

Tulane University Panhellenic Association

Constitution

Revised: April 27, 2015

ARTICLE I. NAME

The name of this organization shall be the Tulane University Panhellenic Association.

ARTICLE II. OBJECT

The object of the Panhellenic Association shall be to develop and maintain sorority life and inter-sorority 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, policies, and best practices.
5. Endeavor to act in accordance with the NPC recommendations except where these Bylaws or Panhellenic Council rules, policies, or motions may supersede.
6. Act in accordance with rules established by the Panhellenic Council so as to not violate the sovereignty, rights and privileges of member fraternities.
7. Advise the Chapters and provide assistance to them by coordinating activities and programs and through the administration of Recruitment.
8. Represent the Panhellenic Association to the university, students, administrators, parents, the local community, and other bodies and institutions.
9. Foster a sense of pride and community while facilitating growth and interaction.

ARTICLE III. MEMBERSHIP

There are two levels of membership within the Panhellenic Association:

1. The Regular membership of the Tulane University Panhellenic Association shall be composed of all chapter members in good standing of NPC fraternities at Tulane University.

A. Regular member women's fraternities are currently as follows, with chartering year:

1891: Pi Beta Phi

1900: Chi Omega

1904: Kappa Kappa Gamma

1906: Phi Mu

1906: Alpha Delta Pi

1914: Kappa Alpha Theta

1916: Alpha Epsilon Phi

1955: Sigma Delta Tau

2. The Provisional membership of the Tulane University Panhellenic Association shall be composed of all chapter members in good standing of NPC colonies and pledged chapters at Tulane University.

ARTICLE IV. EXECUTIVE OFFICERS

1. The officers of the Panhellenic Executive Board shall consist of President, Vice President of Recruitment, Vice President of Administration, Vice President of Judicial Affairs, Vice President of Philanthropy, Vice President of Programming, Vice President of Public Relations, and Vice President of Scholarship.
2. All Executive Board officers shall be active, initiated members in good standing with their fraternity and the university during their term of office.
3. All Executive Board officers shall maintain a cumulative GPA in accordance with their respective chapter's minimum GPA requirement.
4. The officers shall serve for a term of one year. The term of office shall be from the second meeting after the conclusion of formal recruitment until the second meeting following the next formal recruitment.
5. It is recommended that Executive Board officers not concurrently serve on their chapter executive board.

ARTICLE V. COMMITTEES

1. The Panhellenic Council shall utilize committees to carry out certain functions of the organization.
2. The recruitment committee shall be the only standing committee of the Council.
3. Special committees may be created on an as needed basis.

ARTICLE VI. PANHELLENIC ADVISOR

The Panhellenic Advisor shall be a representative of the division of Student Affairs.

ARTICLE VII. THE PANHELLENIC COUNCIL

The administrative body of the Tulane University Panhellenic Association shall be the Panhellenic Council. It shall be the duty of the Panhellenic Council to administer all business related to the overall welfare of the

Tulane University Panhellenic Association and to compile rules governing the Panhellenic Association, including membership recruitment and pledging, which do not violate the sovereignty, rights and privileges of member fraternities.

1. Membership

- A. The membership of the Tulane University Panhellenic Council shall be composed of one delegate and one alternate delegate from each Regular and Provisional member group at Tulane University as identified in Article (III).
 - i. All delegates shall be active, initiated members in good standing with their fraternity during their term in office.
 - ii. The delegates shall serve for a term of one year, unless the delegate step-downs for academic reasons or studies abroad. In which case, the respective chapter has the responsibility of finding a replacement. The term of office shall be the same as that of the Executive Board officers as outlined in Article (IV)(3).
 - iii. It is recommended that delegates concurrently serve on their chapter executive board.
- B. The Alumnae Advisory Council shall be composed of one alumna advisor from each Regular, Provisional and Associate member group at Tulane University as identified in Article (III).

