

Bylaws of Christopher Newport University Panhellenic Council

Updated: Spring 2023

Article I. Name

The name of this organization shall be the Christopher Newport University Panhellenic Council (hereinafter known as CNUPC).

Article II. Object

The object of CNUPC shall be to:

1. Conduct the business of the College Panhellenic only during the campus academic year.
2. Promote the growth of individual chapters and the sorority community.
3. Organize and sponsor a women's-only membership recruitment program.
4. Encourage the highest possible academic, social and moral standards.
5. Coordinate activities, establish orderly procedures and provide programming in addition to recruitment.
6. Adjudicate all matters related to the NPC Unanimous Agreements, College Panhellenic bylaws and/or other governing documents, College Panhellenic membership recruitment rules, College Panhellenic code of ethics and College Panhellenic standing rules.
7. Actively support the mission of its host institution.
8. Promote good public relations.
9. Give service to the community and campus.
10. Sponsor Junior Panhellenic, if appropriate, for specialized programming efforts.
11. Promote friendship, harmony and unity among members, chapters, faculty, administrators and campus groups.

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 CNUPC shall be composed of all installed chapters of NPC sororities/fraternities at Christopher Newport University. Regular members of CNUPC shall pay dues and uphold values as determined by the Panhellenic Council. B. **Provisional**

membership. The provisional membership of CNUPC shall be composed of all newly established chapters of NPC sororities/fraternities at Christopher Newport University. Provisional members shall pay no dues and shall have a voice but no vote on all matters. A provisional member shall automatically become a regular member upon being installed as a chapter of an NPC sorority/fraternity.

C. **Associate membership.** The associate membership of CNUPC shall be composed of women-only local sororities or inter/national or regional non-NPC member organizations. The membership eligibility requirements and the process for submitting an application and approval of the application shall be determined by the Panhellenic Council. Associate members shall pay dues as determined by the Panhellenic Council. An associate member shall have voice and one vote on all matters except extension-related matters. If the associate chapter does not participate in the primary recruitment process, the associate chapter shall not have a vote on recruitment rules and the

establishment or the modification of total. An associate member may be expelled for cause by a

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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

Duty of compliance. All members, without regard to membership class, shall comply with all NPC Unanimous Agreements and be subject to these CNUPC bylaws, code of ethics and any additional rules CNUPC may adopt, unless otherwise prescribed in these bylaws. Any rules adopted by CNUPC in conflict with the NPC Unanimous Agreements shall be void.

Section 3. Dues

A. NPC College Panhellenic dues shall be paid yearly as invoiced by the NPC office.

B. College Panhellenic Association membership dues shall be an assessment per member and new member.

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.
 - a. The Vice-President of Internal Affairs will give each sorority/fraternity a bill after each sorority/fraternity has turned in a completed roster.
 - b. The dues of each Panhellenic Association member sorority/fraternity shall be payable on or before the first Council meeting in October and last Council meeting in February.
 - c. Fines will be administered if an organization does not turn in membership dues and payments by the due date designated by CNUPC.

Section 4. Fees and assessments

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

Article IV. Officers and Duties

Section 1. Officers

The officers of the CNUPC shall be President, Vice President of Standards, Vice President of Internal Affairs, Vice President of Recruitment, Vice President of Signature Events, Vice President of Membership Development, and Vice President of External Affairs.

