Sam Houston State University Panhellenic Association
By-Laws
(Revised 4-10-2017)

ARTICLE I. FINANCE

1. **FISCAL YEAR:** The fiscal year of the Sam Houston State University Panhellenic Association shall be from January 1 to December 31.

2. **CONTRACTS:** The signature of the Panhellenic President, Advisor, and one other executive board officer shall be required to bind the Sam Houston State University Panhellenic Association.

3. **CHECKS:** All checks on behalf of Sam Houston State University Panhellenic Association shall be signed twice (either by the Panhellenic Association Advisor and one of the following executive officers: President, Vice President, Treasurer, and/or Recruitment Director).

4. **PAYMENTS:** All payments due to the Sam Houston State University Panhellenic Association shall be given to the Treasurer who shall record them. Checks for payments shall be made payable to the Sam Houston State University Panhellenic Association.

5. **BUDGET:** The Executive Committee and Advisor are to prepare and recommend the fiscal budget and it must be voted on at a regular meeting and passed with a majority vote from the Panhellenic Council.
   a. In order for the Panhellenic Association to spend an amount over $5000 it must be voted on and passed with a majority vote.

6. **MEMBERSHIP DUES:**
   a. **AMOUNT:** The dues of each Panhellenic Association member fraternity shall be an assessment per member and new member to be paid each semester.
      i. Regular: The amount of such dues shall be nine dollars ($9) per member/new member and a one hundred and twenty dollar ($120) chapter fee.
      ii. Provisional: The amount of such dues shall be four dollars ($4) per member/new member and sixty dollars ($60) per chapter.
   b. **TIME OF PAYMENT:** The dues of each Panhellenic Association member fraternity shall be paid on or before the second Panhellenic meeting of each semester.
   c. **TARDIENSS IN PAYMENT:** The fine shall be a standard rate of $20.00 for a late check and $2.00 per day fine after the due date. Chapter will unable to vote until dues and the fine are paid.

ARTICLE II. OFFICER SELECTION

1. The office of President of the Sam Houston State University Panhellenic Association shall be held in rotation by each National Panhellenic Conference Fraternity chapter in order of its establishment at Sam Houston State University. The President shall have served on the Panhellenic Executive Board, her chapter’s executive board, or served as a rho gamma for at least one term. If the delegate from the fraternity in order of rotation is not prepared to serve as President, that fraternity shall relinquish its place to the next fraternity in order of rotation. The fraternity so passed may resume its place the following year and normal rotation shall resume.

2. Each National Panhellenic Conference fraternity chapter shall also hold the offices of Vice-President, Treasurer, Secretary, and Historian in rotation. There shall be three officers, the Recruitment Director, Assistant Recruitment Director for Rho Gammas, Sisterhood and the University Relations Officer, chosen by application, interview, and appointment by the current executive board. It is recommended that each chapter will nominate two individuals to be considered for each of the elected positions of Recruitment Director, Assistant Recruitment Director for Rho Gammas, Sisterhood, and University Relations Officer.
3. All Panhellenic Executive Officers shall be required to maintain a 2.5 SHSU cumulative GPA at all times, be a full time student at SHSU, and that all officers, delegates and committee members, shall be in good standing with their member groups, be active participants in the college chapter and shall be enrolled in the institution where the chapter is located.

4. Officer rotation will go as follows:

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ARTICLE III. OFFICER DUTIES & RESPONSIBILITIES

SECTION 1:

THE EXECUTIVE BOARD SHALL:

1. Appoint all Standing and Special Committees and their Chairs, and in making these appointments, recognize representation from all member sororities.
2. Administer routine business between meetings of the Panhellenic Council when advisable and such other business as has been approved for action by a Panhellenic Council vote.
3. Plan the Council’s order of business.
4. Recommend new legislation or policies to the Association.
5. Establish any committee necessary for carrying out business of the council.
6. Attend Executive Board meetings.
7. Maintain useful information on individual projects to apply towards awards.
8. Attend pertinent developmental opportunities hosted by the university or other groups.

