



POLICY TITLE
Hazing Prevention Policy

POLICY NUMBER
13-001

Responsible Unit: <i>Office of the President-Chancellor for the Southern University System and each campus Office of Student Affairs</i>	Effective Date: <i>08/23/2019</i>
Responsible Official: <i>President-Chancellor</i>	Last Reviewed Date: <i>08/01/19</i>
Policy Classification: <i>Student Affairs</i>	Origination Date: <i>08/01/2018</i>

I. POLICY STATEMENT AND RATIONALE

The Southern University System Board of Supervisors (SUBOS) does not condone hazing in any form at any of their governed institutions. All SUBOS governed institutions shall prohibit hazing and take all reasonable measures to address hazing, including without limitation: adoption of effective policies; clear communication to campus organizations, students and other stakeholders of laws and policies; prompt and faithful enforcement thereof; education; and training. All SUBOS governed institutions shall be committed to providing a supportive educational environment free from hazing, one that promotes its students' mental and physical well-being, safety and respect for one's self and others. All SUBOS governed institutions shall implement policies and procedures in compliance with this policy and shall take prompt and appropriate action to investigate and effectively discipline those accused of such conduct in a manner consistent with all applicable laws.

II. POLICY SCOPE AND AUDIENCE

In accordance with 2018 Regular Session Acts 635, 637 and 640 and 2019 Regular Session Act 382 of the Louisiana Legislature ("Louisiana Hazing Laws"), the SUBOS hereby adopts this Uniform Policy on Hazing Prevention ("Policy") applicable to all of their governed institutions. This Policy aims to enhance the Legislature's efforts to establish statewide mandatory requirements and is designed to help all SUBOS governed institutions create and maintain safety for all students who participate in the institutions' activities, programs, groups, teams, organizations and Greek-lettered associations.

Each institution's policy must comply with applicable laws and regulations, and must be amended to reflect any subsequent changes to laws and regulations. SUBOS recognizes that our governed institutions all possess unique characteristics (e.g., presence of Greek life, athletic teams, band and other such organizations vs. the lack thereof; commuter vs. residential campuses; large vs. small campuses, presence of campus police and residential advisors vs. the lack thereof). Thus, it is within the purview of each institution's administration to review, evaluate and apply this Policy in a manner that ensures that it adequately aligns with each institution's campus characteristics and resources, provided that the interpretation and implementation are in furtherance of the requirements of this Policy and do not result in substantive changes to the Policy. Our governed institutions may also develop supplementary procedures to further support the implementation of this Policy. However, the mandatory provisions of this Policy establish the minimum requirements with which all institutional policies must comply.

Each governed institution shall establish policies and procedures in full compliance with this Policy and implement such policies no later than the beginning of AY 2018-19. Each policy shall be reviewed for compliance with this Policy and applicable laws and regulations and upon verification of such compliance, this management board shall forward the institutional policies to Board of Regents by September 01, 2019.

For purposes of this Policy, the definitions of key terms and other mandatory provisions shall remain consistent with those in Acts 640 and 635 and 637 of 2018 and Act 382 of 2019, codified at R.S. 14:40.8, R.S. 17:1801, R.S. 17:1801.1, R.S. 17:1805, and R.S. 14:502 respectively. In cases of any inconsistency, the statutory provisions shall supersede any such inconsistent provision in this Policy. The statutory provisions and this Policy shall supersede any inconsistent provision in an institution's policy.

III. POLICY COMPLIANCE

All institutions subject to this Policy shall adopt this policy as an institutional policy in accordance with all applicable laws and this Policy.

All campus organizations shall, as a condition of operating at an institution, adopt the hazing prevention policy that the institution has adopted pursuant to Subsection A of this Section, which shall include possible institutional sanctions against the organization in the event of a reported or confirmed hazing incident, and a policy that prohibits hazing.

