



COLLEGE PANHELLENIC BYLAWS

Bylaws of The University of Mississippi College Panhellenic

Article I. Name

The name of this organization shall be The University of Mississippi College Panhellenic.

Article II. Object

The object of the College Panhellenic 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 unanimous resolutions, policies, and best practices.
5. Act in accordance with 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 Mississippi College Panhellenic shall be composed of all chapters of National Panhellenic Conference fraternities at The University of Mississippi regular members of the College Panhellenic Council shall pay dues as determined by the College Panhellenic Council. Each regular member shall have voice and one vote on all matters.
- B. **Provisional membership.** The provisional membership of The University of

Mississippi College Panhellenic shall be composed of all colonies of National Panhellenic Conference fraternities at the University of Mississippi. 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 a National Panhellenic Conference fraternity.

- C. **Associate membership.** Local sororities or national or regional non-National Panhellenic Conference member groups may apply for associate membership of The University of Mississippi College Panhellenic. The membership eligibility requirements, 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 College Panhellenic Council. An associate member shall have voice and one vote on all matters except extension-related matters. 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.

Section 2. Privileges and Responsibilities of Membership

- A. **Duty of compliance.** All members, without regard to membership class, shall comply with all National Panhellenic Conference Unanimous Agreements and be subject to these University of Mississippi College Panhellenic bylaws, code of ethics, and any additional rules this Panhellenic Association adopt unless otherwise prescribed in these bylaws. Any rules adopted by this College Panhellenic in conflict with the National Panhellenic Conference Unanimous Agreements shall be void.

Article IV. Executive Board Officers and Duties

Section 1. Officers

The officers of The University of Mississippi College Panhellenic shall be President, Vice President of Standards, Vice President of Recruitment, Assistant Vice President of Recruitment, Vice President of Recruitment Counselors, Vice President of Public Relations, Vice President of Academics, Vice President of Administration, and Vice President of Philanthropy.

Section 2. Eligibility

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

- A. **Regular membership.** Members from women's fraternities holding regular

membership in the University of Mississippi College Panhellenic shall be eligible to serve as any officer.

B. Provisional membership. Members from women's fraternities holding provisional membership in University of Mississippi College Panhellenic shall not be eligible to serve as an officer.

C. Associate membership.

Members from women's fraternities holding associate membership in the University of Mississippi College Panhellenic shall not be eligible to serve as an officer.

Section 3. Selection of Officers

The offices of President, Vice President of Standards, Vice President of Recruitment, Assistant Vice President of Recruitment, Vice President of Recruitment Counselors, Vice President of Administration, Vice President of Public Relations, Vice President of Academics, and Vice President of Philanthropy of the University of Mississippi College Panhellenic Council shall be elected by ballot, except if there is only one nominee for an office that nominee shall be declared elected.

Section 4. Eligibility of Officers

In order to be slated for a Panhellenic Council Executive Board position, women only applicants must meet the following requirements:

1. President must have served as at least one of the following:
 - a. Recruitment Counselor for at least one term
 - b. Standards Board member for at least one term
2. Vice President of Standards must have served as:
 - a. Standards Board member for at least one term
3. Vice President of Recruitment must have been at least one of the following:
 - a. Assistant Vice President of Recruitment
 - b. Recruitment Counselor for at least one term
 - c. Chapter Recruitment Chair for at least one term
 - d. Standards Board member for at least one term
4. Vice President of Recruitment Counselors must have served as:
 - a. Recruitment Counselor for at least one term

5. Vice President of Administration and Finance, Philanthropy, Academics, and Public Relations must have served as at least one of the following:
 - a. Chapter Leadership position for at least one term
 - b. Panhellenic Delegate for at least one term
 - c. Junior Panhellenic Delegate for at least one term
 - d. Standards Board for at least one term
 - e. Recruitment Counselor for at least one term

6. Assistant Vice President of Recruitment
 - a. Must be a sophomore member in good standing of a Panhellenic chapter.

Section 4. Office-holding limitations.

Every effort is made to diversify the Executive Board.

