



Center for Fraternity & Sorority Life

University of Houston

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New Member Presentation Policies and Expectations Effective November 13, 2024

1. **Registering Your New Member Presentation** All shows must be held no more than 10 business days after the members have been initiated into the organization or prior to the start of finals (whichever one comes first) and in a reserved location on University of Houston's campus.
2. Shows must be scheduled Monday through Thursday, before finals. When extenuating circumstances occur, shows have the potential to happen Friday night or during finals with approval from the appropriate chapter coach and the CFSL Director.
3. Shows must occur in the same semester as the new member education. When extenuating circumstances occur, shows have the potential to happen within the few weeks the following spring or fall semester with approval from the CFSL Director.
4. Organizations are required to register their New Member Presentation with the Center for Student Involvement and Reservations Office through the Get Involved system within the appropriate timeframe.
 - a. In cooperation with the Membership Intake Process flowchart, registrations for new member/neophyte presentations will only be fully approved after the approval of all appropriate membership intake-reporting procedures identified by the Center for Fraternity & Sorority Life.
 - b. Once a chapter completes the event registration through the Get Involved system, a stakeholders meeting will be scheduled by the Center for Fraternity & Sorority Life with the appropriate student leaders, a designee from the Center for Student Involvement, Center for Fraternity and Sorority Life, and the necessary building coordinators/space representatives for the location of the event, regardless of if the presentation is indoors or outdoors. The meeting will cover security needs, risk assessment, role of the organization at the event, facility use and set up, admission and crowd control plan, any costs associated with the event and/or other event related topics as they arise.
 - c. Chapters registering New Member/Neophyte presentations will be provided wrist bands for their reported attendance. Wristbands represent the maximum amount of unique event attendees and are non-transferrable. A member of the chapter must staff the wristband table for the duration of the event. Wristbands will be provided by the Center for Fraternity & Sorority Life.
5. The organization's Graduate Chapter/Alumni Advisor is required to be in attendance at all shows.
6. A Center for Fraternity & Sorority Life staff member or their designee will be in attendance at the show.
7. Chapters who register their New Member Presentation through the Center for Fraternity & Sorority Life will be permitted to invite non-UH guests and maintain the Student Organization reservation rate through the Student Center.

New Member Presentation Conduct Policies

1. The duration of the show will be no longer than 2 hours. The show may not be scheduled to begin after 9pm and must begin no later than **30 minutes** after the scheduled start time. Shows must be over, and room vacated by 10pm or before the time indicated on your reservation request whichever comes first. Shows that have not started 30 minutes after the scheduled start time may be immediately cancelled.
2. No alcoholic beverages are to be consumed prior to or during the New Member/Neophyte Presentation.
3. Hazing and/or other illegal activities will **not** be allowed.
4. No physical abuse will be tolerated. This includes, but is not limited to: slapping, kicking, punching, pushing, poking, caning, etc. (canes, staffs, sticks, etc. may be used as part of the performance but may not be used as a weapon to threaten or harm another individual).
5. Any outright symbols of "pledging" (such as but not limited to bricks, rocks and death marches) will not be allowed.
6. There are to be no references to any individual(s) departing from the Membership Intake Process.
7. Disruptions by other attending organizations will not be tolerated.
8. Pre-event walks/strolls/marches are allowed with permission from the Center for Fraternity and Sorority Life.
9. The presenting organization will be responsible for ensuring the site is left in its original state after use (all trash and/or items left behind must be removed before vacating the space).
10. All actions of organization members/aspirants must adhere to the Student Code of Conduct.

Chapter Safety & Security Expectations

1. Event security, managed by UHPD, will normally follow the RSO Event Security Minimum Guidelines Based on Attendance Matrix, and will be confirmed based upon consultation with UHPD.
2. Chapter officers and/or members are initially responsible for crowd control and must have specific members and/or advisors who are facilitating crowd control. If unsuccessful, security officers should be contacted to aid in crowd control and crisis management.
3. Chapters should connect with security officers when they arrive on-site to discuss event expectations. Chapters should also connect with security officers before they leave site to ensure there are no other security needs.

Chapter Behavioral Expectations

1. Chapters should refrain from wearing explicit or revealing attire by the aspirants or other show participants.
2. Chapters should refrain from using profane language (in any language)/gestures in chants, music or speech before, during, or after the show by the current members, new members, or alumni.
3. Chapter members should refrain from dancing provocatively with any members of the audience.
4. Chapters should refrain from using chants/sayings/songs that allude negatively to any other fraternal organization, individual, or student group by the current members, new members, or alumni.