

## Bylaws of The University of Akron Panhellenic Association

Revised: 1986, 1990, 1994, 1996, 1997, 2000, 2001, 2003, 2004, 2005, 2006, 2009, 2010, 2011, 2012, 2013, 2014, 2015, 2016

### Article I. Name

The name of this organization shall be The University of Akron Panhellenic Association.

### Article II. Object

The object of the Panhellenic Association shall be to develop and maintain women's fraternity life and interfraternity relations at a high level of accomplishment and in so doing to:

1. Consider the goals and ideals of member groups as continually applicable to campus and personal life.
2. Promote superior scholarship and basic intellectual development.
3. Cooperate with member women's fraternities and the university administration in concern for and maintenance of high social and moral standards.
4. Act in accordance with National Panhellenic Conference (NPC) Unanimous Agreements, resolutions and policies.
5. Act in accordance with such rules established by the Panhellenic Council as to not violate the sovereignty, rights and privileges of member women's fraternities.

### Article III. Membership

#### Section 1. Membership Classes

There shall be three classes of membership: regular, provisional and associate.

- A. **Regular membership.** The regular membership of The University of Akron Panhellenic Association shall be composed of all chapters of NPC fraternities at The University of Akron. Regular members of the Panhellenic Council shall pay dues as determined by the Panhellenic Council. Each regular member shall have voice and one vote on all matters.
- B. **Provisional membership.** The provisional membership of The University of Akron Panhellenic Association shall be composed of all colonies of NPC fraternities at The University of Akron. Provisional members shall pay no dues and shall have voice but no vote on all matters. A provisional member shall automatically become a regular member upon being installed as a chapter of an NPC fraternity.
- C. **Associate membership.** Local sororities or national or regional non-NPC member groups may apply for associate membership of The University of Akron Panhellenic Association. The membership eligibility requirements and the process for submitting an application and approval of the application shall be determined by the Panhellenic Council. Associate members shall pay dues as determined by the Panhellenic Council. An associate member shall have voice and one vote on all matters except extension-related matters and, if they are not participating in the formal recruitment process, they shall not have a vote on recruitment rules and establishment or modification of Panhellenic total. An associate member may be expelled for cause by a majority vote of

the Panhellenic Council. An associate member shall not be entitled to vote on the question of its expulsion. These fraternities are not eligible to hold office on 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 be subject to these The University of Akron Panhellenic Association bylaws, code of ethics and any additional rules this Panhellenic Association may adopt unless otherwise prescribed in these bylaws. Any rules adopted by this Panhellenic Association in conflict with the NPC Unanimous Agreements shall be void.

## Article IV. Officers and Duties

### Section 1. Officers

- A. The Executive Board of The University of Akron Panhellenic Association shall consist of the officers: President, Vice President of Administration, Vice President of Recruitment, Vice President of Membership, Vice President of Communication, Vice President of Judicial Affairs, Vice President of Risk Management, and Vice President of Community Relations.
- B. Coordinators of Panhellenic Association shall consist of the Coordinator of Membership, Coordinator of Communication, and Coordinator of Community Relations.

### Section 2. Eligibility

Eligibility to serve as an officer and coordinator shall depend on the class of membership:

- A. **Regular membership.** Members from women's fraternities holding regular membership in The University of Akron Panhellenic Association shall be eligible to serve as any officer or coordinator.
- B. **Provisional membership.** Members from women's fraternities holding provisional membership in The University of Akron Panhellenic Association shall not be eligible to serve as an officer or coordinator.
- C. **Associate membership.** Members from women's fraternities holding associate membership in The University of Akron Panhellenic Association shall not be eligible to serve as an officer or coordinator.

### Section 3. Selection of Executive Board Officers

The offices of President, Vice President of Administration, Vice President of Recruitment, Vice President of Membership, Vice President of Communication, Vice President of Judicial Affairs, Vice President of Risk Management, and Vice President Community Relations of The University of Akron's Panhellenic Association shall be selected by a slating committee.

### Section 4. Office-Holding Limitations

- A. Applicants for an executive position must be enrolled as a full-time student, defined as taking 12 or more hours of credit and maintain a minimum 2.6 accumulative GPA to be elected. Applicants may not have expected graduation dates falling before the expiration of their terms. These conditions must be fulfilled for the duration of the term of office.
- B. Applicants must be initiated into their sorority.
- C. No more than three members from the same women's fraternity shall hold office during the same term.
- D. Applicants for President must have previously served on the Panhellenic Executive Board.
  - 1. If no member of the Panhellenic Executive Board from the prior term chooses to run for President for the following term, then a new President shall be chosen that has not served on the Panhellenic Executive Board in the prior term or previously.
- E. Applicants for Vice President of Recruitment and Vice President of Membership must have previously served as a Formal Recruitment Guide unless sufficient recruitment experience is verified.
- F. Every attempt will be made by the Slating Committee to slate the offices of President and Vice President of Recruitment from different chapters.
- G. Every attempt will be made by the Slating Committee to slate the offices of Vice President of Judicial Affairs and Vice President of Risk Management from different chapters.

#### Section 5. Slating Procedure

- A. Executive Board officers will be slated to a position by a Slating Committee. The Slating Committee shall be made up of chapter presidents (provided they are not seeking a position on the Executive Board) and current Panhellenic Executive Board members who are not seeking a position on the council. Should the chapter president not be able to attend, the chapter president may designate a chapter member to serve on the committee. The slating 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 nonvoting ex-officio member of the slating committee.
- B. Women who are interested in running for an Executive Board position must submit an application and participate in an interview with the Slating Committee. Applications will be available no less than four (4) weeks prior to the election and will be due no less than two (2) weeks prior to the election. After this date, the application process will be closed.
- C. The Slating Committee will interview all qualified applicants. The slate will be formed as follows: President, Vice President of Administration, Vice President of Recruitment, Vice President of Membership, Vice President of Communication, Vice President of Judicial Affairs, Vice President of Risk Management, and Vice President of Community Relations. Each chapter will get one vote for a total of five votes. The selected applicant must accept the position they were slated for before the committee will slate the next office.
- D. The slate will be presented to the Panhellenic delegates for approval. The slate must pass with a simple majority affirmative vote. Elections for the slate shall take place on the second to last meeting day of the fall semester.

- E. Only applicants who applied, but who were not slated, are eligible to challenge the slate. No one may run off of the floor.

#### Section 6. Selection of Coordinators

- A. Applicants for a coordinator position must be enrolled as a full-time student, defined as taking 12 or more hours of credit and maintain a minimum 2.6 accumulative GPA to be selected. The three coordinators of Membership, Communication and Community Relations will be elected to a calendar year term. Coordinators must be within the first three semesters of membership with their respective chapter.
- B. Women who are interested in running for a Panhellenic Coordinator position, such as Community Relations, Membership, and Communication, must submit an application and participate in an interview with a committee comprised of officers on the Executive Board. The Panhellenic Advisor shall serve as a nonvoting ex-officio member of the interview committee.
- C. Applications will be due by the second to last council meeting of the fall semester.

#### Section 7. Term

The Executive Board Officers and Coordinators shall serve for a term of one year. The term of office for the Executive Board will begin at the last council meeting of the fall semester and end when the Executive Board for the following year has been installed. The term of office for the coordinators will begin after the interview committee has made its decisions and until the last council meeting of the fall semester.

#### Section 8. Removal

- A. Any officer or coordinator may be removed from office for any of the following reasons:
  - 1. Two-thirds vote of the Panhellenic Council.
  - 2. Failing to maintain a minimum 2.6 accumulative GPA or remaining a full-time student by taking 12 credit hours.
  - 3. Non-performance of duties, including unexcused absences from more than two meetings of the Panhellenic Association or the Executive Board, while in her term of office.
  - 4. Conduct not befitting an officer of the Panhellenic Association.
- B. Any member may initiate removal procedure, including the Panhellenic Advisor.
  - 1. Written notice of the motion to impeach must be presented.
  - 2. The President and Panhellenic Advisor shall notify the officer in question.

#### Section 9. Vacancies

- A. Should an Executive Board officer or coordinator vacancy occur before the expiration of the term, with the exception of the offices of President and Vice President of Recruitment, the position will be filled by an appointment of the Panhellenic President, with approval by the Panhellenic Executive Board and the Panhellenic Advisor.

1. In the case that the President or Vice President of Recruitment shall not be able to fulfill their responsibilities, an election will be held. Nominations will occur at the first Panhellenic meeting following the date of the official vacancy of office. The election will take place two weeks later.
  2. Should an emergency exist, the Executive Board may vote to expedite the election process. If the semester is into more than five weeks, an appointment will be made by the Executive Board.
- B. If the vacancy occurs after the fifth week of the fall semester, no election or appointment of a coordinator will occur. Coordinator responsibilities will be divided amongst the other coordinators and the Executive Board officers.