Section 2. Duties of officers

A. The President shall:

1. Preside at all meetings of the Panhellenic Council.
2. Preside at all meetings of the Executive Board.
3. Serve as an ex-officio member of all Panhellenic Association committees, except the Judicial Board.
4. Communicate regularly with the Panhellenic Advisor, the Executive Board, and IFC. In the event that she cannot attend IFC meetings, the VP of Standards will.
5. Attend the Anchor Org Advance meeting in the Spring.
6. Plan officer transition training for newly elected officers of the Executive Board. 7. Be

familiar with the NPC Manual of Information and all governing documents of this Association;

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8. Ensure that the NPC College Panhellenic annual report is completed on time.
9. Communicate regularly with the NPC area advisor.
10. Maintain updated current copies of the following: CNUPC Bylaws and Standing Rules, the Panhellenic Association budget, contracts executed on behalf of the Panhellenic Association, correspondence and materials received from the NPC area advisor, all NPC College Panhellenic reports, and other pertinent materials.
11. Attend at least one monthly meeting with all CNU Panhellenic chapter presidents and serve as a point of contact for all CNU Panhellenic chapter presidents.
12. Serve as the chair for the Women's Leadership Summit.
13. Attend an all council meeting at least once a semester.
14. Update the Bylaws and Standing Rules and Recruitment Rules once a term.
15. Perform all other duties as assigned.

B. The Vice President of Standards shall:

1. Attend all Panhellenic Executive Board and Panhellenic Council Meetings.
2. Perform the duties of the President in her absence.
3. Be familiar with the NPC Manual of Information and all governing documents of this Association.
4. Follow all duties as outlined in the Greek Judicial Process.
5. Act as Chief Justice for the Judicial Board.
6. Assist in mediation for officer removal.
7. Review the CNU Panhellenic Council Constitution, Bylaws and Standing Rules, Judicial Process, Recruitment Rules, and the Accreditation Plan at least one time each semester and update once per term.
8. Resolve all complaints involving Panhellenic organizations with the assistance of the Panhellenic Advisor.
9. Serve as a point of contact for all organizations' judicial, academic and risk management chairs.
10. Conduct and implement any risk management programs or speakers as needed.
11. Be familiar with the CNU Panhellenic Crisis Management Plan and provide updates annually.
12. Preside over the Panhellenic Academic Standards and host events to improve the Panhellenic GPA.
13. Preside over all committees as defined in the Bylaws and Standing Rules.
14. Attend the Anchor Org Advance meeting in the Spring.
15. Perform all other duties as assigned.

C. The Vice President of Internal Affairs shall:

1. Attend all Panhellenic Executive Board and Panhellenic Council meetings.
2. Be familiar with the NPC Manual of Information and all governing documents of this

Association.

3. Be responsible for the general supervision of the finances of the CNUPC.
4. Be responsible for the preparation of the annual budget and, following its presentation to the Panhellenic Council, provide a copy to each CNUPC member sorority/fraternity.
5. Provide bills to each sorority before the last Council meeting in September and February.
6. Be responsible for submitting the Front End Budget proposal to the Student Government Association for annual funding requests.
7. Receive all payments due to the Panhellenic Association, collect all dues, and give receipts; Present Panhellenic checks to the appropriate University Financial Officer (as provided for in Article IX. Finance).
8. Meet regularly and as-needed with the University procurement officer who monitors all Campus Accounts, to receive information regarding the CNUPC account.
9. Keep full minutes of all regular and Executive Board meetings.
10. Distribute the agenda and minutes for each regular meeting to Presidents, Delegates, Executive Board, Greek Life Advisor, and Area Advisor.
11. Maintain up-to-date financial record, which should include but not be limited to:
 - a. Financial reports of each regular meeting.
 - b. Annual reports of the CNU Panhellenic Council by April 15th.
 - c. Sorority Rosters.
 - d. Current budgets.
 - e. Change to Chapter totals.
12. Perform all other duties as assigned.

D. The Vice President of Recruitment shall:

1. Attend all Panhellenic Executive Board and Panhellenic Council meetings.
2. Be familiar with the NPC Manual of Information and all governing documents of this Association.
3. Be responsible for the planning and execution of Formal Recruitment.
4. Select and meet regularly with the Director of Recruitment Logistics.
5. Support all individual chapters in the planning and execution of informal recruitment.
6. Attend biweekly meetings with the Panhellenic Advisor.
7. Plan and execute all Panhellenic recruitment events during the Fall semester.
8. Host Post-Recruitment meetings with advisors.
9. Meet weekly with Chapter Recruitment officers.
10. Attend Recruitment Counselors bi-weekly meetings.
11. Chair the Membership Recruitment Committee.
12. Update Recruitment Rules once a term in conjunction with the Panhellenic President and the Vice President of Standards.
13. Perform all other duties as assigned.

