

SIGMA DELTA TAU NATIONAL POLICIES

No chapter shall have a policy that is in conflict with the National Policies of Sigma Delta Tau, its university's policies, or the policies of the College Panhellenic organization.

Confirmed violations of any of the policies below will be grounds for disciplinary action against the chapter and/or individual members. Disciplinary actions for a chapter may include, but are not limited to National Supervision, National Probation or disestablishment. Disciplinary actions for a member may include, but are not limited to removal of office, suspension, probation, or dismissal. Any expenses incurred by the National Organization as a result of a policy violation will be reimbursed by the chapter.

SECTION I - RISK MANAGEMENT

Any chapter found in violation of any of the risk management policies will be assessed \$25 per active member from the chapter budget.

1. ANTI-HAZING POLICY

It is the policy of Sigma Delta Tau that hazing is forbidden.

A. Definition. Hazing is defined as any act or tradition that (a) may endanger the physical, mental, or emotional well-being of another; (b) requests, encourages, or suggests violation of any federal, state, or local law or university regulation; (c) is mentally or physically demeaning; or (d) requires a personal or menial task of another individual, whether publicly or privately. For example, hazing can include, but is not limited to, deprivation of food or sleep, personal servitude, and wearing anything other than a new member pin to identify new member status. Because hazing is often a violation of state law, Sorority members should also inform themselves about any regulations the University may have, as well as state law.

B. Enforcement and Discipline. The local chapter is responsible for (a) developing procedures to implement this policy and (b) disciplining its members for violation of those procedures.

2. ALCOHOL POLICY

Sigma Delta Tau (the "Sorority") sets forth the following policy regarding alcoholic beverages:

A. The Sorority opposes service to or consumption of alcoholic beverages by minors and any other violations of the law or of university regulations regarding alcoholic beverages. The Sorority encourages members of legal drinking age who consume alcohol to do so wisely and in moderation.

B. The Sorority's policy is that chapters cannot (a) store, serve, or consume alcoholic beverages on property owned, rented, or otherwise designated for regular use by the Sorority; (b) spend chapter funds or assessments on alcoholic beverages; (c) serve/provide alcoholic beverages during mandatory Sorority functions, including any recruitment, and membership programming; (d) earn/benefit financially from the sale of alcohol; (e) cosponsor events with an alcohol distributor; or (f) sponsor or cosponsor all-campus or open events where alcohol is served: (g)

hold events at Taverns, Bars etc.

In the event the campus and or surrounding community has limited venue options, alternative venues may be approved if the following provisions are satisfied.

1. The Chapter must submit a written request with a clearly defined rationale for the request, purpose and detailed description of the event to their Chapter Advisor(s). The Chapter Advisor(s) will submit to the appropriate National Officer for final approval.
2. Arrangements must be made two months in advance of the event and confirmed with the Chapter Advisor(s) with approval being obtained by the appropriate National Officer.
3. Function planning forms must be completed prior to each event and kept in a notebook which may be reviewed by the Chapter Advisor(s).
4. Must follow National Transportation Policy (Section 1 (7)).
5. All Sigma Delta Tau policies must be followed. Use of alcohol, illegal substances, and hazing are prohibited.

C. At Sorority events where alcohol is served, all of which events are held off Sorority premises, chapters should (i) hire a licensed bartender who undertakes responsibility for determining who will be served and collects payment for the beverage from the persons consuming them; and (ii) provide and/or arrange transportation to and from such events. See Transportation Policy Section 1 (7).

D. The chapters and their respective members are responsible for (a) development of specific procedures to implement this policy; (b) compliance with all relevant laws and university policies regarding alcoholic beverage consumption and purchase; (c) imposition of discipline in the event of a violation of chapter procedures implementing this policy; (d) confirmation that a third-party vendor employed to dispense alcohol has substantial liability insurance; and (e) development and implementation of necessary and appropriate alcohol education efforts.