#### Section 10. Duties of Executive Board Officers and Coordinators

- A. The Executive Board shall be responsible for carrying out all policies and regulations duly established by the Panhellenic Council.
1. Each member of the Executive Board shall make an oral report of the business of their offices at the Panhellenic Council meetings and the Panhellenic Executive Board meetings.
  2. All subsidiary councils, organizations and committees created by the Panhellenic Association and the Executive Board shall be responsible to the Executive Board and the chairs of said committees shall report to Panhellenic Association.
  3. All officers shall attend all Panhellenic Council meetings, Executive Board meetings, and retreats.
    - a. All executive board officers must attend all programs necessary for their position and all others found necessary.
  4. The Executive Board Officers will serve as Formal Recruitment Guides .
  5. Each member of the Executive Board shall fulfill two office hours weekly in Fraternity and Sorority Life leadership office.

Within a two week period following a program or event, all officers must complete a program feedback form.

6. All officers must compile the information needed to apply for awards with NPC, AFLV, and other awards that the council may become eligible for.
  - a. All officers must attend predetermined workdays to compile awards.

#### B. Executive Board Officer Descriptions and Responsibilities

1. The President shall:
  - Be ultimately and wholly responsible for all matters dealing with the Panhellenic Council. She may expedite matters by assigning any task to any member of the Executive Board or the Panhellenic Delegates.
  - Preside at all meetings of the Executive Board and all meeting of the Panhellenic Council.

- Be responsible for referring judicial matters that cannot be mediated to the Judicial Board.
- Be familiar with the NPC Manual of Information and all governing.
- Serve as an ex-officio member of all Panhellenic Association committees.
- Represent the Panhellenic Association on any campus-wide committee having the seat assigned to a representative of Panhellenic unless other provisions are made by the Panhellenic Executive Council.
- Have the power to appoint any committee chair deemed necessary to maintain or better the Panhellenic and/or the Greek community at The University of Akron.
- Maintain close contact with the work of those officers and committee chairpersons of Panhellenic in order to coordinate and expedite projects and business of the Panhellenic Council of any matters of importance.
- Be responsible for all reporting of the council, including the event of an emergency or crisis, unless otherwise delegated, to The University of Akron, NPC, or otherwise as is necessary.
- Attend weekly meetings and communicate regularly with the Panhellenic Advisor as is necessary or required by the advisor.
- Communicate regularly with the NPC area advisor.
- Ensure that the NPC annual report is completed.
- Serve as an active member of the Recruitment Team.
- Create a semesterly calendar of events regarding programing implemented by the Executive Board.
- Perform all other duties as assigned.

2. The Vice President of Administration shall:

- Perform the duties of the president in her absence.
- Record minutes at all Executive Board and Council meetings. These minutes must be distributed within two business days of a meeting.
- Be familiar with the NPC Manual of Information and all governing documents of this association.
- Maintain current copies of the following: the Panhellenic Association budget; contracts executed on behalf of the Panhellenic Association; correspondence and materials received from the NPC area advisor; all College Panhellenic reports to NPC; and other pertinent materials. Compile a yearly budget.
- Update the Panhellenic community regarding money allocated and spent within the yearly budget.
- Be responsible for all Council matters regarding finances, including the University Allocated Funds (UAF) and Student Activities Fund (SAF) accounts.
- Review the budget monthly, after it has been reconciled by the Business Office, to ensure financial stability. She then present the findings to the Panhellenic Executive Board.
- Be responsible with all council correspondence.
- Hold a scholarship round table once a semester. These round tables will help promote and suggest ways for academic success.

- Hold events once a semester to help promote scholastic achievement.
- Hold meetings with chapters falling below the all-women's average. The discussion of these meetings is outlined the Scholastic Policy under the standing rules.

3. The Vice President of Recruitment shall:

- Prepare and distribute copies of the most current recruitment rules and proposals, as approved by the Executive Board and recruitment chairs, to each Panhellenic chapter prior to formal recruitment.
- Work in conjunction with the Vice President of Membership.
- Be responsible for recruitment registration.
- Communicate with each recruitment chair, especially during formal recruitment, and relay sentiments or problems to the Executive Board.
- Organize and coordinate a Formal Recruitment Evaluation Workshop in conjunction with the Vice President of Membership upon the conclusion of formal recruitment.
- Be responsible for managing the recruitment team and formal recruitment process.
- Hold biweekly Recruitment Task Force meetings with the recruitment committee. This committee is included but not limited to the President, Vice President of Membership, Vice President of Communication, Recruitment Guides, chapter Recruitment Chairs.
- Oversee the Continuous Open Bidding recruitment format during the spring and fall semesters.
- Perform all other duties as assigned.

4. The Vice President of Membership shall:

- Serve as an active member of the Recruitment Team.
- Work in conjunction with the Vice President of Recruitment.
- Be Responsible for overseeing the Coordinator of Membership
- Revise and distribute Recruitment Guide applications to all five Panhellenic chapters during the spring semester.
- Coordinate the Recruitment Guide interview and selection process.
- Create a Recruitment Guide training program and manual. She will be responsible for the training of the new Recruitment Guides.
- Develop an educational program twice per year for new members to inform them of the policies and procedures.
- Develop an educational program, once a year, for senior members to educate on topics that could be of use after college.
- Develop and coordinate leadership development and educational programs.
- Perform all other duties as assigned.

5. The Vice President of Communications shall:

- Be responsible for promoting all Panhellenic-sponsored events.
- Be responsible for informing the public of all Panhellenic activities. This includes, but is not limited to, producing and distributing pamphlets, posters, flyers, brochures, bulletin boards, display boards, Press Releases, Public Service Announcements.
- Be responsible for maintaining and overseeing the Panhellenic Council website.
- Regularly monitors chapter website to ensure their content, language, and images are consistent with chapters stated values and convey a positive overall image.
- Be responsible for maintaining chapter links.
- Work with member chapters to establish links to the council website.
- Review each chapter's website and requires chapters to maintain accurate and current information.
- Maintain a written system and timeline for making revisions to the website and ensuring that it is current and accurate.
- She shall design and conduct surveys about the Greek image within the campus community.
- Hold a public relations roundtable at least once a year.
- Be responsible for overseeing the Coordinator of Communication.
- Serve as an active member of the Recruitment Team.
- Be a key component in the marketing done for the Formal Recruitment process.
- Serve as a member on the Circle of Sisterhood Committee.
- Perform all other duties as assigned.

6. The Vice President of Judicial Affairs shall:

- Chair all judicial board meetings.
- Be the authority regarding The University of Akron's Panhellenic Association Bylaws and Standing Rules. It is her duty to maintain the bylaws and ensure that they are in accordance with NPC resolutions.
- Be responsible to train and educate delegates and any other personnel who would be involved in case of an infraction at least once a semester.
- Be responsible to enforce and ensure the completion of sanctions.
- Be responsible for holding judicial board training for chapter delegates.
- Hold a mock trial once per semester.
- Oversee the Code of Conduct Cards for Intermural Sports.
- Serve on the Greek Week Committee as the Panhellenic representative. Duties for Greek Week may involve, but are not limited to, planning and volunteering for Greek Week programs and services.
- Perform all other duties as assigned.

7. The Vice President of Risk Management shall:



- Be responsible for education of chapters on Risk Management. She will provide Risk Management tips, ideas and policies to chapter members of the Panhellenic Association at the University of Akron
- Be responsible for planning and implementing programming sessions to support risk management. It is her duty to oversee Chapters about the Alcohol and Other Event Policies
- Conduct a workshop/roundtable for chapter Risk Management chairpersons at least twice a term, educating chapters on topics of sexual assault/harassment, hazing, alcohol, health, risk prevention, and drugs misuse, campus safety, fire safety, general chapter house safety, and social media. Each topic should be covered at least once in a two-year span.
- Perform all other duties as assigned.

8. The Vice President of Community Relations shall:

- Be responsible for planning the Badge Day Celebration.
  - Be responsible for planning and implementation of innovative sisterhood building events.
  - Oversee the usage of the Unity Book.
  - Hold a philanthropy/ community service roundtable at least once a semester.
- a. Make and distribute a yearly calendar of local service events to the chapters. Be responsible for planning and implementing a community service or philanthropy event once per semester.
  - b. Be a key role in assisting with Alternative Spring Break. This includes but is not limited to assisting with applications or scholarships.
- Be responsible for the Circle of Sisterhood Committee and serve as the chair of the committee
  - Be responsible for overseeing the Coordinator of Community Relations. Perform all other duties as assigned.

C. Coordinator Responsibilities and Job Descriptions

1. Coordinator of Membership

- She shall report to the Vice President of Membership.
- She shall be responsible for new member programming and other tasks assigned by the Panhellenic Executive Board

2. Coordinator of Communication

- She shall report to the Vice President of Communication.
- She shall be responsible for documenting, both visually and with a written description, all Panhellenic events.

- Check chapter websites to make sure The Office of Fraternity and Sorority Life webpage is linked to their chapter website.
- Perform all other duties as assigned.
- Serve as a member on the Circle of Sisterhood Committee.

### 3. Coordinator of Community Relations

- She shall report to the Vice President of Community Relations.
- She will help with the conjunction of the Vice President of Community Relations, implementing, and coordinating Panhellenic community service and philanthropic efforts. These events should include the entire Panhellenic Community.
- She shall serve as the chapter liaison of the Circle of Sisterhood Committee.
- Perform all other duties as assigned.

