

Dear NPHC Chapter Presidents, Members and Advisors,

With the rising number of hazing incidents taking place on college campuses throughout the Country, Meharry Medical College is looking to take a proactive stance against hazing by gaining more information from the Chartered NPHC Greek organizations on campus and providing information to the chapters on campus about hazing. The completion of these documents is **required** of all National Pan-Hellenic Council, Inc. chapters in order to conduct an intake process affiliated with Meharry Medical College. Please take a moment to review these forms, and bring any questions or concerns to the Director of Student Life.

### ***Privacy Statement***

We would also like to assure you that we do not intend to use these documents in any manner that will undermine the traditions and secrecy of the NPHC organizations on this campus. In doing so, we promise to protect your chapter's interests and privacy by keeping the information submitted confidential. No one, other than the Director of Student Life and the Senior Vice President for Student Services will have access to these forms during the membership intake process.

All Membership Intake packets will be stored in the Office of Student Life for a minimum period of twenty-four (24) months. Access to the documents will be denied to all parties except for chapter advisors, and representatives of the National or International headquarters. All other inquiries regarding these documents will be referred to the organization's chapter president and advisor.

### ***Anti-Hazing Policy***

Enforcement of the Meharry Medical College Anti-Hazing Policy shall be the administrative responsibility of the Office of Student Life in collaboration with the Office of the General Counsel. Individuals or groups seeking additional information about this policy or reporting possible violations should contact the Director of Student Life at (615) 963-3177.

Students, student organizations, and other student groups of Meharry Medical College are strictly prohibited from engaging in any type of hazing activity. Hazing is defined as "any action or activity taken, or situation intentionally created, whether on or off campus, to produce mental or physical discomfort, embarrassment, harassment, or ridicule." This includes any action that endangers the health or well-being of an individual, is personally degrading, has an adverse effect on the academic performance of the student, or which violates any federal, state or local statute or College policy. Individual or group consent to hazing activity in no way validates the activity or excludes those perpetuating it from being charged with a crime.

Individual members, organizations and groups who violate this policy are subject to federal, state, local laws and College disciplinary action. The College's Non-Academic Disciplinary Procedures is available for review in the College's Academic Catalog online.

### **Examples of activities or situations that could meet the definition of hazing include, but are not limited to, the following:**

- Sleep deprivation– New member/prospective member activities should not go on between 12:00 am - 7:00 am
- Any activities that interfere with academics
- Physical or verbal harassment
- Forcing or encouraging ingesting of any type of liquid or solid matter, edible or non-edible (i.e. alcohol, chewing tobacco, goldfish, raw onions, spoiled food, dirt, animal food, etc.)
- Mandatory workouts – While working out may be "healthy," there are risks associated with making someone work out. If someone falls and breaks a leg, or passes out and hits their head, the chapter will be liable. There are no ROTC or athletic teams at Meharry Medical College, so there is no need for mandatory workouts

- Requiring new members/prospective members to wear ridiculous costumes or perform ridiculous activities, or having members wear the same clothing item(s)
- Silence periods of any kind
- Requiring new members/prospective members to perform personal service to active members such as carrying books, running errands, performing maid duties, etc.
- Requiring or suggesting that members/prospective members vandalize, destroy or steal property or commit crimes
- Marking or branding
- Requiring anything of one group of members/prospective members that is not required of another

***Tennessee State Law: 49-7-123. Hazing prohibited***

(a) As used in this section, unless the context otherwise requires:

(1) "Hazing" means any intentional or reckless act in Tennessee on or off the property of any higher education institution by one student acting alone or with others which is directed against any other student, that endangers the mental or physical health or safety of that student, or which induces or coerces a student to endanger such student's mental or physical health or safety. "Hazing" does not include customary athletic events or similar contests or competitions, and is limited to those actions taken and situations created in connection with initiation into or affiliation with any organization; and

(2) "Higher education institution" means a public or private college, community college or university.

(b) Each higher education institution shall adopt a written policy prohibiting hazing by any student or organization operating under the sanction of the institution. The policy shall be distributed or made available to each student at the beginning of each school year. Time shall be set aside during orientation to specifically discuss the policy and its ramifications as a criminal offense and the institutional penalties that may be imposed by the higher education institution.

[Acts 1995, ch. 500, § 1.]

We wish you and your chapter all the best in the coming year. Good luck with intake!

Regards,

Gwendolyn R. Williams, M.Ed.  
Director of Student Life

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**NOTICE OF MEMBERSHIP INTAKE**

The officers and members of \_\_\_\_\_ are proud to announce the  
*Fraternity Name*  
 intake of new members for the \_\_\_\_\_ semester of the \_\_\_\_\_ - \_\_\_\_\_ academic year.

The following schedule outlines the Membership Activities which will comprise the Intake Process:

- Interest meeting(s) shall be held on:
- Selection shall conclude on:
- Office of Student Life will receive a list of aspirants on:
- Education of aspirants/intake process begins on:
- Aspirants will be initiated on:
- New Members will be presented on:

The person responsible for intake for the Chapter will be:

The chapter advisor supervising intake for the Chapter will be:

*Name*

*Name*

*Title in the Chapter*

*Title in the Chapter/Organization*

*Phone Number*

*Phone Number*

*Email Address*

*Email Address*

The above information is accurate and complete to the best of my knowledge. I further understand that it is my responsibility to inform the Office of Student Life staff members of any changes to the above information immediately following the alterations.

*President's Name Printed*

*President's Signature*

*President's Phone Number*

*Chapter Advisor's Name Printed*

*Chapter Advisor's Signature*

*Chapter Advisor's Phone Number*



## New Member Education Program Cover Sheet

RETURN THIS FORM TO THE OFFICE OF STUDENT LIFE AT LEAST TWO WEEKS PRIOR TO STARTING THE INTAKE PROCESS

Fraternity:

Intake Chair:

E-mail:

Phone #: (home)

(cell or other)

Intake Begins:

Intake Ends:

Total Number of Weeks:

Initiation Date:

Alumni/ae Advisor for Membership Intake:

Phone #:

E-mail:

Location of initiation: ( ) On Campus ( ) Off Campus

Membership Intake Program (Please attach a copy if applicable)

Calendar of all new member and chapter events, including dates and locations\*

Detailed description of all new member activities

The Anti-hazing statement, signed by the president, new member educator and chapter advisor on behalf of all chapter members

Other pertinent information regarding your new member education program

\*We understand that some chapter activities will include ritual ceremonies. Please indicate those in your list of programs. **This information will be treated in a confidential manner in the Office of Student Life.**

Was this program devised by your: ( ) (Inter) National Office and/or ( ) Local Chapter

We, the undersigned, certify that we have read and agree to abide by the University's policies and regulations concerning new member/pledge/associate education and hazing.

\_\_\_\_\_  
Intake Chair (print)

\_\_\_\_\_  
Date

\_\_\_\_\_  
E-mail

\_\_\_\_\_  
Chapter President (print)

\_\_\_\_\_  
Date

\_\_\_\_\_  
E-mail

\_\_\_\_\_  
Chapter Advisor (print)

\_\_\_\_\_  
Date

\_\_\_\_\_  
E-mail



Office of Student Life

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Hazing is prohibited and any member failing to comply with this policy is subject to disciplinary action. This policy pertains to all pledge, active and alumni/ae members of the organization.

All members/prospective members are subject to federal, state and local laws, and rules and regulations of the College.

\_\_\_\_\_  
Intake Chair Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Phone #

\_\_\_\_\_  
Chapter President Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Phone #

\_\_\_\_\_  
Chapter Advisor Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Phone #