3. ILLEGAL DRUGS OR NARCOTICS

Sigma Delta Tau prohibits the use of illegal drugs and narcotics or in possession of a controlled substance without prescription in your own name on Sigma Delta Tau premises and further prohibits the abuse of any drug or narcotic on said premises, or in connection with Sigma Delta Tau activities. Marijuana is not allowed in any chapter controlled property, as it is illegal under federal law. Drugs and drug paraphernalia (including, but not limited to, bongs, pipes, snorters, cocaine kits, roach clips, etc.) are not allowed in any house, suite, or dorm floor owned, leased, or rented by Sigma Delta Tau.

4. FORMALS, DATED FUNCTIONS, SOCIALS AND CHAPTER ACTIVITIES

Sigma Delta Tau supports the NPC resolution which encourages all chapter events be held within the local college community to reduce the potential liability for the chapter and the National Sorority. Sigma Delta Tau strongly discourages functions outside the local college community.

A function held within sixty (60) miles of the college campus is considered the local college community.

Sigma Delta Tau formals, dated functions, social events and chapter activities may last no longer than five (5) hours. Sigma Delta Tau prohibits its members and their guests from promoting, reserving, and using overnight accommodations, as such actions significantly increase the potential for personal injury and liability.

1. The Chapter must submit a written request with a clearly defined purpose and detailed description of the event to their Chapter Advisor(s).
2. Arrangements must be made one month in advance of the event and confirmed with the Chapter Advisor(s). Upon confirmation, an agenda and time schedule must be agreed upon. This must be received in writing by the assigned National Officer, Chapter Services Coordinator and Chapter Advisor(s). Final approval must be obtained by the appropriate National Officer.
3. Function planning forms must be completed prior to each event and kept in a notebook which may be reviewed by the Chapter Advisor(s).
4. Transportation must follow National Transportation Policy (Section 1 (7)).

5. OVERNIGHT RETREATS AND SLEEPOUTS

Overnight retreats and sleepouts are strongly discouraged. They may be approved if the following provisions are satisfied:

1. The Chapter must submit a written request with a clearly defined purpose and detailed description of the event to their Chapter Advisor(s).
2. Arrangements must be made one month in advance of the retreat or sleepout and confirmed with the Chapter Advisor(s). Upon confirmation, an agenda, sleeping arrangements and time schedule must be agreed upon. This must be received in writing by the assigned National Officer, Chapter Services Coordinator and Chapter Advisor(s). Final approval must be obtained by the appropriate National Officer.
3. Function planning forms must be completed prior to each event and kept in a notebook which may be reviewed by the Chapter Advisor(s).
4. Must follow National Transportation Policy (Section 1 (7)).
5. All Sigma Delta Tau policies must be followed. Use of alcohol, illegal substances, and hazing are prohibited.

6. WALK-OUTS (Road trips, overnights, visitation, New Member skip out, ditch, etc.)

Walk-outs are strongly discouraged. They may be approved if the following provisions are satisfied:

1. The chapter's Chapter Advisor(s) must be contacted first.
2. The chapter must obtain permission from the Chapter President, the Chapter Advisor(s), and the Housing Corporation officer of the chapter to be visited.
3. Arrangements must be made at least one month in advance of the visit and confirmed with the Chapter President three weeks prior to the visit. Upon confirmation, an agenda, sleeping arrangements and time schedule must be agreed

upon. This must be received in writing by the appropriate National Vice President, National Risk Management Chair and both Chapter Advisor(s) at least two weeks prior to the visit. Final approval must be obtained from the appropriate National Vice President.

4. Function planning forms must be completed prior to each event and kept in a notebook which may be reviewed by the Chapter Advisor(s).
5. The visiting chapter must obtain the chapter house rules of the chapter to be visited. These must be obeyed by all the visitors.
6. Must follow National Transportation Policy (Section 1 (7)).
7. All SDT policies must be followed. Use of alcohol, use of illegal substances, and hazing are prohibited.