THE PRESIDENT SHALL:

1. Have overall responsibility for the operation of the Panhellenic Council.
2. Call and preside at all regular and special meetings of the Sam Houston State University Panhellenic Association.
3. Call and preside at all meetings of the Panhellenic Council Executive Board.
4. Sign all contracts involving the Sam Houston State University Panhellenic Association, in accordance with Article I, Section 2.
5. Serve as member ex-officio of all Panhellenic Council Committees with voice but no vote.
6. Serve as Chairman of the Constitution and By-Laws Committee.
7. Report as required to the National Panhellenic Conference Area Advisor and NPC Database on a regular basis.
8. Serve as chairman of the Judicial Board.
9. Maintain a complete and up-to-date President’s File, which will include a copy of the current Sam Houston State University Panhellenic Association Constitution, By-Laws, and Standing Rules; the current Panhellenic Association Budget; the current recruitment guidelines; the current NPC Manual of Information and related materials; current correspondence and materials received from her NPC Area Advisor, her copies of the College Panhellenic Reports to the Area Advisor, and other pertinent materials.
10. Create and/or implement an officer training program for all newly elected Executive Officers prior to completion of her term.
11. Serve as a mentor for the Vice President so they are prepared to take presidency the next year.

THE VICE-PRESIDENT SHALL:

1. Perform the duties of the President in her absence, inability to serve, or at her call.
2. Assist the President in the direction of Panhellenic Affairs.
3. Be responsible for correct parliamentary procedure during any Council meeting.
4. Be responsible for maintaining communication with all committee chairs, collect agendas from each committee meeting, and report to the Panhellenic Council all activity of the committees.
5. Providing for a Greek 101 training seminar for all new members with the help of the University Relations Officer on early fall.
6. Sign Panhellenic Association contracts when authorized to do so.
7. Work with sisterhood chair to implement philanthropy events throughout the year.
8. Provide an Anti-Hazing presentation for Recruitment Orientation

THE SECRETARY SHALL:

1. Keep an up-to-date roll of the members of Panhellenic Council and call it at all Council meetings.
2. Keep current statistics concerning the number of initiated members and new members of each Panhellenic Association member fraternities.
3. Keep full minutes of all meetings of the Sam Houston State University Panhellenic Association, the Panhellenic Council, and a record of all action taken by the Executive Board.
4. Distribute to each chapter’s Panhellenic Officer, Delegate, Junior Delegate, and Advisor a copy of the minutes.
5. Maintain a complete and up-to-date file which will include the minutes of the meetings of the Sam Houston State University Panhellenic Association, the Panhellenic Council from the date of its organization; copies of all contracts made by the Panhellenic Council; current correspondence.
6. Provide meeting minutes to Area Advisor and Chapter Presidents.
7. Be responsible for all official correspondence of the Panhellenic Council unless provided for otherwise.
8. Sign Panhellenic Association contracts when authorized to do so.
9. Be responsible for working with the Sisterhood Chair in organizing an award ceremony or banquet each Fall semester to honor Chapters who display outstanding scholarship and academic dedication.
10. Act as scholarship chairman by recognizing and awarding the high achieving sorority women & presenting scholarship opportunities available each year.

THE TREASURER SHALL:

1. Act as supervisor of all fundraising events.
2. Be responsible for the general supervision of the finances of the Sam Houston State University Panhellenic Association.
3. Be responsible for the preparation of the annual budget and following its approval by the Panhellenic Council, for providing a copy for each Sam Houston State University Panhellenic member fraternity.
4. Receive all payments due to the Panhellenic Association, collect all dues, and give receipts via the receipt book upon request.
5. Be responsible for the prompt payment of all bills of the Sam Houston State University Panhellenic Association.
6. Maintain up-to-date financial records; give a financial report at each regular meeting of the Panhellenic Council, and an annual report at the close of her term in office.
7. Be responsible for organizing two scholarship opportunities per calendar year.
8. Sign Panhellenic Association contracts when authorized to do so.

THE HISTORIAN SHALL:

1. Document Panhellenic and chapter events with pictures and a short summary of the event.
2. Assist the Vice President to relay positive Public Relations and marketing regarding Panhellenic and promote Panhellenic Spirit alongside the University Relations chair.
3. Assist to ensure the Panhellenic brochure, web pages, and social media are up to date.

