

Dear Fraternity Member:

Welcome to the fraternity system at Southern Miss! Whether new or returning, you will find the information outlined in this handbook is provided as guidelines for a successful fraternity experience. Please familiarize yourself with the material in the handbook, as it relates to behavior, policies, procedures, and personal as well as chapter accountability.

Fall 2020 begins the thirteenth year for University staff to be involved in our fraternity system. This fall marks the fifth year for the Department of Housing and Residence Life to be involved in fraternity housing at Southern Miss.

In ensuring all fraternity houses be maintained as safe facilities, where men enjoy the benefits of living in fraternities, and where leadership is observed and learned, H&RL looks forward to further positive transformation of the fraternity system. Staff in the department endeavor to develop a greater understanding of the responsibilities associated with managing a fraternity house, collaborating in house stewardship and capital improvements, and effectively engaging in risk management and safe practices within the membership of each fraternity at the University.

Beginning with the 2019-2020 academic year, a Fraternity Lease Agreement was put in place to define the relationship between each Fraternity/Housing corporation and the University for each fraternity utilizing a University owed facility at USM.

For the current academic year, staff in H&RL and in the Office of Fraternity & Sorority Life are committed to continuing the path toward excellence as we strive to increase the prestige of our fraternity system. Your help is needed! As chapter members, you hold much of the responsibility for success as you effectively recruit new members, maintain high standards of excellence, and hold yourselves accountable to a commitment to excellence and high ideals. University staff can be among the strongest advocates for the fraternity system.

We hope your academic year is successful and you attain your academic goals. Please know we are available to assist you and look forward to working with each fraternity's leadership. Southern Miss To The Top!

Fraternally,

Mr. Corey Stapp  
Applications & Assignments Manager, Fraternity Housing Coordinator

Mr. Carson Shomaker  
Applications & Assignments Assistant Manager, Asst. Fraternity Housing Coordinator

**The Department of Housing and Residence Life**  
**118 College Dr. #5064**  
**Hattiesburg, MS 39406-0001**  
[www.usm.edu/housing](http://www.usm.edu/housing)  
[www.usm.edu/fraternity-housing](http://www.usm.edu/fraternity-housing)

**Manager, Apps. & Assignments, Fraternity Housing Coordinator–Corey Stapp.....601.266.5680**  
 Century Park North Learning Center, Room 112

**Asst. Manager, Apps. & Assignments, Asst. Fraternity Housing Coordinator–Carson Shomaker .....601.266.4725**  
 Hickman Hall 217

**Office of Fraternity & Sorority Life.....601.266.4823**  
 R.C. Cook University Union, Room 118  
 118 College Dr. #5008  
[www.usm.edu/fraternity-sorority-life](http://www.usm.edu/fraternity-sorority-life)

**Other Contact Information:**

Department of Housing and Residence Life (M-F, 8 a.m. to 5 p.m.)	601.266.4783
Office of Fraternity & Sorority Life	601.266.4823
University Police	601.266.4986
H&RL Maintenance (M-F, 7 a.m. to 4 p.m.)	601.266.5404
Scholarship Hall Front Desk (open 24/7)	601.266.3920
Campus Operator	601.266.1000
Bookstore	601.266.4381
Career Services	601.266.4153
Student Counseling Center	601.266.4829
Associate Vice President for Student Affairs and Dean of Students	601.266.6028
Event Services/Room Reservations	601.266.4399
Financial Aid	601.266.4774
Eagle Dining	601.266.5376
Moffitt Health Center	601.266.5390
iTech (Help Desk)	601.266.4357
Post Office	601.266.4006
Campus Recreation/Payne Center	601.266.5405
Seymour’s	601.266.4392
Leadership and Student Involvement	601.266.4403
Office of Disability Accommodations	601.266.5024
Student Employment	601.266.4157

*\*If requesting assistance regarding an emergency or urgent maintenance issue after 5 p.m. or on the weekend, contact the Scholarship Hall front desk at 601.266.3920. If unsure of the state of the emergency, contact the Fraternity Housing Manager or the Chapter President. Maintenance work orders of a non-emergency nature should be submitted online by visiting the HRL website listed above and selecting “Maintenance” (pg. 10) for more information about maintenance assistance).*

## Important Dates to Remember:

### Fall Term 2020

Fall Intersession .....	Monday, August 3-14
Fraternity Houses Open.....	Saturday, August 1
Classes Begin.....	Monday, August 17
Draft Bills Billed by H&RL and House Rosters locked.....	Tuesday, September 1
Labor Day Holiday.....	Monday, September 7
Spring 2020 Roster Updates Due/Spring Draft List Due.....	Monday, November 2
Thanksgiving Holiday.....	Wednesday-Friday, November 25-27
Fall Draft Bills to H&RL Due by.....	Tuesday, December 1
Exams.....	Monday-Thursday, December 1-5
Commencement.....	Friday, December 4

### Spring Term 2021

Draft Bills Billed by H&RL and House Rosters locked .....	Friday, January 15
Martin Luther King Jr. Holiday.....	Monday, January 18
Classes Begin.....	Wednesday, January 20
Mardi Gras Holiday.....	Monday-Tuesday, February 15-16
Spring Break.....	Monday- Friday, March 15-19
Fall 2020 Rosters Due/Draft List Due/Housing Contracts Signed.....	Thursday, April 1
Good Friday Holiday.....	Friday, April 2
Spring Draft Bills to H&RL Due by.....	Monday, May 3
Exams.....	Monday-Thursday, May 10-13
Commencement.....	Friday, May 14
Fraternity Housing Cancellation Deadline.....	Tuesday, June 15
Fraternity Houses Close .....	TBD

### 2020-2021 Fraternity Housing Term Rates:

Double Room Rate	–\$1,916
Private Room Rate	–\$2,874 (\$1,916+\$958 or 1.5 times the double room rate)
Draft Fee	–\$1,916
Meal Plan	–\$2,050 (contact Eagle Dining to change meal plan)
New Member Parlor Fee	–\$50
Returning Member Parlor Fee	–\$130

### Housing Website:

The Department of Housing and Residence Life website provides students with more detailed information for current and prospective residents. We encourage house residents to frequent the website and to utilize its services. Please use the website [www.usm.edu/housing](http://www.usm.edu/housing) to view and complete your contract to reside in the fraternity house.

