BYLAWS OF SAM HOUSTON STATE UNIVERSITY PANHELLENIC ASSOCIATION

Article I. Name

The name of this organization shall be the Sam Houston State University Panhellenic Association.

Article II. Object

The object of the Panhellenic Association shall be to:
- Conduct the business of the College Panhellenic only during the campus academic year.
- Promote the growth of individual chapters and the sorority community.
- Organize and sponsor a women’s only membership recruitment program.
- Encourage the highest possible academic, social and moral standards.
- Coordinate activities, establish orderly procedures and provide programming in addition to recruitment.
- Adjudicate all matters related to the NPC Unanimous Agreements, College Panhellenic bylaws and/or other governing documents, College Panhellenic membership recruitment rules, College Panhellenic code of ethics and College Panhellenic standing rules.
- Actively support the mission of its host institution.
- Promote good public relations.
- Give service to the community and campus.
- Promote friendship, harmony and unity among members, chapters, faculty, administrators and campus groups.

Article III. Membership

Section 1. Membership
The regular membership of the Sam Houston State University Panhellenic Association shall be composed of all installed chapters of NPC sororities at Sam Houston State University. Regular members of the College Panhellenic Association shall pay dues as determined by the Panhellenic Council.

Section 2. Privileges and responsibilities of membership
Duty of compliance. All members, without regard to membership class, shall comply with all NPC Unanimous Agreements and policies and be subject to these Sam Houston State University Panhellenic Association bylaws, code of ethics and any additional rules this College Panhellenic Association may adopt, unless
Section 3. Dues
A. NPC College Panhellenic dues shall be paid yearly as invoiced by the NPC office.
B. College Panhellenic Association membership dues shall be an assessment per member and new member.
   • 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.
   • Time of Payment: The dues of each Panhellenic Association member fraternity shall be paid on or before the fourth Panhellenic meeting of each semester.
   • Tardiness 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. Chapters will be unable to vote until dues and the fine are paid.

Section 4. Fees and assessments
The Panhellenic Council shall have the authority to determine fees and assessments as may be considered necessary.

Article IV. Officers and Duties

Section 1. Officers
The officers of the Sam Houston State University Panhellenic Association shall be president, vice president, secretary, treasurer, recruitment director, assistant recruitment director, university relations, sisterhood chair, philanthropy chair, and historian.

Section 2. Duties of officers
A. The president shall:
   • Preside at all meetings of the Panhellenic Council.
   • Preside at all meetings of the Executive Board.
   • Serve as an ex-officio member of all College Panhellenic Association committees, except the Judicial Board.
   • Communicate regularly with the Panhellenic advisor.
   • Be familiar with the NPC Manual of Information and all governing documents of this Association.
   • Ensure all NPC College Panhellenic reports are completed on time.
   • Communicate regularly with the NPC area advisor.
   • Maintain current copies of the following: Sam Houston State University Panhellenic Association bylaws and standing rules, the College Panhellenic Association budget, contracts executed on behalf of the College Panhellenic Association, correspondence and materials received from the NPC area advisor, all NPC College Panhellenic reports and other pertinent materials.
• Perform all other duties as applicable to the office as prescribed by the parliamentary authority adopted by the Association.

B. The vice president shall:
• Perform the duties of the president in her absence.
• Assist the President in the direction of Panhellenic Affairs.
• Be responsible for correct parliamentary procedure during any Council meeting.
• 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.
• Providing for a Greek 101 training seminar for all new members with the help of the University Relations Officer early every Fall.
• Sign Panhellenic Association contracts when authorized to do so.
• Provide general oversight to other executive board members.
• Provide an Anti-Hazing presentation for Recruitment Orientation
• Be familiar with the NPC Manual of Information and all governing documents of this Association.
• Perform all other duties as applicable to the office as prescribed by the parliamentary authority adopted by the Association.
• Preside over matters regarding the diversity, equity, and inclusion of the Panhellenic chapters, and come up with events or workshops to inspire and produce DE&I matters in the community.
• Be responsible for planning and implementing all Risk Management programs and shall work with each Executive Officer in planning and implementing their specific events.

C. The secretary shall:
• Keep an up-to-date roll of the members of Panhellenic Council and call it at all Council meetings, including updating the College Panhellenic officer roster on FS Central.
• Report attendance to treasurer for distribution of fines
• Keep current statistics concerning the number of initiated members and new members of each Panhellenic Association member fraternities.
• 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.
• Distribute to each chapter’s Panhellenic Officer, Delegate, and Advisor a copy of the minutes.
• 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.
• Provide meeting minutes to Area Advisor and Chapter Presidents.
• Be responsible for all official correspondence of the Panhellenic Council unless provided for otherwise.
• Sign Panhellenic Association contracts when authorized to do so.
● 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.

