includes but is not limited to: rape, sexual assault, gang rape, or verbal harassment.

Drugs

The unlawful manufacture, distribution, sale, purchase, possession, or use of any drugs or controlled substances, or any attempts thereof, is prohibited at fraternity/sorority sponsored events, chapter house premises, or during an event that an observer would associate with the fraternity or sorority. Violations of this subsection will be determined from all circumstances. Possession of drug paraphernalia is prohibited.

Philanthropy events and alcohol

Chapters may not use or associate with alcohol during service or philanthropy events. Participants in the events should also not bring any other items that could bring negative attention to the agency, chapter, or University, such as drugs, tobacco, or any item of sexual content. Please refer to your council's guidelines on approval processes if applicable. (See Appendix B)

Chapter Insurance

A certificate of commercial general liability insurance (with no liquor liability exclusions) to the University's satisfaction in the amount of \$1,000,000 per occurrence, \$2,000,000 aggregate, name Syracuse University as an additional insured, using the following language in the certificate:

"Syracuse University is hereby declared to be an additional insured under the terms of this policy. This insurance will not be canceled, non-renewed or modified without thirty (30) days written notice to the Office of Fraternity and Sorority Affairs at Syracuse University".

The Office of Fraternity and Sorority Affairs, with the concurrence of the Risk Management Department, may modify this requirement for circumstances justifying lower policy limits.

Chapters are expected to update their insurance documents every by November 30th of every year. (See Appendix

Chapter Expectations

FRATERNITIES AND SORORITIES –The fraternity and sorority community includes those private, national, and international voluntary social associations that meet all of the following criteria:

- The sponsoring body is a legal corporation and a member of the appropriate national or international governing body.
- The organization is recognized by its respective governing body at Syracuse University.
- The organization is recognized by Syracuse University.
- The organization is formed around goals which are social, service, and/or fraternal in nature, rather than honorary, professional, religious, or political.
- The organization prohibits members from joining more than one fraternal organization at a time.

Membership Expectations

In an effort to provide a quality experience for members, each chapter must maintain a minimum of four (4) active members to be fully recognized by the Office of Fraternity and Sorority Affairs/Syracuse University. Please note: the Office of Student Activities requires a minimum of eight (8) members; however, the Office of Fraternity and Sorority Affairs governs the minimum standard of recognized Greek lettered organizations.

Those chapters that fall below the minimum expectations of four (4) members will be placed on a status of **provisional recognition**. Chapters that are provisionally recognized will be limited to programmatic opportunities that will be approved through the FASA office and will be required to meet with the Director of Fraternity and Sorority Affairs regarding an outlined membership plan. Additionally, the chapter will still be required to meet the expectations of participation from the governing council/FASA. Groups who do not meet the minimum expectation of membership will have one academic semester (fall to spring; spring to fall) to comply with university expectation.

Expansion

New social or service fraternities and sororities must also participate in the Fraternity and/or Sorority Expansion Process to be considered for recognition.

Hazing

The Office of Fraternity and Sorority Affairs does not support or condone any type of hazing activities from any fraternity or sorority. Chapters are required to submit the Syracuse University Hazing Compliance form at the beginning of each semester. (See Appendix D)

The University Policy on Hazing states:

Syracuse University defines hazing to include any action that intentionally or recklessly causes or poses a substantial risk of harm to the mental or physical health or safety of one or more persons. Subjecting any person to and/or encouraging any person to commit an act that violates human dignity, the Code of Student Conduct, or the law for the purpose of initiating, promoting, fostering, or confirming any form of affiliation with a group or organization is prohibited. The express or implied consent of participants or victims will not be a defense.

Examples of hazing include, but are not limited to: forced consumption of alcohol or other substances, sleep deprivation, threats of harm, actual physical harm (e.g., paddling, beating, branding), performing any service or action under coercion or duress.

Hazing is also punishable by NY State Law:

New York Penal Law 120.16; Hazing in the First Degree: A person is guilty of hazing in the first degree when, in the course of another person's initiation into or affiliation with any organization, he intentionally or recklessly engages in conduct which creates a substantial risk of physical injury to such other person or a third person and thereby causes injury. Hazing in the First Degree is a class A misdemeanor.