SECTION 2:

THE RECRUITMENT DIRECTOR SHALL:

1. Preside over all meetings of the Recruitment Committee.
2. Provide formal recruitment recommendations.
3. Plan formal recruitment and informal recruitment schedules to be approved by the Recruitment Committee and the Panhellenic Council, and execute activities during recruitment week.
4. Be in charge of revisions of formal, informal, and Continuous Open Recruitment rules as deemed necessary by the Panhellenic Council.
5. Plan and implement recruiting strategies aimed to increase recruitment numbers.
   a. Facilitate an informative program about Informal Recruitment at least one week prior to the first chapter party.

**THE ASSISTANT RECRUITMENT DIRECTOR SHALL:**

1. Oversee the materials, meetings, and information relating to Rho Gammas.
2. Provide applications and selection of the Rho Gamma Team.
3. Ensure that the Rho Gamma team is prepared for the week of recruitment.
4. Plan and implement Rho Gamma retreat prior to formal recruitment week.
5. Assist the Recruitment Director with all other duties as needed.
6. The Assistant Recruitment Director can remove Rho Gammas from the Rho Gamma team due to violations of conduct or grade.

**THE UNIVERSITY RELATIONS OFFICER SHALL:**

1. Be responsible for planning and implementing all Risk Management programs, and shall work with each Executive Officer in planning and implementing their specific events.
2. Act as representative for Greek Week, Homecoming Week, Welcome Week, and any other campus activity in which Panhellenic involvement would be beneficial to the Panhellenic Association, by creating information stations, promotional opportunities, etc.
3. Serve as the liaison for the Association to IFC, NPHC, and MGC.
4. Work with the Historian in creating all promotional material for campus distribution.
5. Obtain a campus-wide activities calendar in order to keep the Panhellenic Association updated on all campus events.
6. Sign Panhellenic Association contracts when authorized to do so.
7. Be given access to social media to post about other organizations hosting events.

**THE SISTERHOOD OFFICER SHALL:**

1. Plan and coordinates sisterhood events for all of Panhellenic to attend each semester.
2. Should monitor sorority relations, the overall well-being of Panhellenic, and promote Panhellenic spirit.
3. Should meet with representatives from each chapter to discuss chapter events that will be occurring during the semester. This will allow every chapter to be aware of each chapters major events in hopes to obtain more support for Panhellenic Spirit
4. Coordinate a philanthropy event each semester, one of which is dedicated to fundraising for the circle of sisterhood.
5. Organize and distribute a Panhellenic calendar each semester.

**THE PHILANTROPY CHAIR SHALL:**

1. Promote and raise awareness for the Circle of Sisterhood Foundation.
2. Plan at least one fundraising event per semester benefitting the Circle of Sisterhood Foundation.
3. Organize an educational/awareness event for Circle of Sisterhood once a semester.
4. Assist the Panhellenic Sisterhood chair in planning and organizing events.
ARTICLE IV. JUDICIARY BOARD

SECTION 1: Composition

A. The President will serve as the chair over the Judiciary Board. The Panhellenic Advisor serves as an ex-officio member.
B. The Secretary shall take the minutes of all hearings.
C. All members of the committee should treat cases with objectivity and should be well versed in proper judicial procedures as outlined by the NPC Manual of Information and the Sam Houston State University Judicial Procedures.
D. The Delegates are the voting body during all hearings. The Panhellenic Advisor, President, and Secretary have no vote.
E. Panhellenic Advisor, President, and Secretary shall speak only in the terms of direction and mediation during judicial hearings.
F. When addressing recruitment infractions, NPC mediation practices are observed as outlined in guidelines provided by NPC.