## Article V. The Panhellenic Council

### Section 1. Authority

The governing body of The University of Akron 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 University of Akron Panhellenic Association including, but not limited to: annually review the parameters as adopted in the recruitment rules for the automatic adjustment of total ; determine dues; approve the annual budget; consider extension; set a calendar of events; determine programming; and establish recruitment rules and recruitment style. The Panhellenic Council shall also have the authority to adopt rules governing the Panhellenic Association that do not violate the sovereignty, rights and privileges of member women's fraternities.

### Section 2. Composition and Privileges

The University of Akron Panhellenic Council shall be composed of one delegate and one alternate delegate from each regular, provisional and associate member group at The University of Akron as identified in Article III. The delegates shall be the voting members of the Panhellenic Council except as otherwise provided in Article III of these bylaws. 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 fraternity, providing her credentials have been presented to the Association President. The Panhellenic Executive Board and coordinators shall make up the officers of the Panhellenic Council.

### Section 3. Selection of Delegates and Alternates

Delegates and alternates to the Panhellenic Council shall be selected by their respective women's fraternity chapters to serve for a term of one year commencing at the beginning of the spring academic term. All delegates shall be initiated members in good standing with her chapter. It is advised that delegates maintain a cumulative GPA above a 2.6. However, in the

instance a delegate's GPA falls below a 2.6, the GPA set by individual chapters will be defaulted to.

#### Section 4. Delegate Vacancies

When a delegate vacancy occurs, it shall be the responsibility of the fraternity affected to select a replacement and to notify the Panhellenic Association Vice President of Administration of her name, email address, and telephone number.

#### Section 5. Regular Meetings

- A. Regular meetings of the Panhellenic Council shall be held at a time and place established at the beginning of each academic term.
- B. A Panhellenic Delegate from each regular, provisional, or associate member fraternity shall be responsible for notifying her chapter members of all regular and special meetings of the Panhellenic Council at The University of Akron.
  - 1. Panhellenic delegates shall be responsible to bring back information concerning activities of other campus organizations.
- C. Panhellenic Executive Board meetings are held bi-weekly as assigned by the Panhellenic Advisor.

#### Section 6. Annual Meeting

The annual meeting of the Panhellenic Council shall be held during the month of April. The purpose of the annual meeting shall be to create a sense of community unity as well as go over any recruitment, scholarship, leadership, or civic engagement information.

#### 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 written request of no fewer than one-fourth of the member women's fraternities of The University of Akron Panhellenic Association. 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 fraternities of The University of Akron Panhellenic Association shall constitute a quorum for the transaction of business.

#### Section 9. Vote Requirements

- A. 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.

- B. A two-thirds vote of the Panhellenic Council shall be required to approve a recolonization plan and for all extension-related votes. All other votes, unless specified in these bylaws, shall require a majority vote for adoption. (See the Article on Amendment of Bylaws for specific voting requirements for the amendment of these bylaws.)

## Article VII. The Panhellenic Advisor

### Section 1. Appointment

The Panhellenic Advisor of The University of Akron Panhellenic Association shall be appointed by The University of Akron administration and will serve for his/her entire employment term. The advisor will be the Panhellenic Advisor and serve only in an advisory capacity to the Panhellenic Association at The University of Akron.

### Section 2. Authority

The Panhellenic Advisor shall serve in an advisory capacity to The University of Akron Panhellenic Association. The Panhellenic Advisor shall have voice but no vote in all meetings of the Panhellenic Council and the Executive Board.

## Article VIII. Committees

### Section 1. Standing Committees

- A. The standing committees of The University of Akron Panhellenic Association shall be the Judicial Board and Recruitment Task Force.
- 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 Executive Board shall appoint members and chairmen 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 fraternities as much as possible. The President shall be an ex-officio member of all committees except the Judicial Board.

### Section 3. Judicial Board

The Judicial Board shall be headed by the Vice President of Judicial Affairs, and shall consist of the Vice President of Administration as chairman and one delegate per regular member of the Panhellenic Association. 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 fraternities about the Panhellenic 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 University

of Akron Panhellenic Association that are not settled informally or through mediation. The hearing shall be conducted by the entire Judicial Board unless 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. The Judicial Board and process is more better defined in Article IX of the Standing Rules.

#### Section 4. Recruitment Task Force Committee

The Recruitment Task Force Committee shall consist of a chairman and one representative from each regular, provisional, and associate member. 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 membership recruitment period. After each 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 group and chapter advisor.

#### Section 5. Other Committees

Other such committees, standing or special, shall be appointed as deemed necessary by the Panhellenic Executive Board.

### Article IX. Finances

#### Section 1. Fiscal Year

The fiscal year of The University of Akron Panhellenic Association shall be from July, 1 to June, 30 inclusive.

#### Section 2. Contracts

Signatures of the Vice President of Administration and countersigned by the Panhellenic Advisor and/or President shall be required to bind The University of Akron Panhellenic Association on any contract or disbursement.

#### Section 3. Checks

All checks issued on behalf of The University of Akron Panhellenic Association shall bear dual signatures. Any Executive Board officer and the Panhellenic Advisor shall be authorized to be one of the two required signatures.

#### Section 4. Payments

All payments due to The University of Akron Panhellenic Association shall be received by the Vice President of Administration, who shall record them. Checks for payments shall be made payable to The University of Akron. The Panhellenic Association shall be put in the memo line.

## Section 5. Dues

- A. The amount of such dues shall be finalized annually by the Panhellenic Association on the last meeting of spring semester for the following fall and spring semester.
- B. NPC College Panhellenic dues shall be paid yearly as invoiced by the NPC office.
- C. Panhellenic Association membership dues shall be an assessment per member and new member.
  - 1. The amount of such dues for the next academic year shall be determined by the Panhellenic Council no later than March of that year.
  - 2. The due dates of the payment deadlines will be established and stated by the Panhellenic Advisor, President, or Vice President of Administration.
  - 3. The first semester that a new member has an Affiliation Form on file in the Office of Fraternity and Sorority Life, her dues that semester shall be \$30. All subsequent semesters, her dues shall be \$25.
  - 4. Chapters may request to be put on payment plans with the approval of the Panhellenic Executive Board.

## Section 6. Fees and Assessments

A \$50.00 fine shall be levied on each member chapter of the Panhellenic Association for late payment of dues.

## Section 7: "All Greek" Account

- A. Prior to the start of the semester, the Panhellenic President, Interfraternity Council (IFC) President, and the Coordinator of Fraternity and Sorority Life must meet to allocate funds being transferred to the "All Greek" account.
- B. It is suggested funds be delegated on the basis of upcoming all Greek events. Funds may be allocated on the basis of number of chapters, number of active members, or joint involvement.
- C. The Panhellenic Executive Board may lobby to use funds in the "All Greek" account. In order to do this, a written proposal must be sent to the IFC Executive Board. From there, the IFC Executive Board may choose to approve or deny the use of the funds.

The IFC Executive Board may lobby to use funds in the "All Greek" account. In order to do this, a written proposal must be sent to the Panhellenic Executive Board. From there, the PHC Executive Board may choose to approve or deny the use of the funds.

## Section 8: Use of Council Funds

- A. It is prohibited to utilize council funds for the purchase of alcohol.

## Article X. Extension

Section 1. Extension is the process of adding an NPC women's fraternity.

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

## Section 2. Voting rights

- A. Only regular members of the Panhellenic Council shall vote on extension matters.

## Article XI. 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 University of Akron 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

If informal discussions are unsuccessful, the judicial process will be set in motion by filing a report of the alleged violation. The University of Akron Panhellenic Association shall follow all mediation guidelines found in the Manual of Information.

- A. **Mediation.** Mediation is the first step of the judicial process. The University of Akron Panhellenic Association shall follow all NPC Unanimous Agreements concerning the judicial process found in the Manual of Information.
- B. **Judicial Board hearing.** When a violation is not settled informally or through mediation, the Judicial Board shall resolve the issue in a Judicial Board hearing. The Panhellenic Council shall adopt procedures in the standing rules for these purposes that are consistent with the NPC Unanimous Agreements.
- C. **Appeal of Judicial Board decision.** A decision of the Judicial Board may be appealed by any involved party to the NPC College Panhellenic Judicial Appeal Committee. The University of Akron Panhellenic Association shall follow all NPC Unanimous Agreements concerning the appeals process found in the Manual of Information.

## Article XII. Hazing

Section 1. Per the Unanimous Agreements, the National Panhellenic Conference supports all efforts to eliminate hazing. All forms of hazing shall be banned.

Section 2. Hazing is defined by The University of Akron as doing any act or coercing another, including the victim, to do any act of initiation into any student or other organization that causes or creates a substantial risk of causing mental or physical harm to any person, regardless of the willingness of the participant.

Section 3. All chapters must have, on file in the Office of Fraternity and Sorority Life, the Hazing Policy Compliance Form signed by the current Chapter President, Chapter Advisor, New Member Educator and all members.

#### Article XIII. Parliamentary Authority

The rules contained in the current edition of *Robert's Rules of Order Newly Revised* shall govern The University of Akron Panhellenic Association in all cases to which they are applicable and in which they are not inconsistent with the NPC Unanimous Agreements, these bylaws and any special rules of order The University of Akron Panhellenic Association may adopt.