E. The Vice President of Signature Events shall:

1. Attend all Panhellenic Executive Board and Panhellenic Council meetings.
2. Be familiar with the NPC Manual of Information and all governing documents of this Association.

3. Promote co-sponsorships with other CNU campus organizations.
4. Work with chapters on Panhellenic-wide philanthropic events, specifically, Circle of 4 Sisterhood.

5. Create and execute all service events.
6. Encourage continuing Greek traditions and unity within the Greek community and work with other Greek councils such as IFC and NPHC.
7. Perform all other duties assigned.

F. The Vice President of Membership Development shall:

1. Attend all Panhellenic Executive Board and Panhellenic Council Meetings.
2. Be familiar with the NPC Manual of Information and all governing documents of this Association.
3. Act as primary educator of the Panhellenic community by planning and hosting events based on the needs of the community.
4. Develop programs, workshops, or events that the Panhellenic and CNU community can attend.
5. These programs can be the following but not limited to:
 - o sexual assault
 - o mental health
 - o diversity and inclusion
6. Serve as point of contact for membership enrichment/membership development chairs of each chapter.
7. Chair the Diversity, Equity, and Inclusion Committee
8. Perform all other duties as assigned.

G. The Vice President of External Affairs shall:

1. Attend all Panhellenic Executive Board and Panhellenic Council meetings.
2. Be familiar with the NPC Manual of Information and all governing documents of this Association.
3. Manage CNU Panhellenic website and social media accounts and update as needed.
4. Create marketing plans and materials for major Panhellenic initiatives as designated by the executive committee, including Panhellenic Formal Recruitment.
5. Create a yearly calendar that details the Panhellenic events on campus.
6. Preside over the Public Relations Committee.
7. Manage the image and brand of Panhellenic council.
8. Be knowledgeable about the Crisis Management Plan and aid in its revision.
9. Perform all other duties as assigned.

Section 3. Eligibility

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

A. Regular membership

Members from women's sororities/fraternities holding regular membership in the CNUPC shall be eligible to serve as any officer.

B. Provisional membership

Members from women's sororities/fraternities holding provisional membership in the CNUPC shall not be eligible to serve as an officer.

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C. Associate membership

Members from women's sororities/fraternities holding associate membership in the CNUPC shall not be eligible to serve as an officer.

Section 4. Selection of officers

The offices of President, Vice President of Standards, Vice President of Internal Affairs, Vice President of Recruitment, Vice President of Signature Events, Vice President of Membership Development, and Vice President of External Affairs of the CNUPC shall be elected per the Election Procedures outlined in Article IV of this document, except if there is only one nominee for an office, that nominee shall be declared elected.

Section 5. Office-holding limitations

A. No more than two members from the same women's sorority/fraternity shall hold office during the same term.

B. The Vice President of Recruitment must have gone through recruitment as an initiated member.

C. The President and the Vice President of Recruitment must have a minimum of 1 year panhellenic experience before serving.

a. Panhellenic experience is defined as having membership in their chapter for at least one full academic year

D. The officers shall not be chapter delegates for CNUPC during their term as Panhellenic Executive Officers.

E. Chapters can only hold a position for two years in a row.

F. Panhellenic President, Vice President of Standards, and Vice President of Recruitment cannot be held by members of the same chapter during the same term.

Section 6. Nomination Procedure

A. Applications will be made available at a Panhellenic Meeting and will be due by the date given on the application. No late applications will be accepted.

B. The outgoing officers of the Executive Board shall interview applicants for executive board positions, and the Panhellenic Advisor shall be present, however the Panhellenic Advisor does not have a vote.