7. TRANSPORTATION

All Sigma Delta Tau members and their guests must use Sorority-sponsored and contracted drivers for transportation (i.e. limousines, taxis, buses, and vans) to travel to and from all events held over 10 miles from campus. Alcoholic beverages and illegal substances, as defined in Sigma Delta Tau's National Policies, may not be brought on board Sorority-sponsored transportation. If an event is held within 10 miles from campus and no alcohol is involved, cars may be used. Drivers must have a valid driver's license and personal insurance. SDT does not provide insurance for personal vehicles used for the event.

8. SIGNING OF CONTRACTS

When entering into a contract concerning arrangements for facilities for formals/social functions, vendors (i.e. photographers, specialty items salesmen), and leases, the following should be done:

1. The Chapter Advisor(s) must review all contracts.
2. The Chapter President and Treasurer are to be the authorized representatives to sign for the chapter, signing their names and titles.
3. Social contracts cannot be signed if they release the establishment from liability.
4. Goods under contract should be delivered before being paid with a chapter check. Do not deal with anyone demanding prepayment; however, payments of a minimal deposit are acceptable.
5. Multiyear contracts are strongly discouraged. However, if a chapter feels it is appropriate and fiscally sound, the request must be approved by the Chapter Advisor(s) and the National Secretary/Treasurer/Secretary.

9. HUMAN DIGNITY

All members of Sigma Delta Tau should have a positive influence in the direction and achievements of the university community. All sorority activities should promote self-worth, human dignity and a positive Greek image. Sigma Delta Tau prohibits the sponsoring of, or participation in, any activities (including competitive games) which are destructive, demeaning, or abusive; which promote divisiveness among NPC member groups; or which promote a negative image of the Greek community. [See also the NPC Policy on Human Dignity, which is incorporated by reference.]

10. WEAPONS

There shall be no firearms, explosive devices, or weapons of any kind on any property owned, rented, or used in the name of Sigma Delta Tau Sorority. This includes chapter suites, dormitory space, houses, or designated areas. Any person, excluding law enforcement or security personnel, found in possession of such materials shall be subject to disciplinary action and immediate removal from the property.

SECTION II - HOUSING POLICIES

1. VISITATION

Entertaining in public areas of chapter housing owned, rented, maintained, or controlled by Sigma Delta Tau shall never exceed the limits set by the campus administration or by College Panhellenic regulations. However, a chapter may set rules more strict than those required by Sigma Delta Tau, the administration, or Panhellenic.

Sigma Delta Tau housing is maintained for the benefit of all chapter members. Guests are the responsibility of sponsoring member and must abide by all SDT policies while at events or on premises. Allowing male visitors in private and/or sleeping areas could infringe upon the privacy of roommates and other members.

Male guests MAY NOT be entertained in the private areas of Sigma Delta Tau housing between the hours of midnight and 10:00 a.m. Male guests MAY NOT be entertained in the public areas of Sigma Delta Tau housing between the hours of 3:00 a.m. and 10:00 a.m. Male guests MAY NOT be in Sigma Delta Tau housing unescorted. There will be no 24-hour male visitation.

2. LIVE-IN POLICY

All active members and new members MUST live in the chapter house, beginning at the first available opportunity, for a minimum of two years unless the house is filled to capacity WITH MEMBERS OF SIGMA DELTA TAU. Members living at home with their families may be exempt from this policy with the approval of their Chapter Advisor(s). The capacity of each chapter house shall be determined by the chapter's corporation officers.

All chapter officers are required to live in the chapter house or otherwise stipulated by the local housing corporation.

If a student elects to study abroad for a semester, she still is responsible for satisfying her obligations under her housing contract.

Space in the chapter house shall be filled by a procedure to be written in each chapter's local bylaws. Current residents have priority over those wishing to move in except when campus culture dictates otherwise. The following specifications are recommended:

1. If there is a shortage of spaces, a point system shall be used to determine who will

- have the opportunity to move in.
2. If there are vacancies, the house shall be filled by those who have not yet completed their two-year live-in requirement. A point system may be used to determine which members are allowed to select first where they will live the following year.