The Assistant Vice President of Recruitment is designated as a two-year position. If the Assistant Vice President of Recruitment wishes to apply for a position on Executive Council other than Vice President of Recruitment, she must step down from her position three weeks prior to the release of applications for the preceding executive council. Otherwise, she will move into the position of Vice President of Recruitment and no applications will be open for that position.

Section 5. Nomination Procedure

The nominating committee will consist of the former Executive Board. A nominating committee of eight members shall be elected by ballot by the Panhellenic Council. A majority vote shall elect. The members of the nominating committee shall elect their own chairman. The nominating committee shall consider the qualifications of all candidates for elected officers and shall nominate at least one name for each elected officer position.

Section 6. Term

The officers shall serve for a term of one year or until their successors are selected. The term of office will begin at the beginning of the spring academic term.

Section 7. Regular Meetings

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

Section 8. Special Meetings

Special meetings of the Executive Board shall be called by the president when necessary.

Section 9. Removal

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

Section 10. Vacancies

Vacancies shall be filled in the same manner of selection as provided in Section 3 of this article.

Section 11. Quorum

Two-thirds of the Executive Board shall constitute a quorum for the transaction of business.

Section 12. Duties of Officers

A. The President shall:

1. Preside at all meetings of the Panhellenic Council.
2. Serve as an ex-officio member of all Panhellenic Council committees.
3. Communicate regularly with the Panhellenic advisor.
4. Ensure that the National Panhellenic Conference annual report is completed.
5. Communicate regularly with the National Panhellenic Conference area advisor.
6. Maintain current copies of the following: The University of Mississippi College Panhellenic bylaws and standing rules; the College Panhellenic budget; contracts executed on behalf of the Panhellenic Association; correspondence and materials received from the National Panhellenic Conference area advisor; all College Panhellenic reports to National Panhellenic Conference; and other pertinent materials.
7. Serve as the public face of the Panhellenic community.
8. Work during the summer at orientation sessions and in the Office of Fraternal Leadership and Learning.
9. Serve two hours per week in the Office of Fraternal Leadership and Learning.
10. Meet regularly with FLL advisor.
11. Be familiar with the National Panhellenic Conference Manual of Information and all governing documents of this association.
12. Perform all other duties as assigned.

B. The Vice President of Standards shall:

1. Perform the duties of the President in her absence.
2. Be the chairperson for the Standards Board.
3. Coordinate the selection, education, and training of the Standards Board.
4. Schedule and preside over Standards Board meetings.

5. Supervise Standards Board during recruitment.
6. Ensure that all Panhellenic chapters are treated fairly and promote a Panhellenic spirit.
7. Enforce and revise all Panhellenic documents.
8. Shall be familiar with the National Panhellenic Conference Manual of Information and all governing documents of this association.
9. Serve two hours per week in the Office of Fraternal Leadership and Learning.
10. Meet regularly with FLL advisor.
11. Perform all other duties as assigned.

C. The Vice President of Administration and Finance shall:

1. Keep an up-to-date roll of the members of Panhellenic Council.
2. Record minutes of all meetings of The University of Mississippi College Panhellenic Council.
3. Maintain a complete and up-to-date file that includes the minutes of all meetings from the date of organization and current correspondence.
4. Send meeting minutes to the National Panhellenic Conference area advisor.
5. Supervise the finances of the University of Mississippi College Panhellenic.
6. Prepare the annual budget and, after its approval by the Panhellenic Council, provide a copy to each University of Mississippi College Panhellenic member fraternity.
7. Receive all payments due to the College Panhellenic, collect all dues, and give receipts.
8. Promptly pay the annual National Panhellenic Conference dues and all bills of the University of Mississippi College Panhellenic.
9. Maintain up-to-date financial records.
10. Give a financial report at each regular meeting of the Panhellenic Council and an annual report at the close of her term of office.
11. Serve two hours per week in the Office of Fraternal Leadership and Learning.
12. Meet regularly with FLL advisor.
13. Shall be familiar with the National Panhellenic Conference Manual of Information and all governing documents of this association.
14. Perform all other duties as assigned.