SECTION 2: Duties and Responsibilities

A. The Judiciary Board is responsible for dealing with violations of the Panhellenic Constitution, bylaws, standing rules, policies and regulations.
B. When infractions are alleged, the judicial procedures to be followed are outlined in detail in the UNANIMOUS AGREEMENTS. Since these procedures are contained in UNANIMOUS AGREEMENTS supported by all NPC member sororities, all steps in the adjudication process must be carefully followed.
C. Charges must be filed by a sorority, not an individual, and must be based on written Panhellenic rules, witnessed, and based on fact, not hearsay or rumor.
D. It is advisable for chapters involved to consult their sorority’s National Panhellenic Delegate, and for Panhellenic officers to consult the NPC Area Advisor.
E. Chapters involved with alleged violations have the right to consult National officers and Alumnae Advisors, and to have Alumnae advisors present at any hearing.
F. Immediately following hearings, the Judiciary Board will determine sanctions. All other parties are not permitted to attend discussions and sanctioning.
G. If a penalty is given, it must be reasonable and appropriate to the nature and degree of the offense.
H. Judiciary Board’s decision will be delivered in writing to all involved parties by the Judicial Board chair within 24 hours.
I. Chapters have the right to appeal any Judiciary Board decision. Penalties are not in effect during the appeal process.
   J. If an appeal is filed, the appealing chapter has the right to appeal to the National Panhellenic Conference Appeals Committee. Guidelines for appeals to the NPC Appeals Committee are as followed by NPC Manual of Information.
K. Voting is a majority vote for judicial board proceedings.

ARTICLE V. RESPONSIBILITIES OF PANHELLENIC DELEGATES

Section 1. Responsibilities
1. Serve as the voting delegates of the Panhellenic Council.
2. Serve on the Judiciary Board as voting bodies.
3. Attend all Panhellenic Council meetings.
4. Report all information at regular chapter meetings.
5. Keep a notebook with all Panhellenic agendas, minutes, Constitution and Bylaws, as well as an NPC Manual of Information.
6. Share with the Association information about each chapter and its events when appropriate.
7. See that chapter dues are paid to Panhellenic Treasurer.
8. Help formulate proposals to be presented to the voting body of the Panhellenic Council.

Section 2. Meetings
Panhellenic Delegate meetings will meet every other Monday.

ARTICLE VI. STANDING COMMITTEES

The standing committees of the Sam Houston State University Panhellenic Council shall be: Judiciary, Recruitment, Scholarship, and Junior Panhellenic Board. A committee chairman or member may be appointed to serve for a further term of office. Immediately following the selection of officers for the ensuing year, the president-elect shall call a meeting of the Executive Board to care for the appointment of committee chairman and members.

1. Recruitment Committee
   a. Membership. The Recruitment Committee shall consist of the Panhellenic Recruitment Director as Chairman, Recruitment Chair of each sorority, and the Panhellenic Advisor and Chapter Recruitment Advisors as ex-officio members.
   b. Duties. This committee shall be responsible for all Panhellenic Council matters related to Recruitment. This committee shall be responsible for reviewing and developing recruitment guidelines, submitting them for discussion and approval to the Panhellenic Council (before the end of the Spring semester), and distributing copies of them when approved to the delegates of the member fraternities. Following each recruitment period, the chairman of this committee shall present a full report, including recommendations, to Panhellenic Council.

   a. Membership. The Junior Delegate Board shall consist of the Sisterhood Officer as chairman and one new member of each sorority and the Panhellenic Advisor as an Ex-officio member.
   b. Duties. The Junior Delegate position shall be to prepare for the position as a Delegate or Alternate Delegate, and to educate new members on the functions and purposes of the Panhellenic Association. The duties of the Junior Delegate shall include attending all Panhellenic meetings and required events, promoting Panhellenic spirit throughout the Greek and campus communities by participating in all campus events, and shall serve as a committee member to assist the sisterhood chair with each semester’s fundraiser.

ARTICLE VII. MEMBERSHIP

1. Membership Total
   a. It shall be the duty of the Sam Houston State University Panhellenic Association to annually review the parameters as adopted in the recruitment rules for the automatic adjustment of total.

