

**Cornell University**  
**Office of Sorority and Fraternity Life**  
**Guidance for Fraternities and Sororities Regarding Live-In Advisors**

**The Live-In Advisor (LIA) Requirement:**

- Each sorority and fraternity must have its own LIA whose primary residence is in the chapter facility during the academic year, commencing in the 2021-22 academic year.
- The LIA is not employed by Cornell University, but rather by the individual house corporation, alumni corporation, inter/national organization, or a third-party staffing service, as determined by each sorority or fraternity.
- The individual sorority, fraternity, house corporation, alumni corporation, inter/national organization, or a third-party staffing service, as the case may be, is responsible for the hiring, supervision and terms of employment for the LIA.
- Each LIA should have a written job description, approved by the individual house corporation, alumni corporation, or inter/national organization, that details the LIA's role and responsibilities, including expected interactions with house residents, role in monitoring social events, and how vacations or other absences by the LIA will be addressed.
- The hiring authority should consider conducting a criminal background check before hiring a LIA.
- The local housing corporation and or inter/national organization must provide insurance to protect and cover the LIA, and regularly document that such insurance is in place with the Office of Sorority and Fraternity Life.
- Cornell is not responsible for the actions of the LIA. To the extent that Cornell employees are hired by the individual sorority, fraternity, house corporation, alumni corporation, inter/national organization, or a third-party staffing service in the role of LIA, the LIA position shall be clearly described and understood not to be responsibilities of the LIA conducted within the scope of their Cornell employment.
- Each sorority and fraternity must provide the Office of Sorority and Fraternity Life with the name and contact information of the LIA prior to the beginning of each Fall and Spring semesters, and as soon as possible after any change in the incumbent LIA. If the LIA is a student at or employee of Cornell university, this information must be provided as well.
- Any LIA who is a student at or employed by Cornell University, will be required to meet with the Office of Sorority and Fraternity Life upon commencement of their employment as a LIA and acknowledge in writing their understanding that their employment by the individual sorority, fraternity, house corporation, alumni corporation, inter/national organization, or a third-party staffing service in the role

of LIA, is a position with that employer and that the LIA duties are in no way connected with their student status (if the LIA is also a Cornell student) or within the scope of their Cornell employment (if the LIA is also a Cornell employee).

- If the chapter is hiring a student to serve in this role, the student must be at the graduate student level or higher. Undergraduate students may not serve in this role.

### Support and Resources

- The Office of Sorority and Fraternity Life will offer general educational resources with sororities and fraternities for sharing with their LIAs.
- LIAs will also receive the same information sorority and fraternity alumni advisors and house corporation presidents currently receive. These resources include timely and relevant updates about upcoming sorority and fraternity community events or deadlines. The LIAs will also be copied on pertinent chapter information, such as chapter development resources and Greek Judicial Board or Sorority and Fraternity Misconduct Board notices issued by the Office of Sorority and Fraternity Life or other responsible campus officials.

### **Live-In Advisor Implementation FAQs**

1. Is the LIA an employee of Cornell University? No.
2. Is the LIA covered under Cornell University insurance? No.
3. Will a Cornell employee serving as a LIA be required to report incidents covered by Policy 6.4 to Cornell? No, the LIA is not a Cornell employee and has no mandatory reporting responsibilities under Cornell Policy 6.4; however, OFSL strongly recommends that LIA's who receive information regarding potential sexual misconduct be instructed to refer affected students to Cornell's Title IX office.
4. Will liability insurance be required by the University for LIAs? Yes
5. How will sororities and fraternities without the space to accommodate the LIA be expected to do so?
  - a. Space may be new construction or re-purposing of an existing space within the chapter facility, but the accommodation must be on site at the chapter facility.
6. Can the LIA be an alumna/alumnus of the sorority or fraternity?
  - a. The employer (the individual house corporation, alumni corporation, inter/national organization, or a third-party staffing service) is responsible for setting all terms and conditions of employment.
7. If a sorority or fraternity has a faculty advisor that meets regularly with the chapter, will it still have to hire a LIA? Yes
8. Do new sororities and fraternities have to obtain a LIA, and if so at what is the timeline?
  - a. All sororities and fraternities with a recognized chapter facility will need to have a live-in advisor hired prior to the beginning of the fall 2021 semester.

9. Are there exceptions to having a LIA?

No exceptions: every sorority and fraternity with a chapter facility must have a LIA in order to be in compliance with the University's Fraternity & Sorority Recognition policy.

### **Live in Advisors Best Practices and Resources**

Pennington & Company: <https://www.penningtonco.com/>

- Fundraising, Campaigns, Hiring, Fraternal Housing Trends

Fraternal House Directors Conference: <https://www.aflv.org/page/FHC>

- House Director Training and Resources

Greek House Resource: <http://greekhouse.net/index.html>

- House director placements and resources for housing corporations