IV. POLICY DEFINITIONS

- a. **Governed institution, education institution, or institution** is any institution or campus governed by the Southern University Board of Supervisors that is supported wholly or in part by public funds.
- b. **Hazing** means any intentional, knowing, or reckless act by a person acting alone or acting with others that is directed against another when both of the following apply:

- i. The person knew or should have known that such an act endangers the physical health or safety of the other person or causes severe emotional distress.
- ii. The act was associated with pledging, being initiated into, affiliating with, participating in, holding office in, or maintaining membership in any organization.
- iii. Consent is not a defense.
- iv. Hazing includes but is not limited to any of the following acts associated with pledging, being initiated into, affiliating with, participating in, holding office in, or maintaining membership in any organization:
 - 1. Physical brutality, such as whipping, beating, paddling, striking, branding, electric shocking, placing of a harmful substance on the body, or similar activity.
 - 2. Physical activity, such as sleep deprivation, exposure to the elements, confinement in a small space, or calisthenics, that subjects the other person to an unreasonable risk of harm or that adversely affects the physical health or safety of the individual or causes severe emotional distress.
 - 3. Activity involving consumption of food, liquid, or any other substance, including but not limited to an alcoholic beverage or drug, that subjects the individual to an unreasonable risk of harm or that adversely affects the physical health or safety of the individual or causes severe emotional distress.
 - 4. Activity that induces, causes, or requires an individual to perform a duty or task that involves the commission of a crime or an act of hazing.
 - 5. For purposes of this Policy, hazing shall not include a physical activity that is normal, customary, and necessary for a person's training and participation in an athletic, physical education, military training, or similar program sanctioned by the postsecondary education institution.
- c. **Organization** is a fraternity, sorority, association, corporation, order, society, corps, cooperative, club, service group, social group, band, spirit group, athletic team, or similar group whose members are primarily students at, or former students of, a postsecondary education institution, including the national or parent organization of which any of the underlying entities provided for in this definition is a sanctioned or recognized member at the time of the hazing.

- d. **Pledging** is any action or activity related to becoming a member of an organization, including recruitment and rushing.
- e. **Appropriate authority** includes:
 - i. Any state or local law enforcement agency.
 - ii. A 911 Public Safety Answering Point as defined in Title 33 of the Louisiana Revised Statutes of 1950.
 - iii. Emergency medical personnel.
- f. **Reckless behavior** is an activity or behavior in which a reasonable person knew or reasonably should have known that the activity or behavior may result in injury to another, including but not limited to excessive consumption of alcohol, binge drinking, drag racing, consumption of any controlled dangerous substance, acts of hazing, or other similar activity.
- g. **Serious bodily injury** is bodily injury that involves unconsciousness, extreme physical pain, or protracted and obvious disfigurement, or protracted loss or impairment of the function of a bodily member, organ, or mental faculty, death, or a substantial risk of death.

V. **POLICY IMPLEMENTATION PROCEDURES**

After the adoption of this policy, each governed institution shall immediately post this policy, as written, on their respective websites; disseminate a hard copy of this policy to all students at orientation or if orientation has occurred prior to the adoption of this policy, disseminate a hard copy to all students via email; and revise or expand all related policies at their institution's. Governed institutions shall update all applicable policies before August 31, 2019.

- a. Each institution's policy must comply with applicable laws and regulations, and must be amended to reflect any changes to such laws and regulations, including but not limited to the following:
 - i. Act 635 of the 2018 Regular Session of the Louisiana Legislature, which creates the crime of criminal hazing, provides definitions and exceptions, and establishes exceptions and penalties;
 - ii. Act 637 of the 2018 Regular Session of the Louisiana Legislature, which creates an obligation to offer reasonable assistance, including seeking medical assistance, to someone who has suffered serious bodily injury caused by reckless behavior, including hazing; and
 - iii. Act 640 of the 2018 Regular Session of the Louisiana Legislature, which prohibits hazing at Louisiana's postsecondary institutions, requires BOR to adopt a uniform policy on hazing prevention, requires postsecondary institutions to adopt and expand on BOR's uniform policy in a manner consistent with the laws and BOR policy.