2. Delegates and advisors shall be selected by their respective fraternity chapter.

3. The officers of the Panhellenic Association shall serve as the officers of its Panhellenic Council. These officers shall serve as the Executive Board of the Panhellenic Council and shall have such powers and duties as are prescribed in the Bylaws of the Tulane University Panhellenic Association.

4. Regular meetings of the Panhellenic Council shall be held on a weekly basis, as outlined in the Panhellenic Association Bylaws Article (IV)(1)(A). Two-thirds (2/3) of the member fraternities shall constitute a quorum for the transaction of business.

5. The voting body of the Panhellenic Association shall be its Panhellenic Council.

- A. The voting members of the Panhellenic Council shall be the delegates of each fraternity holding Regular membership. If a delegate is absent, the vote of her fraternity shall be cast by its alternate. If both delegate and alternate are absent, the vote may be cast by a member of the fraternity, as long as her presence can be verified by the fraternity president to the Council Vice President of Records
- B. A two-thirds (2/3) vote shall be required to establish membership recruitment rules, to establish Chapter Total, and to open for expansion. A majority vote shall be required to carry all other questions, except where otherwise stated in the Tulane University Panhellenic Association Constitution and Bylaws.

- C. Majority shall always be determined by votes actually cast. Abstentions shall not be interpreted as “No” votes.

ARTICLE VIII. ADMINISTRATION OF MEMBERSHIP RECRUITMENT

1. An early spring semester Recruitment shall be held.
2. The National Panhellenic Conference Quota-Total System, Preferential Bidding System, Quota Addition, Snap Bidding procedures, Continuous Open Bidding (COB) procedures, Priority Invitation system, and Membership Recruitment Release Figures shall be used.

ARTICLE IX. JUDICIAL

The NPC Judicial Procedures Manual shall be followed in all judicial matters, except in cases where the Tulane University Student Code of Conduct supersedes. The Vice President of Judicial Affairs must sit in on all Panhellenic judicial meetings, unless the meeting is regarding her respective chapter.

ARTICLE X. AMENDMENTS

The Panhellenic Association Constitution may be amended by a three-fourths (3/4) vote of votes actually cast by the members of the Council, provided notice of the proposed amendment has been given in writing at the preceding regular meeting.

Tulane University Panhellenic Association

Bylaws

Revised: April 27, 2015

ARTICLE I. FINANCE

1. The fiscal year of the Tulane University Panhellenic Association shall be from August 1 to July 31 inclusive.
2. Contracts
 - A. The signature of the President and VP Administration shall be required to bind the Tulane University Panhellenic Association.
 - B. All contracts and matters involving Panhellenic funds which bind the Tulane University Panhellenic Association shall be signed with the advice and consent of the Advisor.
3. All checks issued on behalf of the Tulane University Panhellenic Association shall be signed by two of the following three officers: President, VP Administration, and Advisor.
4. All payments due to the Tulane University Panhellenic Association shall be made to the VP Administration, who shall record them. Checks for payment shall be made payable to Tulane University Panhellenic Association.
5. The Tulane University Panhellenic Association shall maintain an account at Whitney National Bank.
6. Membership dues
 - A. The dues of each Panhellenic Association member fraternity or shall be a twenty-two dollar (\$22) assessment per “Active” member.
 - B. Membership rolls and dues are handled as follows
 - i. A fraternity shall pay dues on all members on their Membership Roll, as defined in Article (XIII)(3).
 - ii. Written bills for membership dues will be distributed by the fifth week of the semester.
 - iii. Membership dues are due at the sixth week of the semester. Fraternities which turn in membership dues after the sixth week will be assessed ten (\$10) dollars a day (including Saturdays and Sundays) until dues are turned in.
 - iv. If a member is expelled from a fraternity and paid no dues to the fraternity at any time during the semester, the Active dues may be refunded at the fraternity’s request provided the appropriate National office approval papers have been provided to the Panhellenic Vice President for Finance.
7. Budget

