

**Constitution of G.A.M.M.A.
(Greeks Advocating the Mature Management of Alcohol)
University of Central Florida
Revised September 15, 2005**

Article I
Name

The name of the organization is G.A.M.M.A. (Greeks Advocating a Mature Management of Alcohol).

Article II
Preamble

- Section 1. To promote Greek Collaboration regarding the mature management of alcoholic beverages at the University of Central Florida.
- Section 2. To serve as a liaison between the Greeks and the University, regarding functions where alcoholic beverages are available.
- Section 3. To aid the Greek system (with the assistance of the Greek Advisor) to develop a risk management Program which helps to secure the safety of every community member.
- Section 4. To empower Greek men and women by sharing information and working cohesively towards solutions of mutual interest to all parties involved.
- Section 5. To assist the Greek system in pro-active and progressive programming regarding alcoholic beverages and the safety of Greek community members.
- Section 6. To help promote and enforce alcohol related educational information, programs, and legislation to all chapters.
- Section 7. To assist IFC/NPC in positive public relations.
- Section 8. To support the University and every chapter in all areas, especially regarding the alcohol policy.
- Section 9. To work cohesively towards a safer Greek social environment.

Article III
Powers

The G.A.M.M.A. Committee shall have the power to recommend and regulate the policies of IFC/NPC, the G.A.M.M.A. Constitution and the University (by the use of the student judicial board).

Article IV
Membership

The GAMMA Committee will consist of one representative from each of the fraternities and sororities recognized by the Interfraternity Council and Panhellenic Council. The Committee will be chaired by the Panhellenic Vice-President of Risk Management and the IFC Vice-President of Risk Management and an Executive Vice President to be selected by the IFC and Panhellenic Vice-Presidents of Risk Management. No discrimination shall be made on the basis of gender, race, age, creed, religion, disability, sexual preference, national origin, marital status, parental status, veteran status, or chapter affiliation. No hazing or discrimination will follow as a condition of membership in this organization.

- Section 1. The selection of representatives shall be determined by their respective chapters, but is required to be an initiated member of the organization.

- Section 2. Each representative will serve as an interactive member on the G.A.M.M.A. Committee for one semester.
- Section 3. When a representative vacancy occurs, it shall be the responsibility of the chapter concerned to select a replacement within one week and notify the G.A.M.M.A. chairpersons.
- Section 4. Voting members of the G.A.M.M.A. committee shall be the representative of each Panhellenic Council and Interfraternity Council chapter. The Greek Advisor will have no vote. In cases of tie, the Panhellenic VPRM and IFC VPRM shall concur to break a tie.

Article V Officers and Selection of Officers

The G.A.M.M.A. Executive Board will consist of three members as follows:

- Section 1. There will be two co-presidents elected, one each, from Panhellenic Council and Interfraternity Council. These two co-presidents shall select an EVP, oversee GAMMA delegates, run GAMMA meetings, to make a weekly GAMMA agenda, to keep accurate attendance of all meetings, and serve to their respective councils. The Co-Presidents shall be responsible for GAMMA Program nights. These programs shall be consistent with the purpose of G.A.M.M.A., but are not required to be solely related to alcohol accordingly.
- Section 2. **Executive Vice President- Selected by the Co-Presidents of GAMMA.** The responsibilities of the EVP shall be to keep track of party registrations forms, assign people to patrol parties, and to help the Co-President keep track of GAMMA forms.
- The EVP position described in section 2 shall be selected by the co-presidents of G.A.M.M.A. in accordance with the specifications listed in Article V. All officers of G.A.M.M.A. must (1) be currently enrolled as a fee paying student in at least one class at the University of Central Florida, (2) have an overall GPA of at least 2.5 and an average of at least 2.5 for all work attempted while in attendance at UCF, (3) be in good academic and disciplinary standing with the University, and (4) be free of holds on university records.