D. The Vice President of Public Relations shall:

1. Develop and maintain a comprehensive public relations plan for the College Panhellenic.
2. Promote College Panhellenic community events, accomplishments, and goals by drafting articles and advertisements for publication in the student newspaper, and by regularly posting on the College Panhellenic social media accounts.

3. Keep College Panhellenic website up to date.
4. Create informational handout to be given to those interested in learning more about the College Panhellenic community.
5. Work with the other governing councils to promote the entire fraternity and sorority community
6. Work with the Vice President of Recruitment in revising the College Panhellenic Potential New Member Recruitment Guide and composing a new edition for formal recruitment.
7. Serve two hours per week in the Office of Fraternal Leadership and Learning.
8. Meet regularly with FLL advisor
9. Shall be familiar with the National Panhellenic Conference Manual of Information and all governing documents of this association.
10. Perform all other duties as assigned.

E. The Vice President of Recruitment shall:

1. Maintain current formal recruitment rules.
2. Correspond with sororities on recruitment issues.
3. Attend monthly meetings with advisors and recruitment chairs along with the Panhellenic advisor.
4. Distribute post-recruitment surveys to recruitment chairs, chapter presidents, Panhellenic delegates, and new members.
5. Work during the summer at orientation and in the Office of Fraternal Leadership and Learning.
6. Serve as chairperson on the recruitment committee.
7. Be responsible for the recruitment portion of the website and potential new member registration on Campus Director.
8. Plan the formal recruitment schedule, event times, and round matrixes.
9. Reserve rooms for formal recruitment.
10. Coordinate the revision of the CPH Recruitment Guide and be responsible for composing a new edition for formal recruitment.
11. Shall be familiar with the National Panhellenic Conference Manual of Information and all governing documents of this association.
12. Serve two hours per week in the Office of Fraternal Leadership and Learning.
13. Meet regularly with FLL advisor.
14. Perform all other duties as assigned.

F. The Vice President of Recruitment Counselors shall:

1. Observe and assist the Vice President of Recruitment in all activities pertaining to formal recruitment.
2. Perform distribution of Recruitment Counselor applications.
3. Serve as chairman for the selection of Recruitment Counselors.

4. Conduct Recruitment Counselor interviews and selection.
5. Coordinate Recruitment Counselor training and retreat.
6. Maintain a Recruitment Counselor summer training book.
7. Supervise the Recruitment Counselors during recruitment.
8. Schedule weekly Recruitment Counselor meetings and compose a calendar of all dates for Recruitment Counselor.
9. Work during the summer at orientation and in the Fraternity and Sorority Life Office planning formal recruitment.
10. Distribute post-recruitment surveys to Recruitment Counselors.
11. Serve two hours per week in the Office of Fraternal Leadership and Learning.
12. Meet regularly with FLL advisor.
13. Shall be familiar with the National Panhellenic Conference Manual of Information and all governing documents of this association.
14. Perform all other duties assigned.

G. The Vice President of Academics shall:

1. Serve as chairperson for the scholarship committee.
2. Be responsible for recognizing the scholarship of Panhellenic members by selecting a Scholar of the Month.
3. Serve as Vice President of Rho Lambda Panhellenic Honor Society and assist the President.
4. Organize programming to educate all Panhellenic members.
5. Coordinate an education plan for Panhellenic women to enhance the learning experience for Panhellenic and fraternity/sorority community.
6. Serve two hours per week in the Office of Fraternal Leadership and Learning
7. Meet regularly with FLL advisor.
8. Shall be familiar with the National Panhellenic Conference Manual of Information and all governing documents of this association.
9. Perform all other duties assigned.

H. The Vice President of Philanthropy shall:

1. Coordinate major Panhellenic community and philanthropic events, including but not limited to Sisterhood Week, C.A.R.E. Walk, and CASA Encore.
2. Coordinate the spring philanthropy for the Panhellenic Council.
3. Provide information about philanthropic and community service projects available.
4. Organize a rotating group of Panhellenic members to support philanthropic endeavors on campus.
5. Shall be familiar with the National Panhellenic Conference Manual of Information and all governing documents of this association.
6. Serve two hours a week in the Office of Fraternal Leadership and Learning
7. Meet regularly with FLL advisor.