#### Article XIV. Amendment of Bylaws

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

#### Article XV. Dissolution

This Association shall be dissolved when only one regular member exists at The University of Akron. In the event of the dissolution of this Association none of the assets of the Association shall be distributed to any members of the Association, but after payment of the debts of the Association its assets shall be given to the National Panhellenic Conference.



## **Standing Rules of The University of Akron Panhellenic Association**

### **Article I. Mission Statement**

We, the women of The University of Akron Panhellenic Association, stand for dedication to each other through cooperative sisterhood. We strive to uphold the values of scholarship, leadership, civic engagement, and ritual. We will devote time and resources to the development of every chapter and individual while fostering friendly relations to unite our chapters, our community, our campus, local communities, and beyond.

### **Article II. Code of Ethics**

We, the undergraduate Members of women's fraternities at The University of Akron agree to:

- A. Promote honesty, respect and sisterhood through respectful adherence to the Unanimous Agreements and all amendments established by the National Panhellenic Conference.
- B. Uphold and demonstrate the Panhellenic Spirit in thought, word, and action through our chapters as well as individual members.
- C. Recognize friendly relations with all collegiate women, realizing the importance of creating and building friendships.
- D. Adhere to the relationships between the chapters and with the College Panhellenic Council in order to establish a process more conducive to timely and efficient management of information.
- E. Avoid disparaging remarks about the fraternity or college woman and avoid publicity on Panhellenic matters that are not properly the concern of non-members.
- F. Strictly adhere to NPC agreements and policies. These valued and non-negotiable policies will be followed by all groups during the recruitment process.
- G. All chapters shall follow all NPC Unanimous Agreements, as found in the most recent edition of the NPC Manual of Information.

### **Article III. Membership Intake and Recruitment Policy**

#### **Section 1. Recruitment Period**

- A. The schedule and dates of formal recruitment at The University of Akron shall be set up by the Vice President of Recruitment and the Panhellenic Advisor and approved by a majority of vote by the Recruitment Task Force the spring semester. The specific parties during formal recruitment shall be arranged by the Vice President of Recruitment.
- B. Formal Recruitment at The University of Akron is run in accordance to the NPC Manual of Information following all Unanimous Agreement rules and recruitment rules voted upon at the Recruitment Task Force Meetings.
- C. The fall semester recruitment period will be designed as formal. No sorority will be permitted to pledge a woman before the formal recruitment period ends.
- D. Except during formal recruitment period, continuous open bidding (COB) shall be in effect the college year as shall be stated in Section 3 of this policy.

1. University clearance must be received through the Panhellenic Advisor before any woman may be bid or pledged to a sorority.

## Section 2. Chapter Total

A. To allow chapters to achieve parity as quickly as possible total will be automatically adjusted every regular academic term.

1. During the fall academic term, in which primary recruitment is held, this will be done at the bid day meeting or no later than 72 hours following bid distribution.
2. During the spring academic term, and within one week (no more than seven days) from the start of the term, the adjustment of total will be done. This will be done at a special meeting of the Panhellenic Council or a Recruitment Task Force meeting, occurring prior to bid distribution.
3. The adjustment will be to median chapter size unless the College Panhellenic adopts an acceptable alternative method according to the Manual of Information.

B. No chapter may conduct continuous open bidding if they have reached chapter total during the formal recruitment period.

C. Chapters are permitted to continue recruiting in order to reach quota after the conclusion of the formal recruitment period.

D. Chapters may use continuous open bidding to reach chapter total if they are not at chapter total during the spring semester.

## Section 3. Potential New Members

A. A potential new member must be a full-time student, by being enrolled in at least 12 credit hours, and meet NPC standards.

B. Any potential new member going through recruitment must meet the minimum Panhellenic grade point average in order to go through recruitment. The grade point averages are the following:

1. 2.30 for an accumulative college grade point average.
2. 2.60 for an accumulative high school grade point average.

C. A woman pledged to a sorority on another campus may be pledged to an associated sorority at The University of Akron upon transferring.

D. If a potential new member is released or terminated for any reason, the chapter must notify the Panhellenic Advisor immediately, and fill out the necessary record forms. All procedures stated in the NPC Manual shall be followed.

E. Eligibility to Participate in Sorority Recruitment

1. A potential new member interested in participating in Formal Recruitment must be registered in the ICS system and have paid a \$15 registration fee by 8:00pm on Thursday, September 8, 2016.

2. In order for a potential new member to continue in the formal recruitment process, she must visit all chapters and complete ICS selections.

#### Section 4. Formal Recruitment Rules

- A. All chapters shall follow implementations made in the 2003 NPC Recruitment Recommendation Resolution, regarding the “Values Based ” concept for sorority recruitment.
  1. Establish guidelines for membership recruitment budgets and set a cap on membership recruitment expenses, including the value of all donated goods and services in the cap figure.
  2. Chapters shall not have members wearing matching outfits.
    - a. During the sisterhood round all Panhellenic women will wear the PHC unity shirts.
    - b. On Bid Day chapter members and new members may wear matching shirts.
  3. RESOLVED, that the wearing of badges and insignia is encouraged at all times, especially during recruitment periods, except for membership recruitment counselors and Panhellenic officers who are participating in the recruitment process (see E and F below).
  4. Singing and cheering is only permitted inside the house during philanthropy and preference rounds of recruitment.
  5. No gifts, favors, poems, or preference letters or notes will be given to the potential new members until she has accepted a bid.
  6. The use of or reference to alcoholic beverages during recruitment shall be prohibited along with the use of all alcoholic beverage containers (e.g. mugs, shot glasses, martini/cocktail glasses).
  7. The participation of men in recruitment functions, including Bid Day, is prohibited.
  8. The before mentioned rules apply to all programs, including Move-In Weekend, First Year Move-In, Welcome Week and the Ice Cream Social.
  9. There should be no theme carried out throughout recruitment rounds or exemplified through decorations.
  10. Eliminate all outside decorations unless provided by the Panhellenic Council.
    - i. On bid day chapters are permitted to have banners hung welcoming new members.
  11. Recruitment parties shall consist of maximum conversation time.
- B. Each chapter is expected to follow the “Spirit of the Rule”, enforced by Panhellenic Council. The “Spirit of the Rule” is acting in the best interest of the Panhellenic, as follows:
  1. Serving the whole Greek Community, not just yourself.
  2. Not committing any act, regardless of nature, that could be seen as unethical by any member of the Panhellenic Council.
  3. Do not commit any act that may sway peoples’ opinions about other chapters.

### C. Potential New Member Contact

1. Definition of Potential New Members: Any woman at The University of Akron who is matriculated and eligible according to College Panhellenic Association requirements.
2. In the event of bad weather, potential new members will be permitted inside the chapter house/facility at a designated area with the Recruitment Guides until the beginning of the round.
3. During Formal Recruitment events only collegiate sorority members should be talking to potential new members. Alumnae and national sorority representatives may help with membership recruitment activities behind the scenes, but they should not be actively recruiting or talking to the potential new members.
4. No sorority members, including new members or alumnae, may visit a potential new member in her place of residence and no potential new member shall visit a woman's chapter house, residence hall, apartment, etc. from August 1, 2016 to September 18, 2016 at 12:00pm.
5. There will be no more than "n+1" sorority members talking to "n" potential new members at once.
6. Sorority members may not buy anything for a potential new member and a potential new member may not buy anything for a sorority member.
7. There will be no promising of bids directly or indirectly by any member, new member, or alumnae member of any chapter.
8. You may speak casually and briefly, in public, with potential new members utilizing positive Panhellenic contact. Converse with potential new members just as you would with Recruitment Guides (for more information see NPC's Manual of Information Membership Recruitment Handbook page 86.)
9. No chapter shall host or cosponsor any event in which potential new members may participate in or be in attendance until after the Formal Recruitment process is over.
10. Promote Panhellenic-spirited contact with all potential new members throughout the year.
11. Strict silence is the period in which there will be no conversation or contact between women's sorority members and potential new members. Strict silence is defined as verbal, written, printed or text message communication between the potential new members and sorority members, new members, or alumnae. Strict silence will begin at the end time of preference round, September 17, 2016 and last until bid distribution at 12pm September 18, 2016. No sorority member, including alumnae and new members, may communicate with potential new members during this this period. If potential new members live with or near by a sorority member, only casual greetings and brief contact are permitted

### D. Formal Recruitment Administration

1. The price cap will be \$1,500 for all items purchased and donated for Formal Recruitment, which includes Bid Day.
  - i. Each chapter will be required to submit recruitment receipts from Formal Recruitment to the VP of Recruitment by 5:00pm on Wednesday, October 5, 2016.
    - a. The cost of donated goods and services must be estimated and submitted with your receipts.
    - b. Bid Day shirts are not included in this budget.