Article VI Removal of Officers

Chairpersons listed in Article V section 2 can be removed by either a 2/3 vote of the delegates of G.A.M.M.A. or for not performing required duties if the co-presidents concur. Examples of reasons to remove these chairpersons include, but not limited to the following: excessive absence or tardiness to meetings, not fulfilling obligations outlined in Article V, sections 2, or giving preferential treatment to participating organizations. The two co-presidents can be removed from office by vote as according to the IFC/NPC Constitution.

Article VII Voting Powers of Officers

The Co-Presidents shall refrain from voting, except in situations involving a tie, as required by Article IV.

Article VIII
Socials and Bus Guidelines

1. An event is defined by G.A.M.M.A. as any pre-planned or organized function involving an IFC or NPC chapter or any function where alcohol is present. Functions are, but are not limited to:
 - Socials with others chapters within the IFC and NPC.
 - All parties, which include, one or more organizations hosting on or off campus

2. *Panhellenic and Interfraternity Council Policy on Alcohol and Social Functions:*

A.

Greek letter organizations are expected to follow the policies of their national/international organizations. It is understood that all chapters will follow rules and procedures of the alcohol policy. If there are discrepancies, the University of Central Florida and city, state, and federal laws concerning risk implementation of this policy by monitoring the parties through the party patrol and will recommend sanctions for violations on a case by case basis.

All events held in a chapter house on or off campus must be registered with GAMMA by noon Wednesday for weekend events and by noon three (3) days prior to the event for weekday events. All rush and new member functions must be completely dry events. Social events must fit one of the party categories described below. Chapters or their members may not collectively purchase alcohol for any event.

1. Guidelines for BYOB Parties:

- A. Guest list must be present at the door for all BYOB events. All guest lists must be turned in to GAMMA the Friday at 5pm before the event takes place.
- B. Post-party guest lists must be turned in to GAMMA **by one week following the event at the end of the business day.**
- C. There must be a designated driver list that is equal to 5% of the guest list
- D. Two (2) initiated members and one (1) executive member from all sponsoring organizations must be present at the door throughout the entire event, including Fraternity and Sorority social functions.
- E. All persons entering the party shall have their Ids checked at the entrance to the party. The police may check Ids at on and off campus parties. Off campus parties shall have OCSO/Security (security other than OCSO must be approved by GAMMA at the time the party is requested) spot checking IDs.
- F. Wristbands shall be issued to those of legal drinking age. Wristbands will be NOT be purchased from GAMMA. Stamps will be given to everyone entering the party.
- G. Alcohol is to be turned in at the entrance for coupons when checking in. The limit on alcohol shall be one (1) six pack of beer per person. No glass or alternate containers will be allowed. A person shall receive nor be in possession of more than one beverage at a time.
- H. Snack food and non-alcoholic beverages must be available at the bar.
- I. Parties are limited to the location's common areas. National policies should be adhered to.

- J. All parties should have a designated ending time. Thirty minutes before the designated ending time, an announcement must be made to the effect that the bar will be closing. Any remaining alcohol beverages can be picked up the following day. All alcohol remaining twenty-four hours after the function shall become the property of the organization(s) hosting the event.
- K. Several exits must be made available do to fire codes and laws; however, exits cannot be used as entrances. Only one exit and entrance shall be used.

II. Closed Parties:

- A. Attendance Policy: The maximum number of people attending an event shall be determined by either:
 - 1. Three (3) times the size of the host group, when an event is held by a single group. For example, when one group with a total membership of 50 student members and new members/associates hosts an event on its own, the maximum number of persons on the guest list and attending the event is 150.
 - 2. Three (3) times the size of all groups co-sponsoring the event at one location. For example, when two groups with a combined total membership of 150 student members and new members/associates co-host an event, the maximum number of persons on the guest list and attending the event is 450. If, however, when three times the total number of student members and new members/associates of two or more groups co-hosting an event exceed 500, then the maximum number on the guest list for attending that event may be only 500.
 - 3. Five hundred (500) people, irrespective of the number of co-sponsoring groups. This is the maximum number of people permitted at an event house occupied by a group no matter how many groups co-sponsor the event.
- B. Outdoor bands must end by 1:00 AM unless police permission is given. Indoor band parties last until the end of the stated time.