- iv. Act 382 of the 2019 Regular Session of the Louisiana Legislature, which amended LA R.S. 14:40.8, 17:1801, 17:1801.1, and 17:1805.
- b. Failure to comply with any applicable laws and regulations, including those listed above, shall constitute a failure to comply with this Policy.
- c. SUBOS shall make all due diligence efforts to ensure its governed institutions' compliance with applicable laws and regulations, including those listed above.
- d. While the provisions of the laws listed above are mandatory components of the system policy, the best practices listed in Section VI below are SUBOS's guidance to the institutions on the implementation of hazing laws. Institutions may supplement the provisions of this Policy as necessary, but any such supplemental provision shall comply with the laws and this Policy.
- e. In addition to the definitions and other provisions in compliance with laws and regulations, including those listed above, all SUBOS governed institutions shall implement the following measures to prevent and address hazing, beginning in fall 2018, unless otherwise noted:

i. Prevention and Education Programs:

- 1. Each new student shall be provided educational information on the dangers of and prohibition on hazing during the new student orientation process in the form of a handbook. In addition to the requirement of providing educational information in the form of a handbook as provided in the previous paragraph, beginning in the fall semester of 2019, each new student shall be provided educational information on the dangers of and prohibition on hazing during the new student orientation process either in person or electronically.
- 2. Each organization shall provide annually at least one hour of hazing prevention education that includes education relative to such policies to all members, prospective members, and anyone who is employed by or volunteers with the organization. The education may be provided in person, electronically, or both. Each organization shall submit a report annually to the institution with which it is affiliated relative to the students, employees, and volunteers receiving such education evidenced by an attestation of such individuals receiving the education.
- 3. The hazing prevention education required under the provisions above shall include the information about criminal penalties for the crime of criminal hazing. Information shall also be provided to organizations on their obligations under the law, including the duty

to investigate and report; and on the possible loss of funding and other penalties applicable to organizations under the Hazing Laws.

4. If the student receiving the information required in this sub section is a minor that information shall also be provided to his parent or legal guardian.

ii. **Duty to Seek Assistance:** In accordance with Act 637 of 2018, codified at R.S. 14:502, each institution's policy shall require any person at the scene of an emergency who knows that another person has suffered bodily injury caused by an act of hazing shall, to the extent that the person can do so without danger or peril to self or others, give reasonable assistance to the injured person. Each institution's policy and educational information shall include the criminal penalties for failure to seek assistance in violation of R.S. 14:502.

iii. **Reporting Requirement:**

1. **Duty to Report:** All campus organizations and institution officials are required to report any allegations that involves the commission of an act or acts of hazing to law enforcement as soon as practicable under the circumstances, and with all details known to the organizations or institutions with "no redactions", including names of all individuals alleged to have committed the act or acts of hazing.
2. Any institution that receives a report alleging the commission of an act or acts of hazing by one or more members of an organization that is organized and operating at the education institution shall report as soon as practicable under the circumstances, the alleged act or acts to the law enforcement agency having jurisdiction and the place where the allege act or acts of hazing occurred. The information reported to law enforcement as required law shall include all details received by the institution relative to the allege incident, with no information being redacted, including the name of all individuals alleged to have committed the act or acts of hazing. Failure to report could result in a maximum penalty of \$10,000 for violation of R.S. 14:40.8.
3. **Required Documentation:** The information reported to law enforcement shall include all information and details received by the institution relative to the alleged incident, with no information being redacted, including the name of all individuals alleged to have committed the act or acts of hazing identified in the report. The institution shall also document in writing all actions taken with regard to the report including but not limited to the date the report was received, reports made to law enforcement as provided in R.S.

14:40.8, and any other information relative to the institution's investigation, processing, and resolution of the incident.

4. All campuses and campus organizations shall utilize the standardized form developed by the Louisiana Board of Regents to report allegations of hazing. That form shall be immediately turned into to the campus Office of Student Affairs. The vice chancellor shall forward the form and allied documents to SU System Office of the General Counsel for submission to the Board of Regents.

iv. Enforcement of Laws, SUBOS Policy and Institutional Policy:

1. Each institution shall implement and enforce with full fidelity and consistency the Hazing Laws as listed above, this Policy and the institution's own policy. Failure to enforce or inconsistencies in enforcement shall constitute violation of the Hazing Laws and this Policy.
2. For the purposing of enforcing hazing laws or investigating hazing violations, campus police officer right to exercise the power of arrest when discharging their duties shall extend to alleged acts of hazing committed by members of an organization that is organized and operating at the university or college for which the police officer is commissioned regardless of the location where the alleged acts occurred.