3. STUDYING ABROAD

A student who is studying abroad or participating in an exchange program will be responsible for the national membership fee of \$37.50 during her absence from campus. In addition, any housing fees may be assessed by the local housing corporation.

4. SUITES AND CHAPTER ROOMS

Suites and chapter rooms not designated as sleeping quarters are not to be used as such unless in accordance with university regulations since there is no security service provided for the women during the night.

5. CHAPTER HOUSE - SUMMER OPERATION

A chapter must be able to meet all summer expenses and must have approval of the appropriate National Officer or Local Housing Corporation to keep the chapter house open during the summer months.

6. NO SMOKING:

Smoking is prohibited in any area inside of chapter housing owned, rented, maintained, or controlled by Sigma Delta Tau. Smoking is prohibited at all chapter meetings.

There shall be no smoking during any Sigma Delta Tau gathering where Sigma Delta Tau business is conducted (including workshops), whether in the chapter house, on Sigma Delta Tau premises, or at any school/university maintained premises.

SECTION III - MEMBERSHIP

1. OFFICER ELECTIONS

- A. One election each year shall be held to fill all executive offices. Any exceptions must be approved by the Chapter Advisor(s).
- B. A single slate of officers is recommended. A nominating committee composed of members of each class shall be elected one month prior to the election.
- C. The slate shall be presented a minimum of one week prior to elections. Additional nominations may also be made at a meeting one week prior to elections.
- D. Chapter Officers are strongly discouraged from holding any other offices, including, but not limited to, additional chapter Executive Offices, Panhellenic Offices, and Greek Council Offices.

- E. Chapter Officers may not function as Recruitment Counselors unless permission is granted by the National Vice President of Recruitment.

2. SENIOR PRIVILEGE

Senior privilege is a special status that may be granted to seniors who have been contributing active members for a minimum of two (2) years.

Senior privilege is not an automatic status. Senior privilege may be granted after two-thirds (2/3) affirmative vote of the chapter and approval of the Chapter Advisor(s).

Specific requirements for the granting of senior privilege must be determined by the local chapter and written in the chapter's local bylaws.

Chapter obligations of those granted senior privilege must also be determined by the local chapter as recorded in the local bylaws.

A senior may be permitted all chapter privileges, providing she pays her National fees and any fees set by the Chapter Advisor(s) as being necessary to maintain the function of the chapter.

3. DISMISSAL

Dismissal is an action initiated by the chapter, Chapter Advisor(s), local Housing Corporation or National Council. (See National Bylaws for an outline of procedure.) No money shall be refunded for pins and guards in cases of dismissal except under specific direction of the National Board of Directors.

4. STANDARDS BOARD

Each chapter must have a Standards Board.

- A. Composition
 - 1. Standards Board Chairperson, and
 - 2. Chapters with less than 35 members, should have one member from each graduating class, or
 - 3. Chapters with 35 members or more should have two members from each graduating class, and
 - 4. All members of the Standards Board must be active members in good standing.
- B. Chairperson
 - 1. It is recommended that the Chairperson have one year Standards Board experience.
 - 2. The Chairperson votes only when necessary to break a tie.
- C. Election
 - 1. The Standards Board Chairperson shall be elected immediately following the election of Chapter Officers.
 - 2. Term of office shall be for one (1) year.

3. In chapters having 35 or more members, members of the Standards Board shall not serve concurrently as members of the Executive Committee.
 4. In chapters having fewer than 35 members, the Chapter Advisor must be consulted before an Executive Committee member may serve concurrently on the Standards Board.
- D. The Standards Board is charged with the knowledge of and responsibility for the enforcement of National Bylaws, Policies, Rules, Regulations and Procedures, as well as Chapter bylaws, Panhellenic and University Rules and Regulations, and house rules if applicable.
 - E. The Standards Board has judicial jurisdiction including the ability to set and enforce penalties.
 - F. The Standards Board shall meet whenever deemed necessary according to circumstances. Any chapter member may request such a meeting.
 - G. Penalties
 - a. Unless property damage is involved, it is not recommended that a fine system be used.
 - b. It is recommended to utilize an established written system of penalties, which can be found in the local chapter bylaws, that would relate the seriousness of the infraction to the penalty or loss of privileges imposed.