8. Perform all other duties assigned.
- l. The Assistant Vice President of Recruitment shall:
 1. Serve as a de-facto member of the Executive Board, working exclusively with recruitment.
 2. Observe and assist the Vice President of Recruitment with recruitment related tasks.
 3. Attend monthly meetings with advisors and recruitment chairs along with the Panhellenic advisor and Vice President of Recruitment.
 4. Shall be familiar with the National Panhellenic Conference Manual of Information and all governing documents of this association.
 5. Serve one hour per week in the Office of Fraternal Leadership and Learning.
 6. Meet regularly with FLL advisor.
 7. Perform all other duties as assigned.

Article V. The Panhellenic Council

Section 1. Authority

The governing body of the University of Mississippi College Panhellenic 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 Mississippi College Panhellenic 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 only fraternities.

Section 2. Composition and Privileges

The University of Mississippi College Panhellenic Council shall be composed of one delegate and one alternate delegate from each regular, provisional, and associate member group at The University of Mississippi 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.

Section 3. Selection of Delegates and Alternates

Delegates and alternates to the Panhellenic Council shall be selected by their respective women's only fraternity chapters to serve for a term of one year commencing at the beginning of the spring academic term.

Section 4. Delegate Vacancies

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

Section 5. Regular Meetings

Regular meetings of the Panhellenic Council shall be held weekly at a place established at the beginning of each academic term.

Section 6. Annual Meeting

The annual meeting of the Panhellenic Council shall be held during the month of November. The purpose of the annual meeting shall be for the election of officers and any other business that may properly come before the delegates.

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 less than one-fourth of the member women's fraternities of the University of Mississippi College Panhellenic. 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 Mississippi College Panhellenic 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 XII for specific voting requirements for the amendment of these bylaws.

Article VI. Committees

Section 1. Standing Committee

- A. The standing committee of the University of Mississippi College Panhellenic shall be the Junior Delegates ~~Judicial Board~~ and Membership Recruitment Committee.
- B. Term. The standing committee shall serve for a term of one year, which shall coincide with the term of the officers.

Section 2. Appointment of Committee Membership

The Panhellenic Council 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's only fraternities as much as possible. The president shall be an ex-officio member of all committees except the Standards Board and the Recruitment Counselors.

Section 3. Membership Recruitment Committee

The Membership Recruitment 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 4. Junior Panhellenic

Junior Panhellenic shall consist of the Vice President of Public Relations as chairman and one member from each fraternity, who shall be selected by the Executive Board of her chapter. Junior Panhellenic shall be responsible for all matters pertaining to the promotion of

philanthropy and community.

Article VII. Panhellenic Advisor

Section 1. Appointment

The Panhellenic advisor of the University of Mississippi College Panhellenic shall be appointed by the University of Mississippi administration.

Section 2. Authority

The Panhellenic advisor shall serve as an advisory capacity to the University of Mississippi College Panhellenic. The Panhellenic advisor shall have voice but no vote in all meetings of the Panhellenic Council.

Article VII. Finances

Section 1. Fiscal Year

The fiscal year of the University of Mississippi College Panhellenic shall be from January 1st to January 1st inclusive.

Section 2. Contracts

Dual signatures of the President, Vice President of Administration, and the Panhellenic Advisor shall be required to bind the University of Mississippi College Panhellenic on any contract.

Section 3. Checks

All checks issued on behalf of the University of Mississippi Panhellenic Association shall bear dual signatures. The following shall be authorized to be one of the two required signatures: the President, Vice President of Administration, Fraternal Leadership and Learning staff members, or the Panhellenic graduate assistant.

Section 4. Payments

All payments due to the University of Mississippi College Panhellenic shall be received by the Vice President of Administration, who shall record them. Checks for payments shall be made payable to the University of Mississippi College Panhellenic.

