

Housing Rules and Policies

A. Chapter Housing

Section 1. Definition and Oversight. “Chapter housing” includes chapter house, lodges, suites, and residence hall floors which have been designated by the Chapter Corporation or university for occupancy by members of Alpha Omicron Pi.

All chapter housing shall at all times be subject to the oversight of Alpha Omicron Pi Fraternity, Inc., (“Fraternity”) which may, in its discretion, delegate some or all of that oversight to Alpha Omicron Pi Properties, Inc. or other designated officer, agent, entity or steward.

Although chapter real estate interests may from time to time be titled in the name of a specific chapter corporation and/or Alpha Omicron Pi Properties, Inc., all such real property interests and other associated assets are assets of the Fraternity and are subject to its control, oversight and management. To the extent such interests are titled or otherwise held in the name of specific chapter corporations, such chapter corporations were created and exist at the direction of the Fraternity and were created and intended by it to serve in the capacity of a steward for the benefit of the Fraternity in its management and oversight of chapter real property interests.

Collegiate chapters and/or alumnae chapters are prohibited from accepting, acquiring or holding any real property interests except as authorized and allowed by the Governing Documents.

Section 2. Chapter Live-In Requirements. Each collegiate chapter that has housing available must fill the facility to capacity and have in its chapter bylaws standards that set forth:

- a. that all members will live in the facility to achieve capacity,
- b. if capacity does not allow all members to live in, then defines which member shall live in the chapter facility and the method for decision making,
- c. a requirement that designates which collegiate officers, as determined by the chapter and in consideration of any university policy, must live in the chapter facility unless granted a waiver by the Collegiate Chapter Advisory Board in its discretion and any empty bed fees resulting from the waiver(s) granted by the Collegiate Chapter Advisory Board shall be charged to the chapter , and
- d. how empty bed fees shall be apportioned among members of the chapter.

Section 3. Housing and Corporation Fee Agreements. Any individual or chapter with access to property provided by or through the Fraternity (whether in the name of the Fraternity, Properties or a chapter corporation) shall be subject to the regulations set forth in the Governing Documents. This includes collegiate chapters; collegiate and alumnae members of the Fraternity who reside in or have access to such property; and any individual, who resides in or has access to such property. To the extent that any individual not a collegiate member of the Fraternity is permitted to occupy a chapter house for any period, under agreement or otherwise, such individual shall be bound to the maximum extent possible and applicable by the chapter housing provisions contained in the Governing Documents and any chapter corporation agreement.

- a. Corporation Fee Agreements. Each chapter corporation without housing facilities shall require that each member execute a corporation fee agreement annually. All agreements shall be signed and submitted by the due date established by the chapter corporation.
- b. Housing and Corporation Fee Agreements. Each chapter corporation with housing facilities shall require that each member execute a housing and corporation fee agreement annually. All agreements shall be signed and submitted by the due date established by the chapter corporation. . If any member executing a housing and corporation fee agreement is under the age of majority, the housing and corporation fee agreement shall be signed by the member and shall be guaranteed by her parent or legal guardian. Members under the age of majority in the jurisdiction in which they are signing shall acknowledge their lack of majority status and obtain parental or guardian signatures before submitting the agreement.

Section 4. Supervision by Employed Resident. All chapter housing shall be under the supervision of an employed house director who is not an undergraduate. This employee shall be hired, trained, and supervised by Alpha Omicron Pi Properties, Inc. or the chapter corporation. This house director requirement may be waived in instances where supervision is provided by the University or other supervision arrangements can be made. The procedure for obtaining a House Director Waiver is:

- a. A House Director Waiver form must be filed the semester prior to the school year for which the waiver is being requested. The due dates are listed on the form.
- b. The chapter shall fill out the House Director Waiver form and forward it to the Network Director or assigned Network Specialist by the date specified on the form.
- c. If the Network Director/assigned Network Specialist approves the waiver, she shall sign the waiver and forward it to the Director of AOII Properties by the date specified on the form.
- d. The Director of AOII Properties will approve or decline the waiver and notify the chapter.
- e. Failure to submit the House Director Waiver by the required date will result in a \$50 fine to the collegiate chapter.

Section 5. House Rules. House Rules address the group living conduct of the chapter members and are adopted or amended by a 2/3 ballot vote of the chapter and approved by a 2/3 vote of the Collegiate Chapter Advisory Board. House Rules must be reviewed at the beginning of each school year and any changes adopted within the first month of the school year. House Rules may be reviewed and changes adopted at other times throughout the year as necessary. In the event that an amenable decision concerning the House Rules is not reached between the chapter and the Collegiate Chapter Advisory Board, either party may petition their Network Director or International Headquarters staff member for a resolution.

The House Rules adopted by a chapter should be clearly stated in written form and distributed to every new member and initiated member. All house rules shall apply to any resident living in Alpha Omicron Pi housing as well as to members and new members not living in chapter housing and invited guests.

A chapter's House Rules must include the rules below. These are minimal requirements and may be made more stringent by agreement of the chapter and the Collegiate Chapter Advisory Board.

- a. Alpha Omicron Pi Policies. The Risk Management Policy in the Alpha Omicron Pi Book of Policies must be included as an addendum to the chapter's house rules. Among the policies included in the Risk Management Policy are: alcohol and drug use, hazing, and firearms.
- b. Visitation. Each chapter with housing must include visitation rules in its House Rules. Under no circumstances may a chapter implement visitation rules that are less restrictive than those required in college or university housing. The visitation rules shall address the following:
 - (1) Visitation by Initiated members and new members who do not live in chapter housing.
 - (2) Visitation by non-members in general.
 - (3) Overnight guests.
 - (4) The responsibility of the live-in member for the conduct of her guest(s).

If, at any time, visitation creates disharmony within the chapter, all visitation may be terminated immediately by majority vote of the Collegiate Chapter Advisory Board. The House Rules shall be amended with a new non-member visitation rule within one month of visitation termination by the Collegiate Chapter Advisory Board. Visitation may resume upon the adoption of the new visitation rules.

- c. Use of Candles. Alpha Omicron Pi prohibits the use of candles, incense, halogen lamps/lights, oil burning items, or any other open flame device on Fraternity property unless the candles are electric or battery operated in nature.
- d. Pets. All residents in chapter facilities are prohibited from having pets in their rooms or building, with the exception of fish that are in tanks no larger than 10 gallons. Fish are allowed provided that their presence, noise, odor, and waste do not constitute problems for other residents. Service dogs are permitted (as defined by the Americans with Disabilities Act) but not for training purposes. Official documentation must be provided to the Director of AOII Properties to meet the service dog requirement.