● Act as scholarship chairman by recognizing and awarding the high achieving sorority women & presenting scholarship opportunities available each year.

D. The treasurer shall:
• Act as supervisor of all fundraising events.
• Be responsible for the general supervision of the finances of the Sam Houston State University Panhellenic Association.
• 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.
• Receive all payments due to the Panhellenic Association, collect all dues, and give receipts via the receipt book upon request.
• Be responsible for the prompt payment of all bills of the Sam Houston State University Panhellenic Association.
• 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.
• Be responsible for organizing two scholarship opportunities per calendar year.
• Sign Panhellenic Association contracts when authorized to do so.
• Perform all other duties as applicable to the office as prescribed by the parliamentary authority adopted by the Association.
• Implement fines when necessary.

E. The officer in charge of recruitment shall:
• Preside over all meetings of the Recruitment Committee.
• Oversee all recruitment activities and events.
• Oversee all recruitment publication efforts.
• Oversee Panhellenic recruitment registration.
• Provide primary recruitment recommendations.
• Plan primary recruitment and informal recruitment schedules to be approved by the Recruitment Committee and the Panhellenic Council and execute activities during recruitment week.
• Be in charge of revisions of primary, informal, and Continuous Open Recruitment rules as deemed necessary by the Panhellenic Council.
• Plan and implement recruiting strategies aimed to increase recruitment numbers.
• Facilitate an informative program about Informal Recruitment at least one week prior to the first chapter party.

F. The assistant recruitment director shall:
• Oversee the materials, meetings, and information relating to Rho Gammas.
• Provide applications and selection of the Rho Gamma Team.
• Ensure that the Rho Gamma team is prepared for the week of recruitment.
• Plan and implement Rho Gamma retreat prior to primary recruitment week.
• Assist the Recruitment Director with all other duties as needed.
• The Assistant Recruitment Director can remove Rho Gammas from the Rho Gamma team due to violations of conduct or grade.

G. The university relations chair shall:
• 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.
• Serve as the liaison for the Association to IFC, NPHC, and MGC.
• Work with the Historian in creating all promotional material for campus distribution.
• Obtain a campus-wide activities calendar in order to keep the Panhellenic Association updated on all campus events.
• Sign Panhellenic Association contracts when authorized to do so.
• Be given access to social media to post about other organizations hosting events.

H. The sisterhood chair shall:
• Plan and coordinate sisterhood events for all Panhellenic to attend each semester.
• Should monitor sorority relations, the overall well-being of Panhellenic, and promote Panhellenic spirit.
• 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 chapter’s major events in hopes to obtain more support for Panhellenic Spirit.
• Assist the philanthropy chair in coordinating a philanthropy event each semester, one of which is dedicated to the fundraising for Circle of Sisterhood.
• Organize and distribute a Panhellenic calendar each semester.

I. The philanthropy chair shall:
• Promote and raise awareness for the Circle of Sisterhood Foundation.
• Plan at least one fundraising event per semester benefitting the Circle of Sisterhood Foundation.
• Organize an educational/awareness event for Circle of Sisterhood once a semester.
• Assist the Panhellenic Sisterhood chair in planning and organizing philanthropic events.

J. The historian shall:
• Document Panhellenic and chapter events with pictures and a short summary of the event.
• Assist the Vice President to relay positive Public Relations and marketing regarding Panhellenic and promote Panhellenic Spirit alongside the University Relations chair.
• Assist to ensure the Panhellenic brochure, web pages, and social media are up to date.
• Create all promotional material for campus distribution.

Section 3. Eligibility
A. Members from women’s only sororities holding regular membership in the Sam Houston State University College Panhellenic Association shall be eligible to serve as any officer.

B. All Panhellenic Executive Officers shall be required to maintain a 2.6 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.

C. Must have participated in both sides of recruitment, as both a potential new member and an active member.
Section 4. Selection of Officers
The offices of president, vice president, secretary, treasurer, recruitment, assistance recruitment director of rho gammas, philanthropy, sisterhood, historian, and university relations chair of the Sam Houston State University College Panhellenic Association shall be elected by ballot, except if there is only one nominee for an office that nominee shall be declared elected.

Section 5. Office-holding limitations
There shall be no limit to the number of same women’s only sorority holding office during the same term.