VI. POLICY RELATED INFORMATION

In addition to the mandatory components of institutional policies and practices, each institution is encouraged to follow best practices, some of which are outlined below:

- a. **Ongoing Prevention and Awareness Campaigns:** Ongoing prevention and awareness campaigns may consist of programming, initiatives, and strategies that are sustained over time and focus on increasing understanding of topics relevant to hazing prevention. An example of such an initiative or program is joining institutions across the country in the observance of National Hazing Prevention Week.
- b. **Data Collection and Analysis:** Institutions are encouraged to create task forces to gather, analyze and understand institutional data on hazing. Effective hazing prevention presupposes an understanding of the cause, identifying any trends that the data show and assessment of the risk factors as well as protective measures.
- c. **Effective Intervention:** In collaboration with relevant organizations and student bodies, each institution is encouraged to develop intervention strategies and measures appropriate to the context specific to that institution and to the various organizations affiliated with it. The role of bystander intervention and social norming is key to hazing prevention and is recommended as part of campus intervention strategies. In support of state laws to combat hazing, bystander

intervention training and social norming should be part of any education and training aimed at preparing faculty, staff and community members to understanding hazing issues and statistics on campus.

Response Plan: Institutions are encouraged to convene teams with the necessary expertise, including coaches, resident advisors, Greek-lettered organization officials, alumni and coaches. Each year before the beginning of the academic year, the teams should develop a response plan delineating the procedures for handling any hazing incident.

VII. POLICY IMPLEMENTATION PROCEDURES

The Office of the President-Chancellor in conjunction with the governed institutions administration will be charged with implementing this policy.

To report an allegation of hazing, individuals, campus officials, or campus organization shall utilize the following:

- i. Form A: Board of Regents Standardized Form for Institutions
- ii. Form B: Board of Regents Standardized Form for Organizations

VIII. POLICY HISTORY AND REVIEW CYCLE

This policy was created on August 24, 2018, and amended on August 23, 2019. This policy is subject to a five-year policy review cycle or as needed by legislative changes.

IX. POLICY APPROVAL

The effective date of this policy is determined by the approval date of the President-Chancellor of the Southern University and A&M College System and the Board of Supervisors of the Southern University and A&M College System.

President-Chancellor Ray L. Belton, Ph.D.
Southern University and A&M College System

Effective Date of Policy

The Honorable Domoine D. Rutledge, Esq.
Chair – Southern University System Board of Supervisors

Effective Date of Policy



HAZING REPORT FORM FOR INSTITUTIONS

NOTE:

1. This standardized form, developed by the Board of Regents pursuant to Act 382 of 2019, is to be used by postsecondary institutions to report to law enforcement, as soon as practicable, any information received by any official at the institution regarding incidents of hazing.
2. This report contains unredacted information, as required by Act 382 of 2019. Subsequent use and disclosure of this report remains subject to applicable laws and regulations, including the Family Educational Rights and Privacy Act and the Health Insurance Portability and Accountability Act.

INFORMATION ABOUT INSTITUTION			
Name of Institution			
Name of Affiliated Organization(s) Relevant to the Incident			
Full Name and Title of Contact Official at the Institution			
Address			
Phone Numbers	Home	Cell	Work
INFORMATION ABOUT PERSON(S) INVOLVED IN THE INCIDENT (USE ADDITIONAL FORMS FOR EACH PERSON INVOLVED)			
Full Name			
Attending Institution			
Affiliated Organization (Member or Pledge)			
Home Address			
Phone Numbers	Home	Cell	Work
INFORMATION ABOUT THE INCIDENT			
Date of Incident	Time	Police Notified <input type="checkbox"/> Yes <input type="checkbox"/> No	
Location of Incident <input type="checkbox"/> On campus <input type="checkbox"/> Off- campus			
Specific Location			
Description of Incident (what happened, how it happened, individuals involved, factors leading to the event, etc.) Be as specific, complete and accurate as possible and do not redact any information known to the institution official(s) (attached additional sheets if necessary)			
Were there any witnesses to the incident? <input type="checkbox"/> Yes <input type="checkbox"/> No			
If yes, attach separate sheet with names, addresses, and phone numbers.			



