

Standing Rules of the College Panhellenic Council at University of Texas at Dallas

Article I. The Panhellenic Council

Section 1. Regular meetings

Regular meetings of the Panhellenic Council shall be held once a month on Mondays at noon in the Ritual Room. The dates shall be given at the beginning of each semester.

Section 2. Vote Requirements

- A. When a vote of 50/50 occurs, the deciding vote will go to either an unbiased administrator or to The University of Texas at Dallas's NPC advisor.

Article II. Financial Considerations

Section 1. Membership Dues

- A. The dues of each Panhellenic Association member fraternity shall be an assessment per member and new member. The amount of such dues shall be determined annually by College Panhellenic Council at the first meeting of the fall semester.
 1. Dues shall be sixteen (16) dollars per active and new member.
 - a. An active member is defined per the respective sorority.
 2. Dues are payable by a single check per chapter.
- B. Time of Payment. The dues of each Panhellenic Association member fraternity shall be payable by a date set by the Vice President of Finance each semester.
- C. Failure to pay dues shall result in a five percent (5%) additional weekly fee. Any chapter that fails to pay fines or dues within 30 days of receiving a bill will have various privileges revoked by the Executive Board.

Section 2. Chapter/Membership Fines.

- A. Each chapter must have ninety five percent (95%) of its chapter present at the Mandatory dates set forth on the College Panhellenic Council calendar. The chapter will be fined \$100.00 per mandatory event if a chapter does not have ninety five percent (95%) of its members present. The members present must stay through the duration of the event.
 - a. Excused absences include class, documented medical emergencies, and family emergencies or anything else deemed appropriate by the College Panhellenic Executive Board.
 - i. All excuses turned in after the due date regardless of nature will be excused at the discretion of the College Panhellenic Executive Board.
 - b. Each chapter must be provided a Panhellenic Calendar and must be given three (3) weeks' notice of all mandatory events.
 - c. Fines are payable by a single check per chapter.
- B. Delegates or alternate delegates should notify the Panhellenic Advisor or the Vice President of Administration at least two hours prior to the General Body meeting time if they are unable to attend the meeting. At the time of notification, the respective chapter must also name a suitable

delegate replacement. There is a \$50.00 chapter fine for missing a meeting with an unexcused absence.

- a. Excused absences include illness, family emergencies, and anything else deemed appropriate by the Executive Board or Panhellenic Advisor.
 - b. Each chapter is responsible for paying fines, which need to be paid in full within two (2) weeks of receiving an invoice from the College Panhellenic Council.
- C. When a chapter fails to fulfill their minimum Panhellenic commitments; i.e. Rho Gamma Applications, fundraisers, etc., a flat fine of \$100.00 will be assessed to the respective chapter.
 - D. Fines will be assessed if the items are not turned in by the specific due date. The fine will be announced when the due date is announced. The College Panhellenic Council allows the Executive Board the ability to determine the amount of the fine on a case-by-case basis.
 - E. All payments will be presented to the Vice President of Finance, President, or Greek Advisor at the beginning of General Body meetings.
 - F. A service charge of \$25.00 will be added to all returned checks, personal, or chapter.

Article III. Office Procedures

Section 1. Qualifications.

- A. The same sorority shall not hold the office of President for 2 years consecutively. The candidate for President must have served one (1) year on the Panhellenic Executive Council Board, one (1) year as a chapter delegate or chairperson, or as a Rho Gamma prior to being elected.
- B. All Panhellenic Executive Officers must be in good standing with their respective chapters and the Panhellenic Council; having fulfilled all financial and scholastic obligations. Each elected officer must be a member of a National Panhellenic Conference chapter.

Section 2. Procedures for election.

- A. Applications/letters for the Executive Board offices must be received from each delegate/candidate running for office and should be turned in to the current College Panhellenic Council Executive Board. Applications will be accepted until a specified date that will be designated by the College Panhellenic Executive Board.
- B. The Executive Board will interview each applicant during this allotted time and then will prepare a slate.
- C. At the time of the next Panhellenic meeting, the Executive Board will present the slate, and additional nominations may be taken from the floor. Nominations from the floor must have an application letter on file. If a woman does not submit a letter for the College Panhellenic Council Slate of Elections, then she cannot run off the floor.
- D. Slate will be voted on one (1) week after its presentation.
- E. Officers will be in training until the last Panhellenic fall semester meeting at which they will be installed.