1. Chapters not represented by the outgoing officers of the Executive Board will be represented at the interviews by the outgoing chapter president.

a) In the case that the chapter president is not available, they will select a representative from the chapter's executive board.

C. The outgoing officers of the Executive Board and any chapter president in point "B" will constitute the Nominating Committee.

D. The Nominating Committee will create a slate of the applicants. All candidates for the slate will be voted by a secret ballot and selected with a two-thirds majority vote.

- E. The slate will then be presented to the Council at the next Delegate Meeting.
- F. Delegates will present the slate to their individual chapters.
- G. The following week will be the election meeting.

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Section 1. Election Meeting

A. The Panhellenic President will present the slate, again, to the Panhellenic Council B. In the event a position has not been slated, additional candidates may be nominated from the floor provided that they have been deemed eligible to hold office by the Nominating Committee at least 48 hours prior to the nomination from the floor.

1. Eligibility is defined as submitting an application and meeting the requirements for Panhellenic Exec.
2. If running from the floor, then the applicant may give an optional 2 minute speech.

The delegates of the Panhellenic Council will elect officers with a two-thirds majority vote through a secret ballot.

Section 7. Term

A. The officers shall serve for a term of one year or until their successors are selected. B. The term of office will begin immediately in the Spring academic term following recruitment. Transitions must begin before winter break begins, unless circumstances prevent it.

Section 8. Removal

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

Reasonable causes are not limited to: an honor violation of their chapter, the bylaws, the NPC Manual of Information.

Section 9. Vacancies

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

Article V. The Panhellenic Council

Section 1. Authority

The governing body of the CNUPC 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 CNUPC including, but not limited to: annual review of the parameters as adopted in the recruitment rules for the evaluation and/or adjustment of total every regular academic term, annual determination of dues, approval of the annual budget, consideration of extension, setting a calendar of events, determining programming and establishing recruitment rules and recruitment style. The Panhellenic Council shall also have the authority to adopt rules governing the CNUPC that do not violate the sovereignty, rights and privileges of the member sororities.

Section 2. Composition and privileges

The CNUPC shall be composed of one delegate and one alternate delegate from each regular, provisional and associate women's-only member organization at Christopher Newport University 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 delegate shall act and vote in place of the delegate when the delegate is absent. If both the delegate and alternate are absent, a designated member of the specific sorority may cast a vote. If the delegate is absent, the vote may be cast by a member of the sorority/fraternity, providing her credentials have been

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presented to the Panhellenic President.

Section 3. Selection of delegates

Delegates and alternates to the Panhellenic Council shall be selected by their respective women's sorority/fraternity chapters to serve for a term of one year commencing in the Spring academic term following recruitment.

Section 4. Delegate vacancies

When a delegate vacancy occurs, it shall be the responsibility of the sorority/fraternity affected to select a replacement within 2 weeks and to notify the VP of Internal Affairs of her name, address, email and telephone number.

Section 5. Duties and Responsibilities

Panhellenic delegate duties and responsibilities

A. Must attend all biweekly Panhellenic Delegate meetings with the Vice President of Internal Affairs;

a. Notification of delegate's absence to the Vice President of Internal Affairs in advance as well as designation of another chapter representative to fill her space.

b. Should a delegate wish to attend a Panhellenic Executive Board meeting, they may work with the VP of Internal Affairs to coordinate a time to attend.

B. Must support NPC Unanimous Agreements, policies and procedures.

C. Must understand local College Panhellenic Association policies and procedures.

D. Should know when to consult her sorority's chief panhellenic officer for assistance and advice regarding College Panhellenic concerns.

E. Should be prepared and knowledgeable about College Panhellenic concerns, the view of the member organization and chapter, and how to voice concerns to the Panhellenic Council. F.

Should present regular College Panhellenic Association reports at chapter meetings. Failure to fulfill their duties will first result in a warning from the Vice President of Internal Affairs. If this behavior continues, the delegate's chapter president will be notified and a recommendation for replacement will be made.