### Application for Housing:

The Fraternity Housing application/contract will be posted online beginning October 1, 2020 for the following fall semester and members may begin to apply on this date. To log in to the fraternity housing application, please enter your SOAR log-in info. Signed contracts for fraternity housing are due to House Managers and Housing Staff prior to April 1, 2021 for the following fall term and November 1, 2021 for the following spring term. When members move into the fraternity house, they must provide emergency contact information/missing person information, and complete a profile form (Check-in paperwork).

## **General Fraternity Policies:**

*All fraternity members are responsible for being familiar with the handbooks and policies and procedures outlined by the Office of Fraternity & Sorority Life, the Department of Housing and Residence Life, and the University.*

### **COVID-19:**

There is currently no vaccine to protect against contracting Covid-19. The best way to prevent infection is to avoid being exposed to this virus. Students who reside in campus housing can reduce risks by taking the same measures as you would to prevent infection from the flu and the common cold by washing hands often with soap and water for a least 20 seconds, using hand sanitizer, with 60-95% alcohol if soap/water is not available, avoiding touching eyes, nose, or mouth with unwashed hands avoiding contact with people who area sick, staying home while sick and avoiding close contact with others, and covering mouth and nose with elbow or a tissue when coughing sneezing, and immediately dispose of the used tissue, and wearing face coverings as may be required by the University, the City of Hattiesburg, and the State of Mississippi. If a student exhibits any signs or symptoms of Covid-19, as enumerated by the U.S. Center for Communicable Diseases (CDC) at <https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html>, or if a student has been in close contact with someone who has tested positive for COVID-19, it is the student's responsibility to contact a medical provider within one (1) business day and self-isolate. Self-isolation means no human contact with anyone, including family, friends, and especially going out into the public. If symptoms are mild this does not mean one cannot spread the virus to someone else and put others at severe risks. If a student needs to self-isolate, the student should will notify the Moffitt Health Center and Housing and Residence Life for assistance. In the event of a medical emergency, the student should call 911 and should notify the operator that the student has, or thinks might have, Covid-19. The student should place a cloth face covering on before medical help arrives. As result of the coronavirus pandemic, students may be required to move to another room, hall or other location in the event of required self-quarantine or isolation by the Moffitt Health Center staff. As a result of the coronavirus pandemic, visitation hours or number of guests allowed in a room may temporarily change to address campus response. Housing and Residence Life may find it necessary to take specific actions to protect the public health of the University community and the surrounding community because of the effects of COVID-19 or other communicable diseases. These actions may include changing housing arrangements or closing campus housing and/or modifying how coursework is delivered.

### **Commitment and Grade Release:**

As a member of the Southern Miss Fraternity & Sorority Life community, you understand it is your responsibility to uphold and promote high academic standards for yourself and your peers. Academic integrity and success are a fundamental measure of your commitment to the Fraternity & Sorority Life community. Southern Miss expects that all members demonstrate within the community the highest standards to promote academic success on personal, chapter, council, and community levels. Members should understand that if membership is dropped, it would be one (1) term from the previous commitment date for fraternity membership before pledging another fraternity. Members also agree for the Office of Fraternity & Sorority Life to release grades to fraternity executive board, fraternity housing, chapter advisor(s), and national organization personnel throughout membership in the organization. Members furthermore give the Office of Fraternity & Sorority Life and its affiliated chapters and councils consent to use grades in community reporting and to report student names to various media for honors or awards.

### **University Alcohol Policy:**

The University of Southern Mississippi observes all state laws applicable with regard to consumption and distribution of alcohol. The University of Southern Mississippi will hold both individuals and organizations accountable for said state laws, and/or any institutional policies that may outline alcohol consumption. The University of Southern Mississippi prohibits the unlawful possession, consumption, and distribution of alcohol beverages by students and employees on its campus. Privacy rights of students in their residential space will be respected, but any public nuisance originating from private space and related to the consumption of alcohol shall bring the full force of this policy and applicable state law into play. The concealment of illegal alcohol consumption from plain view precludes neither the enforcement of state laws nor this policy for other just cause.

### **Fraternity & Sorority Life Alcohol Policy:**

The Office of Fraternity & Sorority Life at The University of Southern Mississippi prohibits the unlawful possession, consumption, and distribution of alcoholic beverages by students, employees, and alumni in fraternity houses and the Village. Any possession or consumption of alcoholic beverages of any kind in plain view shall be considered in violation of campus policy. Furthermore, any preponderance of evidence or presence of community alcohol, including but not limited to drinking games and rapid-consumption techniques and devices (e.g., flip cup, beer pong, quarters, funnels, power hour, whoop juice, card games, shots, etc.), violates this policy as well as the University Alcohol Policy. All individual student violations of the University Alcohol Policy will be handled by the Dean of Students Office and will follow the sanction process for alcohol violations. Fraternities and sororities found in violation of community alcohol will be subject to the following and may receive the following minimum sanctions:

**1<sup>st</sup> offense**—Required alcohol/drug education program and community service for entire chapter, including associate members, and probation for the remainder of the current term and the following fall or spring term. Probation extends through any intervening terms or institutional breaks. A judicial hearing in front of the IFC Board of Magistrates will occur as well.

**2<sup>nd</sup> offense**—Suspension of organization's social activities to take place immediately and to remain in effect for a least one (1) complete term following the suspension's effective date, including any intervening terms or institutional breaks. A judicial hearing in front of the IFC Board of Magistrates will occur as well.

*The minimum sanctions are not appealable. Prior issues and/or citations concerning alcohol will be considered in making additional sanctions.*

### **Non-Hazing Policy:**

The University of Southern Mississippi unconditionally opposes any situation created intentionally or unintentionally to produce embarrassment, harassment, or ridicule. This applies to mental, physical, psychological, or emotional discomfort. Hazing shall be defined and interpreted as consistent with the North American Interfraternity Council/NIC and with university, state and federal guidelines in mind. In essence, hazing shall include any of the following: any willful act or practice by a member or new member directed against a member or new member who, with or without intent, is likely, with reasonable possibility, to cause bodily harm or danger, offensive physical punishment, or pain likely to (a) compromise the dignity of a member or new member; (b) cause public or private embarrassment or shame to a member or new member; (c) cause a member or new member to be an object of malicious amusement or ridicule; (d) cause psychological harm or substantial emotional strain; or (e) will unreasonably or unusually impair a member's or new member's academic efforts.