- A. The VP Administration, with the advice and consent of the Executive Board and Advisor, shall prepare a budget for the fiscal year that is to be presented to the Panhellenic Council by the first meeting of the Fall semester.
 - B. The Council shall have the authority to revise and approve the Association budget.
8. Expenditures
- A. Monies within the budget may be expended without further Council approval.
 - B. The Executive Board and Advisor shall have the authority to spend or charge monies not listed in the budget in amounts not to exceed one-hundred (\$100) dollars.
 - C. Individual officers shall have the authority to spend or charge monies not listed in the budget in amounts not to exceed twenty-five (\$25) dollars, subject to approval of the VP Administration.
 - D. The Council must approve expenditures in excess of one-hundred (\$100) dollars which are not included in the budget.
 - E. In order to be reimbursed for expenditures, receipts must be filed with the VP Administration within three (3) weeks.

ARTICLE II. SELECTION OF OFFICERS

1. The offices of all Executive Board positions shall be selected via an application, interview, and slating process coordinated by the Panhellenic President and VP Administration.
 - A. Applications for all Panhellenic Executive Board positions are available via the Office of Fraternity and Sorority Programs in October.
 - B. All candidates must fill out an application.
 - C. All candidates must have been active in their respective sorority for a minimum of two (2) semesters from the day pledged.
2. A slating committee composed of a member of each sorority or her designee reviews all applications for minimum qualifications of Panhellenic, Chapter, campus, or community involvement related experiences.
 - A. This slating committee consists of the current Chapter Presidents of each member fraternity and any Panhellenic Executive Board member not slating for an office.
 - B. If a Chapter President is unable to sit on the slating committee, she may select another Executive Board member from her chapter.
3. The slating committee interviews all applicants meeting the minimum requirements.
4. The slating committee will then slate candidates for each position.
 - A. If the committee finds that there is more than one (1) qualified candidate for a position, they may choose to slate two (2) candidates and bring it to be voted upon by the Council.

5. No more than two (2) members from the same women's fraternity shall hold office during the same term.
6. President and Vice President of Recruitment positions may not be held by two members of the same chapter during the same term.
7. There shall be a minimum of six (6) chapters represented at all times on the executive board.
8. Vacancies:
 - A. Any officer may be removed for cause by a vote of two-thirds (2/3) of the Panhellenic Council and with the consent of the Panhellenic advisor.
 - B. In the case of an Executive Officer's resignation or dismissal, the following process will be followed:
 - i. Applications will go out to the Panhellenic community.
 - ii. The current Executive Board will serve as the selection board.
 - iii. The board will meet to interview all applicants and be charged with the selection of the new Executive Board member.
 - C. If the President resigns or is dismissed, a current member of the Executive Board will replace her. The Executive Board will vote to determine which Vice President will assume this role as determined by simple majority.
9. New Executive Board offices shall be added upon the chartering of a new Panhellenic fraternity at Tulane.

ARTICLE III. OFFICER DUTIES

1. The President shall:
 - A. Have overall responsibility for the operation of the Panhellenic Association and Council.
 - B. Call and preside at all regular and special meetings of the Tulane University Panhellenic Association.
 - C. Preside at all regular meetings of the Panhellenic Council and call and preside at its special meetings.
 - D. Preside at all Panhellenic Council Executive Board meetings.
 - E. Serve as an ex-officio member of all Panhellenic Council Committees.
 - F. Maintain a complete and up-to-date President's file which will include a copy of the current Tulane University Panhellenic Association Constitution and Bylaws; the current Panhellenic Association budget; the current NPC Manual of Information and related materials, current correspondence and materials received from the NPC Area Advisor; copies of the College Panhellenic reports to the Area Advisor and other pertinent materials.

- G. Represent the Panhellenic Association to the University, students, administrators, parents, the local community, and other bodies and institutions.
- H. Appoint committee chairs that are not already established chairs in these Bylaws.
- I. Organize the Vice President election process to be held no later than last Panhellenic Council meeting of the semester prior to rotation.
- J. Conduct monthly meetings with member fraternity presidents.
- K. Plan, along with the Advisor, Panhellenic and Greek officer training, workshops, and retreats.
- L. Attend an annual conference, as determined by the Office of Fraternity and Sorority Programs.
- M. Perform all other duties usually pertaining to this office or as directed by the Council or Panhellenic Advisor.

