

3. Open parties, meaning those with unrestricted access by non-members of the fraternity, without specific invitation, where alcohol is present, shall be forbidden.
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, charitable organization or tavern (tavern defined as an establishment generating more than half of annual gross sale from alcohol) where alcohol is given away, sold or otherwise provided to those present.
7. No chapter may co-sponsor or co-finance a function where alcohol is purchased by any of the host chapters, groups or organizations.
8. All rush activities associated with any chapter will be dry rush functions.
9. No member shall permit, tolerate, encourage or participate in "drinking games."
10. No alcohol shall be present at any pledge/associate member/novice program, activity or ritual of the chapter.

Please Note: *Violations to the FIPG Risk Management Guidelines can result in loss of insurance coverage. Please contact the Office of Student Life at ext. 7.3720 with any questions regarding these guidelines.*

Event Procedures

By the second Friday of each semester, every chapter must submit a calendar of events to the Office of Student Life. This calendar shall include all chapter events, including regular meetings, social events, philanthropic ventures and educational programs. With no less than 48 hours notice, each chapter must inform the Office of Student Life in writing of any upcoming event where alcohol or guests will be present. This written notice should include responsible persons, type of event, outside vendors, complete guest lists, and liability forms/waivers. Official social event registration forms are available through the Office of Student Life.

Student officers must accept the responsibility for control of social affairs and ensure proper behavior of students and guests in attendance. Those sponsoring the affair will ask students or guests who do not conduct themselves properly to leave the event. Additionally, each chapter house must submit proof of current liability insurance each year. The responsible persons for each event are encouraged to work with the Office of Student Life to ensure proper planning has taken place for the event.

POLICY AND PROCEDURES ON SEXUAL HARASSMENT

Illinois Institute of Technology is committed to ensuring an environment for all members of the university community that is fair, humane, and respectful - an environment which supports and rewards student, faculty and staff performance on the basis of relevant considerations such as ability and effort. Behaviors that inappropriately assert sexuality as relevant to student, faculty or staff performance damage this environment. Therefore, IIT will provide for its students, faculty and staff an educational and employment environment free of unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct or communications constituting sexual harassment as defined and otherwise prohibited by local, state and federal law. Sexual advances, requests for sexual favors, or sexually-directed remarks constitute harassment when either:

1. Submission to such conduct is used or threatened to be used as the basis for academic or employment decisions; or
2. Such conduct directed against an individual persists despite its rejection.

Sexual harassment by any member of the university community is prohibited. This prohibition includes peer harassment among students, staff or faculty. Sexual harassment by a faculty member, or teaching assistant of a student over whom he or she has authority, or by a supervisor of a member of the faculty or staff is particularly serious. Such conduct may easily create an intimidating, hostile or offensive environment.

Sexual harassment can take many forms. Some of these are overt and unambiguous, while other may be more subtle and indirect. Direct forms of sexual harassment include sexual assault and sexual advances accompanied by an offer or reward or threats of reprisal. Such behavior constitutes serious misconduct, and a single incident establishes grounds for a complaint. Other forms of sexual harassment include sexual advances, physical or verbal, that are repeated and unwanted.

Romantic relationships that might be appropriate in other contexts may, within a university, create the appearance or fact of an abuse of power or of undue advantage. Moreover, even when both parties have consented at the outset to a romantic involvement, such consent does not preclude a subsequent charge of sexual harassment against the instructor or supervisor.

Possible Individual Actions Other than Complaint

In circumstances where it would not jeopardize personal safety, job status, or academic status, a person subjected to unwelcome attention should communicate clearly to the offender that the behavior is not welcome and should cease immediately.

An effort should be made to determine whether other students or coworkers have been harassed. Together, complainants are in a stronger position to cope with the situation and the offender.

Advice on how to deal with the situation may be sought from the Director of Equal Opportunity and Affirmative Action, the Dean of Students, or the Assistant Dean for Academic Administration and Student Affairs at Chicago-Kent (for Chicago-Kent and the Stuart School); staff employees or faculty members should consult the appropriate handbook for further guidance.

Making a Complaint

A complaint alleging violation of the policy prohibiting sexual harassment may be filed by any person who has been the subject of such harassment. The privacy of complainants and those accused of violating this policy shall be protected throughout proceedings to the extent possible. Upon request of any party, at any time during the proceedings, meetings and hearings shall be closed. All reasonable measures will be taken to assure that no one involved in any complaint, investigation, or remedy shall suffer retaliation as a result of the proceedings.

Except for informal complaints in which the complainant elects to take no action beyond consultation, all parties involved in the complaint shall be informed of the content and status of the complaint and shall be given the opportunity to respond. No actions shall be initiated without the consent of the complainant. However, the university must retain the right to conduct an investigation without the consent of the complainant if it determines that such investigation is necessary to protect the interests of the individuals or the university.

Informal Consultation and Resolution

Members of the university community who believe they have been subjected to sexual harassment as defined in this policy are encouraged to seek counsel, as appropriate, of faculty members, residence hall advisors, academic unit heads, deans, supervisors, department heads, or administrative officers of the university. The dean of students office, campus ombudsperson, human resources, and the counseling center are particularly appropriate.

The person from whom counsel has been sought will review both the formal and informal options available, and will explain the differences between the two. At the complainant's request, the person from whom counsel has been sought may help the complainant to resolve the matter informally. Should informal resolution not be possible, the person from whom counsel has been sought should assist in drafting a formal complaint or should refer the complainant to another member of the university community capable of providing this assistance. If the person from whom counsel is sought feels incapable of dealing with the matter, he or she should refer the complainant promptly to an appropriate person capable of assisting the complainant. The person alleged to have violated this policy will not be informed of the allegation without the consent of the complainant until and unless requested to assist in informal resolution of the allegation or a decision is made to submit a formal complaint.