5. INITIATION

- A. Sisterhood Development Training is a maximum of six weeks required from date of affiliation to date of initiation, unless otherwise mandated by the University or College Panhellenic. When a new member has fulfilled all her obligations, she must be initiated or disaffiliated unless the approval of the National Advisor is obtained.
- B. At universities where grades are a requirement for initiation and where a new member has been affiliated for one year and has not made grades but makes grades after a 3rd semester, with the approval of the appropriate University official, the chapter may re-affiliate and initiate her immediately. A re-affiliation fee is due. She may be a 3rd semester new member for one semester following her original affiliation with the permission of the National Board of Directors. If granted, a re-affiliation fee is due.
- C. When a new member transfers to a school where there is no chapter, the chapter with which she was affiliated and where she has completed her Sisterhood Development Training may petition the nearest chapter to initiate her. This must meet with the approval of the National Board of Directors. The initiation fee which is required by her chapter must be paid to the chapter with which she was affiliated. She will wear the guard of the chapter with which she was affiliated. Her name is to be signed on the scroll of the chapter with which she was affiliated.
- D. Any special or unique initiation requests need to be directed to the National Board of Directors.

6. SCHOLASTIC REQUIREMENT

- A. Affiliation and Initiation – Full-time or part-time status, as defined by the college or university, is required for affiliation, initiation, and active membership. A 2.5 cumulative Grade Point Average on a 4.0 system is required the term prior to affiliation and/or initiation, except in the case of a first semester freshman, where no information is available. Individual chapters have the option of setting their GPA requirement higher than a 2.5 cumulative but may not go below this minimum.
- B. Active Members - To remain in good standing, active members must achieve a 2.5 cumulative GPA on a 4.0 system each academic term. The chapter may set a higher requirement if desired.

7. LEGACIES

- A. **Definition:** A legacy is a sister, daughter, granddaughter, great-granddaughter and step relationship of each (i.e. step-sister/daughter) of a member of Sigma Delta Tau Society and shall be given special consideration when she is a candidate for membership.

All legacies will receive an invitation to the first invitational round of events on campuses with more than one invitational event. Legacies not released by the second invitational round will be automatically invited to all remaining rounds including Preference. Legacies invited to Preference will be placed on the chapter's bid list above the average of the last three years of quota (formal or informal). Although a legacy will be on the Bid list, a bid is not guaranteed as this is a mutual selection process.

- B. Special Consideration/Release Process: While legacies are not guaranteed membership, Sigma Delta Tau chapters are educated as to the value of legacies prior to recruitment. Chapters are expected to show the legacy sincere interest and careful consideration. The procedure to release a legacy from recruitment involves the chapter's National Advisor/Coordinator team and they will be notified by the chapter before the legacy is deleted from the invitation list. The Legacy Review team members who serve as national volunteers are the only members allowed to give the chapter permission to release a legacy. If a chapter releases a legacy at any time during the recruitment process, it is done so in a timely manner to allow her to be recruited by other groups.
- C. Legacy Review is conducted by the following individuals following round 2 (first or second invitational, depending on campus recruitment schedule)
- Chapter Vice President of Recruitment, Chapter President, Recruitment Assistant(s), National Advisor, National Recruitment Coordinator and, in some reviews, the National Vice President of Recruitment and Local Advisor(s)
- D. Legacy Review meets only when a legacy is falling below the allowed number of PNMs invited back.
- E. The National Advisor, Recruitment Coordinator, etc. will allow a chapter to

release a legacy if it is determined that she has been given special consideration (including, but not limited to, meeting with a similar amount of chapter women during first two rounds, review by members of the Chapter Recruitment team, as well as a review of any recommendation letters).