2. The Vice President of Recruitment shall:

- A. Be responsible for all aspects of recruitment.
- B. Conduct the mechanics of Formal Recruitment at the beginning of the Tulane spring semester.
- C. Set Formal Recruitment dates and enforce the rules established by the Council.
- D. Chair the Recruitment Committee.
- E. Maintain complete and accurate records of Recruitment, acceptances, and C.O.B.s.
- F. Enforce all rules, regulations, policies, and NPC UNANIMOUS AGREEMENTS pertaining to recruitment.
- G. Work with the Vice President for Public Relations in publicizing recruitment.
- H. Conduct meetings no less than once a semester with chapter recruitment chairs, including an evaluation meeting following the conclusion of Formal Recruitment.
- I. Conduct the Recruitment Counselor application and selection process.
- J. Attend an annual conference, as determined by the Office of Fraternity and Sorority Programs.
- K. Plan and lead with the Advisor, the Recruitment Counselor training retreat.
- L. Perform all other duties usually pertaining to this office or as directed by the President.

3. The Vice President of Administration shall:

- A. Be responsible for the general supervision of the finances of the Tulane University Panhellenic Association.
- B. Be responsible for the preparation of the annual budget. Following approval from the Panhellenic Executive Board, provide a copy to each member fraternity that will be submitted for approval by the last General meeting of each semester.
- C. Issue invoices and receive all payments due to the Panhellenic Association, collect all dues, and give receipts.

- D. Be responsible for the prompt payment of the annual NPC dues and all bills of the Tulane University Panhellenic Association
 - E. Maintain up-to-date financial records, give a financial report at each regular meeting of the Panhellenic Council and an annual report at the close of her term in office.
 - F. Prepare a preliminary budget proposal.
 - G. Keep an up-to-date roll of the members of the Panhellenic Council and call it at all Council meetings.
 - H. Take minutes for all meetings and distribute such minutes within forty-eight (48) hours of the meeting.
 - I. Be responsible for all Association, Council, and Executive Board correspondence unless otherwise provided.
 - J. Maintain complete files of all minutes, records, committee reports, correspondence, contracts, membership rosters, policies, and history of the Panhellenic Council.
 - K. Schedule meeting locations for General and Executive Council meetings a semester in advance.
 - L. Perform all other duties usually pertaining to this office or as directed by the President.
4. The Vice President of Judicial Affairs shall:
- A. Chair the Judicial Committee.
 - B. Serve on Administrative Hearing Boards which require a Panhellenic representative.
 - C. Communicate with the Office of Fraternity and Sorority Programs to remain updated about IFC and Panhellenic chapter sanctions.
 - D. Serve as the Panhellenic representative for Restorative Resolution meetings when a Panhellenic chapter is involved.
 - E. Serve as the Panhellenic representative for all infractions filed with the Office of Fraternity and Sorority Programs.
 - F. Perform all other duties usually pertaining to this office or as directed by the President.
5. The Vice President of Philanthropy shall:
- A. Coordinate all Panhellenic philanthropic and service opportunities.
 - B. Coordinate fundraising opportunities for the Circle of Sisterhood.
 - C. Coordinate one Panhellenic-wide event benefitting Circle of Sisterhood per year.
 - D. Assist the Vice President of Programming in planning a philanthropic element of Greek Weekend.
 - E. Inform fraternity philanthropy chairs and Delegates of upcoming service opportunities.
 - F. Perform all other duties usually pertaining to this office or as directed by the President.
6. The Vice President of Programming shall:

- A. Coordinate Panhellenic participation in Homecoming.
 - B. Organize socials which promote interaction among members of different chapters. At least one social event should be arranged for new members.
 - C. Take steps to increase chapter awareness and participation in University activities and events.
 - D. Coordinate Panhellenic participation in Greek move-in.
 - E. Organize a fall Greek Weekend with the IFC Activities Chair , MGC chair, and NPHC Chair.
 - F. Create and maintain a handbook containing all Panhellenic rules, resolutions, and policies which shall be distributed to all Council members each semester.
 - G. Maintain Risk Management guidelines.
 - H. Coordinate efforts to program to chapter new member classes in the spring about the Panhellenic Council.
 - I. Work with the Interfraternity Council to schedule educational speakers each semester.
 - J. Coordinate the monthly educational programming efforts of the Panhellenic Council.
 - K. Perform all other duties usually pertaining to this office or as directed by the President.
7. The Vice President of Public Relations shall:
- A. Provide publicity component for all Panhellenic events and functions.
 - B. Assist the Vice President of Recruitment in public relations efforts for recruitment.
 - C. Arrange for photographs of major Panhellenic events to be put into slide-shows, scrapbooks and display cases.
 - D. Serve as a liaison between all other councils (IFC, MGC, NPHC) and the Panhellenic Council.
 - E. Serve as Historian.
 - F. Supervise Delegates and officers in organizing and distributing publicity materials.
 - G. Perform all other duties usually pertaining to this office or as directed by the President.
8. The Vice President of Scholarship shall:
- A. Sponsor scholastic and career programming.
 - B. Sponsor programming aimed at Junior and Senior members such as resume writing and networking opportunities with Greek alumnae.
 - C. Continue current, and develop new, academic recognition programs.
 - D. Sponsor faculty involvement and appreciation opportunities.
 - E. Work with current Greek honor societies to coordinate scholarship programs.
 - F. Perform all other duties usually pertaining to this office or as directed by the President.
9. All Executive Board Officers shall have the following duties in addition to those listed for her office:
- A. All officers must attend the Executive Board training retreat.

- i. Any officer who fails to attend the Executive Board training retreat shall forfeit the position, providing notice of the training retreat date has been made at least two (2) weeks in advance.
 - ii. Emergencies such as a family death shall be cause for an excused absence. Work, fraternity activities, etc. shall not be acceptable reasons for an absence.
- B. Attend all General and Special meetings of the Council and Association and attend all Executive Board meetings.
 - i. The Executive Board shall meet weekly and shall report the business from such meetings to the Council.
 - ii. In business matters requiring a vote of the Executive Board, Vice Presidents may vote, except the President who may vote in the case of a tie.
- C. Attend regional conferences if Panhellenic funding permits.
- D. Maintain a complete and accurate officer manual to be passed to her successor.
- E. Provide reports, data, etc. to the President and / or Advisor as requested.
- F. Serve as the Executive Staff for Formal Recruitment while disaffiliating during recruitment to assist with the execution of the recruitment process.
- G. Promote a constant sense of Panhellenic spirit.
- H. Relay information regarding all Panhellenic-sponsored events to individual chapters, through the delegates, at least two weeks prior to the event. In addition, information regarding Panhellenic events requiring mandatory attendance should be relayed to delegates 3 weeks prior to the event.

ARTICLE IV. DELEGATE DUTIES

1. Panhellenic delegates shall serve as a liaison between their fraternity and the Panhellenic Council. To this end they shall:
 - A. Attend weekly Panhellenic Council meetings.
 - B. Keep fraternity members informed of Council deliberations, decisions, and events.
 - C. Represent their fraternity in voting on Panhellenic Council matters.
 - D. Keep written documentation on Panhellenic Council decisions for reference for future delegates and fraternity officers.
2. Other duties of the Panhellenic delegates shall include:
 - A. Report any changes in chapter membership to the Vice President of Records.
 - B. Submit chapter dues to the Vice President of Administration each semester.
 - C. Be responsible for all information in the NPC Manual of Information.
 - D. Represent all Greek women in an appropriate manner at all times.