- c. If a chapter reserves a space on-campus for Bid Day with a room rental fee, this will not be included in their recruitment budget.
  - ii. For every \$1.00 a chapter exceeds the price cap they will be fined \$10.00.
- 2. Chapter's lists are due in ICS at the following times:
  - i. Following the final Sisterhood Round: Tuesday, September 13, 2016 by 12:00pm.
  - ii. Following the Philanthropy Round: Saturday, September 17, 2016 by 12am.
  - iii. Following the Preference Round: Saturday, September 17, 2016 by 10:30pm.
  - iv. Any of the before stated deadlines not successfully met by any chapter will incur an automatic \$50 fine.
  - v. If a chapter misses any of the above deadlines, you must contact the Panhellenic Advisor in order for ICS to be reopened. The chapter will have 30 minutes once ICS is reopened, and if this deadline is missed the chapter will incur another \$50 fine.
- 3. Finance Presentation
  - i. Must be done during Philanthropy round and given to all potential new members in attendance. The presentation must be a detailed description of the new member financial obligation and given by a person with a good understanding of the chapter's finances.
- 4. Videos and Slideshows
  - i. Videos or slideshow provided by your inter/national organization may be shown during philanthropy round.
  - ii. No chapter made videos or slideshows may be shown.
- 5. Alumni and Consultants
  - i. At no time prior to the party/round should alumni or chapter members have contact with the potential new members waiting outside of their chapter facility.
  - ii. During Formal Recruitment events only collegiate sorority members should be talking to potential new members. Alumnae and national sorority representatives may help with membership recruitment activities behind the scenes, but they should not be actively recruiting or talking to the potential new members.
- E. Recruitment Promotions
  - 1. Panhellenic Association will coordinate sorority recruitment public relations to be distributed throughout campus from August 24, 2016 to September 18, 2016.
  - 2. The rock may be painted if visible with a "Go Greek" theme. No sorority chapter letters, symbols, crests or mascots are permitted.
  - 3. The Panhellenic Association and the Vice President of Recruitment must approve Bid Day Shirts by July 31, 2016. Bid Day shirts will be approved on a first come first serve basis. Individual chapters will be responsible for ordering their own shirts.
  - 4. COB events can begin at the conclusion of the Formal Recruitment Bid Day process for eligible chapters (refer to the NPC Manual of Information).
    - i. Bids may be extended by a member of the chapter's recruitment team starting at noon on Monday, September 19, 2016 to any eligible PNM (a

woman that went through formal recruitment and was not extended a bid to another chapter).

5. PR and events for the individual chapter's Continuous Open Bidding (COB) may begin Monday, September 19, 2016.
- F. Social Media and Electronic Rules
1. There will be no electronic contact with a potential new member during Formal Recruitment (e.g. Facebook, Twitter, SnapChat MySpace, Instant Messenger, Instagram, Pinterest, Vine and Email).
  2. From August 1, 2016 to September 18, 2016 all active chapter members must make their entire social media accounts private, if applicable.
    - i. During this time you may not ask anyone to be your friend or accept anyone as your friend until 11:30pm on Bid Day.
    - ii. No affiliated members shall have recruitment guides in their visible pictures.
    - iii. Recruitment guides shall set social media default pictures as a Panhellenic spirited logo.
    - iv. No interaction between affiliated members and Recruitment Guides is permitted during this time
- G. During the time Recruitment Guides are disaffiliated, no inferences may be made toward the affiliation of Recruitment Guides.
- H. Bid Day
1. On Bid Day chapters have agreed that in addition to matching t-shirts, women may:
    - i. Bring chapter letters
    - ii. Bring balloons
    - iii. Have name signs, bags or single flowers for their new members
    - iv. Headbands, face paint or temporary tattoos are allowed, as long as they are not excessive
  2. Weather permitting chapters are allowed to hold Bid Day activities outside their chapter houses, following these guidelines:
    - i. Tables with table clothes and small centerpieces are allowed. Elaborate table decorations, chair covers or other excessive items are not permitted.
    - ii. Yard games, picture frames, picture booths/station and props are allowed.
- I. Recruitment Guides
1. Recruitment Guides and Panhellenic Executive Board officers will fully disaffiliate from their chapters beginning August 18, 2016. At this time, recruitment guides will minimize contact with chapter members and will not display or wear their chapter's letters in any manner (see Recruitment Guide Disaffiliation Contract for specific details).
  2. The Vice President of Recruitment and Vice President of Membership will have discretion concerning any violations of this disaffiliation. Any violation will be investigated using the NPC Judicial Procedures.
  3. Recruitment Guides may participate in their chapter's formal initiation ceremony during the time that they are disaffiliated from their chapter with prior written notification to the VP of Recruitment.
  4. During the time Recruitment Guides are disaffiliated, no inferences may be made toward the affiliation of Recruitment Guides.

## J. Ethics

1. The actions and words of all active members, alumnae, Recruitment Guides, Recruitment Team members, and Panhellenic Association Executive Board Officers must demonstrate courtesy, respect, and maturity towards Panhellenic chapters and members during Formal Recruitment.
2. All members (including alumnae and new members) will be held responsible for knowing and observing recruitment rules and procedures, as well as the National Panhellenic Unanimous Agreements during Formal Recruitment. This includes being aware of and following all policies regarding continuous open bidding.
3. All communication among actives, alumnae, and Recruitment Guides regarding Panhellenic recruitment and/or sorority membership:
  - i. Will be non-competitive in spirit
  - ii. Will be based on personal, first-hand experience
  - iii. Will not consist of negative remarks or attitudes towards other chapters
  - iv. Will not include gossip or rumor
  - v. Will not involve discussion of any potential new member's status in the recruiting process (including, but not limited to, the promise of a bid from any chapter)
4. All active members will be held accountable for providing potential new members with accurate and truthful information regarding chapter standards, policies, procedures, and financial information.

## Section 5. Initiation

A sorority must initiate new members according to National Panhellenic Council unanimous agreements. The dates must be reported to the Panhellenic Advisor.

## Section 6. Values-Based Recruitment

The purpose of values-based recruitment is to focus on the core goal of the recruitment process. The goal is to have meaningful conversations with potential new members and recruit/pledge women who will have a positive impact on their chapter and the Panhellenic community.

1. Consider values-based conversations
2. Choose recruitment activities and behaviors that reflect the core values of our organizations.
3. Engage in conversations that include topics related to our core values.
4. Make informed choices about potential new members.
5. Educate potential new members about the chapters' values, and connect to these values.

## Article IV. Scholarship Policy

### Section 1. Academic Policy

- A. It is the immediate goal of the Panhellenic Association for each chapter to maintain a Grade Point Average above the semester All-Women's Grade Point Average.

- B. Chapter GPA will include all chapter members, associated and new (as reported to the Office of Fraternity and Sorority Life on the respective rosters).
- C. The Vice President of Administration will work with the Executive Board to monitor grade reports and the progress of those chapters failing to meet grade requirements

## Section 2. Support Programming

- A. Academic Warning: Any Chapter falling below the required GPA in either semester will be placed on Academic Warning. Academic Warning shall consist of the following:
  - 1. The President, Scholarship Chair, and New Member Educator of the chapter will be required to meet with the Vice President of Administration to develop a written plan of action and how to increase member grades. The plan should be submitted to the Vice President of Administration and the Panhellenic Advisor by the third week of the semester.
  - 2. A letter will be sent to the respective Chapter and Campus Advisors informing them of the chapter's current status.
  - 3. The Vice President of Administration shall again meet with the respective chapter officers during the twelfth week of the semester to evaluate the chapter's progress.
- B. Academic Support: After a chapter has failed to meet the minimum academic requirements as stated in the Panhellenic Standing Rules for two consecutive semesters, a chapter shall be placed on second level academic support, Academic Support. Academic Support shall consist of the following:
  - 1. The chapter president, scholarship chair, and another representative must arrange a meeting with the Panhellenic Vice President of Administration and Panhellenic Advisor to discuss why the original plan did not work properly and discuss options for a new plan for raising their grades.
  - 2. Hold meeting with the Vice President of Administration in the eighth week of the semester to go over progress in addition to meetings required for the first-level of support.
  - 3. A letter will be sent to the respective Chapter and Campus Advisors informing them of the chapter's current status.
  - 4. Intramural probation.
  - 5. The Vice President of Administration shall again meet with the respective chapter officers during the twelfth week of the semester to evaluate the chapter's progress.
- C. Academic Probation: After a chapter has failed to meet the minimum academic requirements as stated in the Panhellenic Standing Rules for three consecutive semesters, a chapter shall be placed on the third level academic support, consisting of the following:
  - 1. The chapter president, scholarship chair, and another representative must arrange a meeting with the Panhellenic Vice President of Administration and Panhellenic Advisor to discuss why the original plans have not worked properly and discuss options for a new plan for raising their grades. The chapter's Executive Board and advisors may also be asked to attend the meeting.



2. Hold a meeting with the Vice President of Administration in the eighth week of the semester to go over progress in addition to meetings required for the first-level of support.
3. A letter will be sent to the respective Chapter and Campus Advisors informing them of the chapter's current status.
4. Intramural probation.
5. Any registered social event that the chapter plans must first be approved through Panhellenic Executive Board. This must be submitted to the Panhellenic Executive Board at least two weeks prior to the event.
6. Hold a time management/study skills workshop with the help of the Panhellenic Executive Board.

D. If deemed necessary, the Vice President of Administration may make alterations to any of the support programming with the approval of the Panhellenic Executive Board to better facilitate chapter development.