Section 6. Nomination procedure
A Nominating Committee of 5 members shall be the Panhellenic Delegates from each Chapter. The members of the Nominating Committee shall elect their own chairman. The Nominating Committee shall consider the qualifications of all candidates for elected officers and shall nominate at least one name for each elected officer position. The Panhellenic advisor shall serve as a non voting ex-officio member of the Nominating Committee.

Section 7. Term
A. The officers shall serve for a term of one year or until their successors are selected.
B. The term of office will begin at the beginning of the Spring academic term.

Section 8. Removal
Any officer may be removed for cause by a vote of two-thirds of the Panhellenic Council.

Section 9. Vacancies
Vacancies shall be filled in the same manner of selection as provided in Section 4 of this article.

Article V. The Panhellenic Council

Section 1. Authority
The governing body of the Sam Houston State University Panhellenic Association shall be the Panhellenic Council. It shall be the duty of the Panhellenic Council to conduct all business related to the overall welfare of the Sam Houston State University Panhellenic Association including, but not limited to: annual review of the parameters as adopted in the recruitment rules for the automatic adjustment of total every regular academic term, annual determination of dues, approval of the annual budget, consideration of extension, setting a calendar of events, determining programming and establishing recruitment rules and recruitment style. The Panhellenic Council shall also have the authority to adopt rules governing the College Panhellenic Association that do not violate the sovereignty, rights and privileges of member women’s only sororities.

Section 2. Composition and privileges
The Sam Houston State University Panhellenic Council shall be composed of one delegate and one alternate delegate from each regular, provisional and associate woman’s only member organization at Sam Houston State University as identified in Article III. The delegates shall be the voting members of the Panhellenic Council. The alternate delegates shall have voice but no vote. The alternate delegate shall act and vote in the place of the delegate when the delegate is absent. If both delegate and alternate are absent, the vote may be cast by a member of the sorority, providing her credentials have been presented to the Association president.
Section 3. Selection of delegates and alternates
Delegates and alternates to the Panhellenic Council shall be selected by their respective women’s only sorority chapters to serve for a term of one year commencing at the beginning of the Spring academic term.

Section 4. Delegate vacancies
When a delegate vacancy occurs, it shall be the responsibility of the sorority affected to select a replacement within 2 weeks and to notify the College Panhellenic Association secretary of her name, address, email and telephone number.

Section 5. Duties and responsibilities
Panhellenic delegate duties and responsibilities
- Must attend all Panhellenic Council meetings.
- Must support NPC Unanimous Agreements, policies and procedures.
- Must understand local College Panhellenic Association policies and procedures.
- Should know when to consult her sorority’s NPC delegate for assistance and advice regarding Panhellenic concerns.
- Should be prepared and knowledgeable about Panhellenic concerns, the view of her member organization and chapter, and how to voice concerns to the Council.
- Should present regular College Panhellenic Association reports at chapter meetings.
- Serve as the voting delegates of the Panhellenic Council.
- Serve on the Judiciary Board as voting bodies.
- Share with the Association information about each chapter and its events when appropriate.
- See that chapter dues are paid to the Panhellenic Treasurer.
- Help formulate proposals to be presented to the voting body of the Panhellenic Council.

Section 6. Regular meetings
- Regular meetings of the Panhellenic Council shall be held at a time and place established at the beginning of each academic term, every other Monday.
- All members of the Panhellenic council must be present at all semester meetings. Panhellenic council members may get one excused absence per semester. After the excused absence is used then a fine of $15 per missed meeting will be implemented.

Section 7. Special meetings
Special meetings of the Panhellenic Council may be called by the president when necessary and shall be called by her upon the electronic or written request of no fewer than one-fourth of the member women’s sororities of the Sam Houston State University Panhellenic Association. Electronic or written notice of each special meeting of the Panhellenic Council shall be sent to each member of the Panhellenic Council at least 24 hours prior to convening the meeting; however, such notice may be waived, and attendance at such meeting shall constitute waiver of said notice.

Section 8. Quorum
Two-thirds of the delegates from the member sororities of the Sam Houston State University Panhellenic Association shall constitute a quorum for the transaction of business.

Section 9. Vote Requirements
   A. All other votes, unless specified in these bylaws, shall require a majority vote for adoption.
   B. A two-thirds vote of the Panhellenic Council shall be required to approve a recolonization plan and for all extension-related votes.
   C. Proposed motions on issues that impact a chapter as a whole must be announced at a previous meeting to allow opportunity for chapter input before a vote may be taken on the issue.