Section 5. Dues

- A. National Panhellenic Conference College Panhellenic dues shall be paid yearly as invoiced by the National Panhellenic Conference office.
- B. College Panhellenic 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 February of that year.
 - 2. The dues of each College Panhellenic member fraternity shall be payable on or before October 1st and February 1st.
 - 3. The dues for each chapter's new member class should be paid on or before November 1st.

Section 6. Fees and Assessments

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

Article VIII. Extension

Section 1. Extension is the process of adding a National Panhellenic Conference women's only fraternity. The University of Mississippi College Panhellenic shall follow all National Panhellenic Conference

Unanimous Agreements and National Panhellenic Conference extension guidelines found on the National Panhellenic Conference website and in the Manual of Information.

Section 2. Voting rights

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

Article IX. Violation Resolution

Section 1. Violation

Chapters shall be held accountable for the conduct of their individual collegiate and alumnae members. Conduct contrary to the National Panhellenic Conference Unanimous Agreements, these bylaws, the Panhellenic code of ethics, standing rules and/or membership recruitment

regulations of the University of Mississippi College Panhellenic 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. Standards process

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

- A. **Mediation.** Mediation is the first step of the Standards process. The University of Mississippi College Panhellenic shall follow all National Panhellenic Conference Unanimous Agreements concerning the Standards process found in the Manual of Information.
- B. **Standards Board hearing.** When a violation is not settled informally or through mediation, the Standards Board shall resolve the issue in a Standards Board hearing. The Panhellenic Council shall follow Standards procedures laid out in the Manual of Information and that are consistent with the National Panhellenic Conference Unanimous Agreements.
- C. **Appeal of Standards Board decision.** A decision of the Standards Board may be appealed by any involved party to the National Panhellenic Conference College Panhellenic Standards Appeal Committee. The University of Mississippi College Panhellenic shall follow all National Panhellenic Conference Unanimous Agreements concerning the appeals process found in the Manual of Information.

Article X. Hazing

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

Article XI. Parliamentary Authority

The rules contained in the current edition of Robert's Rules of Order Newly Revised shall govern the University of Mississippi College Panhellenic in all cases to which they are applicable and in which they are not inconsistent with the National Panhellenic Conference Unanimous Agreements, these bylaws, and any special rules of order the University of Mississippi College

Panhellenic may adopt.

Article XII. Amendment of Bylaws

These bylaws may be amended at any regular or special meeting of the University of Mississippi College 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 XIII. Dissolution

This Association shall be dissolved when only one regular member exists at University of Mississippi. In the event of the dissolution of this Association, none of the assets of the Association shall be distribute 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

I. Awards

It is the expectation of the Panhellenic Executive Board President to apply for any regional or national awards. These awards may include, but are not limited to, National Panhellenic Conference awards, Southeastern Panhellenic Conference awards, and any applicable campus awards. In addition, the Vice President of Academics will coordinate the implementation of any council Panhellenic awards, such as Panhellenic Teacher of the Month, Highest Sorority GPA, Most Improved Chapter GPA, and recognition for women with a 4.0. These awards will be presented at the Fraternal Leadership and Learning Awards Banquet.

II. Code of Ethics

The Panhellenic Council's Code of Ethics will be a separate document.

III. Recruitment Rules

The Recruitment Rules of the University of Mississippi College Panhellenic will be a separate document.

IV. Social events

Any member organization hosting any type of event must make sure to follow the University of Mississippi registration process as well as keeping consistent with policies for events with their national organization.

V. Recruitment Counselor Requirements and Expectations

The Recruitment Counselor Requirements and Expectations will be a separate document.

VI. ~~Judicial~~ Standards Board Requirements and Expectations

The ~~Judicial~~ Standards Board Requirements and Expectations will be a separate document.

~~VII. Standards Board Requirements and Expectations~~

~~The Standards Board Requirements and Expectations will be a separate document.~~

VIII. Installation

The new Panhellenic Executive Board shall be installed with an official ceremony at the last Panhellenic Delegate meeting of the calendar year.