## Section 5. Reinstatement of Good Scholastic Standing

A chapter may regain good scholastic standing by improving the chapter GPA to at least the minimum GPA at the time of reinstatement only after adhering to the stipulations outlined at each respective stage in the violations procedures.

## Article V. Public Relations and Marketing Policy

### Section 1. Policy

- A. The use of inappropriate themes, sayings, or gestures on any marketing items such as trinkets, t-shirts, flyers, and posters is prohibited.
- B. Advertising of any sort that will be distributed on campus must include the University Student Organization Clause. (This Student Organization is a registered student organization of The University of Akron. Registration shall not be construed as approval, endorsement, or sponsorship by the University of Akron of the student organizations publications, activities, purposes, actions, or positions.)
- C. Chapters websites must have the Office of Fraternity and Sorority Life webpage linked to their chapters webpage.
- D. It is expected that there will be no posting on any rumor websites or social media accounts by any sorority woman.

### Section 2. Recruitment

All COB recruitment events need to be sent to the Vice President of Recruitment for approval before advertising. The Vice President of Recruitment and Vice President of Communications will help advertise and promote all submitted COB events to Potential New Members.

### Section 3. On-Going Issues

If a reoccurring problem arises, possible grievances will be filed, with the outcome of submission of approval on ALL advertising from the Vice President of Communications and the Panhellenic Advisor.

## Article VI. Intramural Policy

### Section 1. Eligibility

- A. Sorority members must be on the official PHC roster, must be an undergraduate student and enrolled in at least twelve credits, and must have above a 2.00 Accumulative Grade Point Average. Women are also required to fill out the Code of Conduct card due to the Office of Fraternity and Sorority Life.
- B. Any sorority using an ineligible player will forfeit that sport entirely. This forfeiture shall include all teams entered by the sorority if more than one is participating.
- C. In order to be eligible to participate in intramurals, a sorority must be in good standing with the Panhellenic Council, as defined in the Bylaws and Standing Rules of the University of Akron Panhellenic Association and respective intramural office.

### Section 2. Rules and Regulations

A. All sororities must be in compliance with policies put forth by The Student Recreation and Wellness Center in regards to intramurals. This applies to all participants and spectators of intramural games. If chapters or chapter members are not in accordance with the rules disciplinary actions will be enforced by the Panhellenic Council or The University of Akron's Student Code of Conduct.

## Article VII. Panhellenic Event Policy

A. The use of and association of alcohol, drugs, inappropriate sexual conduct, or tobacco at any chapter, council or office event is strictly prohibited.

1. This includes community service or philanthropy events.

2. This includes participants in intramurals and spectators.

## Article VIII. Social Event Policy

### Section 1. Overview

- A. The following policy has been developed to assist chapters in the area of event management, responsible member behavior and decision-making, reducing legal liability, providing a healthy and safer environment for members and guests, maintaining the condition of the chapter house, and enhancing the relationship with the surrounding community.
- B. All members of the community are expected to exhibit behavior that is appropriate and consistent with general community standards. No one under 21 years of age or

otherwise ineligible under applicable law will be sold or served alcoholic beverages or allowed to consume alcohol at chapter hosted, sponsored, or co-sponsored events.

- C. Throughout this policy, the term “off campus” refers to any location not in or on the premises of the chapter house or facility recognized by the Office of Fraternity and Sorority Life/University of Akron. The term “PHC” refers to the Panhellenic Council respectively.
- D. “Officer in Charge” (OIC) throughout this document refers to the one primary officer from each sponsoring organization who remains sober during the entire event and coordinates communication among chapter volunteers “staffed” during the event, security, police, venue representatives, etc. “Sober” is defined as no alcoholic beverage consumption prior to or during the event.
- E. The Event Policy shall not supersede the policies of The University of Akron, the State of Ohio, or the National Fraternity/Sorority.

## Section 2. Education

Chapter Officers are responsible for the education of individual members, including new members, and alumni/ae, about these policies. The chapter President and Social Chair/Risk Management Chair are responsible for educating all active, new/associate, and alumni/ae members about responsible event management and these policies. Ignorance is not tolerated, and chapters may be held responsible for members’ actions. It is recommended that these policies be reviewed regularly at chapter and new member meetings, as well as prior to coordinating any event.

## Section 3. Policy

### A. Registration

1. All events meeting the following criteria described below, in items ‘1,’ and/or ‘2,’ must be registered with the Office of Fraternity and Sorority Life and PHC and abide by the guidelines stated in this policy:
2. Alcohol is present, the number of non-members (guests) exceeds or is equal to 50% of the chapter membership for the host chapter (excluding alumni/ae of the host chapter), and the event is hosted/sponsored/co-sponsored on campus.
3. Alcohol is present, non-members are present as guests (excluding alumni/ae of the host chapter), and the event is hosted/sponsored/co-sponsored off-campus.

### B. Other Guidelines

1. The above criteria describe an event that must be registered with the Office of Fraternity and Sorority Life and PHC; however, the definition of a chapter event is not limited to the above criteria. The items above serve as a guide and reference to assist chapters in responsible event management. Chapters may be held responsible for actions, behavior, and events outside of registered events, at any activity where the number of people in attendance from any chapter leads people to believe that it is a function of that fraternity/sorority, where alcohol is present. All events, alcohol-related and ‘dry,’ are encouraged to be registered and follow the guidelines stated in this policy.
2. This policy does not interfere with any individual “sisterhood” events, where only members and initiated alumni/ae are present.

3. All registered events must be registered with the Office of Fraternity and Sorority Life and PHC a minimum of 14 calendar days in advance of the event. A meeting between the chapter President and Social Chair, the Risk Management Chair of PHC and/or the Panhellenic Advisor is mandatory within five days of the event, for all events with alcohol present and major events with over 350 non-member guests.. For other events, it is the discretion of the Chief Justice/Risk Management Chair for a meeting to occur.
4. Registration of an event with alcohol includes all of the following (incomplete registrations will not be accepted):
  - i. Event Registration Form for events with alcohol is fully completed for the specific type of event and submitted at least 14 calendar days prior to the event, to the Office of Fraternity and Sorority Life.
  - ii. Pre-prepared, typed, and numbered guest list anticipated in attendance. The guest list must clearly show the name, birth date, and/or age of all invited. Must be on the template form for Guest Lists. Members of host/sponsoring/co-sponsoring organizations may be listed separately from non-member guests, but must also appear on the guest list. The OIC must appear at the top of the guest list in BOLD.
  - iii. Signatures of chapter President, Social Chair, and Advisor.
  - iv. Guest List additions may be submitted to the Office of Fraternity and Sorority Life, in the typed template, by noon of the day of (Thursday/Friday events) or day before the event (Saturday/Sunday events)
  - v. Events not registered with the Office of Fraternity and Sorority Life and PHC, which meet the aforementioned criteria, will be subject to immediate review by the respective PHJB.
  - vi. The Office of Fraternity and Sorority Life, PHC Risk Management Officer reserve the right to deny any event sponsors who have not fulfilled the requirements of this policy.

#### C. Host/Sponsor Chapter and Co-Sponsorship

1. One fraternity/sorority shall primarily coordinate every event, and that chapter becomes the Host/Sponsoring Chapter.
2. The Host/Sponsor Chapter is responsible for submission and full completion of the Event Registration Form for Events with Alcohol, and coordination of the master guest list, information, and/or meetings with PHC.
3. Any Co-Sponsoring chapter must be listed as such on the Event Registration Form for Events with Alcohol,, with appropriate contact information and signatures.
4. No chapter may co-sponsor an event with another organization, including an alcoholic beverage distributor, charitable organization, or tavern (tavern is defined as an establishment generating more than half of the annual gross sales from alcohol) where alcohol is given away, sold, or otherwise provided to those present. The IFC/PHC Risk Management Officers and the Panhellenic Advisor reserve the right to make all the final determinations.

#### D. Scheduling Events

1. No alcohol-related events may be registered between Sunday at 7:00 PM and Thursday at 4:00 PM, during Opening Weekends (Fall and Spring), and during the final exam period of each semester. Exceptions for alcohol-related events to be registered as follows:
  - i. All special/holiday events shall be permitted by written permission from the Risk Management Officers, and must follow all current policies.
  - ii. Holiday events are defined as any national or school holiday (i.e. Halloween, St. Patrick's Day, etc.)
  - iii. Special events are those recognized by the Office of Fraternity and Sorority Life and must be cleared with the Panhellenic Advisor and the PHC Risk management Officer.
  - iv. The Risk Management Officer and the Panhellenic Advisor have the authority to decide whether the event is inclusive of these categories.
2. All alcohol-related events must announce "last call" at 1:30 AM, and all alcohol shall cease to be consumed by 2:00 AM. All alcohol-related events must end by 2:30 AM. This is in accordance with State of Ohio law.
3. For events held at a third party vendor it is recommended that your organization consults with them for an appropriate last call time if the event ends prior to 2:30 AM.
4. The Risk Management Officer will approve no events for the period recognized as PHC Formal/Informal Membership Recruitment, as determined by Council Leadership.