8. NEW MEMBERS

A. A new member is a new member for one calendar year, unless she is initiated during that year. An affiliation is not transferable and the chapter to which the new member transfers is not required to accept her.

B. A new member of Sigma Delta Tau who transfers to another campus is deemed to have broken her affiliation with Sigma Delta Tau. In accordance with NPC policies, a new member may pledge an NPC fraternity on that campus at the earliest possible opportunity.

C. Upon completion of initiation requirements at her original chapter, and where it is allowed by the University and Panhellenic, it is not necessary for the new member to repeat her Sisterhood Development Training at the second chapter.

D. A new member who has had her pledge broken by a fraternity, or who has broken her pledge to Sigma Delta Tau, may not be asked to join another fraternity on the same campus for one year from the date she was originally pledged. However, she may be a new member of the same fraternity chapter at any time within that calendar year.

9. INITIATION OF HONORARY MEMBERS

The National Board of Directors must approve all honorary initiations. All fees pertaining to initiation must be paid to the National Office prior to initiation.

10. TRANSFERS

A. Once a member affiliates with a second chapter, she assumes all privileges and responsibilities of that chapter. She also is subject to dismissal from that chapter.

B. Chapters and members must understand that a member who transfers is not required to affiliate with or be affiliated by the chapter at the school to which she transfers.

C. A group of transfers may not organize or act as a chapter on a campus.

D. A member who transfers to a campus where a new member colony has been established, a new chapter installed, or a chapter reactivated, and who affiliates with the group, may be elected to office where permitted by University regulations.

SECTION IV - FINANCIAL

1. Each chapter shall have a Housing Fund Fee. If the chapter owns or leases a house, the fee shall be a minimum of \$100.00 per year per person, paid for at least two years. If the chapter

does not own or lease a house, the fee shall be a minimum of \$35.00 per year per person, paid for at least two years. If the chapter has a suite or apartment, the fee shall be a minimum of \$75.00 per year per person, paid for at least two years. The chapter housing fund shall be kept in a savings account, separate from other chapter monies.

2. Each chapter with housing shall be required to have individual contracts and a deposit of a minimum of \$200.00 per person.
3. No member shall receive cash payment or a rebate on their house bill for any work performed in the course of her duties as an officer of the chapter.
4. National and local Sorority fees are nonrefundable.
5. Anticipated dues from initiates and new members should not be included in the proposed budget of a chapter. These fees should serve as a reserve.
6. A complete copy of the local budget and financial statement is not to be given to the House Director without the approval of the Chapter Advisor(s) or Local Housing Corporation.
7. The chapter checking account must be cosigned by the Chapter President and Treasurer.
8. Chapters may hold public fundraising projects within their own state and university regulations, provided a minimum of 10% of the proceeds be given to the Sigma Delta Tau Foundation Fund.
9. The proceeds from any chapter fundraising and solicitation efforts must be clearly defined and advertised. For example, for sorority expenses it must be clearly stated that the funds are being raised for the chapter.
10. Sponsorship by Sigma Delta Tau of retail sales must be reviewed by the Chapter Advisor(s).
11. Loans to chapters with housing must be signed by authorized officers of the housing corporation for all money advanced to the corporation by the National Organization.
12. Each chapter with a Housing Corporation shall transfer any monies in excess of start-up costs remaining in the chapter treasury to the chapter's housing corporation at the end of the fiscal year.

SECTION V - INTERNET/TECHNOLOGY/SOCIAL MEDIA

A. This policy applies to Sigma Delta Tau Internet, Technology and Social Media usage, heretofore named "SDT Internet," which is defined as the public and private sides of the sigmadeltatau.com website, any collegiate or alumnae chapter website, any individual websites which reference Sigma Delta Tau or use Sigma Delta Tau marks, any public website (including chat rooms and photo storage sites) where members identify themselves as Sigma Delta Tau members (including University websites promoting Fraternity & Sorority life), any social media websites, and any e-mails or instant messaging services referencing membership in Sigma Delta

Tau.