2. Membership Recruitment
   a. A formal Fall Recruitment shall be held.
   b. The NPC quota-total shall be followed.
   c. The preferential bidding system shall be used.
   d. Except during the formal recruitment period, Continuous Open Recruitment (COR) shall be in effect during the college year (fall through spring) for all eligible female students.
   e. If a chapter has not filled basic quota during formal recruitment, they may do so in Continuous Open Recruitment (COR), even though it puts them over total.
   f. All membership selection events for Fall Recruitment shall be held in the chapter house, unless the chapter does not have a chapter house. Therefore the chapter must reside in an area approved by Panhellenic Executive board
   g. Every regularly enrolled new member, initiate, or affiliate of a chapter shall be counted in the Chapter Total.
      1. A list of new member, initiated and affiliated members shall be filed with the President of the Panhellenic Association and with the Panhellenic Advisor at the second regular meeting of Panhellenic each semester and a list of non-returning members and new members with an explanation stating why they left.
2. Any termination shall be reported to the President of the Panhellenic Association and the Panhellenic Advisor no later than seventy-two hours after it has occurred.

h. All rules and regulations concerning Formal Recruitment shall be created by the Recruitment Committee, and brought to the Panhellenic Association for member approval.

i. All procedures, hearings, and subsequent sanctions concerning violation of Recruitment policy and/or procedure shall be in accordance with the NPC Green Book.

j. The Executive Board shall decide upon procedure for the selection of Recruitment Counselors for Formal Recruitment.

k. All potential new members shall be required to sign the Hazing Stature prior to accepting a bid from any member sorority.

3. Requirement for New Membership and Initiation

a. A woman must be a regularly enrolled, full-time student to be eligible for recruitment.

b. A Sam Houston State Panhellenic Association member and/or fraternity may not issue an invitation to membership or formally recruit a woman during the summer vacation period.

c. A new member may be initiated whenever she has met the requirements of the fraternity to which she has been recruited.

4. Extension

a. When all NPC chapters at Sam Houston State University are close or at capacity, the Panhellenic Council shall consider adding another chapter.

b. An NPC fraternity shall organize such a chapter through colonization or through organization of a local sorority which may petition an NPC fraternity for a chapter.

c. Where an NPC fraternity has had a chapter at Sam Houston State University, reactivation of that chapter shall be given first consideration.

d. Consideration should be given to NPC fraternities, which have filed letters expressing interest in the campus.

ARTICLE VIII. RECRUITMENT RULES AND PROCEDURES

1. All NPC UNANIMOUS AGREEMENTS shall be upheld.

a. Each College Panhellenic Association shall prohibit the use of alcoholic beverages in membership recruitment and Bid Day activities.

b. Each College Panhellenic Association shall prohibit the participation of men in membership recruitment and Bid Day activities.

2. All members, including alumnae and new members, are responsible for understanding and observing the membership recruitment rules.

3. A potential new member shall attend orientation and all membership recruitment events to which she has accepted invitations. If she does not attend an event to which she has accepted an invitation, she will be withdrawn from Recruitment. In case of illness or other emergency the woman shall notify the Panhellenic Recruitment Director and/or Panhellenic Advisor. The Panhellenic Recruitment Director and/or Panhellenic Advisor shall notify the fraternities involved.

4. Women must provide their own transportation to and from all events during Formal Recruitment.

5. No potential new member may leave a fraternity house with any favor or gift. This includes, but is not limited to, letters, napkins, cups, flowers, etc., unless approved by the Panhellenic board.

6. All membership recruitment events shall be held in the fraternity houses. If a house is not available, a place will be specified by Panhellenic.

7. Panhellenic will provide name tags for potential new members, and must be worn at all Recruitment events.

8. Membership Recruitment Acceptance Binding Agreements (MRABA) will be signed immediately after the last event the woman attends.

9. There will be no promising of bids directly or indirectly by any member, new member, or alumna of a fraternity before or during Formal Recruitment. Be cautious of your farewells to potential new members.
10. Throughout the period of Fall Recruitment, a sorority member, including new members or alumnae, may only mention another sorority in a positive manner.
11. Only factual information about the national fraternity may be told and/or shown to potential new members during formal membership recruitment.
12. Only national fraternity representatives, house directors, alumnae, new members, and initiated members of the fraternity may assist the chapter with recruitment during formal membership recruitment. Only active members of a chapter may recruit potential new members. National fraternity representatives, house directors, chapter advisors, or alumnae may not recruit potential new members at any Formal Recruitment event. Approved family members may assist with food preparation, serving, set up, and clean up, while not conflicting with the recruitment process. Alumnae mothers of Potential New Members may not assist in the party their daughter is attending.
13. Quota will be set by the NPC RFM specialist.
14. All Bid Day t-shirts must be approved by the Panhellenic Executive Board at least three (3) weeks prior to the distribution to new members.
15. Each chapter must nominate a minimum of four (4) candidates for recruitment counselor positions.