#### E. Invitation Policy

1. Chapters must compile guest list information on an individual, invitational basis.
2. Posting flyers for events is allowed within chapter housing only at the discretion of the respective organization. Flyers may be posted with the agreement of the respective chapter President inside chapter housing only. Flyers do not serve as invitations. Posting flyers within a chapter house does not constitute co-sponsorship by the chapter giving permission to display the flyers. Chapters may not hang banners, paint the "rock," or display other types of "open" invitations for events with alcohol.

#### F. Third Party Vendor Policy(including catering and hosting an event at a licensed facility)

1. Each member and guest must purchase his/her own drinks on an individual basis. In addition, no chapter may engage in business with a vendor where alcohol is provided as part of a package deal, including but not limited to: "free drinks"
2. Alcohol-related events, including third-party vendor events, may not be used as fundraising or profit-making events for the chapter or for a charity.
3. Vendors must be properly licensed (including, but not limited to state and local ordinances) to serve alcohol on chapter property or in an off-campus facility. This may involve both a liquor license and a temporary license to sell on the premises where the function is to be held. Copies of the state and local license must be kept on file with the chapter and the OIC during the event and must be made available to PHC upon request.

4. The vendor must assume in writing all of the responsibilities that any other purveyor or alcoholic beverages would assume in the normal course of business, including, but not limited to:
  - i. Checking ID cards upon entry and/or prior to serving alcohol
  - ii. Serving only those members and guests of legal drinking age
  - iii. Refusing service to members and guests who appear to be intoxicated
  - iv. Maintaining absolute control of ALL alcoholic containers present
  
5. And additionally, if applicable:
  - i. Collecting all remaining alcohol at the end of the function (no excess or common-sources of alcohol – opened or unopened – is to be given, sold, or furnished to the chapter)
  - ii. Removing all alcohol from the premises at the conclusion of the event
  
6. It is recommended that the vendor be properly insured with a minimum of 1,000,000 of general liability insurance, evidenced by a properly completed certificate of insurance prepared by the insurance provider. The ‘certificate of insurance’ should also show evidence that the vendor has, as part of their coverage, ‘off premise liquor liability coverage and non-owned and hired auto coverage.’ The certificate should name as additional insured (at a minimum) the local chapter of the chapter hiring the vendor as well as the national fraternity/sorority with whom the local chapter is affiliated.
  
7. Ultimately, responsibility for the actions and employment of hired third-party vendors rests with the host/sponsoring/co-sponsoring chapters.

#### G. Additional Information

1. Non-alcoholic food and beverages must be present and available throughout the duration of the event. Water and coin-operated vending machines do not qualify as acceptable non-alcoholic beverage options.
2. Walk-Out Policy: If a chapter co-sponsors an event, and there is a violation of policy (this Event Policy, headquarters policy, University codes, and/or State of Ohio law), the chapter(s) must vacate everyone in your group from the event (generally within five minutes) or the respective Council Judicial Board may hold that chapter partially responsible for the violation. Such violations include but are not limited to: common sources of alcohol, underage consumption of alcohol, not using a guest list, not appropriately dispensing alcohol, etc.
3. The following signs should be clearly and legibly printed and displayed, for the duration, at the entrance, all exits and the bar for all events:
  - i. “We retain the right to refuse entry to anyone” (even with an invitation)
  - ii. “Must be 21 to consume alcohol – no exceptions”
  - iii. Taxi and/or “safe ride” information, including phone numbers
  - iv. “Re-Entry Only At Front Entrance”

4. Chapters must have a current certificate of insurance on file with the Office of Fraternity and Sorority Life, in accordance with the Fraternity and Sorority Community Standards. Chapters will not be able to host/sponsor/co-sponsor any events without a current certificate on file.
5. The possession, sale, and/or use of any illegal drugs are controlled substances at any sponsored event or at any event that an observer would associate with the fraternity is strictly prohibited.
6. No organization shall have any alcohol present at any membership recruiting activity, and/or New Member activity. New members are recruited up to and including the day of initiation into the chapter.
7. Promotion of events should not encourage any form of alcohol abuse, nor should it place emphasis on quantity or frequency of use. In advertising/promoting these events, items including but not limited to foaming mugs, beer cans, kegs, or other items symbolic of alcoholic beverages are not permitted. These materials include but are not limited to printed flyers, t-shirts, the “rock,” and party favors.

#### H. Jurisdiction and Enforcement

1. Individual chapters maintain all responsibility for following this policy. Any reports of alleged violations of this policy, which are received by the PHC and/or Fraternity and Sorority Life, will be forwarded to the PHJB for adjudication.
2. Chapters which are brought to the PHJB will have the rights and responsibilities as outlined in the Bylaws and/or Standing Rules of the Panhellenic Council.

### Article IX. Judicial Policy

#### Section 1.

The name of the judicial board of the Panhellenic Association shall be the Panhellenic Judicial Board, or hereinafter, referred to as PHJB.

#### Section 2. Purpose

- A. PHJB shall be established for the limited purpose of handling member group infractions of:
  - NPC Unanimous Agreements
  - Panhellenic bylaws and/or other governing documents
  - Panhellenic standing rules
    - Panhellenic membership recruitment rules/guidelines
    - Panhellenic code of ethics
- B. The PHJB shall not have jurisdiction over individual students violating The University of Akron’s Student Code of Conduct.
- C. The PHJB does not have jurisdiction over Interfraternity Council chapters.

#### Section 3. Membership in PHJB

## A. Membership

1. PHJB shall consist of the five Panhellenic Delegates (one from each member chapter), and the Panhellenic Advisor. The regular members are the Vice President of Judicial Affairs and the five chapter Panhellenic Delegates.
2. Each of the PHJB justices serving will be permitted one vote per case. A case will not be heard unless four members and the Panhellenic Advisor are present.
3. No member of PHJB shall be permitted to participate in a case involving the sorority with which she is associated.
4. Should sorority advisors be asked to attend the hearings, they will be selected on the basis of eligibility, neutral affiliation, interest, and availability by the Panhellenic Advisor.

## B. Duties of Members

1. The Vice President of Judicial Affairs shall:
  - Be the clerk of PHJB (In the event that the Vice President of Administration is not available another executive member of the Panhellenic Association shall be appointed in accordance to availability for the Clerk position).
  - Preside over all meetings and hearings.
  - Review cases with the Panhellenic Advisor prior to the hearing to ascertain jurisdiction and validity (Credibility presence of substantial evidence).
  - Announce final decisions and sanctions.
  - Maintain confidential files with respect to the judicial proceedings.
  - Educate all members according to the Bylaws.
  - Enforce the completion of all sanctions.
2. The Chapter delegates (Justices) shall:
  - Adjudicate all cases brought before PHJB. Attend all functions associated or sponsored by PHJB.
  - Maintain confidentiality on all materials relating to the judicial proceedings.
  - Perform any other tasks as agreed upon by the PHJB which will enhance its performance as a viable body.
  - Attend bi-monthly meetings as needed of PHJB and IFJB to learn more about the process at The University of Akron as well as other universities. These shall be hosted by a Graduate Assistant of Greek Life Programs.
  - Serve as an impartial advocate of the Greek community.
3. The Vice President of Administration shall:
  - Record minutes at all PHJB meetings and hearings.
  - Send all notices and necessary correspondence.
  - Keep confidential all matters relating to the judicial proceedings.



- Assures that the Panhellenic Advisor maintains all PHJB files. 20 Obtain, maintain, and index audio recordings of all hearings, which shall be kept by the Panhellenic Advisor for a period of at least three years.
- Perform other assigned tasks.

#### Section 4. Judicial Process Overview

- A. Fraternities are encouraged to resolve alleged infractions as soon as possible through informal discussion with the involved parties before an infraction is filed.
- B. Should the informal discussions be unsuccessful, the judicial process will be set in motion by the filing of a violation report form for an alleged infraction. An infraction can only be filed against a chapter and not against any individual(s). Violations must be reported through the College Panhellenic Violation Report available on the NPC website or on the Panhellenic Association's OrgSync page.
- C. Timing
  1. The College Panhellenic Violation Report shall be completed and presented to the Panhellenic President in a timely manner, but not more than 30 calendar days from the date of the alleged infraction (including university/college breaks).
  2. If the Panhellenic President is unavailable or the violation is against her fraternity, the report
  3. shall be presented to the Panhellenic Advisor.
  4. The Panhellenic President and Panhellenic Advisor shall review the College Panhellenic Violation Report to ensure it has been filled out completely, including proper signatures and indication of rule(s)/guideline(s) violated. An incomplete report shall be returned to the reporting party for completion prior to proceeding.
- D. Proper Reporting Authority
  1. Infractions, excluding recruitment infractions, may only be reported and signed by one of the following:
    - The president of a chapter on behalf of her chapter
    - Executive officer/board member of a chapter
    - Panhellenic Executive Board Office
    - Panhellenic Advisor
  2. Recruitment infractions may only be reported and signed by one of the following:
    - The president of a chapter on behalf of her chapter
    - Panhellenic Vice President of Recruitment or a recruitment counselor
    - Potential new member
    - Panhellenic Advisor
- E. Receipt of Infraction. The following steps should be taken to make certain an infraction is properly received by Panhellenic:

1. The College Panhellenic Violation Report is retained by the Panhellenic President or Panhellenic Advisor and is available upon request by the accused fraternity.
2. The Panhellenic President or Panhellenic Advisor shall send a copy of the College Panhellenic Violation Report to the NPC area advisor within seven days.