B. Sigma Delta Tau Sorority is the rightful owner of the name “Sigma Delta Tau,” the Greek letters Sigma Delta Tau, the crest, the torch symbol, the new member pin and the badge. These marks have acquired a secondary meaning and have engendered good will associated with the marks which Sigma Delta Tau must protect and maintain in order to preserve its intellectual property rights.

C. Impermissible Use

1. The Sigma Delta Tau Internet may not be used for any purpose which is: 1) illegal, immoral, unethical, dishonest, and/or damaging to the reputation of Sigma Delta Tau Sorority; 2) inconsistent with the mission of the Sorority; or 3) likely to subject the Sorority to liability. Impermissible uses include but are not limited to the following:
 - a. Harassment
 - b. Libel or slander
 - c. Fraud or misrepresentation
 - d. Unauthorized copying or transmission of copyright-protected items
 - e. Use of Sigma Delta Tau Sorority’s trademarks, logos, insignia, or copyrights without prior approval of the National Headquarters
 - f. Use of Sigma Delta Tau Sorority’s membership information for nonsocial (i.e., commercial) purposes
 - g. Posting or sending obscene, pornographic, or offensive material
 - h. Posting or sending material that does not comply with the mission or values of Sigma Delta Tau Sorority
2. Posting pictures or content on general websites can constitute impermissible use; therefore, discretion should be used in posting to such sites. Pictures or content that are found on general websites which depict possible violations of National Risk Management Policies by collegiate members or chapters will be referred to the National Headquarters for violating Sorority policies. If chapters choose to utilize online photographers for events, photos must be in good taste and must be posted in a password-protected environment.

D. Chapter and individual websites, as well as all social media accounts, must:

1. Comply with all applicable federal, state, provincial, and local laws, university policies, Panhellenic rules, Sigma Delta Tau Sorority National Policies, and these requirements.
2. Be registered with National Headquarters and include account name, e-mail address, and/or other contact information. Contact information must be kept current and readily accessible via QL. The chapter must select one member to serve as the liaison for all Sigma Delta Tau Internet inquiries.
3. Website home pages must include the website address, date of last update, a link to the official Sigma Delta Tau Sorority website (www.sigmadeltau.com), and webmaster contact information.

4. Portray the image of the chapter and Sigma Delta Tau Sorority in a positive manner. For example, photographs, text, or graphics must not be defamatory or depict or reference vulgar or offensive material, foul language, nudity, criminal activity, alcohol, or drugs.
5. Use the Sorority's correct terminology. Examples include: "alumnae" rather than "alumni;" "members, collegians, sisters, initiated members" when referring to initiated members, not "actives;" "recruitment" rather than "rush;" "new members" rather than "pledges;" "potential members" rather than "rushees;" "National Headquarters, National Office or National Council" rather than "Nationals."
6. Not refer to and/or publish ritual materials or other confidential information.
7. Not be used for personal, commercial, political, or religious purposes, including product endorsements or other advertisements, nor linked to any unlicensed vendor of Sigma Delta Tau Sorority.
8. Adhere to Graphic Standards to ensure consistency with the National Organization.
9. Limit the posting of personal information in consideration of the personal safety and privacy concerns of members.
10. A password-protected area is permissible on a collegiate/alumnae chapter website. The chapter's president is responsible for providing a user name and password to the chapter's assigned Chapter Advisor to monitor the password-protected area.
11. Not post any Sigma Delta Tau publications, official correspondence, or sections of the Sigma Delta Tau Torch without express written permission from the Executive Director of Sigma Delta Tau.
12. Not violate the rights of other copyright and trademark owners. Permission must be obtained from the owner prior to using material protected by copyright or trademark law.
13. Convey only correct and current information about the National Organization and the undergraduate or alumnae chapter.
14. Include a disclaimer on the website and social media websites indicating the pages are not "official," and the author is solely responsible for the content. Sigma Delta Tau Sorority does not accept responsibility for the content of chapter and individual websites.
15. Not link to any other collegiate chapter, alumnae chapter, or individual member website other than the chapter's sister collegiate/alumnae chapter.
16. Comply with these requirements in order to use the Sorority's marks on a website. Such permission may be revoked under trademark or copyright laws.