### **Housing Policies and Member Obligations:**

All fraternity houses are the property of The University of Southern Mississippi. The institution must play an active role in the operation of the facilities. The revenue generated from room rent pays for expenses associated with utilities, basic cable television, computer network access, maintenance work, housekeeping, university insurance, landscaping, and annual improvement projects.

By virtue of membership in a fraternity, members are required to reside in fraternity housing and to comply with the requirement to live at least four (4) terms (excluding summers) in fraternity housing. The live-in requirement must begin the immediate fall term following the signing of the membership card for four (4) consecutive terms, excluding summers. Fraternity chapters may require additional terms in residence. This decision belongs to the chapter members and subject to their amendment. Please be aware of specific chapter requirements for living in the house at the time of membership card signage.

In the event a respective fraternity house is above the 85% Chapter Responsibility (pg.7), members can reside elsewhere, but in the event the house is below the 85% Chapter Responsibility, each organization should require

members below their four (4)-term requirement to move into their respective fraternity house or be included in a draft list. In accordance with this policy, members will not enter into any other housing contract (i.e., signing an off-campus apartment or rental house lease) without first verifying individual draft status with the fraternity by speaking with the organization's president, house manager, or the Department of Housing and Residence Life staff. This draft selection process is determined by each individual organization. Members should understand this policy applies regardless of permanent address. If a member does not move into the fraternity house and is drafted by the respective fraternity, it is the members responsibility for paying the housing fee regardless of actual physical residence. The fraternity housing fee is subject to annual review and/or changes.

#### **University Withdrawal:**

To be released from their Fraternity Housing Contract Lease Agreement (FHCLA), the resident must notify their house manager as well as submit a cancelation form online to the Department of Housing and Residence Life via [www.usm.edu/housing](http://www.usm.edu/housing) by the set deadline. Students withdrawing from the University must vacate their rooms within forty-eight (48) hours after the withdrawal date unless special permission is granted by authorized personnel from the Department of Housing and Residence Life.

#### **Fraternity Housing Contract Lease Agreement (FHCLA)/Appeal:**

The University of Southern Mississippi considers the FHCLA to be a legally-binding document for the student and the University for the duration of the fall and spring terms. Students interested in appealing the FHCLA or a draft charge are responsible for communicating their interest in appealing to their House Manager as well as Housing and Residence Life staff prior to the cancelation deadline. Housing staff will determine whether an appeal is granted after reviewing each case. Certain exemptions may circumvent the FHCLA. Examples include but are not limited to marriage, withdrawal from the University, or military service, fulfilled 4 semester-requirement. Signing an off-campus apartment contract is not a valid reason for release from the FHCLA.

#### **Housing-Related Member Obligations in Brief:**

- All residents of the fraternity houses must be initiated members of the fraternity and registered for at least one (1) credit hour at The University of Southern Mississippi for both the fall and spring terms. Individuals unenrolled at Southern Miss and may not reside in any University housing unit. A removal from campus housing notice may be served should a member have a prior balance with Business Services or be unenrolled in classes.
- True freshmen who graduated high school the previous May are not permitted to reside in a fraternity house for one (1) full academic year. Once a student has completed the first year of college work, even though classified as a "freshman" in academic hours earned, is when there is eligibility to move into a fraternity house.
- Upperclassman and/or transfer males are not permitted to reside in a fraternity house until they are initiated.
- Each fraternity member will be required to live in fraternity housing at least four (4) terms. This does not include summers. The live-in requirement must begin the immediate fall term following the signing of a membership card.
- It is in each fraternity's best interest to occupy all the rooms in the fraternity house. This assists the fraternity in achieving the 85% Chapter Responsibility (pg. 7).
- Each fraternity member planning to live in a fraternity house must complete a FHCLA. No student may move into any fraternity house prior to signing the FHCLA or prior to the opening date of the fraternity house. All fraternity housing contracts are for one (1) full academic year, fall and spring terms. Members are bound to the contract after the June 15 cancelation date.
- Should a housing resident withdraw from the University midterm, said resident will be charged a prorated amount based on the date of withdrawal from the University/proper check out with the housing manager or

Housing staff. If the chapter should fall below the mandated 85% occupancy requirement in the fall term, the chapter will be charged the prorated difference for that member who withdrew.

- Undergraduate members are classified as “active” members until graduation, and the members cannot be removed from the chapter roster. Members can be removed from the chapter roster only once documentation of being an “alum” member is provided from the following three (3) sources: chapter president, chapter advisor, and national office.
- Residents of the fraternity houses are strongly encouraged to be vaccinated against Meningitis B and Meningitis ACYW before the beginning of their fraternity house occupancy. Beginning with the fall 2021 semester, the Meningitis vaccination is **required** of all residents of campus housing, which includes the fraternity houses.

### **Housing and Residence Life House Roster Policy and Draft Fee Assessment:**

To reiterate, each fraternity member will be required to live at least four (4) terms, excluding summers, in fraternity housing. Live-in requirements begin the fall term after a membership card is signed.

House occupancy rosters for the following fall/spring terms will be due to Housing and Residence Life by April 1. Each fraternity will be required to submit a house roster, and members who are listed to live in the fraternity house will be required to apply for housing and sign the fraternity contract by April 1. If any fraternity as of May 1 is under its 85% Occupancy Requirement (pg. 7) for the following fall/spring terms, the fraternity will be billed a total of \$1,916 (draft fee) for every one (1) point under its 85% requirement. The fraternity will then be granted a grace period between May 1 and September 1 to notify any draft-eligible member(s) to make up the occupancy disparity either by moving into the house or by having a draft fee billed to the respective account. After September 1, if the fraternity is still under the required 85% and fails to draft a member to make up the shortage or to retain another member to move in the house, the roster will be frozen and the fraternity billed for every one (1) point under occupancy for that fall term. The fraternity will have between September 1 and December 1 to pay in full any occupancy shortage billed. Failure to pay the occupancy shortage bill by December 1 will result in social suspension and potential loss of the University owned fraternity house until the debt is resolved.