Was anyone injured? If so, identify the individual and describe the injury (e.g. laceration, sprain, etc.), location of injury (e.g. upper arm, shoulder), and any other information known about the resulting injury.

Was medical treatment provided? ☐ Yes ☐ No ☐ Refused
If yes, where was treatment provided: ☐ on site ☐ Urgent Care ☐ Emergency Room ☐ Other

REPORTER INFORMATION

Individual Submitting Report (print name)

I hereby affirm that the information contained in this report is complete and accurate to the best of my knowledge.
Signature: _____ Date Report Completed: _____

FOR OFFICE USE ONLY

Report Received by _____ Date _____

DOCUMENT ANY FOLLOW-UP ACTION TAKEN AFTER SUBMISSION OF THE INCIDENT REPORT

Date	Action Taken	By Whom

FORM A

INSTRUCTIONS: Pursuant to SU System Board of Supervisors' Policy #13-002, this form must be turned into the campus Office of Student Affairs as soon as practicable. Upon receipt, the Vice Chancellor for Student Affairs shall immediately forward to the System Office of the General Counsel. Any questions regarding this form or its contents shall be directed to the Office of the General Counsel at (225) 771-4680.



HAZING REPORT FORM FOR ORGANIZATIONS

NOTE:

1. This standardized form, developed by the Board of Regents pursuant to Act 382 of 2019, is to be used by organizations affiliated with postsecondary institutions to report any information received by the organization regarding incidents of hazing.
2. Organizations must send this report to law enforcement and the affiliated institution as soon as practicable.
3. This report contains unredacted information, as required by Act 382 of 2019. Subsequent use and disclosure of this report remains subject to applicable laws and regulations, including the Family Educational Rights and Privacy Act and the Health Insurance Portability and Accountability Act.

INFORMATION ABOUT ORGANIZATION

Name of Organization

Affiliated Institution

Name of Affiliated Parent or National Organization

Full Name and Title of Contact Official at the Organization

Address

Phone Numbers

Home

Cell

Work

INFORMATION ABOUT PERSON(S) INVOLVED IN THE INCIDENT (USE ADDITIONAL FORMS FOR EACH PERSON INVOLVED)

Full Name

Affiliated Organization (Member or Pledge)

Home Address

Phone Numbers

Home

Cell

Work

INFORMATION ABOUT THE INCIDENT

Date of Incident

Time

Police Notified

☐ Yes

☐ No

Location of Incident ☐ On campus

☐ Off- campus

Specific Location

Description of Incident (what happened, how it happened, individuals involved, factors leading to the event, etc.) Be as specific, complete and accurate as possible and do not redact any information known to the institution official(s) (attached additional sheets if necessary)

Were there any witnesses to the incident? ☐ Yes ☐ No

If yes, attach separate sheet with names, addresses, and phone numbers.

Was the individual injured? If so, identify the individual and describe the injury (e.g. laceration, sprain, etc.), location of injury (e.g. upper arm, shoulder), and any other information known about the resulting injury.



Was medical treatment provided? ☐ Yes ☐ No ☐ Refused
If yes, where was treatment provided: ☐ on site ☐ Urgent Care ☐ Emergency Room ☐ Other

REPORTER INFORMATION

Individual Submitting Report (print name)

I hereby affirm that the information contained in this report is complete and accurate to the best of my knowledge.
Signature: _____ Date Report Completed: _____

FOR OFFICE USE ONLY

Report Received by _____ Date _____

DOCUMENT ANY FOLLOW-UP ACTION TAKEN AFTER SUBMISSION OF THE INCIDENT REPORT

Date	Action Taken	By Whom

FORM B

INSTRUCTIONS: Pursuant to SU System Board of Supervisors' Policy #13-002, this form must be turned into the campus Office of Student Affairs as soon as practicable. Upon receipt, the Vice Chancellor for Student Affairs shall immediately forward to the System Office of the General Counsel. Any questions regarding this form or its contents shall be directed to the Office of the General Counsel at (225) 771-4680.