**Fraternity and Sorority Affairs**  
Special Presentation/New Member Reveal Guidelines

**Objective:** The New Member Reveal is a formal presentation for our organizations to introduce their New Fraternity and Sorority Members to the University of Rochester Community and pay their respects to the Fraternity and Sorority Community that they have recently joined. The presentation is to be treated as a celebration of New Members.

**General Guidelines:**
The following guidelines are applicable to all recognized fraternities and sororities recognized at the University of Rochester.

1. The organization must reserve space and gain approval from Fraternity and Sorority Affairs (FSA) no less than fourteen (14) days prior to the presentation.
   a. A copy of the reservation confirmation, any special requests, and an outline of how the presentation will run must be submitted.
   b. If the presentation is to take place in another organization’s house, then that respective organization must provide approval of the event.
2. Presentation of New Members must be done in a voluntary manner by the participants.
3. A staff member from FSA MUST be in attendance. It is the responsibility of the presenting organization to coordinate with FSA to schedule a staff member to be present. Please note that significant notice may be needed in order to coordinate staff presence—there is no guarantee a staff member can be available, even with 14 days’ notice, though FSA staff will work to accommodate reasonable requests.
4. Rehearsals for the show must be held at reasonable hours and be positive in nature. Forced calisthenics and physical demands outside of what is considered reasonable for practicing of the dance/step is not permitted.
5. Participants must be fully-initiated members of the organization and must have completed all new member education activities prior to the presentation.
6. No physical abuse will be tolerated. This includes, but is not limited to: slapping, kicking, spitting, punching, pushing, poking, caning, etc. Canes, staffs, sticks, etc. may be used as a part of the performance but may not be used as a weapon to harm another individual.
7. The Director of Fraternity and Sorority Affairs or his/her designee must approve the use of any props, including, but not limited to: shields, staffs, masks, canes, paddles, etc.
8. Disruptions by other attending organizations will not be tolerated. This includes, but is not limited to: walking through the presenters’ show, talking over the presenting organization, etc. The presenting organization is responsible for all guests attending their show.
9. All shows must respect new members, members, alumni, other organizations, and the University. Under no circumstances will degrading or negative sentiment towards another chapter or another chapter’s members be permitted. This type of behavior includes mocking signature steps or calls in order to cause laughter or poke fun. Under no circumstances will profanity, racism, sexual innuendos, explicit attire, obscene gestures or hate towards another culture, gender, or identity be permitted.
10. Unless given special permission by the University, the presentation is restricted to University of Rochester community members (and other Rochester-based colleges) and alumni of the organization. The general public shall not be admitted, and all advertisement must be limited to the college campus(es).
11. One member of the organization must be the primary point of contact between the Governing Council, Fraternity and Sorority Affairs, and the organization’s respective National Council.
12. At least one member of the organization must be appointed as the Risk Management Officer and be in contact with security during the presentation itself.
13. The actual presentation must take place in an open and safe space. Presentations must take place between 2:00pm-11:00pm and may NOT be longer than **thirty (30) minutes.** Following the new...
member presentation, members of the presenting organization must vacate the area within 30 minutes and must assist with crowd disbursement.

a. Presentations may take place indoors or approved outdoor locations including, but not limited to:

   i. Fraternity Quad Houses
   ii. May Room
   iii. Hirst Lounge
   iv. Wilson Commons Porch
   v. Eastman Quad
   vi. Spurrier Den
   vii. Fraternity Quad
   viii. Friel Lounge
   ix. Douglass Dining Hall
   x. Goergen Atrium (BME building)
   xi. Leibner – Cooper Room (MAC room)
   xii. Spurrier Gym
   xiii. Todd Theatre
   xiv. O’Brien Dance Studio
   xv. Riverview/Southside Community Rooms

14. The start time of the presentation must be listed on the Approval Form and the actual start time must take place **WITHIN** thirty (30) minutes of the stated time.
   a. Example: If the presentation is said to start at 7:11pm, then it must actually start no later than 7:41pm.

15. The space/facility must be left in its original condition.

16. All organizations must adhere to their National Council’s respective guidelines for New Member presentations.

17. Presentations are **NOT** to be scheduled at the same time as another organization’s new member presentation.
   a. If avoidable, presentations are not to be scheduled at the same time as another organization’s planned event.

18. New Members can be presented to the audience through greetings, step routines, strolls and other performances deemed appropriate by the organization and Fraternity and Sorority Affairs.

19. New Members are permitted to stand in a uniform line and wear matching outfits during the presentation.
   a. In order to protect the identity of a New Member, masks may be worn but have to be removed by the end of the presentation/reveal.

20. For any type of marching or entrance performance, a path from the entrance to location of the presentation must be cleared.

21. Crowding around New Members is **strictly prohibited**. There must be a clearly identifiable, designated performance area reserved solely for the performers. If the performance is on a raised area, such as the porch of Wilson Commons, all guests and observers must stand below the raised area.

22. Disparaging comments or behavior from or about other organizations or the use of foul language will not be tolerated.
   a. Organizations are to remain respectful towards one another.

23. No alcoholic beverages or hazing activities will be permitted under any circumstances.
   a. If any such behavior occurs, then the presentation is subject to be immediately ended.
Approval Form Guidelines:

1. Any Special Presentations/ New Member Reveals must be registered through the designated Approval Form and submitted to Fraternity and Sorority Affairs no later than fourteen (14) days prior to the presentation date.
2. Any requests, outside of the stated guidelines, that are specific to an organization must be included in the form.
3. A copy of space reservation as well as names of New Members must be provided with the Approval Form to Fraternity and Sorority Affairs.
4. An outline specifying how the presentation will take place must be submitted along with the Approval Form.
5. All information on the approval form is confidential and will only be seen by Fraternity and Sorority Affairs Officers. FSA will share the presentation date, time, location, member in charge of communication, and risk management officer with the MGC Executive Board.
6. The organization must inform the Executive Board of their Governing Council that an approval form has been submitted; however, the details of the form will not be released to the Executive Board or members unless permitted by the respective organization.
7. Conducting a presentation without approval is strictly prohibited.

Clause:

1. The organizations must abide by these guidelines and attain individual approval for any requests specific to their own presentations. Any organization that acts outside of these guidelines is responsible for their own actions and will do is at their own risk.
2. These guidelines do not apply to any presentations or similar events that take place off campus. The Councils are not responsible for any such activity.