### **Spring Term Roster Changes:**

House rosters for the following spring term will be due to Housing and Residence Life by November 1. If any fraternity as of December 1 is under its 85% Chapter Responsibility for the upcoming spring term, occupancy shortage bills will be distributed December 1. The fraternity will have a grace period between December 1 and January 15 to notify any draft-eligible member(s) to make up the occupancy disparity either by moving into the house or by having a draft fee billed to the respective account. After January 15, if the fraternity is still under the required 85% and fails to draft a member to make up the shortage to retain another member to move in the house, the roster will be frozen and the fraternity billed for every one (1) point under occupancy. The fraternity will have between January 15 and May 1 to pay in full any occupancy shortage bill. Failure to pay the occupancy shortage bill by May 1 will result in social suspension and potential loss of the University owned fraternity house until the debt is resolved. New spring semester shortages resulting from expected absences (graduation, study abroad, internships, etc.) will be billed to the chapter, but shortages that originate in the fall term and continue in the spring will no longer result in a spring billing. Only new spring shortages will result in billing for spring. The chapter will not be responsible for occupancy shortage resulting from university withdrawal.

### **Draft Policy:**

During each term, all fraternity members should be given an update to their official draft status by their chapter for the following academic year, fall and spring. In accordance with this policy, fraternity members should not enter into any off-campus housing contract without first verifying their draft status within their own fraternity house manager and the Department of Housing and Residence Life. Members should know beforehand if they have fulfilled their required four (4) terms living in the house. Any member who is under the required four (4) terms is eligible to be drafted regardless of having signed an off-campus housing contract. Members who have lived in a fraternity house for at least four (4) terms are not eligible to be drafted. Drafted members will be billed after September 1 for fall and after January 15 for spring.

All chapters should submit a ranked listing of chapter members for their draft list by the deadline established by Housing and Residence Life. It is expected that each chapter provides at least five (5) names of members who have not fulfilled their four (4)-term requirement. These members will be notified by the housing manager or fraternity leadership of their position on the draft listing.

Draft fees cannot be “split” among chapter members by the Department of Housing and Residence Life. However, draft fees may be split internally among the chapter, but no one paying less than the full draft fee (\$1,916) will receive credit toward their four (4)-term requirement. Should a fraternity member desire to terminate fraternity membership so as to not be assessed the draft fee, the fraternity president must have removed said member from their chapter roster with the Fraternity & Sorority Life Office prior to April 1 for the following fall term and November 1 for the following spring term. Should a fraternity member terminate membership during the term, after a housing fee has been assessed, no refund will occur for that term.

*Fraternity members will be responsible for paying the draft fee regardless of their permanent residence. If drafted members receive a fraternity house room key, a meal plan charge will also be assessed. If members should choose to appeal their draft status, they must first contact respective fraternity leadership (e.g., the president, house manager, or the Department of Housing and Residence Life).*

**Occupancy Policy:**

Occupancy of an assigned room is limited to residents assigned to a particular room. The room should be used only as living space, and that space may not be loaned, leased, or occupied by nonresidents. Unoccupied rooms must remain locked and unused. If a room that is known to be unoccupied is found to be occupied, the chapter will be assessed a cleaning fee and may be assessed a rental fee.

**Fraternity Occupancy Obligation(s):**

It is each fraternity’s responsibility to monitor its own housing occupancy. As stated, each fraternity must fill its house to a required minimum 85% Chapter Responsibility.

<b>Occupancy Numbers:</b>		
<b>Fraternity</b>	<b>100% Occupancy</b>	<b>85% Chapter Responsibility</b>
Alpha Tau Omega	05	05
Delta Tau Delta	19	16
Kappa Sigma	49	41
Phi Kappa Tau	33	27
Pi Kappa Alpha	29	24
Pi Kappa Phi	36	30
Sigma Alpha Epsilon	33	28
Sigma Nu	31	26
Sigma Phi Epsilon	36	31

*Private rooms count as 1.5 persons toward occupancy numbers. Residents with no roommate may be billed the private room rate if the chapter is under the 85% requirement. 100% occupancy represents the full capacity of each house, with the president's room and one (1) academic room designee each receiving a private room at the double room rate.*

### **85% Chapter Responsibility:**

This number represents the occupancy level required by the Department of Housing and Residence Life. It represents the occupancy for chapters, dependent upon membership and utilizing the four (4)-term policy. To achieve this occupancy level, the Department of Housing and Residence Life and Office of Fraternity & Sorority Life will communicate with chapter membership the status of members not having completed the four (4)-term occupancy obligation and who have not registered to reside in the fraternity house. The Department of Housing and Residence Life will require any chapter failing to attain the 85% Chapter Responsibility to be financially responsible to that level. For every one (1) point the fraternity is under the 85% requirement, an occupancy shortage fee of \$1,916 will be assessed.

### **Occupancy Shortage:**

Any chapter that is anticipated to have an occupancy shortage must submit a payment plan and/or draft list by the due date given by the Department of Housing and Residence Life. Should a chapter fail to submit a payment plan and/or pay its outstanding debt by the due date, the chapter will face social suspension immediately and potential loss of the use of the University-owned fraternity house for at least the following year.

### **Room Assignments:**

All room assignments will be determined internally by each individual fraternity but are subject to change by the Department of Housing and Residence Life.

It is the responsibility of the chapter and its membership to determine roommates, as well as those residing in private or academic rooms, by the dates established by the Department of Housing and Residence Life. The designated academic room resident will be the member achieving the highest cumulative grade-point average. This resident will be allowed to live in a private room at the double room rate but only if the occupancy level is above the 85% Chapter Responsibility requirement outlined on pg. 7.

### **Roster Updates:**

Rosters must be updated by the date set by the Department of Housing and Residence Life to avoid fraternity housing-related fees (April 1 for the upcoming fall/spring terms and November 1 for the following spring term). In addition, all chapters are expected to update their rosters in advance of the term deadlines. Failure to update a chapter roster in the appropriate amount of time may result in the chapter being placed on social suspension until the roster is updated.

### **Resident Removal by a Chapter:**

Should a chapter's membership vote to remove a member from the house for any reason, the chapter will be responsible for any prorated funds due to that individual by the Department of Housing and Residence Life. In addition, should the member's removal impact the chapter's occupancy requirement, the chapter will be responsible for the amount up to the 85% Chapter Responsibility level.

### **President and Academic Room Usage:**

The Department of Housing and Residence Life will allow the president of the chapter and one (1) academic room discount recipient to receive a private room at the double room rate. Once these students are determined, the chapter must remain at or above 85% Chapter Responsibility level. The president's room in each house is available only for the current president of the chapter.

### **Fraternity House Manager Position:**

Beginning in the 2018 spring term, Housing and Residence Life created a position for one (1) member in each of the nine (9) houses to serve as fraternity housing house manager. Managers must maintain at least a 2.60 grade-point average, attend mandatory training at the beginning of each term, notify maintenance/housing staff of any maintenance-related issues as well as attending bi-weekly meetings with housing staff and perform additional duties. Fraternity house managers are selected via application and interview process at the end of each spring term and serve for one (1) full academic year. The house residents in these positions are credited half the double room rate. Members who are locked out of their room/house should contact their house manager to gain entry in the event of a lock out.