Investigation Prior to Formal Action

Formal complaints should be filed with the Director of Equal Opportunity and Affirmative Action in the Office of General Counsel who will consult with the appropriate administrative officers to determine the method by which a preliminary investigation will be conducted. The purpose of the preliminary investigation is to establish whether there is a reasonable basis for believing that a violation of this policy occurred. The preliminary investigation will afford the accused notice of the allegations and ample opportunity to respond. The investigator(s) shall interview the complainant, the accused, and any other persons believed to have pertinent factual knowledge, taking precautions to insure confidentiality throughout.

At the close of the preliminary investigation, the investigator(s) shall prepare a summary statement of findings. Possible outcomes include a judgment that the allegations are not founded; a negotiated settlement of the complaint; or a recommendation for formal action.

The investigator(s) and the parties involved shall sign the statement and copies will be provided to the parties and to the Director of Equal Opportunity and Affirmative Action.

Formal Action

A formal investigation will go forward upon the recommendation of the Director of Equal Opportunity and Affirmative Action following the informal investigation or upon the request of the complainant or the accused at any time. The appropriate procedure for a formal proceeding depends on who is being accused of harassment.

When the person accused of harassment is a student, the matter will be handled following the procedures for Conduct Discipline under the Code of Conduct in the Student Handbook.

When the person accused of harassment is a staff employee, a staff member from the Office of Human Resources will guide a complainant through a formal review process.

When the person accused of harassment is a faculty member or other member of the academic staff, the following

procedures apply.

Once a hearing has been requested, a Panel will be formed under the procedures set out in Appendix I of the faculty handbook. It is the task of the Panel to determine the facts. At any time in its proceedings, the Panel may decide that the complaint should be rejected as clearly unfounded. The Panel will be provided with written statement from the complainant and the accused and, if necessary, will interview persons with knowledge bearing on the matter, including the complainant and the accused. The proceedings will be kept confidential.

If the complaint is found to have merit, the Panel will relay its finding to the Provost who will take appropriate action (for example, a reprimand, mandatory workshop participation, apology, or invocation of the procedures for suspension or termination). If the complaint is found to have no merit (or if the facts cannot be established), the complaint will be dismissed. Whatever the outcome, both parties will be informed of the Panel's findings and the Provost's actions.

In extraordinary circumstances, the Provost or other appropriate vice president, or president, in consultation with the Provost (in the case of a student or faculty member) and the chair of the University Faculty Council (in the case of a faculty member), may at any time during the proceedings, suspend a member of the university community from participation in activities where there is cause to believe that serious and immediate harm to others will ensue.

Sexual Assault

Anyone who is the victim of a sexual assault should call the Public Safety Department (312.808.6300) or the Chicago Police Department as soon as possible. Help can also be received from Student Counseling Services (312.808.7132), the Women's Services and Diversity Education (312.567.3775), or the Office of the Dean of Students (312.567.3080).

Delayed reporting usually makes it more difficult to find and convict the assailant. A report should be filed with the police. Filing a report does not obligate the victim to press charges or pursue legal action.

A medical examination should be obtained as soon as possible. The emergency rooms at Michael Reese, Mercy and University of Chicago hospitals have policies and procedures for staff to follow in treating victims of sexual assault. At the emergency room, a sexual assault survivor advocate is available for support and follow-up resources.

If the person accused of the assault is an IIT student, a complaint may also be brought to the Dean of Students. Complaints of student misconduct are heard by the Dean of Students according to IIT's Code of Conduct. Penalties for violating the Code of Conduct range in severity from warning to expulsion from the university.

PROCEDURES FOR STUDENT GRIEVANCES INVOLVING CHARGES OF DISCRIMINATION

Any student at Illinois Institute of Technology who believes that he or she has received discriminatory treatment in violation of IIT's stated policy of equal opportunity in education should communicate, either in writing or in person, with the Director of Equal Opportunity and Affirmative Action, 224 Perlestein Hall, 312.567.3134. It will be expected that the grievant shall have exhausted all available recourse through normal channels of communication for arriving at a resolution within the department or the organizational unit within which the discriminatory practice is alleged to have occurred prior to lodging a formal complaint of discrimination. Such complaint shall, in any event, be filed in writing with the Director of Equal Opportunity and Affirmative Action within 15 days of the occurrence of the alleged treatment.

Preliminary Procedures

The grievant shall prepare and present to the Director of Equal Opportunity and Affirmative Action a written statement describing in detail the nature of the grievance and identifying the person, organizational unit or institutional practice or regulation against which the charge of discrimination is lodged, including the facts and circumstances that the grievant deems relevant to the charge (which will be termed "the grievance"). The Director of Equal Opportunity and Affirmative Action will inquire into facts pertaining to the grievance and will make informal attempts to resolve the matter to the satisfaction of both the grievant and the person or organizational unit against which the charge of discrimination has been brought. This preliminary process will be conducted with the degree of confidentiality that the aggrieved person wishes.

Composition of Grievance Committee

If resolution is not accomplished by informal means, a copy of such grievance shall be sent to the individual or organizational unit alleged to have engaged in a discriminatory practice and the Director of Equal Opportunity and Affirmative Action will then refer the grievance to a grievance committee to be comprised as follows:

- A tenured faculty member from within the college, institute or school with which the grievant is associated, to be appointed by the Provost.
- The chair of the University Faculty Council Committee on Student Affairs or a member of that committee whom the chair shall designate to act in the chair's stead.
- The Director of Equal Opportunity and Affirmative Action.
- The chair of the University Faculty Council Committee on Academic Grievances or a member of the committee whom the chair shall designate to act in the chair's stead.