Article IV. Officers and Duties

To hold office, a member must be a full-time student (12 hours or more) with at least a **2.8** cumulative grade point average and must be in good financial standing with her chapter to be eligible for selection. These requirements must remain fulfilled for the entirety of the term.

Section 3. Selection of officers

The selection process will include an application and interview conducted by the outgoing officers. The selection process will be completed by Dec 1st.

Article V. The Executive Board

1. The Executive Board shall:
 - B. Consist of six (6) officers: President, Vice President of Judicial Affairs, Vice President of Administration, Vice President of Finance, Vice President of Recruitment, and Vice President of Public Relations, and shall have such powers as are prescribed in the Bylaws of The University of Texas at Dallas College Panhellenic Council. They shall oversee all business related to the overall welfare of the College Panhellenic Council including recruitment (which do not violate the sovereignty, rights and privileges of member chapters).
 - C. Appoint all Standing and Special Committees and their Chairmen and, in making these appointments, recognize equal representation from all member fraternities.
 - D. Administer routine business between meetings of the College Panhellenic Council when advisable and such other business as has been approved for action by the College Panhellenic Council vote.
 - E. Report all action taken by the Executive Board at the next regular meeting of the College Panhellenic Council through the Vice President of Administration and record the action in the minutes of that meeting.
2. When a delegate vacancy occurs, it shall be the responsibility of the chapter concerned to select a replacement within four (4) weeks and to notify the College Panhellenic Council Secretary of her name, email address, and telephone number. When a meeting of College Panhellenic Council occurs while a delegate vacancy exists, the alternate delegate of the chapter concerned shall fulfill the duties of the delegate in all cases. The group will provide alternates until a replacement is found.
 - A. When an elected officer vacancy occurs, regular election procedures will be followed
3. Meetings. Regular meetings of the College Panhellenic Council shall be held at a time and place established at the beginning of each college term or semester.
4. Special meetings of the College Panhellenic Council may be called by the President when necessary and shall be called by her upon the written request of any member delegate of the College Panhellenic Council.
5. Agreements. The Unanimous Agreements (the Panhellenic Compact, Standards of Ethical Conduct, College Panhellenics Agreement, Agreement on Questionnaires and Constitutions and The Jurisdiction of a College Panhellenic Council) shall be the occasion for penalties established by the College Panhellenic Council at The University of Texas at Dallas in conformity with those recommended by National Panhellenic Conference (See College Panhellenics Agreement).
6. Quorum. Three-quarters of the voting delegates shall constitute a quorum for the transaction of business.

Article VI. Administration of Membership Selection

1. An early fall member recruitment shall be held.
2. The National Panhellenic Conference Quota-Total system shall be followed.
3. The preferential bidding system shall be used.
4. Except during the formal recruitment period, continuous open bidding shall be in effect during the school year (fall through spring) for all eligible women students.
5. Chapters which do not fill basic quota during formal recruitment may continue to bid and pledge to quota in continuous open bidding even though reaching quota puts them over total.
6. All formal membership selection events shall be held in a facility deemed appropriate by the Executive Committee.
7. Every regularly enrolled new member, initiate, or affiliate of a chapter shall be counted in the chapter total.
8. A roster of pledged, initiated and affiliated members shall be filed with the President of the College Panhellenic Council and with the Panhellenic Advisor according to the guidelines set by the recruitment rules and following chapter initiation
9. Any de-pledging, termination or other change in membership shall be reported to the President of the Panhellenic Association and the Panhellenic Advisor no later than seventy-two hours after it has occurred.
10. Summer Contact Guidelines
 - A. During the summer, the College Panhellenic Council may write letters of welcome to prospective university students and/or prospective members provided that they write as Panhellenic members, and not as individual fraternity members.
 - B. Fraternity members may contact Alumnae Panhellenic in their area to organize recruitment information parties for prospective students at The University of Texas at Dallas.
 - C. All other rules shall be determined annually by the College Panhellenic Executive Council and shall be outlined in the recruitment rules.