### **The Department of Housing and Residence Life Conduct Process:**

As a member of a Greek organization and the fraternity housing family at Southern Miss, you are responsible for becoming aware of and observing all published rules affecting your status with the University. You are also expected to conduct yourself in such a manner as to allow others the enjoyment of residing in the fraternity house.

All fraternity members are expected to follow the policies and guidelines set forth in the Code of Student Conduct as explained in the Southern Miss Student Handbook. Any violation of these policies will be subject to disciplinary action by the Office of Fraternity & Sorority Life, the Office of the Dean of Students, or the Department of Housing and Residence Life.

### **Conduct Violations Procedures:**

An individual who has been found guilty of violating any student conduct policy, including alcohol/drug-related issues and/or property damage, shall be subject to a three (3)-strike rule pending the severity of the violation:

**1<sup>st</sup> offense**—Student(s) placed on disciplinary probation for a set time period as determined by the Office of Fraternity and Sorority Life or the Office of the Dean of Students.

**2<sup>nd</sup> offense**—Pending the severity of the action, student(s) placed on disciplinary probation and may be suspended from respective and all Fraternity & Sorority Life organizations.

**3<sup>rd</sup> offense**—Student(s) suspended from respective and all Fraternity & Sorority Life organizations (effective from the date of 2<sup>nd</sup> or 3<sup>rd</sup> offense(s) through respective graduation. From the time a student is suspended from all Fraternity & Sorority Life organizations through graduation, said student may not be present on any grounds or within any house occupied by a Fraternity & Sorority Life organization. Violating this policy is considered unauthorized entry).

### **Social Suspension:**

Suspension status will prevent the chapter from hosting any social gatherings and from approval from the Office of Leadership and Student Involvement for any events. Social suspension will be removed upon full payment of the outstanding vandalism charges or amount due on the term occupancy payment plan.

### **Vandalism:**

All chapters will be given vandalism notices in a timely manner. Once provided with the vandalism information, chapters must provide the name(s) of the responsible party and/or submit payment within seventy-two (72) hours of receipt of said information by delivering a check to the Housing and Residence Life office in Hickman Hall. Failure to do so will result in the chapter being placed on suspension until the debt is resolved.

### **Examples of vandalism include but are not limited to:**

- Life safety—\$500 (1<sup>st</sup> offense); \$1,000 (2<sup>nd</sup> offense); recommendation of chapter suspension (3<sup>rd</sup> offense)
- Candles—\$250 (1<sup>st</sup> offense); \$500 (2<sup>nd</sup> offense); \$1,000 (3<sup>rd</sup> offense)
- Smoking and excessive cleaning—\$150 (1<sup>st</sup> offense); \$200 (2<sup>nd</sup> offense); \$300 (3<sup>rd</sup> offense and each thereafter occurrence for remainder of the academic year)

- Excessive cleaning with bodily fluids—\$300 (each occurrence); additional sanctions apply for 2<sup>nd</sup> and 3<sup>rd</sup> offense(s) (pg. 11 for details)
- Pet policy violation—\$100/day fee for dogs/pets after initial verbal/written warning issued.

### **Assessment of Damages:**

Any damage to the fraternity houses (university-owned property) holds the expectation that full reparation by the individual responsible for the damage takes place within seventy-two (72) hours after the incident has been communicated to a chapter. All attempts will be made to ensure this is done in a timely manner. If the charge has gone unpaid to the Department of Housing and Residence Life within seventy-two (72) hours, the charge will be placed on the student's account. Chapter leadership is required to email the names of the individuals to an office staff member. If an individual cannot be identified as being responsible for the damage, the fraternity will be charged, and full reparation must occur within seventy-two (72) hours. Payments should be brought to the Department of Housing and Residence Life. Noncompliance will result in the fraternity being placed on immediate social probation regardless of the kind and date of the next scheduled event. Social probation entails immediate suspension of activities. This event and all future events will be cancelled until appropriate reparation has occurred.

### **Parlor Fees:**

Parlor fees are assessed via SOAR to all members who do not reside in the house as a way to defray costs associated with housekeeping services, maintenance, supplies, and special projects. All members not living in the house will be assessed a parlor fee. No parlor fee credits will be issued for fall term after October 15, and no parlor fee credits will be issued for spring after March 15.

### **Meal Plans:**

All residents of fraternity housing will automatically be billed the cost for a meal plan per Eagle Dining. Residents of Fraternity Housing are required to purchase a meal plan. Please refer to Eagle Dining for questions related to meal plan purchase and use.

## **Fraternity Housing Operations-** **Respect for Health, Safety and Welfare:**

### **Maintenance Requests:**

Students should report routine maintenance requests whenever they see an issue arise. The working hours for maintenance staff are M-F from 7 a.m. to 4 p.m. When maintenance requests are submitted, students should clear any personal belongings in the work area. In case of an emergency maintenance situation, please immediately report the problem. Then, if warranted, contact a staff member of Housing and Residence Life as soon as possible. If the emergency occurs Monday through Friday during 7 a.m. to 4 p.m., please report it to Housing and Residence Life maintenance office at 601.266.5404. If the maintenance emergency occurs after 4 p.m. or on weekends, report it to the Scholarship Hall front desk at 601.266.3920 or to the University Police Department at 601.266.4986.

*For a routine maintenance request, please follow the instructions below to submit your request online. If you encounter a problem submitting your request, please call 601.266.5404 between 7 a.m. to 4 p.m., M-F.*

1. Visit [www.usm.edu/fraternity-housing](http://www.usm.edu/fraternity-housing) to initiate.
2. Click the “Forms/Requests” tab on the left side.
3. Click on the “Maintenance Request Form” link and then “Submit a Maintenance Request.”
4. Login by entering student SOAR ID and password for access to the Work Order form.
5. Click on “Submit Work Request” on the left side of the menu.
6. Select your building (house) from the drop-down menu.
7. Complete all boxes that have a red asterisk.
8. Enter a detailed description of the problem in the box provided and click “Submit.”

**House Inspections:**

The Department of Housing and Residence Life and its maintenance staff reserve the right to inspect the facilities of all fraternity houses at any time deemed necessary. This includes common areas, hallways, restrooms, laundry rooms, front yard, closets, backyard, parking areas, and individual rooms.