- E. Promote a positive sense of Panhellenic spirit.
- 3. Delegates are responsible for attending all weekly Panhellenic Council meetings. The attendance policy shall be as follows:
 - A. If attendance is not possible, the alternate delegate shall attend.
 - i. If the alternate delegate cannot attend, a proxy from her fraternity may be sent in her place.
 - ii. Notice of a proxy shall be submitted twenty-four (24) hours in advance to the Vice President of Records.
 - B. Two (2) tardies shall equal one (1) unexcused absence.
- 4. Fraternities shall not have more than two (2) unexcused absences per semester.
 - A. An unexcused absence shall be defined as the delegate, the alternate delegate, and lack of a proxy.
 - B. After one (1) unexcused absence the Vice President of Records shall contact the delegate, the alternate delegate, and the fraternity President notifying them of the absence and explaining the Council attendance policy.
 - C. After (2) unexcused absences the Vice President of Records shall inform the Panhellenic President, who shall in turn contact the delegate's fraternity President requesting that the delegate or alternate delegate be replaced in order to ensure future representation. The fraternity in violation of the attendance policy shall have one (1) week to replace the delegate or alternate delegate.

ARTICLE V. COMMITTEES

- 1. Standing Committees
 - A. Recruitment
 - i. The Vice President of Recruitment shall chair the committee and shall vote in the event of a tie.
 - ii. The committee shall be responsible for developing the Rules, Regulations and Procedures associated with Recruitment to be submitted to the Panhellenic Council for approval.
 - iii. The committee shall review Chapter Total annually, though it need not be changed annually.
 - iv. The Recruitment committee shall be comprised of the Recruitment chair from each Regular member fraternity as voting members. The Vice President for Recruitment and the Panhellenic President shall serve as ex-officio members.
- 2. Special Committees

- A. Special committees may be designated as needed by the President or at the direction of the Council.
 - B. Special committee members shall be appointed by the President. The President will endeavor to seek equal representation, but it is not required.
 - C. In the case of an Expansion Committee, equal representation shall be required from all regular member fraternities. A current or former Panhellenic Executive Board officer shall chair the committee as a non-voting member.
3. Voting
- A. With the exception of the Expansion and Recruitment committees, Provisional member fraternities may serve on and vote in committees.

ARTICLE VI. PANHELLENIC ADVISOR

- 1. Be appointed by the division of Student Affairs.
- 2. Advise the Council and its committees and inform the members of University Policies and Procedures.
- 3. Attend all Executive Board meetings and all general or special meetings of the Panhellenic Council.
- 4. Attend all judicial mediations and hearings.
- 5. Aide the Council in all administrative duties and related issues.
- 6. Advise the Council on all NPC policies and recommendations.

ARTICLE VII. ADMINISTRATION OF MEMBERSHIP RECRUITMENT

- 1. The NPC procedures outlined in the Panhellenic Council Constitution Article VIII shall be followed in addition to the Rules, Regulations, and Procedures approved by the Council in the preceding year.
- 2. Chapter Total shall be updated to the average chapter size of the current semester.
- 3. Every fraternity shall be entitled to take up to full Quota, even if doing so places the fraternity above Total. A fraternity which does not make Quota via Formal Recruitment may continue to extend bids to reach Quota even if the fraternity is already above Total or would exceed Total.
- 4. Except during the Formal Recruitment period and the week in January immediately preceding Formal Recruitment, Continuous Open Bidding (C.O.B.) shall be in effect for all eligible women students.
 - A. Any fraternity which did not make Quota during Formal Recruitment may C.O.B. to reach Quota in accordance with Article (VII)(3).
 - B. Fraternities which are below Total may C.O.B. until Total is reached.
- 5. All formal recruitment events shall be held in the chapter house. In the event a chapter does not have a house, a location will be chosen by the Panhellenic Advisor. C.O.B. recruitment events may be held at a

location of the chapter's choosing, providing it is in accordance with all NPC, Panhellenic Association, and fraternity policies.

6. The Panhellenic Council shall use the criteria outlined in Article (XIII) in determining a fraternity's membership roll for recruitment purposes.