II. Dry Parties

- A. There is to be no alcohol consumed or served in the house in conjunction with any dry party.
- B. Chapters may not co-sponsor an event with an establishment that receives over 50% of their annual gross sales from the sale of alcohol.

II. Security for On-Campus Parties

- A. Security must be obtained for parties as deemed necessary by the University of Central Florida Police Department. There is a recommended minimum of one (1) officer for every 150 persons attending the party. Requests for security must be submitted to the University of Central Florida Police Department four (4) working days prior to the event. It must be submitted in accordance with the policies unless otherwise stated by your National Policy.
- B. All Risk Managers, bartenders, and runners must wear shirts that distinguish them as "staff."

III. Security for Off-Campus Parties

- A. Security must be obtained for parties as deemed necessary by the Orange County Sheriff's Office. There is a recommended minimum of one (1) officer for every 150 persons attending the party. Requests for security must be submitted to the Orange County Sheriff's Office five (5) working days prior to the event. It must be submitted in accordance with the policies unless otherwise stated by your National Policy.
- B. All Risk Managers, bartenders, and runners must wear shirts that distinguish them as "staff."

IV. Advertising

- A. Advertising for parties on or off campus shall be limited to the sponsoring organization's property. This includes flyers and banners.
 - B. If an organization's National Policy allows, they may display a banner stating the date of the function on the organization's property. The banner must have on it a stated beginning and ending time, that the party is BYOB, and that the party is invitation only.
2. Bus Social Guidelines are as follows:

A. Confirm Numbers - Confirm the numbers of members and guests that will be attending the event, so you know how many buses will be needed.

B. Communicate Guidelines - Communicate clearly and in advance to members and guests the expectations of conduct and the handling of alcohol. Protocols for Violation – make sure you have a plan in place to deal with members or guests that violate your guidelines.

D. Insurance Coverage – make sure the bus company carries the appropriate amount of liability coverage in case of accident. Ask for a copy of their insurance carrier form with the per incident dollar amount indicated.

E. Certification Check – Ask for documentation that the bus company has the state and/or local certifications to do business.

F. Safety Inspections – Ask for a copy of their most recent safety inspection form and keep in your event file. If the inspection is outdated, you should contract with another coach service.

G. Protocols for Disruptive Behavior/Sickness – Have a plan in place in case someone becomes disruptive on the bus or at the event or becomes physically ill.

H. No Pre-Parties –The organization should in no manner sponsor or organize a pre-function party and clearly state that anyone who is noticeable intoxicated will not be allowed on the bus or at the function.

Event Guidelines

The following are guidelines for what to do once the event is taking place

A. All Alcohol in Coolers/Containers – Attendees should bring alcohol to the bus in sealable containers. Only those of legal drinking age should be in possession of and consume alcohol. Organizations that knowingly allow underage individuals (regardless of what an ID may indicate!) to possess, provide, and consume alcohol will be held responsible under the Student Organization Guidelines of the Golden Rule.

B. All Containers sealed prior to departure – Containers containing alcohol should be sealed prior to the bus departing.

C. All Containers in storage areas – Containers shall be stored under the bus to insure the safety of all riders and to prevent consumption on the bus while in route. AT NO TIME SHOULD ANYONE CONSUME ALCOHOL ON THE BUS!

D. ID Check for Providing/Consuming – Event organizers will insure that all individuals are indicated in regards to legal drinking age. This could include special stamps or wrist bands.

E. No visibly intoxicated persons allowed on bus – Persons visibly intoxicated should not be allowed on the bus or at the event.