NOTE: See the Article on Amendment of Bylaws for specific voting requirements for the amendment of these bylaws.

Article VI. The Panhellenic Advisor

Section 1. Appointment
The Panhellenic advisor of the Sam Houston State University Panhellenic Association shall be appointed by Sam Houston State University.

Section 2. Authority
The Panhellenic advisor shall serve in an advisory capacity to the Sam Houston State University Panhellenic Association. The Panhellenic advisor shall have voice but no vote in all meetings of the Panhellenic Council.

Article VII. Committees

Section 1. Standing committees
   A. The standing committees of the Sam Houston State University Panhellenic Association shall be the Judicial Board, Membership Recruitment Committee, and Scholarship.
   B. Term. The standing committees shall serve for a term of one year, which shall coincide with the term of the officers.

Section 2. Appointment of committee membership
The Panhellenic Council shall appoint members and chairman of all standing and special committees, except as provided otherwise in these bylaws, and in making these appointments, recognize fair representation from all member women’s only sororities as much as possible.

Section 3. Judicial Board
The Judicial Board shall consist of the vice president as chairman and 5 members from the College Panhellenic Association member organizations. The Panhellenic advisor shall serve as a nonvoting, ex-officio member. The Judicial Board members shall participate in training to be educated about the purpose of the board, the rules and regulations the Judicial Board will monitor, the procedures to be followed, proper questioning techniques, the rights of the charged organizations, evaluating evidence, and deliberations and sanctioning. The Judicial Board shall educate member sororities about the College Panhellenic judicial procedure.
In accordance with NPC Unanimous Agreement VII. College Panhellenic Association Judicial Procedure, it shall be the Judicial Board’s duty to hold a hearing to adjudicate all alleged violations of the NPC Unanimous Agreements and the bylaws, code of ethics, standing rules and membership recruitment regulations of the Sam Houston State University Panhellenic Association that are not settled informally or through mediation. The hearing shall be conducted by the entire Judicial Board unless the Panhellenic Council adopts rules for the hearing to be conducted by a committee of the Judicial Board. The members of the Judicial Board shall maintain confidentiality throughout and upon completion of the judicial process.

Section 4. Recruitment Committee
The Recruitment Committee shall consist of the Panhellenic Recruitment Director as Chairman and the Recruitment Chair of each sorority. Alumnae advisors may attend meetings of the committee. The alumnae advisors shall have voice but no vote. This committee shall review and develop membership recruitment rules and submit them for discussion and approval to the Panhellenic Council before the end of the academic term preceding the primary membership recruitment period. After each primary membership recruitment period, the chairman of this committee shall present a full report, including recommendations, to the Panhellenic Council based on an analysis of the recruitment statistics and recruitment evaluations from new members, potential new members who withdrew, each member organization and chapter advisor.

Section 5. Scholarship Committee
The Scholarship Committee shall consist of a chairman and 2 members. The Scholarship Committee shall be responsible for all matters pertaining to the promotion of superior scholarship and intellectual achievement.

Article VIII. The Executive Board

Section 1. Composition
The composition of the Executive Board shall be the president, vice president, secretary, treasurer, recruitment director, assistant recruitment director, university relations, sisterhood chair, philanthropy chair, and historian.

Section 2. Duties
The Executive Board shall administer routine business between meetings of the Panhellenic Council and such other business as has been approved for action by Panhellenic Council vote. At the next regular meeting of the Panhellenic Council through the secretary, the Executive Board shall also report all action it has taken and record the action in the minutes of that meeting.

Section 3. Regular meetings
Regular meetings of the Executive Board shall be held at a time and place established at the beginning of each academic term.

Section 4. Special meetings
Special meetings of the Executive Board may be called by the president when necessary and shall be called by her upon the electronic or written request of three members of the Executive Board. Electronic or written notice of each special meeting of the Executive Board shall be sent to each member of the Executive Board at least 24 hours prior to convening the meeting; however, such notice may be waived, and attendance at such meeting shall constitute waiver of said notice.
Section 5. Quorum
A majority of Executive Board members shall constitute a quorum for the transaction of business.

Article IX. Finances

Section 1. Fiscal Year
The fiscal year of the Sam Houston State University Panhellenic Association shall be from January 1st to December 31st.

Section 2. Contracts
Dual signatures of the Panhellenic President, Advisor, and Treasurer shall be required to bind the Sam Houston State University Panhellenic Association on any contract.