ARTICLE VIII. MEMBERSHIP ROSTERS

The Panhellenic Association shall consider the following criteria in determining a fraternity's membership roll. The Panhellenic Association acknowledges that these provisions may differ from, and supersede, the NPC recommendations or resolutions. Every regularly enrolled undergraduate woman who is a New Member, affiliate and / or initiated member of a fraternity shall be counted on the membership roll except for as provided within this section. A fraternity's membership roll and chapter total list must be determined and submitted to the Panhellenic Council by the first day of Welcome Week in the Fall and by the Saturday after Formal Recruitment Kick-Off in the Spring. Fraternities which turn in membership lists after these dates shall be assessed ten (\$10) dollars a day (including Saturdays and Sundays) until lists are turned in.

1. Status

- A. Inactive status applies to members who are not on campus for an entire semester or year (including study-abroad or internship programs) or members who voluntarily decide to go inactive for a specified period of time. If a member is inactive for an entire year, proof or documentation must be placed on file with the Panhellenic Council.
 - i. Inactive members shall not be counted in scholastic ratings for the semester(s) in which they are inactive.
 - ii. A fraternity shall not pay dues for inactive members to the Panhellenic Council.
 - iii. Members inactive for the spring semester or the entire year may not participate in any part of Recruitment.
- B. Alumnae status must be granted by a National office and extends for the entire semester in which it is granted. When Alumnae status is granted the fraternity must place a copy of the permission letter on file with the Panhellenic Council.
 - i. Alumnae members shall not be counted in scholastic ratings.
 - ii. A fraternity shall not pay dues for alumnae members to the Panhellenic Council.
 - iii. Alumnae members may not participate in Recruitment.
- C. Any fraternity which has a "Suspended" status different than Inactive status shall follow the procedure for Inactive members. If a member is placed on suspension for an entire year, record of the suspension must be placed on file with the Panhellenic Council. The letter of suspension does not have to originate from the National office.

- i. Suspended members shall not be counted in scholastic ratings for the semester(s) in which they are suspended.
 - ii. A fraternity shall not pay dues for suspended members to the Panhellenic Council.
 - iii. Suspended members may not participate in Recruitment.
- 2. Chapter Total shall be used for Recruitment purposes
 - A. The following members shall not count in determining Chapter Total, providing the appropriate documentation has been filed with the Panhellenic Council:
 - i. Members who are inactive for an entire year.
 - ii. Members who have elected to take early alumnae status, providing the appropriate documentation has been filed with the Panhellenic Council.
 - iii. Members suspended for an entire year.
 - B. All other fraternity members shall count in determining Chapter Total.
- 3. Membership roll shall be used for all general purposes (i.e. attendance at mandatory events)
 - A. The following members shall not count on a fraternity's membership roll:
 - i. Members who are inactive for an entire year.
 - ii. Members who are inactive for a semester.
 - iii. Members who have elected to take early alumnae status, providing the appropriate documentation has been filed with the Panhellenic Council.
 - iv. Suspended members.
 - B. All other fraternity members shall count in determining a fraternity's membership roll.

ARTICLE IX. PLEDGING AND INTIATION

- 1. A woman must be a full-time student within her respective college of Tulane University to be eligible for membership recruitment and pledging.
- 2. A Panhellenic Association member fraternity may not issue an invitation to membership or formally pledge a woman during a school recess or during the final exam periods.
- 3. A new member may be initiated whenever she has met the requirements of the fraternity to which she is pledged, but before the date set by the Office of Fraternity and Sorority programs, as outlined in Article (IX)(5).
- 4. A freshman potential new member must earn at least twelve (12) credit hours and a Grade Point Average (GPA) of two-point-five (2.5) during the fall semester to be eligible to participate in formal recruitment. Upper-class women potential new members need not have a two-point-five (2.5) or higher from the fall semester, but must have a cumulative GPA of two-point-five (2.5) or higher. A transfer

student potential new member must present a copy of her full transcripts from her previous institution(s) to the Panhellenic Advisor.