F. Bus does not stop in route to local destination – At no time should the bus stop while in route to or from a local event. Stops are permitted solely in the event of an emergency. AT NO TIME SHOULD THE BUS STOP SO THAT INDIVIDUALS MAY PURCHASE ALCOHOL AND BRING IT ON TO THE BUS!

G. Clear Loading Times – In your event publicity and other announcements, clearly state when the buses are departing campus as well as the event.

H. Separate Transportation for Problematic Participants – To avoid liability, have funds available to provide taxi service to those individuals who are too unruly or too intoxicated to safely ride the bus.

Post-Event Follow-Up

1. After the event, the organization should do the following:

A. Reseal Alcohol Containers – any alcohol that has not been consumed should be resealed in their original container.

B. No Alcohol on Bus – All alcohol should be stored under the bus or in the back where it is not immediately accessible.

C. No Visibly Intoxicated Individuals allowed on bus – No one who is obviously intoxicated should be allowed on the bus. They should be taxied home.

D. Record No-Shows – if the appropriate amount of wait time has passed and someone is still missing record the no-shows.

E. Bus does not stop in route back to UCF- The bus should not stop on the way back to campus.

F. Monitor Unloading – Bus Captains and event organizers should make sure everyone gets safely off the bus along with all their belongings.

G. Return Sealed Containers – Return all alcohol to their owners.

H. No open container consumption – No one shall consume alcohol in parking lots, outside of houses or apartments.

I. Offer/Provide Escorts to On-Campus Residence – Ensure the safety of your members being certain that everyone has an escort to an on-campus residence. No stranger should escort a participant back to their residence.

J. Offer/Provide Escorts to Parking Areas – Ensure everyone has an escort back to their car.

Article IX **Fines**

Sanctions are levied for breaking rules listed below and for violations of the Greek Alcohol Policy as recognized by the Panhellenic Council and Interfraternity Council.

Section 1. All Minor Violations are a \$50.00 fine for the first Violation within a semester. A second violation of GAMMA's rules within a semester will be \$100.00. The third violation of **GAMMA's rules** within a semester will be \$150.00. The third and fourth violations **of GAMMA's rules** are subject to Greek Council review. Minor violations are, but are not limited to the following:

- A. No designated driver list
- B. No stamp at the entrance
- C. New members checking Ids or behind the bar
- D. Serving more than two beverages at a time
- E. No snack foods or non-alcoholic beverages at the bar
- F. Registering a social with less than 15 days before the event
- G. Failure to have location specified on registration form
- H. **Failure to have all signatures required on registration forms**
- I. **Not having 2 initiated members and 1 exec member at the party door through out party**
- J. **Serving alcohol from more than one bar location**
- K. **Bar tender not wearing a distinguishable shirt from the rest of the party**

- L. Guest List not turned into GAMMA by 5PM on the day of a Registered Party or by 5PM on the Friday before a weekend Registered Party.

Section 2. All Major Violations are \$150.00 for the first violation within a semester. A second violation of the same rule within a semester will be \$250.00. The third violation of the same rule within a semester will be \$350.00. The third and fourth violations are subject to Greek Council review.

Major violations are, but are not limited to:

- A. Continual presence of bottles and/or glass containers inside the party
- B. More than one entrance to a party
- C. No sign-in sheet
- D. No carding at the door
- E. No wristbands
- F. No guest list
- G. Short an officer or no security present
- H. Did not register party
- I. Violation of attendance policy
- J. Advertising violation
- K. Organized social with no registration
- L. Alcohol brought on buses individually and not stored under the bus.**
- M. Under age or new members dispensing or serving alcohol**
- N. Bus stops in route to destination or in route back to UCF after the event for any other reason than an emergency**
- O. Bus Leaving from an Off- Campus Location**
- P. Guests of the party (not including residents) weren't prohibited from entering individual host rooms**

Section 3. If a NPC or IFC Chapter turns in a late event registration form for a risk management social, the chapter will be cumulatively required to do 15 hours of documented community service within the following month. This sanction will replace any fines or sanctions previously mentioned. The community service hours will not be included in the chapter's total service hours for the year.