Article VII. Pledging and Initiation

1. A woman must be a regularly matriculated student to be eligible for recruitment and pledging.
2. A College Panhellenic Council member fraternity may not issue an invitation to membership or formally pledge a woman during any school recess.
3. A pledge may be initiated whenever she has met the requirements of the fraternity to which she is pledged.

Panhellenic Formal Recruitment Rules Compact 2017

We, as members of the College Panhellenic Council organization, mutually agree to abide by the following outline regarding Recruitment Rules and policies.

I. Expectations

General Expectations

1. We will uphold all NPC Unanimous Agreements.
2. UT Dallas and CPC will follow NPC's recommendations for release figures.
3. A woman will not give a promise, either verbal or written, to join a certain sorority before bids are distributed by Panhellenic.
4. The use of alcoholic beverages and illegal substances is prohibited in membership recruitment and bid day activities.
5. During Limited Interaction Period:
 - a. We will not make purchases for a PNM and vice-versa
 - b. We will not provide transportation for a PNM and vice-versa
 - c. We will not invite or allow a PNM to our homes and vice-versa.
6. The participation of men in membership recruitment and bid day activities is prohibited.
7. Suspended women from chapters are not allowed to be a part of Formal Recruitment.
8. Alumnae are allowed to participate in Formal Recruitment, however, the chapter will be held accountable for their actions. Their participation/assistance should be reserved as behind the scenes role to assist and never to actively participate in the recruitment process and have potential new member contact with the exception of designated inter/national member organization staff, volunteers, organizational visitors and traveling leadership consultants. Alumnae must dress differently than collegiate women and wear a nametag, which indicates alumnae status.
9. No chapter should require members to purchase new clothing for recruitment purposes.

Dates

Disaffiliation	August 7, 2017
Limited Interaction Period	May 9, 2017- September 4, 2017
Strict Silence	September 4, 2017
	<i>Panhellenic Recruitment 2017 Begins</i>
Day 1- Formal Recruitment (Information Day)	September 2, 2017
Day 2- Formal Recruitment (Philanthropy)	September 3, 2017
Day 3- Formal Recruitment (Preference)	September 4, 2017
Bid Day	September 4, 2017

Potential New Member

Eligibility

1. A woman must be an undergraduate student regularly matriculated in the institution to be eligible to participate in membership recruitment.
2. Must not be an initiated member of another NPC group.

3. Has not accepted a bid at UT Dallas since the previous primary recruitment.

Expectations/Requirements

1. Abide by the General Expectations.
2. Abide by Potential New Member Bill of Rights.
3. Report violations of the Recruitment Rules.
4. A woman will attend all events to which she has received invitations. In the event of illness or emergency, she will notify Panhellenic and/or her recruitment counselor if she cannot attend.
5. Register for Formal Recruitment on Campus Director (computer system used for Formal Recruitment).
6. Pay a Formal Recruitment fee of \$40.

Member Expectations

1. Limited Interaction Period
 - a. We will behave and communicate in a Panhellenic-spirited manner. Members will promote all Greek organizations with a "Go Greek" attitude.
 - b. If there are unforeseen circumstances (roommates, exchange of goods/services, classwork) the chapter member must notify the members of the Recruitment Team for clearance.
2. Strict Silence
 - a. We will not hold conversations with Potential New Members outside of Formal Recruitment unless in a University Mandated setting. No member of a College Panhellenic organization may communicate with a PNM at the conclusion of their Preference Parties until the Bid Day event begins.
3. Electronic Communication during Limited Interaction Period
 - a. We will set ALL social media applications (Facebook, Twitter, Instagram, etc.) to "my friends only", "me only", and/or private. Members must protect any further updates made to all social media applications. Chapters will have set check days to help monitor social media applications. These set dates will be assigned by the Recruitment Team.
 - b. No messages of any sort (i.e. phone, email, social networking sites) and no exchanging of contact information.
 - c. If we are connected, we will send the Potential New Member the contact information of the Recruitment Team.
 - d. We will always have Panhellenic spirit and "Go Greek" conversation in regards to Formal Recruitment.
 - e. We will not issue an invitation of any sort to meet a Potential New Member or connect them by any method to obtain information for any reason (i.e. letters of recommendation, resume, phone call, email, social networking).
 - f. Any published media should reflect the chapter and Greek Life in a positive manner.
4. Interaction with Rho Gamma's during affiliation
 - a. We will not reveal a Rho Gamma's affiliation.
 - b. We will not discuss Potential New Members.