E. Internet and Related Technologies Policy Violations

1. Sanctions for Internet and Related Technologies Policy Violations not appropriately

handled by the chapter's Standards Board may include any or all of the following:

- a. A letter of warning from the Board of Directors.
- b. Restricted social privileges.
- c. Being placed on National Supervision or Probationary status.
- d. Ineligibility for National awards.
- e. A required workshop facilitated by a National Council Member or their approved representative with all travel and expenses paid by the chapter.
- f. Removal of Chapter Officers and election of new officers.
- g. Members involved in the incident may be disciplined as appropriate, including probation, suspension or dismissal as provided in the Bylaws.
- h. Withdrawal of charter by National Board of Directors.
- i. Any other action which may be deemed necessary.

SECTION VI - CRISIS MANAGEMENT

If a chapter is contacted by the media for an incident such as a death, an injury, a chapter member being sent to a hospital following or during a chapter event, a suspected hazing or other risk management incident, then the Chapter President must notify the National Office, the Chapter Advisor(s), and/or a member of the National Board of Directors immediately.

1. Do not speak with the media. Refer any calls to the Sigma Delta Tau Executive Director.
2. Remove personal contact information from Facebook page. Redirect Facebook page to the National Organization by implementing the strictest privacy controls on the chapter's Facebook page and include a post directing all inquiries to the Executive Director.
3. Shut down Twitter feed.
4. Instruct chapter members to avoid wearing Greek Letters on campus and otherwise identifying themselves as a member of Sigma Delta Tau during the crisis. This is to protect members from being harassed by the media.

SECTION VII - MISCELLANEOUS

1. NATIONAL PANHELLENIC CONFERENCE

Sigma Delta Tau is a member of the National Panhellenic Conference and abides by the Unanimous Agreements. All chapters are also bound to do so and to participate fully in the College Panhellenic Association.

2. THE TORCH PIN

The Torch pin shall be worn by initiated members only.

3. NEW MEMBER PIN

The new member pin shall be worn only by new members of Sigma Delta Tau at appropriate times.

4. RITUAL

The initiation ceremony used by Sigma Delta Tau is to be the entire ceremony written by Nathan Caleb House. That ceremony is to be universal throughout all chapters of Sigma Delta Tau.

5. CREST/GREEK LETTERS

The crest is to be used or worn only by initiated members of our fraternity. This does not apply to articles bearing the Greek letters $\Sigma\Delta\tau$. It is acceptable to give favors at parties bearing these Greek letters. New members may wear the Greek letters.

6. TRADEMARK

Official versions of the Sorority insignia shall be protected by trademark registration. The design or representation of the torch badge, new member pin, crest, torch symbol, Greek and/or Roman letters Sigma Delta Tau, and the words "Sigma Delta Tau" shall not be manufactured, created, used, or offered for sale by any person, company, or firm except as specifically authorized in writing by the Sigma Delta Tau National Headquarters. Members of the Sorority shall obtain the official SDT insignia only from those companies authorized by the Sigma Delta Tau National Organization.

Active chapters may utilize local commercial firms to produce materials for their own chapter needs from time to time, so long as much material is preapproved by the National Headquarters. No design or text that is contrary to the ideals of the Sorority shall be approved.

7. BIG BROTHER/LITTLE SISTER PROGRAMS

Sigma Delta Tau strongly discourages its active members and new members from participating in fraternity little sister programs. Sigma Delta Tau prohibits its chapters from sponsoring Big/Little Brother programs.

These policies may be amended by the Board of Directors at their discretion.

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