

# **Sigma Gamma Rho Sorority Incorporated**

## **Hazing & Intake Violation Disciplinary Action Policy Synopsis**

*Sigma Gamma Rho Sorority's aim is to enhance the quality of life within the community. Public service, leadership development and education of youth are the hallmark of the organization's programs and activities.*

*Sigma Gamma Rho addresses concerns that impact society educationally, civically and economically.*



## **Grievance Procedures and Disciplinary Action**

The purpose of this document is to describe the disciplinary actions that can be taken, the rights of the Members involved, provisions for due process, and outline the hearing and appeal procedures in the case of a allegation of hazing or other action not in keeping with Sigma Gamma Rho Sorority's membership intake policies and procedures, known as our TORCH Process. Essentially, a system that protects the reporter and provides fairness for those accused of violating Sigma Gamma Rho Sorority policy is the ultimate goal.

It is the intent of Sigma Gamma Rho Sorority Inc. to provide the right to a fair hearing to each financial soror, chapter and region on a complaint or grievance during membership in the sorority. Procedures have been developed that are designed to address complaints and grievance including but not limited to:

- Hazing in any form or at any time
- Intentional violation of the rules of the Sorority
- Failure to comply with the lawful directive of its duly elected officers and directors
- Divulging of Sorority rituals and/or proprietary information
- Engaging deliverately in any activity which interferes with the performance of the legal or contractual obligations of the Sorority
- Being convicted in a court of law of a felony as defined i the state which the act is committed
- Misappropriating Sorority funds

Hazing is considered to be the most heinous of these infractions and will not be tolerated in any form or at any time. Members found guilty of hazing will be permanently and irrovocably expelled from Sigma Gamma Rho Sorority Inc.

### **What is Hazing?**

Hazing is defined as any activity which causes or threatens to cause emotional or physical injury, or which causes emotional or physical discomfort, embarrassment, harassment or ridicule.

By way of example, such prohibited activities and situations include, but are not limited to, blindfolding; hollering at or berating people; personal servitude; running errands or performing maid services; activities likely to cause fatigue; physical and psychological challenges; treasure or scavenger hunts; wearing apparel which is conspicuous and not normally in good taste; engaging in stunts, pranks, degrading or humiliating games and activities; late work sessions; physical or emotional assaults; drinking games; or the encouraged, suggested or forced consumption of alcohol or other disorienting substances.

Any such activity is wrongful and in violation of the Sigma Gamma Rho Sorority's policy regardless of whether any person or persons involved in the conduct believe that the participants in the activities are doing so by consent.

Sigma Gamma Rho Sorority also adopts and incorporates herein the hazing policies established by the National Pan Hellenic Council.

# Steps in the Hazing & Intake Violation Disciplinary Action Process

## Reporting Process

Prospective members, members or others knowledgeable of any member(s) action or an activity not in keeping with the steps as outlined in the TORCH process or which at any time involves hazing as defined on page 2, is encouraged to report the incident in any of the following manners:

- **Anonymously to the Sigma Gamma Rho Sorority's international headquarters** via phone, fax, email or postal mail (see page 4 for full contact information). Anonymous reports should include the perpetrating member(s) chapter name (if known), school (if applicable), location and a description as detailed as possible of what occurred. This option is made available to safeguard and reassure reporters fearful of real or perceived possible retaliation of any kind by the alleged perpetrators or others
- **Formal complaint via phone, email or postal mail** to the chapter advisor (in the case of an undergraduate chapter), the regional syntaktes and/or undergraduate chapter coordinator. The formal complaint should include the following:
  1. Name, address, phone number and email address of person making the report
  2. Reporter's relation to the action being reported (victim, participant, eye witness, third party)
  3. Nature and date of the alleged violation
  4. Name of person(s) responsible for the alleged violation
  5. Any background information the reporter believes to be relevant

## Fact-finding Process

Upon being alerted to an allegation of hazing or other intake violation, the regional syntaktes is required to:

- Place the alleged perpetrator(s) on immediate suspension pending results of the investigation
- Alert the school's administration, in the case of an undergraduate chapter
- Work with the undergraduate chapter coordinator to appoint a committee (often from the supervising alumnae chapter in the case of undergraduates) to begin the investigation by securing any and all information available related to the allegation(s). This most often includes interviews with the reporter(s) where possible and the alleged perpetrators to determine if enough evidence is available to warrant a formal hearing. Fact finding may take two to three weeks depending on the situation. A formal report of their findings and recommendations is submitted to the regional syntaktes for her ruling.

## Formal Hearing

If enough hard evidence or doubt exists to warrant further investigation and possible disciplinary action, the alleged perpetrators are notified by the regional syntaktes of the charges and offered the right to a formal hearing. The accused must be given a minimum of 30 days notice to prepare their defense for the formal hearing. A three-person panel that generally includes the regional legal advisor, will hear the evidence against the accused and their defense. The panel rules on the guilt or innocence of the accused for the charges made based on the evidence presented by both sides. A full report with recommendations for disciplinary action, where warranted, is submitted to the regional syntaktes. For substantiated allegations, the regional syntaktes can rule by directing probation, suspension and/or fines for the perpetrators. **Parties found guilty of any form of hazing must be recommended to the international first grand anti-basileus for permanent expulsion from Sigma Gamma Rho Sorority Inc.**, which must be approved by the international board of directors. Notification of all final rulings will be forwarded to the school administration, the perpetrators, all appropriate local, regional and international Sorority officers and the international headquarters, along with legal authorities where appropriate.

## Appellate Process

Members found guilty will be given a minimum of 20 days from receipt of their notification of any disciplinary action to appeal the ruling to the international first grand anti-basileus. The recommendations of the appellate hearing panel if upheld or as revised by the international board of directors is final.

**Sigma Gamma Rho Sorority, Incorporated**  
**2010-2012 Regional Officers**  
**For TORCH Program Questions or Concerns**

	<u>Regional Syntaki (directors)</u>	<u>Undergraduate Chapter Coordinators</u>
<b>Central</b>	Pamela Lee 313.971.1922 pameladlee1922@yahoo.com	Cinnamon Pelly 614.439.2470 uccpelly@gmail.com
<b>Northeast</b>	Vanetta Cheeks Reeder 215.704.5795 avareed@aol.com	Marica Harris 412.623.9885 mharrisoes1922@hotmail.com
<b>Southeast</b>	Griena H. Knight 205.923.7347 griena@aol.com	Rasheeda Hakeem-Liberty 615.414.1340 sigmaliberty@aol.com
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Additional information on Sigma Gamma Rho Sorority, Inc., can be obtained from our website, [www.sgrho1922.org](http://www.sgrho1922.org), or by contacting our international headquarters:

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