Rho Gamma Expectations

1. Each chapter must submit 10 Rho Gamma applications, unless previously adjusted by the Recruitment Team.
2. The following also applies to members of the College Panhellenic Executive Council.
3. Must keep affiliation secret.
4. Must attend agreed upon number of events.
5. Must abide by the same online networking requirements mentioned in the member expectations. Only Panhellenic Executive Council and Rho Gammas may contact Potential New Members.
6. Must be active and in good standing in their chapter.
7. Must have a “Go Greek” attitude at all times with anything related to Formal Recruitment.
8. Must abide by Rho Gamma contract and training material.
9. Must attend all Rho Gamma training meeting/retreats
10. Rho Gammas removed from their position will not be allowed to participate in Formal Recruitment. Chapters will be responsible for filling their spots at the discretion of the College Panhellenic Council.

Orientation Team Members, Athletic Team Members, and Peer Advisor Expectations

1. Must abide by all of the expectations listed under Member Expectations parts 2 and 4.
2. Must abide by all guidelines for social media applications, including personal profiles, photos or links that could be considered to promote your sorority. Must strictly use good judgment when contacting PNMS; must be considered necessary for obligations with the university.
3. Must have a “Go Greek” attitude (not promoting one group over another) at all times, except for scheduled formal recruitment events

Fines and Infractions

1. Fines may be given out for the following reasons:
 - a. Not submitting documents by deadlines. These documents include, but are not limited to, recruitment event invitation lists and detailed theme submissions.
 - b. Recruitment events that do not meet designated event time frame. This includes opening doors too early or too late, and closing doors too early or too late.
 - c. Prohibited postings on social media outlets. This includes posts that reveal a Rho Gamma’s affiliation, and posts that do not comply with the Panhellenic Code of Ethics.
 - d. Lack of required chapter attendance at Panhellenic-sponsored events. This includes having over or under the required amount.
2. Fine Prices are set as:
 - a. Five dollars for every hour a document is submitted after the deadline.
 - b. Five dollars for every minute the doors open and/or close too late and/or too early.
 - c. Twenty dollars per post that is made that does not comply with the recruitment

- compact rules and the Panhellenic Code of Ethics.
- d. Ten dollars per member if the exact number of required attendance is not met. This fine applies to the lack of members in attendance and/or if the number attendance of members exceeds the set amount.
3. Any consequences to infractions made by a chapter, or its members, must be made following the proper judicial procedure protocol, as stated in the most current NPC Manual of Information.

II. No Frills Policies

General Guidelines

1. Any decorations or items may not be used during Formal Recruitment except as designated below.
2. All Student Union policies and procedures must be followed for the duration of formal recruitment. These include, but are not limited to:
 - a. Student Union hours of operation should be respected.
 - b. No flames whatsoever. The use of battery operated candles is allowed.
 - c. Everything must be free standing and at least 1 foot away from the recruitment room walls and no artificial walls may be used (including, but not limited to lattice).
 - d. No red drinks.
 - e. All forms of glitter are prohibited (including, but not limited to, spray paint, glue, and loose glitter).
 - f. Any and ALL electronics must be approved by the Panhellenic Council for safety purposes.
3. Everyone must wear a nametag, including collegiate women and alumnae.
4. Chapter composites may be displayed on an easel, but must not reveal the Rho Gammas.
5. Wooden letters may be displayed.
6. Entrance and exit songs are allowed
7. Tablecloths, display boards, any clothing items, and chapter paraphernalia may be used to promote a "theme" for the party.
8. All balloons used as part of the theme must be weighted or tied to a table.
9. Chapters must supply their own decorations and supplies.
10. Christmas type lights permitted as long as not attached to walls.
11. \$1000 maximum budget. Does not include any and all pre-existing materials (not paid for upcoming recruitment) and already owned or previously used by the chapter. Each chapter will submit a budget for Panhellenic review.
 - a. For any new chapter going through Formal Recruitment for the first time, they should have all expenses approved by the Panhellenic advisor. However, the maximum number of years for the chapter to go over the \$1000 budget is two (2) years. The first year the new chapter may exceed the \$1000 budget by \$1000. The second year the new chapter may exceed the \$1000 budget by \$500. Any expense over the \$1000 original budget must be approved by the Panhellenic

advisor.