Membership Recruitment Procedures

1. After the first set of invitational events, each group should invite back according to the number provided by the RFM specialist.
2. Panhellenic requires each fraternity to invite to the preference event only those women they will place on the bid list.
3. Membership recruitment infraction penalties shall be the ones recommended in the UNANAMOUS AGREEMENTS.
4. Photographs of the Panhellenic Executive officers and Recruitment Guides (Rho Gammas), in the composites, videos, and other photos shall be covered completely meaning no part of the girl should be showing, including face, neck, hair, or body during the Recruitment period. It is the chapter’s responsibility to do everything necessary to keep these affiliations anonymous during the Recruitment period. Failure to completely cover Panhellenic Executive officers and Recruitment Guides photos will result in the denial of using the photo, as well as an infraction, filed against the chapter.
5. Panhellenic strongly recommends and urges each fraternity to use good judgment, discretion, common sense and maturity in planning and maintaining a realistic and sound financial budget for formal membership recruitment. The total budget for Formal Recruitment is $1,750.00 per chapter.
6. No pictures shall be taken of Potential New Members during any party.
7. Males, excluding approved family members, are not allowed on the hill or in the chapter houses beginning the day after move in (the first day of work/spirit week) until the end of recruitment with the exception of an approved time on Bid Day while the New Members are entering their new chapter houses.
8. Bid Day begins once bids are accepted and ends at 8 a.m. the following morning.
9. The ending period of Bid Day marks the end of formal recruitment.

Summer Contact Guidelines

1. While a fraternity house is closed during the summer, alumnae and/or members shall not use the house for recruiting purposes, only to practice in preparation for recruitment.
2. Each chapter is responsible for the action and attendance for the Recruitment Guides. Panhellenic will notify the chapter recruitment chair and Advisor about any problems with a Recruitment Guide. The Panhellenic Executive Board reserves the right to remove a Recruitment Guide from office should she violate any of the Recruitment Guide rules and procedures. All extenuating circumstance will be evaluated by the Panhellenic Executive Board on a case-by-case basis.
3. Silence rules begin the first day of Fall Formal Recruitment and end on Bid Day. During the period of silence there shall be no contact or conversation between a potential new member and sorority member(s)/alumnae except at SHSU Recruitment Events.
4. Strict silence begins after the last party has ended and ends when bids are accepted. Strict silence is the designated period of time from the end of a woman’s last event until she reports to the fraternity from which she has accepted a bid. During this period there will be no conversation or contact, direct or indirect, with potential
new members by fraternity member, new members, and alumnae. This includes all reference to fraternity-verbal, written, printed, or typed.

5. Sorority women who reside with a woman registered for Recruitment must move out of their shared residence during the actual days of Recruitment. The Panhellenic Recruitment Director must be notified immediately upon knowledge of residence with a potential new member. Exceptions will not be made after (date designated by current Panhellenic Recruitment Director) at midnight. Failure to do so will result in the automatic dismissal of the potential new member from Recruitment and sanctions after the offending sorority woman and/or chapter.

6. No fraternity member may purchase anything for a potential new member (meal, soft drink, etc). No potential new member may purchase anything for a fraternity member.

7. No fraternity members, including new members and alumnae, may visit a potential new member and/or family of a potential new member in her place of residence or employment during formal membership recruitment.

8. Sorority women may speak with women who are enrolled at SHSU and are not yet registered for Fall Recruitment. However, discussion will only be of Greek life and Panhellenic Recruitment, not individual sororities. While in a school setting, one-on-one conversation is allowed only if it is regarding Greek and Panhellenic life.

9. No sorority member or alumnae may issue an invitation of any sort to meet a potential new member anywhere, or contact them via any method to obtain information (i.e. letters of recommendation, resume, telephone calls, e-mails, etc.) for any reason. Requests for this information must go through a member of the executive committee or the Panhellenic Advisor.