New York Penal Law 120.17; Hazing in the Second Degree: A person is guilty of hazing in the second degree when, in the course of another person's initiation or affiliation with any organization, he intentionally or recklessly engages in conduct, which creates a substantial risk of physical injury to such other person or a third person. Hazing in the second degree is a violation.

Fraternity and Sorority House Expectations Off-Campus Living

Satellite/unofficial chapter houses

If a place of residence is not provided or funded by a division of a national organization, a chapter may not display chapter letters, shields, crests, flags or any insignia that can be related directly back to the organization. No business meetings, events, or socials may not occur in this residence nor can any event directly related to chapter business. Occupancy rules for the City of Syracuse must be followed. (No more than 5 unrelated people may live together.) Chapters should check house capacity rules with the

City of Syracuse. Chapters who fail to comply is a code enforcement violation. This can result in, but is not limited to, a fine for occupants and/or the landlord.

Property appearance

Chapter houses must be kept in a presentable and livable condition and up to property and maintenance code. Trash must go out between 7 p.m. the evening before and 6 a.m. the morning of trash pickup. Trash containers must be in by 7 p.m. on trash day. Failure to do so could result in a ticket/fine form the City of Syracuse. Construction garbage, furniture, and branches may not be placed with the regular trash. To dispose of these items, call (315)448-CITY to schedule a pickup. Upholstered furniture may not be kept in yards or on porches.

Litter in front yards must be cleared by 3 p.m. the day after the event. Failure to do so is a violation of the City Littering Ordinance and can result in fines/tickets from the City of Syracuse.

Lawns must be kept regularly mowed and the grass height may not exceed 8 inches. Shrubs must be trimmed as well. Sidewalks must be maintained in good condition. The City of Syracuse will apply a fee to the tax bill of properties that require replacements or repairs the sidewalk.

Noise ordinance

The City of Syracuse noise ordinance prohibits excessive or unnecessary noise that can be heard across property lines. This includes noise between apartments in the same building, such as playing a stereo, television, musical instrument, or any other device in such a manner that its sound crosses property lines.

Nuisance Party

The ordinance defines a 'nuisance party' as a party in which any of the following behaviors are observed: Disorderly conduct; unlawful possession of an open container; outdoor urination or defecation in a public place; unlawful sale, furnishing, dispensing or consumption, of an alcoholic beverage, sale or furnishing of an alcoholic beverage to an underage person; unlawful possession, sale, or use of a controlled substance; unlawful deposit of litter or refuse; unlawful pedestrian or vehicular traffic; standing or parking of vehicles that obstructs the free flow of traffic on public streets and sidewalks, or that impedes the ability to render emergency service; or unlawfully loud noise. The ordinance defines "responsible person" as the property owners, occupants, or tenants of the premises (party guests) of the nuisance party. Upon observation of the nuisance party, the Syracuse Police Department may approach the premises and disband the party, in which case all non-residents must leave the premises.

Open containers

The City of Syracuse open container ordinance prohibits carrying open containers of alcoholic beverages on city streets and sidewalks. This includes alcoholic beverages that are in any type of cup or bottle, regardless of label.

Barbecue grills

City of Syracuse fire ordinances prohibit the use of an open-flame device on porches or overhangs. Grills must be placed 12 feet from structure. Grills may not be stored on chapter house balconies or roofs.

General Safety

Fire Code and Safety

All living areas of houses must have working smoke and carbon monoxide detectors at all times.

Snow/ice removal

Sidewalk snow removal is the responsibility of each property owner. In most cases, if the owner doesn't live at the property, the tenant is responsible for keeping the sidewalk clear. Tenants should clarify with the landlord whose responsibility it is to remove snow. Clearing snow and ice from sidewalks must be done as soon as possible in order to avoid potential harm or injury. Residents are asked to assist the Syracuse fire Department with keeping hydrants clear of snow whenever possible.

As a general safety precaution no one should be allowed on the roof of the house or a second story balcony without a door.

Parking

Parking on front lawns and parking across sidewalks is illegal and a safety threat to pedestrians who are forced to walk off the sidewalks. Odd-even parking starts at 6 p.m. on odd dates on the odd-number address side, and 6 p.m. on even dates on the even-number address side. The Syracuse Police Department strictly enforces all parking regulations.