12. The Student Union Galaxy Rooms A and C will be used along with the Faculty-Staff Dining Hall until more space is needed.
13. Room will be checked only once for compliance at designated scheduled time, if room is not ready the Recruitment Team will list infractions for the particular chapter.
14. No room sprays or scents unless previously approved by the Panhellenic Council.
15. Chapters are to eliminate all letters, gifts, notes, and favors from all activities and days given to PNMs.

Day 1 Guidelines

1. Each party has a time limit of 30 minutes with a 3 minute warning before and after each party.
2. A maximum of 72 balloons may be used in the room per student union regulation. No balloon structures are allowed; i.e., no balloon arches or columns. All balloons must have string attached to them for removal purposes.
3. Tablecloths, display boards, any clothing accessories and chapter paraphernalia may be used to promote a "theme" for the party.
4. An optional video is allowed but must be approved by the Recruitment Team; however, no other types of paper media may be handed out.
5. No games, crafts, or other activities that may distract from conversation are allowed. This includes skits, narratives, or live performances.
6. No food or drinks may be served.
7. Only attire approved in advance by the Recruitment Team may be worn. Any inquiries to adaptations of apparel may be discussed and confirmed with the recruitment team.
8. A member of Panhellenic Executive council can be present in chapter rooms.
9. A door stack may be conducted as a part of the goodbye.
10. Chapters are allowed to have photographs of members organized on boards, albums, or in a rotating slide show to be shown on a projector. This does not include members who serve on CPC or Rho Gammas.

Day 2 Guidelines

1. Each party has a time limit of 45 minutes.
2. Tables may be used to provide seating to potential new members and chapter members. Table decorations, including table cloths, centerpieces, philanthropy materials, and other philanthropy related decorations are allowed.
3. Tablecloths, display boards, any clothing accessories and chapter paraphernalia may be used to promote a "theme" for the party.
4. Seating may be provided for everyone.
5. No food or drinks may be served.
6. Only attire approved in advance by the Recruitment Team and the may be worn. No chapter should require members to purchase new clothing for recruitment purposes. Any inquiries to adaptations of apparel may be discusses and confirmed with the recruitment team.
7. A maximum of 72 balloons may be used in the room per Student Union regulation. No balloon structures are allowed; i.e., no balloon arches or columns. All balloons must have string attached to them for removal purposes.

8. All chapters may provide a philanthropic project or philanthropic activities for chapter members and potential new members to complete within the time limit of the party. No other activities, including skits, narratives or live performances, will be allowed.
9. All tables must be provided by the Student Union.
10. Chapters may use a video if it is an official video of the philanthropy and/or may have a presentation about the philanthropy. These need to be turned into the Recruitment Team and the Director of Fraternity and Sorority Life to be approved by August 11th at 5:00 P.M.
11. A member of Panhellenic Executive council can be present in chapter rooms.
12. A door stack may be conducted as a part of the goodbye.
13. Chapters are allowed to have photographs or members organized on boards, albums, etc. This does not include members who serve on CPC or Rho Gammas.

Day 3 (Preference Day) Guidelines

1. Each party has a time limit of 1 hour.
2. A sufficient amount of tables may be used to provide seating to potential new members and chapter members, displays, and ceremonies. These may be provided by the chapter or the Student Union.
3. Seating is allowed for everyone.
4. No food or drinks. Tablecloths, centerpieces, lights and other general decorations may be used for the purpose of decorating the tables.
5. Live performances are allowed; i.e. ceremonies.
6. Audio/visual equipment may be reserved from the Student Union for the purpose of showing a video, slide show, or other similar media presentation. The chapters must use the same type of projection screens.
7. Ceremonial props may be used; i.e. flowers, symbols, musical instruments, etc.
8. A maximum of 72 balloons may be used in the room per Student Union regulations. No balloon structures are allowed; i.e., no balloon arches or columns.
9. Only attire approved in advance by the Recruitment Team and the may be worn. No chapter should require members to purchase new clothing for recruitment purposes. Any inquiries to adaptations of apparel may be discusses and confirmed with the recruitment team.
10. A door stack may be conducted as a part of the goodbye.