10. Beginning with the end of classes of the Spring semester no individual chapter may recruit for their chapter and may only recruit for Panhellenic. Only information about Panhellenic Recruitment as a whole should be discussed with Potential New Members or those considering going through recruitment.

11. Car tagging or shoe polishing will not be allowed.

12. No member shall have pictures posted of or with any recruitment guide or executive board member beginning June 1 until Formal Recruitment is over.

Disaffiliation Rules

A. Partial Disaffiliation

1. Partial disaffiliation begins on June 1.
2. Recruitment Guides and members of the Panhellenic Executive Board shall not wear the Greek letters or any identifying insignia of their affiliation. They also may not have them displayed on their car.
3. If a recruitment guide or executive member has a profile on Facebook.com, mySpace.com, or any other online social network they must not have their affiliation or any reference of their affiliation posted (including photographs).
4. The affiliation of Recruitment Guides and Executive Board should not be revealed to any Potential New Member.
5. All sorority women shall recruit only for Panhellenic as a whole and not for their individual chapter during the summer.

B. Complete Disaffiliation

1. Complete disaffiliation begins two (2) weeks prior to Formal Recruitment.
2. Recruitment Guides and members of the Panhellenic Executive Board shall have no contact whatsoever with any affiliated member of any chapter whether it be verbal, written, typed, or inferred.
3. Recruitment Guides and members of the Panhellenic Executive Board shall not reveal their affiliation to anyone during this time.
4. Recruitment Guides and members of the Panhellenic Board shall remain neutral and unbiased during the time of recruitment.

ARTICLE IX. HAZING

All forms of hazing Bid Day and/or pre-initiation activities, which are defined as hazing, shall be banned.
Hazing is defined as any action or situation with or without consent which recklessly, intentionally or unintentionally endangers the mental or physical health or safety of the student, or creates risk of injury, or causes discomfort, embarrassment, harassment or ridicule or which willfully destroys or removes public or private property for the purpose of initiation or admission into or affiliation with, or as a condition for continued membership in a chapter or colony of an NPC member fraternity.

Such activities and situations include, but are not limited to, creation of excessive fatigue, physical and psychological shocks, wearing publicly, apparel which is conspicuous and not normally in good taste, engaging in public stunts and jokes, participating in treasurer or scavenger hunts, morally degrading or humiliating games and activities; late night sessions which interfere with scholastic activities or normal sleep patterns; and any other activities which are not consistent with fraternal law, ritual, or the regulations and policies of the member fraternity or the educational institution. And all member groups will affirm their policies on hazing and inform their members of this NPC position on hazing through mailings and through their international magazines.

ARTICLE X. VIOLATIONS

Any dispute arising out of the violation of the Panhellenic Association rules and regulations shall be handled in accordance with the NPC Green Book. All requirements are stated in the NPC Manual of Information shall be met. The Panhellenic Advisor, President, and/or Secretary (Judicial Board) shall handle all violations.

ARTICLE XI. SOCIAL ACTIVITIES

A. Risk Management

Each member fraternity shall follow their individual National Risk Management Policies as well as Sam Houston State University Risk Management Policies regarding all social events. All social events have to be filed with the Panhellenic Advisor 2 weeks prior to the event, and a copy of each Fraternity’s Risk Management Policies must be filed with the Panhellenic President before the second week of school.

B. Panhellenic Activities

1. Each chapter is responsible for ensuring that all chapter members attend all Panhellenic events.
2. Greek Week will be held annually each academic year. No events will be held at third party vendors. One member from each respective chapter should be present for all planning meetings involving Greek Week (will be notified by respective Greek Week chairs). Greek Week will involve all aspects of Greek Life, including NPC, NPHC, IFC, MGC and any other Greek councils that are established in the future.
3. Panhellenic will support any and all Panhellenic women that choose to participate in running for homecoming queen.
4. It is up to the Panhellenic Executive Council to determine what Panhellenic events are mandatory for chapters to attend

ARTICLE XII. AMENDMENTS AND RATIFICATIONS

1. These by-laws may be amended by majority vote of the voting members of Panhellenic Council provided notice of the proposed amendment has been given in writing at the preceding regular meeting.