Section 4. Every NPC and IFC Chapter must be represented at the G.A.M.M.A. meeting each week. If a chapter fails to attend the G.A.M.M.A. meeting for two consecutive weeks, the chapter will be immediately placed on social probation until the next G.A.M.M.A. meeting.

Section 5. Sanctions are not limited to the following:

1. Fines
2. Community service
3. GAMMA educational programs
4. Social probation
5. Intramural suspension

Section 6. Activities not specifically covered by this policy, but which are in violation of its intent will be subject to review by Greek Council.

Section 7. At the beginning of the calendar year (running from Spring through Fall), all organizations will start the year with a clean slate. All outstanding sanctions will stand until fines are paid or sanctions are completed.

Section 8. Fines must be paid by 5 PM two weeks after the fine letter is issued. For every week a fine payment is late, the total amount due will increase by 25 percent.

Article XI
Appeals

Section 1. GAMMA levies the fine against a Panhellenic or Interfraternity chapter for violation of the Greek Alcohol Policy.

Section 2. If the chapter wishes to appeal the fine, the chapter will file a written appeal to the Greek Council within seven days of receiving the sanction letter or else the sanction will stand. The appeal letter will then be reviewed by the Greek Council at the next regularly scheduled Greek Council meeting.

Section 3. The Greek Council will determine, whether or not the GAMMA fine stands against the chapter.

- A. If the fine stands, the money is due no later than five days after the appeal.
- B. If the fine is overturned, the chapter is not responsible for payment.
- C. If the Greek Council determines that the chapter should receive further sanctioning, Greek Council must file a charge against the chapter with the Greek Council Judicial Board. If a Greek Judicial case is organized, the remaining steps shall follow the Greek Judicial Board/University Judicial Process.
- D. Additional sanctions against the chapter may be recommended to the University by the Greek Council Judicial Board.
- E. Since G.A.M.M.A. is a function of Greek Council and not "University policy," Greek Council is the final appeals for G.A.M.M.A. fines.
- F. Greek Council may seek advice and opinion of various administrators (Greek Affairs, Student Rights and Responsibilities and etc.) regarding appeals.

Article XII
Funding

Funding shall be provided for G.A.M.M.A. in the following three ways.

Section 1. Funding shall be allocated each semester from IFC.

Section 2. Funding shall be allocated each semester from NPC.

Section 3. Funding shall be allocated from any funds that are collected from chapters who have committed a violation.

Article XIII
Advisor

The advisor to G.A.M.M.A. shall be the Greek Advisor or Graduate Assistant. The role of the Greek Advisor as pertains to GAMMA shall be to oversee and assist with the development of GAMMA. The Greek Advisor shall have no voting privileges within the organization, but has the power to make decisions for the organization.

Article XIV
External Affiliation

GAMMA shall coordinate its activities with the National GAMMA organization.

Article XV
Publications

All publications of the organization will comply with the "Golden Rule" as stated by the University of Central Florida. Publications of the group shall be formally approved by UCF and the organization.

Article XVI
Amendments to the Alcohol policy

Amendments to the Alcohol policy must be done by $\frac{3}{4}$ vote of the G.A.M.M.A. delegates and is to be approved by the administration. Any member of G.A.M.M.A. may propose an amendment.

Article XVII
Amendments to the Constitution

Amendments to the constitution must be done by $\frac{3}{4}$ vote of the G.A.M.M.A. delegates. Only a member of GAMMA may propose an amendment to the GAMMA constitution, and only a formal delegate shall have voting privileges.

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GAMMA Co- President
Panhellenic Council

Dan Fox
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