Cleanliness inspections will be conducted each morning at 7 a.m. by a member of the housekeeping staff. If it is decided that a house fails inspection, effort will be made to notify the chapter president, the fraternity house manager, or executive board member in a timely manner. The normal cleaning schedule will be maintained, and if the area is not cleaned, fee(s) may be assessed.

**Housekeeping Services:**

The Department of Housing and Residence Life provides daily housekeeping services five (5) days a week, Monday through Friday. Common-area bathrooms are cleaned daily while common-area showers are cleaned weekly. Houses with suite-style bathrooms will have their bathrooms cleaned monthly. To avoid excessive cleaning charges, chapters should make sure their houses look appropriate. Simply put, trash and recyclables should be in the proper disposal, and the floors/walkways should be clear of any debris. Because housekeeping does not service the houses on the weekends, it is the expectation that residents be proactive and ensure proper waste management.

**Excessive Cleaning Fee(s):**

As certain items require immediate and specialized cleaning procedures to ensure the safety of residents and cleaning personnel, the following policy is in effect: Where evidence exists that chapter-members have failed to remedy a situation that poses danger to peers and/or staff, an excessive cleaning fee will be assessed to the chapter. The kinds of items include but are not limited to broken bottles, vomit, hair, urine, trash in toilets, fecal matter, or other waste materials. Excessive trash in the house will continue to result in a charge to the chapter.

- Without bodily fluids—\$150 (1<sup>st</sup> offense); \$200 (2<sup>nd</sup> offense); \$300 (3<sup>rd</sup> offense and each occurrence thereafter)
- With bodily fluids—\$300 (1<sup>st</sup> offense); \$300 plus a letter to the Office of Fraternity & Sorority Life and the Office of the Assistant Vice President for Student Life. Social probation may also be recommended until the responsible person(s) is/are identified and complete(s) an educational program for the chapter as well as the completion of the BASICS program (2<sup>nd</sup> offense); \$300 plus a recommendation for chapter suspension (3<sup>rd</sup> offense)

*Cleaning of bodily fluids such as vomit, urine, trash in toilets, etc., often requires additional specialized cleaning materials and labor by housekeeping staff, therefore, the rate is different from standard excessive cleaning fees. Students may appeal any charges and/or sanctions outlined above by contacting the Department of Housing and Residence Life.*

**Waste Policy:**

Waste Management, the University's trash collection vendor, does not allow certain items to be placed in the dumpster. Sofas, paint cans, lumber, concrete blocks, and other hazardous waste materials cannot be placed in the regular dumpsters. Only household waste may be placed in the regular dumpster. Waste Management charges a minimum \$500 per offense. This expense will be passed on to the fraternity responsible. At the beginning and end of each term, special dumpsters will be provided for those items deemed as hazardous waste materials. Items unsuitable for the dumpster should be placed on the side of the dumpster in an orderly fashion. Chapters hosting an event at their fraternity house are expected to notify the Department of Housing and Residence Life at least fourteen (14) days in advance. At that point, we will work with Waste Management to provide extra dumpster capacity for said fraternity house, as well as to provide disposable receptacles.

**Community Living Expectations:**

Students are expected to comply with directives from University staff, the Office of Fraternity & Sorority Life, as well as the Department of Housing and Residence Life. Failure to cooperate with any staff member who is acting as a representative of the University will result in disciplinary action, ranging from censure to removal from campus housing.

**Recommended Study/Quiet Hours:**

Quiet hours—11 p.m. to 8 a.m., Sunday-Thursday

Final exam quiet hours—24/7

Courtesy hours—24/7

**Non-Discrimination and Obscene Language:**

Obscene conduct and public profanity will not be tolerated. Furthermore, without regard to age, sex, sexual orientation, religion, race, color, national origin, Vietnam-era veteran status, or disability status, The University of Southern Mississippi offers to all people equal access to educational, programmatic, and employment opportunities. These provisions are pursuant to applicable federal and state regulations, and violators (individual and chapter) will be subject to disciplinary action.

**Respect for the Residents of the Village, Cedarbrook II, and Surrounding Neighborhoods:**

All fraternity members are expected to behave appropriately at all times. Common courtesy must be given to the residents of all housing complexes surrounding Fraternity Row and Morningside Drive. Help maintain and protect the image of you, the fraternity system, and the University.

**Fire Safety/Life Safety Equipment:**

Evacuation of University buildings is mandatory when a fire alarm sounds. The sounding of false alarms and modifying and tampering with firefighting or life-safety equipment, including fire extinguishers, hoses, smoke detectors, EXIT signs, emergency notification system, sprinklers, fire extinguisher boxes, or fire alarm pull boxes are prohibited. Any tampering, modifying, damage, or removal of/to any safety equipment will result in a \$500 fine (1<sup>st</sup> offense), \$1,000 (2<sup>nd</sup> offense), and a recommendation of chapter suspension (3<sup>rd</sup> offense). Payments are to be made within twenty-four (24) hours. Those suspected of such offenses are subject to criminal prosecution, removal from University housing, and/or suspension from the University.

**Fire Drill Procedures:**

- Leave your room immediately as required by state law.
- Leave the wall or overhead light on.
- Close the room door and lock it (only if time permits).
- Walk quietly and quickly outside via the stairwells.
- Remain outside until the signal is given to return to your room.

For your own protection, obey all fire regulations. Failure to evacuate a house when an alarm sounds is grounds for disciplinary action, which may include removal from the fraternity house.

Interference with smoke detectors mandates immediate attention. Students responsible will be assessed the applicable punitive fine and the rate(s) of the damages and subsequent labor. All violators are subject to disciplinary action and possible criminal prosecution. The criminal penalty for malicious use and/or intentional damage of fire safety equipment is a \$500 fine and/or ninety (90) days in jail.

**Fire Safety Reporting Information:**

As mandated by the institutions of Higher Learning Board of Trustees and the state fire marshal, vandalism to emergency fire and campus notification equipment, including damage to fire alarm pull boxes or pull stations, fire panel boards, emergency notification equipment, fire extinguishers, sprinkler heads, exit signs, smoke

detectors, and fire hoses, is required to be reported in writing by the University to the IHL Board. As noted, there are fines associated with this vandalism.

This becomes a public document that can be obtained by local, state, and national media and reported to your national office. The following policy is in effect per the University fire marshal and applies to all campus buildings, including residence halls, sorority and fraternity houses, and academic buildings.