Section 3. Checks
All checks and electronic payments issued on behalf of the Sam Houston State University Panhellenic Association shall bear dual signatures. The following shall be authorized to be one of the two required signatures: Panhellenic Association Advisor, President, and Treasurer.

Section 4. Payments
All payments due to the Sam Houston State University College Panhellenic Association shall be received by the treasurer, who shall record them. Checks for payments shall be made payable to the Sam Houston State University Panhellenic Association.

Section 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.

Article XI. Extension

Section 1. Extension
Extension is the process of adding an NPC women’s only sorority.

The Sam Houston State University Panhellenic Association shall follow all NPC Unanimous Agreements and NPC extension guidelines found on the NPC website and in the NPC Manual of Information.

Section 2. Voting rights
Only regular members of the Panhellenic Council shall vote on extension matters.

Article XII. Violation Resolution
Section 1. Violation
Chapters shall be held accountable for the conduct of their individual collegiate and alumnae members. Conduct contrary to the NPC Unanimous Agreements, these bylaws, the Panhellenic code of ethics, standing rules and/or membership recruitment regulations of the Sam Houston State University Panhellenic Association shall be considered a violation.

Section 2. Informal resolution
Members are encouraged to resolve alleged violations through informal discussion with the involved parties.

Section 3. Judicial process
The Sam Houston State University Panhellenic Association shall follow all NPC Unanimous Agreements and NPC guidelines for the judicial process found in the NPC Manual of Information.

Article XIII. Hazing

Per the Unanimous Agreements, NPC supports all efforts to eliminate 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 XIV. Social Activities

Section 1. 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.

Section 2. SHSU Panhellenic Council Risk Management Agreement
Any social risk management paperwork (involving alcohol or not) must be turned into the SHSU Greek Life Office at least 14 days or 2 weeks before the event that the chapter is hosting. If paperwork is turned in late the chapter will be fined $75. Additionally, the chapter will be charged an extra $25 per day after the event if paperwork is not yet submitted. All payments should be made out to the SHSU Panhellenic Association and turned in to the SHSU Greek Life Office.
Late paperwork | $75
---|---
Late paperwork after event | $25 per day after event

Section 3. 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 XV. Inclusion Statement

Sam Houston State University College Panhellenic Association does not categorically deny membership to an individual, based on race, color, religion, sex*, national origin, age, disability, marital status, military or veteran status or political affiliation.

*Pursuant to 20 U.S.C. 1681(a)(6)(A), social fraternities and sororities may limit membership on the basis of sex.

Article XVI. Parliamentary Authority

The rules contained in the current edition of Robert's Rules of Order Newly Revised shall govern the Sam Houston State University Panhellenic Association when applicable and when they are not inconsistent with the NPC Unanimous Agreements, these bylaws and any special rules of order the Sam Houston State University Panhellenic Association may adopt.

Article XVII. Amendment of Bylaws

These bylaws may be amended at any regular or special meeting of the Sam Houston State University Panhellenic Council by a two-thirds vote, provided the proposed amendment has been announced and submitted in writing at the previous regular meeting, allowing an opportunity for chapter input.

Article XVIII. Dissolution

This College Panhellenic Association shall be dissolved when only one regular member exists at Sam Houston State University. In the event of the dissolution, none of the assets of the Association shall be distributed to any members of the Association, but after payment of all debts, its assets shall be given to NPC unless otherwise required by state law.

STANDING RULES
A College Panhellenic Association may wish to adopt additional rules that pertain to the administration of the Association. These types of rules belong in the standing rules rather than in the bylaws. Standing rules are written as a separate document from the bylaws, but should be attached to and distributed with the bylaws.

The following topics [as well as others] are best suited for standing rules:

- Time and dates of meetings
- Dues specific information
- Election procedure
- Awards
- Financial considerations (e.g., fraternity/sorority user fees)
- Judicial process NOTE: The Panhellenic Council shall adopt procedures that are consistent with the NPC Unanimous Agreements and NPC guidelines for the judicial process found in the NPC Manual of Information
- Office procedures
- Recruitment counselor selection, requirements and expectations
- Social events
- Traditions (e.g., homecoming, advisors, installation, service projects, etc.)

RECRUITMENT RULES

A College Panhellenic Association should adopt rules that pertain to recruitment of members to the Association. Recruitment rules are written as a separate document from the bylaws. A template for recruitment rules can be found on the NPC website.

CODE OF ETHICS

A College Panhellenic Association should adopt a code of ethics for the conduct of members in the Association. The code of ethics is the suggested introduction to the recruitment rules template. A template for a code of ethics can be found on the NPC website.