#### F. Notification of Chapter

1. The Panhellenic President shall notify the accused fraternity in writing by delivering the College Panhellenic Notice of Infraction to that chapter president within seven days of receiving the College Panhellenic Violation Report.
2. If the president of the accused fraternity is unavailable, delivery may be made to another appropriate chapter fraternity officer or advisor. The record of delivery shall be documented on the report.
3. A copy of the College Panhellenic Notice of Infraction shall be given to the Panhellenic Advisor and sent to the NPC area advisor within the same time period.

#### G. Response to Receipt of Infraction

1. Upon receipt of the College Panhellenic Notice of Infraction, the accused fraternity shall contact the Panhellenic President within seven days to schedule mediation. Mediation shall be held unless the accused fraternity chooses to proceed directly to a judicial hearing.
2. If the College Panhellenic Notice of Infraction is delivered during a college/university break, the mediation/judicial hearing may be scheduled after classes resume or held during the break if all parties are available.

### Section 5. Mediation

The purpose of mediation is to find a solution satisfactory to both the party who filed the infraction.

#### A. The following elements of mediation shall be followed:

1. Mediation shall be closed to the public.
2. All participants in the mediation shall keep strict confidentiality.
3. No more than three participants (including a chapter advisor) shall represent either party and/or each fraternity involved at mediation.
4. In cases of infractions for which a Panhellenic Executive Board office or another individual has information regarding the infraction and did not file the infraction, then the person shall attend only for the purpose presenting the information, after which he/she shall be excused from the mediation.

#### B. The follow elements for the mediator shall be followed:

1. The Panhellenic President, in agreement with the fraternity/sorority advisor, shall appoint a neutral party to serve as the mediator.

2. Though it is preferable that the Panhellenic Advisor not serve as the mediator, the advisor can serve if he/she did not file the infraction or has not been involved with the reported incident.
3. The mediator shall not be an undergraduate student.
4. All parties must sign a summary of the mediation proceedings on the College Panhellenic Mediation Summary Report indicating the outcome of the mediation and their acceptance of the sanctions. The forms are available on the NPC website. A copy of the report shall be retained by the Panhellenic Advisor for three years.
5. Within 24 hours of the completion of the mediation, the Panhellenic President shall send a copy of the College Panhellenic Mediation Summary Report to the parties designated on the form.

Section 6. Judicial Board Hearing. If an agreement is not reached during the mediation process or the accused fraternity chooses to proceed directly to a judicial board hearing instead of mediation, a judicial board hearing shall be held.

A. General guidelines:

1. Hearings shall be closed to the public.
2. No more than three participants (including a chapter advisor) shall represent either party and/or each fraternity involved at a hearing.
3. In cases of infractions for which a Panhellenic Executive Board Officer or another individual has information regarding the infraction and did not file the infraction, then the person shall attend only for the purpose of presenting the information, after which he/she shall be excused from the judicial hearing.
4. The Vice President of Judicial Affairs will remind all individuals that only the truth will be tolerated.
5. Only PHJB justices can ask questions until they open the floor for questions to the accused party.
6. Accused students have the right to present evidence on their own behalf and may do so through presentation of witnesses or through their own testimony.
7. Witnesses are called in randomly and will be questioned individually. PHJB reserves the right to hear any and all witnesses they choose.
8. Formal records such as tape recordings and/or transcripts should be maintained for the hearing and should be made available for the accused if requested.
9. All parties must sign a summary of the hearing proceedings on the College Panhellenic Judicial Board Hearing Summary Report indicating the outcome of the hearing. Forms are available on the NPC website. A copy of the report should be retained by the Panhellenic Advisor for three years.
10. Within 24 hours of the completion of the judicial hearing, the Vice President of Judicial Affairs shall send a copy of the College Panhellenic Judicial Board Hearing Summary Report to the parties designated on the form.

B. PHJB shall follow format for the administration of the Judicial Hearing:

1. Clerk reads the grievance.
2. Pleading to charge.
  - a. If guilty, ask if they understand what a guilty plea signifies.

- b. If not guilty plea, proceed with the case.
3. Opening remarks by plaintiff.
4. Opening remarks by defense.
5. Presentation of evidence by plaintiff.
  - a. Questions by defense.
  - b. Questions by board members.
6. Presentation of evidence by defense.
  - a. Questions by plaintiff.
  - b. Questions by board members
7. Summation by plaintiff.
8. Summation by defense.
9. Closed deliberation procedure. Both parties then leave the room and the information is discussed by PHJB justices, and a vote is taken to decide guilt or innocence and the sanction to be imposed.
  - a. Deliberation by Hearing Board. PHJB will use “substantial evidence” to draw conclusions. All decisions will be arrived at by a majority vote.
    - i. In case of a tie, the Panhellenic Advisor and the Panhellenic President will listen to the taped hearing and make a decision within 10 days of the conclusion of the hearing.
  - b. Decision
    - i. If guilty, announce findings (sanctions) and right to appeal.
    - ii. If not guilty, announce findings.

## Section 7. Sanctions

- A. Appropriate Sanctions. PHJB shall strive to achieve a fair and reasonable resolution for infractions. Sanctions should fit the nature and degree of the offense.
  1. Monetary fines shall be acceptable only for a measurable offense of the Panhellenic’s governing documents or stated membership recruitment rules.
  2. The amounts of monetary fines shall be predetermined by a vote of the College Panhellenic Council and stated in the Panhellenic standing rules and/or membership recruitment rules prior to the beginning of recruitment.
  3. Examples of reasons for monetary fines may be limited to the following:
    - Late recruitment event invitation lists
    - Recruitment events that exceed designated event times
    - Prohibited postings on social media outlets
    - Required chapter attendance at Panhellenic-sponsored events
  4. Other examples of appropriate sanctions include:

- Complete restitution of property.
- Community service work.
- Letter of reprimand to be sent to the guilty chapter, with copies sent to the plaintiff, chapter advisor, International Headquarter Office and/or any other parties deemed necessary.
- Social probation
- Intramural probation.
- Organizational probation (No officers on any Panhellenic Council committees or boards.)
- Other reasonable penalties deemed necessary.

5. Sanctions shall not:

- Forbid formal or informal recruitment activities or the observance of an inter/national fraternity event such as an educational program, ritual ceremony or historical celebration.
- Affect a fraternity chapter's quota or total.
- Affect the time of new member acceptance and/or initiation.
- Forbid the right of an NPC fraternity to vote in Panhellenic Council meetings.
- Include removal from the College Panhellenic

B. Duration of Sanctions. The duration of any penalty imposed shall not exceed one calendar year from the time the decision is final.

C. NPC Notification of Sanctions. Within 24 hours of the completion of mediation or the judicial board hearing, the Panhellenic President or the Vice President of Judicial Affairs send a copy of the College Panhellenic Mediation Summary Report or College Panhellenic Judicial Board Hearing Summary Report (not including the minutes) to parties indicated on the report form.

## Section 8. Appeals

A. The decision of the College Panhellenic Association judicial board may be appealed by any involved party to the NPC College Panhellenic's Judicial Appeals Committee.

1. An appeal shall be filed with the Panhellenic President, using the process referenced in the judicial resource section in the Manual of Information and on the appeal form, within seven days of the decision.
2. The NPC Judicial Appeals Committee shall reverse or uphold the decision of the College Panhellenic Association judicial board. The NPC Judicial Appeals Committee may also dismiss or modify sanctions as the committee deems appropriate.
3. Any penalty shall begin only after all properly filed appeal(s) decisions have been rendered. If a
4. sanctioned fraternity wants to fulfill all or part of the sanctions pending the outcome of a filed
5. appeal(s), the fraternity shall have that option.

- B. If the NPC College Panhellenic's Judicial Appeals Committee is unable to resolve the appeal, the Judicial Appeals Committee chairman shall be responsible for the further conduct of the case. All data regarding the appeal shall be submitted in the following order, as needed, until resolution can be determined:
1. Inter/national presidents of the fraternity(s) involved
  2. NPC Executive Committee
  3. National Panhellenic Conference Board of Directors. The decision of the board of directors shall be final.

#### Article X. Nondiscrimination Clause

Section 1. The Panhellenic Association shall not discriminate on the basis of race, creed, national origin, ancestry, sex, age, handicap or sexual orientation in the selection of its members or in its programs unless federal or state laws allow for such exceptions.

Section 2. The Panhellenic Association prohibits sexual assault/harassment of any kind as outlined by federal and state law. Panhellenic strongly encourages women to report any misconduct to the proper authorities.

#### Article XI: Support Programming

Section 1: Prior to the start of the semester The Executive Board must issue a calendar of Panhellenic programming events. This includes but is not limited to workshops, roundtables, or trainings. When the calendar is distributed, mandated chapter attendance must also be listed

Section 2: Chapters are required to have the mandated attendance at the Panhellenic events listed in the calendar.

Section 3: When chapters have their finalized calendar it is suggested they send the completed calendar to the Panhellenic Vice President of Administration.