In addition, damage to doors or walls resulting in a breach of the space's ability to contain smoke or fire to a specific room must also be reported. When walls and doors are breached with a hole, it allows for smoke and flames to spread at a faster rate, thus minimizing the containment of the fire. This damage will be immediately addressed and repairs made as soon as possible.

It is imperative each member be aware of this policy and to support a plan to deter or address behavior that might lead to this vandalism. Because the costs and safety improvements of the new fire protection systems installed in the fraternity houses, the IHL risk manager and the state fire marshal are monitoring Fraternity Row more than ever before.

### **Obstruction of Corridors, Lobbies, Lounges, and Walkways:**

In support of state and University fire safety evacuation codes and out of respect for all members and guests, it is essential residents comply with the guideline stipulation that all corridors, lobbies, lounges, and walkways in and around the house must be free from any obstruction at all times. All personal belongings such as bicycles, skateboards, athletic equipment, and ironing boards must never obstruct the flow of traffic. Access to roofs is restricted to authorized personnel only. Sunbathing and other activities on the roof are *strictly* prohibited.

### **Fraternity Housing Miscellaneous:**

#### **Use of Fraternity Houses for Social Functions:**

All fraternity houses are first and foremost University housing. The use of fraternity houses for social functions is a privilege and may be revoked at any time. For the fall and spring terms, social functions will be regulated by the Office of Leadership and Student Involvement, the Office of Fraternity & Sorority Life, and the Department of Housing and Residence Life. No activities should occur in the fraternity houses during the winter break, Spring Break, or summer term until after the first day of classes.

#### **Electrical Requirements:**

Heavy-duty, single-receptacle extension cords should be used in fraternity house rooms. Because of the threat of fire, extension cords should never be placed under rugs or carpets. Outlet multipliers are prohibited. A power strip with a built-in surge protector and circuit breaker should be used if more receptacles are needed.

#### **Satellite Dish/Direct TV:**

Satellite dishes and/or any other kind of Direct TV accessories are strictly prohibited and may not be attached to any part of a fraternity house at any time.

#### **iTech Equipment:**

Wireless Internet connection is provided on campus and within each fraternity house. Any damage to network equipment owned by iTech will be subject to a replacement fee as well as a fine for the damage.

#### **Off-Road and Other Vehicles:**

The storage of ATV or other off-road vehicles should not occur at or in the fraternity houses. Furthermore, any damage as a result of the ATV, car, truck, or SUV in the front or back yard(s) of the fraternity house will result in a fine and payment to repair damages associated with damaged turf, sprinkler lines, gas, and/or electrical lines. Motorcycles must be kept outside and preferably parked in the rear of the house. **Vehicles must be parked in parking lots and street parking spaces. Vehicles may not be parked on the grass or any side of the fraternity houses at any time, including the annual house opening and house closing. Anyone who**

**violates this policy may be subject to towing and any fines incurred in addition to payment of damages associated with driving vehicles on the fraternity house lawn and yard.**

### **Volleyball and Basketball Courts:**

The responsibility of court maintenance lies with each individual chapter. Certain supplies may be obtained through the Department of Housing and Residence Life; however, the chapter will be responsible for the costs associated with the supplies.

### **Alcohol and Controlled Substances:**

Residents must abide by the University policy regarding alcoholic beverages and illegal narcotics or other controlled substances. Violations of Mississippi law and the University policy are considered serious and may result in fines, sanctions from the University Police Department, removal from campus housing, suspension, or expulsion from the University.

### **Tobacco-Free Vapor-Free Policy:**

In compliance with the University's Tobacco-Free Vapor-Free Policy, smoking and/or vaping is strictly prohibited at the University or on University property which included fraternity housing. Evidence found in violation of this policy will result in disciplinary action if—following one (1) warning—it fails to cease. Students wishing to use tobacco products should smoke off campus and away from University property. Anyone found smoking in a fraternity house or when evidence of smoking in a fraternity house is discovered, a fine of at least \$150 will be assessed to the fraternity. Visit Student Health Services website for more information on this policy: <https://www.usm.edu/student-health-services/tobacco-policy>

### **Incense/Candles:**

Incense and candles are strictly prohibited in all areas of the fraternity house. Burning substances in any form creates both a fire and a health hazard. If candles are found in the fraternity house or evidence of a burned candle exists, there is a \$250 fine for this violation payable by the chapter (1<sup>st</sup> offense), \$500 (2<sup>nd</sup> offense), and \$1,000 as well as a possible recommendation for charter removal (3<sup>rd</sup> offense). This includes candle use during fraternity rituals.

### **Halogen Lamps and Strands of Lights:**

Because of high-operating temperatures that could result in threat of fire, halogen lamps and strands of lights are prohibited in the fraternity houses.

### **Space Heaters:**

Individual heaters are not permitted in the fraternity houses at any time. In addition, a fine of \$50 per each violation will be assessed for any fraternity resident violating this policy. If there is a heating/cooling issue in your room, please report it to the Department of Housing and Residence Life maintenance by using the online maintenance request form(s).

### **Cooking and Appliance Policy:**

Because of the nature of fraternity house living, the physical facilities in the houses, and the concerns for fire and safety standards, cooking is not permitted in student rooms. Small refrigerators and micro-fridges (e.g., combination microwave, refrigerator, and freezer) are allowed. Cooking appliances such as percolators, George Foreman grills, toasters, and hot plates are not allowed. All cooking should take place in the kitchen area of each fraternity house.

### **Harm to Others:**

Individuals who threaten or attempt to cause harm to others are subject to disciplinary action, which may include immediate removal from the fraternity house. Individuals deemed to be in need of counseling or psychiatric help will be referred to the appropriate counseling centers. If a resident displays any symptoms of suicide, contact Student Counseling Services immediately at 601.266.4829 or UPD at 601.266.4986.

**Weapons:**

The possession or use of firearms, ammunition, or other weapons are prohibited and can result in immediate removal from campus housing and/or suspension from the University. The term “other weapons” includes but is not limited to knives, swords, bows and/or cross bows, arrows, air rifles, and potato guns.

**Explosives, Fireworks, Flammables:**

The possession or use of explosives, fireworks, candles, and other flammable or explosive items are prohibited and can result in immediate removal from University housing and/or suspension from the University.

