



WHAT CONSTITUTES AN EVENT?

The following factors are considered when determining whether an event could be considered an event or activity of the organization. These are used by the Office of Student Conduct when determining organizational conduct violations. It can still be an organizational event if only one of these questions is answered affirmative, but more affirmative responses make it more likely. That doesn't mean you can't host the event; it simply means you host the event in compliance with the policy.

Event Planning

- Is the event being planned by one or more members/new members?
- Are the officers aware of the event being planned?
- Are any officers involved in event planning?
- Do the officers have prior knowledge of the event?
- Is the event actively or passively endorsed by a majority of the active organization?
- Have members of the organization lied about the event?
- If no members attended the event, would the event still happen?
- If a crisis occurred, would an organization leader take charge?
- Is the event an organization tradition?
- Is any organization property used for the event (e.g. sound system)?

Terminology

- Are members renaming the event to give the appearance it isn't associated with the organization?
- Is the event being coined as "unofficial" or "unregistered"?
- Is the event occurring before or after an event ("pre-game" or "after party")?

Communication

- Is the event listed on an organization calendar (public or private)?
- Is the event listed or advertised on an organization website (public or private)?
- Is the event listed or advertised on social media (e.g. Instagram, Facebook, Twitter, GroupMe, etc.)?
- Do online invitations refer to the organization (e.g. Facebook events)?
- Will the event be announced at an organization meeting?
- Is there a theme for the event?
- If guests were stopped on their way to the event, would they say they were going to a the "XYZ" event?
- If guests posted on social media, would they say they were at the "XYZ" event?

Funding

- Is the event financed by the organization?
- Is the event being financed by collection of funds from a group of members?

Location

- Is the event being hosted in a house/apartment/other property where multiple members live?
- Is the event being hosted in a university provided meeting space?
- Is the event being hosted in a location where you traditionally hold your events?
- Is the event being hosted in a location on or off campus reserved by the organization?

Attendance

- Is the entire organization invited to attend? A majority of the organization?
- Are new members invited to attend?
- Are certain groups of the organization invited to attend?
- If a member/new member showed up, could he/she attend the event?
- Will officers be in attendance?