Continuous Open Bidding

1. COB begins immediately after bids are distributed in the designated primary recruitment period, and is open to all unaffiliated female students on campus without any requirement of prior participation in a primary recruitment period. Neither NPC chapters, nor potential new members, should be required to register for COB. The purpose of COB is to enable those chapters that did not pledge to quota, or pledged quota but did not reach total, to pledge additional new members immediately following the primary membership recruitment period. The intent of COB is to provide maximum opportunities for membership to the greatest number of chapters possible.

III. Definitions

1. Disaffiliation: when members of the College Panhellenic organizations remove ties from their chapter for the Formal Recruitment season.
2. Limited Interaction: Time frame when members will promote all Greek organizations with a

- “Go Greek” attitude.
3. Rho Gamma: A member of The University of Texas at Dallas College Panhellenic Council who disaffiliates from their organization for the disaffiliation period to provide a non-biased view for Potential New Members during Formal Recruitment. This term includes the Recruitment Counselors and the College Panhellenic Council Executive Board.
 4. Potential New Member (PNM): Any female enrolled at The University of Texas at Dallas that meets the PNM requirements listed above.
 5. Strict Silence: Time frame when no member of a College Panhellenic organization may communicate with a PNM unless University Mandated.
 6. Panhellenic-Spirited Manner: consists of having a “Go Greek” attitude at all times during Formal Recruitment and no disparaging remarks will be made about another CPC group.
 7. Recruitment Team: Consists of the Recruitment Coordinator, President, and Vice President of the College Panhellenic Council.
 8. University Mandated setting: class, organizations/club meetings, and athletics team activities at the University of Texas at Dallas.

Recruitment Rules revised and updated 20 February, 2017

CODE OF ETHICS

THE UNIVERSITY OF TEXAS AT DALLAS COLLEGE PANHELLENIC ASSOCIATION RECRUITMENT CODE OF ETHICS

We, the members of women's sororities at the University of Texas at Dallas, agree to promote honesty, respect, sisterhood and cooperation within the College Panhellenic and our respective chapters and in our daily lives. This code of ethics is designed to inspire our members, reinforce exemplary conduct and values-based leadership, and perpetuate lifelong membership to enrich the sorority and Panhellenic experience.

We, as Panhellenic women of the University of Texas at Dallas, agree on and commit to:

- Uphold and demonstrate the Panhellenic spirit in thought, word and action through our chapters as well as individual members.
- Demonstrate ethical behavior and conduct ourselves in a manner consistent with the mission and values of the College Panhellenic, each inter/national organization and our institution.
- Respectfully adhere to the Unanimous Agreements and all policies established by the National Panhellenic Conference.
- Avoid disparaging remarks about any sorority or collegiate woman and refrain from discussing Panhellenic matters with nonmembers, in accordance with the dignity and good manners of sorority women.
- Recognize friendly relations with all collegiate women, both sorority members and nonmembers, realizing the importance of creating and building friendships.
- Plan recruitment events that provide opportunities for the greatest possible number of women to become sorority members while protecting the rights and privileges of individuals and the chapters.
- Provide a safe, positive and enriching recruitment experience, understanding that membership is a social experience arrived at by mutual selection.
- Strive to be truthful, honorable, open and friendly to all potential new members during all recruitment events.
- Be respectful of the rights of every potential new member to make her own choices, including the right not to join the women's sorority community.
- Refrain from limiting a potential new member's chances of becoming a member of the Panhellenic community by encouraging her to make a single intentional preference or to limit her choices.

We, as Panhellenic women of the University of Texas at Dallas, also agree on and commit to:

- Respectfully adhere to the bylaws and recruitment rules of the University of Texas at Dallas Panhellenic Association.
- Abide by all local and federal laws and NPC inter/national member organization bylaws.

- Hold one another accountable to these standards, remembering at all times that we represent not only our individual chapters but also the Panhellenic community as a whole.

As Panhellenic women of the University of Texas at Dallas, these are the tenets by which we strive to live.

Code of Ethics date adopted: 20 February, 2017

STANDING RULES AMENDED: 17 April, 2017