**Combustible Materials:**

Because of the threat of fire, combustible decorative materials such as dry vegetation, Christmas trees, and/or similar materials are not permitted inside or within twenty (20) feet of the fraternity houses. This includes any decorative items that increase the fire load of a student room, including any material covering lights or ceilings, covering more than 50% of a student room’s walls, or the use of any high-energy appliance that may overload a standard outlet (e.g., air conditioning window units). This policy includes decorations for any parties at fraternity houses and during spring parties. Equipment, motorcycles, lanterns, lawn mowers, or appliances that operate with combustible materials such as gasoline, diesel, natural gas, etc., are not permitted within the fraternity houses. Lawn care is the responsibility of the University.

**Pet Policies:**

Pets are prohibited in all fraternity houses at all times, no exceptions—even visiting animals. This includes but is not limited to dogs, cats, snakes, birds, etc. Major problems in sanitation, pest control for fleas and lice, allergies, and common courtesy for fellow residents provide the basic rationale for our no-pet policy. Small fish in tanks no larger than twenty (20) gallons are the only pets allowed in any fraternity house. Furthermore, fraternity residents may not keep the pets of nonresidents. Residents found in violation of this policy will be assessed a \$100 daily fee payable to the Department of Housing and Residence Life after the first verbal warning. Damages and costs associated with pets visiting the fraternity house with members who do not live in the house is the responsibility of the fraternity.

**Service Animals and Emotional Support Animals/ESA:**

Service/emotional support animals are permitted, provided the required approvals are granted and documentation is completed, Service animals must be required due to a disability. Emotional support animal’s student-owner must first be registered with the USM Office for Disability Accommodations and then meet with staff in the Department of Housing and Residence Life so the necessary documentation may be completed and on file with the department. Student registration with ODA and the completion of appropriate paperwork with the Department of Housing and Residence Life must occur **before** the emotional support animal is permitted to live with its student-owner in the University-owned fraternity house.

**Window and Balcony Policy:**

Throwing any objects, including garbage and trash, from the windows/balconies is hazardous and shows a lack of respect, especially for the University community. Please put all trash in appropriate areas.

**Furniture/Room Decorating Policy:**

We want you to feel at home in your room and encourage you to decorate. In order to help maintain the condition of the rooms, certain rules must be observed when decorating. Students are reminded of the use of nails or glue on walls is prohibited. Masking tape should be used to attach posters and pictures. Permanent adhesives such as double-sided masking tape, contact paper, etc., are not to be used. Any resident wishing to commission any painting projects (e.g., murals, designs, crests, etc.) must submit the design and paint color via email for approval by the Department of Housing and Residence Life. All work is subject to approval and must have a final inspection upon completion. Should a chapter wish to make any modifications to their house, an email request must be submitted for approval prior to the beginning of any work.

*Residents and chapters are responsible for the loss of or damage to furniture and other equipment in the room and common spaces in the chapter houses.*

### **Move-out Procedures:**

All residents are required to check out of the fraternity house by the closing date established by the Department of Housing and Residence Life. Residents are notified each term of move-out dates and times as well as the proper procedures to follow. A proper check-out includes moving out in accordance with published dates, **removal of ALL personal items**—including personal furniture—cleaning the room and returning the key to the house manager or Department of Housing and Residence Life staff. Residents must have all floors clear of couches, chairs, pool tables, speakers, sound equipment, staging, etc.

Improper fraternity house checks out with a staff member from the Department of Housing and Residence Life and failure to be out of the building by the designated time will result in a minimum \$100 assessment. Failure to clean a room will result in a minimum cleaning fee of \$50 per resident to be assessed to the student's account.

### **Lost Room Key:**

If a resident loses a room key, it should be reported immediately to the fraternity housing manager or Housing and Residence Life staff. Lost keys will be replaced at a cost of \$50 each to the Department of Housing and Residence Life.

### **Break Housing:**

For any necessary renovations, safety/security issues, energy savings, or disciplinary actions against the chapter, the Department of Housing and Residence Life reserves the right to close the fraternity houses during term breaks. Also, if the University closes completely for any reason, fraternity housing will be mandated to close as well. As a reminder, when the fraternity houses close, any unauthorized person caught in the house will be subject to University disciplinary policies. The Department of Housing and Residence Life will assist residents in locating housing accommodations for any intersession(s). Residents are responsible for requesting these accommodations for any term intersession by the deadline set by the Department of Housing and Residence Life. Residents are also responsible for making reservations and are responsible for additional costs.

### **Hurricane Policy:**

Safety is always the most important aspect of fraternity housing. However, if a Category III storm (or higher category) is forecast to strike South Mississippi, the University of Southern Mississippi will be evacuated and closed. Residents are encouraged to assist other residents whose homes are in the storm's path by helping transport them away from Hattiesburg. The decision to close and evacuate campus, including all campus residential facilities, will be made at least forty-eight (48) hours before the storm's expected arrival. If a Category I or II storm is expected to impact Hattiesburg, the fraternity house may not be used as a shelter destination for family members or nonresidents. Only residents of the fraternity house may reside in the houses during a storm. Additional information regarding weather emergencies and the University's response will be found at the University of Southern Mississippi's website and the Department of Housing and Residence Life website.

### **Harassment of Staff:**

Harassment of the University staff, whether physical or verbal, will not be tolerated. Damage to any University employee's residence, personal property, or vehicle will not be tolerated. Individuals found to be in violation of this policy will be subject to disciplinary action and may be removed from the fraternity house. In addition, a recommendation of expulsion from the University may be made to the proper authority. All fraternity house students and their guests are expected to abide by the requests of University staff.

**Solicitation:**

Solicitation is not allowed in the fraternity houses. Exceptions to this policy must be cleared with the Department of Housing and Residence Life and the Office of Leadership and Student Involvement. Solicitation includes any activities performed for the purpose of selling and promoting a product or service, such as door-to-door knocking and/or the distribution of pamphlets and flyers. If you see anyone soliciting in the houses, please notify the office staff. Individuals wishing to have fundraisers or sell items on campus must obtain prior permission from the Office of Leadership and Student Involvement (see the Office of Leadership and Student Involvement's manual on policies and procedures).

**Policy Violations:**

Violation of fraternity house rules and regulations will be processed by the Department of Housing and Residence Life or the Office of Fraternity & Sorority Life. Appropriate sanctions will be imposed, which could include cancelation of the FHCLA and individuals' removal from campus housing.

*Each member shall be provided an electronic copy of the Fraternity Housing Handbook annually.*