5. All new member development activities must end by the date set by the Office of Fraternity and Sorority Programs.

ARTICLE X. HAZING

All forms of hazing, Bid Day and / or pre-initiation activities which are defined as hazing shall be banned. Hazing is defined as any action taken or situation created intentionally, whether on or off fraternity premises, to produce mental or physical discomfort, embarrassment, harassment or ridicule. Such activities and situations include, but may not be limited to: creating of excessive fatigue; physical and psychological shocks; wearing public apparel which is conspicuous and not normally in good taste; engaging in public stunts and jokes; morally degrading or humiliating games and any other activities; late night sessions which interfere with scholastic activities; and any other activities which are not consistent with the regulations and policies of the educational institution.

Additionally, all state and university regulations regarding hazing must be adhered to.

ARTICLE XI. EXPANSION

Whereas the Panhellenic Association wishes to promote fraternity life on the campus, the following rules have been established to facilitate the addition of fraternities to the Association. There shall be two (2) methods for Expansion: Extension and Petition.

1. Extension is an invitation procedure that shall be employed to allow colonization by an NPC member fraternity.
 - A. The Panhellenic Council shall consider opening for extension to another NPC fraternity chapter based on a two-thirds (2/3) vote of the Council members.
 - i. Once the Council has voted to open for extension, the Expansion Committee shall create the extension process and guidelines. The Expansion Committee shall also be authorized to make the final selection.
 - ii. Such chapters shall be organized through the colonization by a National Panhellenic Council fraternity.
 - iii. Special consideration may be given to National Panhellenic Council fraternities that have previously had chapters on the campus and to those National Panhellenic Council fraternities which have filed letters expressing interest in the campus.
 - iv. Guidelines for extension and/ or affiliation of a local fraternity shall be based upon those found within the NPC Manual of Information

- B. A fraternity shall be considered a Provisional member of the Panhellenic Association upon the pledging of the members of an NPC colony. Provisional Member fraternities shall enjoy all of the rights, privileges, and obligations of Regular member fraternities except the following:
- i. Provisional members may not hold Executive Board office. Provisional members may be appointed as Special committee chairs.
 - ii. Provisional members may not vote in General meetings or Judicial Board hearings. With the exception of the Expansion and Recruitment committees, Provisional member fraternities may serve and vote in committees.
 - iii. The Panhellenic Association New Member fee for women accepting an invitation to join a Provisional member organization shall be the same as that applied to Regular member fraternities. This provision shall apply to all members being pinned to an NPC colony during the semester of colonization.
 - iv. In the semesters following colonization, Provisional member fraternities shall pay the amount of dues assessed to Regular members for Active members of the organization. This shall apply to all "Active" members of the organization.
- C. When a Provisional member fraternity becomes chartered as a chapter of its (Inter)National fraternity, the member shall automatically become a Regular member of the Panhellenic Association.

ARTICLE XII. JUDICIAL

1. In the event of an alleged Recruitment infraction or violation of the Panhellenic Council Constitution, Bylaws, or Rules and Policies or of NPC UNANIMOUS AGREEMENTS, the NPC Judicial Procedures Manual shall be followed. The NPC Area Advisor shall be consulted as needed for further interpretation.
2. Violations of the Tulane University Student Code of Conduct shall be handled by the Division of Student Affairs. The Division of Student Affairs may elect to hand such cases over to the Panhellenic Council, in this event the NPC Judicial Procedures Manual shall be followed.
3. Membership
 - a. The Vice President of Judicial Affairs shall chair the Judicial Committee.
 - b. The membership of the Judicial Committee shall be comprised of the Vice Presidents.

ARTICLE XIII. OFFICIAL PHILANTHROPY

The official philanthropy of the Tulane University Panhellenic Association shall be the Circle of Sisterhood organization.

ARTICLE XIV. RULES OF ORDER

The Tulane University Panhellenic Association and its Panhellenic Council shall be governed by Robert's Rules of Order, newly revised, except in matters specifically provided for in the Constitution, Bylaws, and Standing Rules.

ARTICLE XV. AMENDMENT

The Panhellenic Association Bylaws may be amended by a two-thirds (2/3) votes actually cast by the members of the Council, provided notice of the proposed amendment has been given in writing at the preceding regular meeting.