Section 6. Regular meetings

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

B. The CNUPC shall hold one regular meeting bi-weekly while classes are in session during the regular academic year.

C. The delegate from each respective chapter shall be responsible for notifying her chapter members of all regular and special meetings of the CNUPC.

Section 7. 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 8. Special Meetings

Special meetings of the Panhellenic Council may be called by the Panhellenic President when necessary and shall be called by her upon the electronic or written request of no fewer than one-fourth of the member women's sororities/fraternities of the CNUPC. Electronic or written notice of each special meeting of the Panhellenic Council shall be sent to each member of the Panhellenic Council at least 24 hours prior to convening the meeting; however, such notice may be

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waived, and attendance at such meeting shall constitute waiver of said notice.

Section 9. Means of Communication

The Panhellenic Council may conduct business at any meeting (regular or special) through the use of any means of communication by which all delegates participating may simultaneously hear one another and participate in the proceedings during the meeting.

Section 10. Quorum

Two-thirds of the delegates from the member sororities of the CNUPC shall constitute a quorum for the transaction of business.

Section 11. Vote requirements

A. All other votes, unless specified in these bylaws, shall require a majority vote for adoption. B. A two-thirds vote of the Panhellenic Council shall be required to approve a recolonization plan and for all extension-related votes.

C. Proposed motions on issues that impact a chapter as a whole must be announced at a previous meeting to allow opportunity for chapter input before a vote may be taken on the issue.

Article VI. The Executive Board

Section 1. Composition

The composition of the Executive Board, in order of succession, shall be the President, Vice President of Standards, Vice President of Internal Affairs, Vice President of Recruitment, Vice President of Signature Events, Vice President of Membership Development, and Vice President of External Affairs.

Section 2. Duties

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

Section 3. Regular meetings

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

Section 4. Special meetings

Special meetings of the Executive Board may be called by the President when necessary and shall be called by her upon the electronic or written request of three members of the Executive Board. Notice of each special meeting of the Executive Board shall be sent to each member of the Executive Board at least 24 hours prior to convening the meeting; however, such notice may be waived, and attendance at such meeting shall constitute waiver of said notice.

Section 5. Quorum

A majority of Executive Board members shall constitute a quorum for the transaction of business.

Section 1. Appointment

The Panhellenic Advisor of the CNUPC shall be appointed by the Christopher Newport University

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administration.

Section 2. Authority

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

Article VIII. Committees

Section 1. Standing committees

- A. The standing committees of the CNUPC shall be the Judicial Board and Membership Recruitment Committee.
- B. The standing committees shall serve for a term of one year, which shall coincide with the term of the officers.

Section 2. Appointment of committee membership

The Executive Board shall appoint members and chairman of all standing and special committees, except as provided otherwise in these bylaws, and in making these appointments, recognize fair representation from all member women's sororities/fraternities as much as possible. The president shall be an ex-officio member of all committees except the Judicial Board and the Alumnae Advisory Council.

Section 3. Judicial Board

The Judicial Board shall consist of the Vice President of Standards as chairman and 7 members from the College Panhellenic member organizations. The Panhellenic advisor shall serve as a nonvoting, ex-officio member. The Judicial Board members shall participate in training to be educated about the purpose of the board, the rules and regulations the Judicial Board will monitor, the procedures to be followed, proper questioning techniques, the rights of the charged organizations, evaluating evidence, and deliberations and sanctioning. The Judicial Board shall educate member sororities and fraternities about the Panhellenic Judicial procedure.

In accordance with NPC Unanimous Agreement VII. College Panhellenic Association Judicial

Procedure, it shall be the Judicial Board's duty to hold a hearing to adjudicate all alleged violations of the NPC Unanimous Agreements and the bylaws, code of ethics, standing rules and membership recruitment regulations of the CNUPC that are not settled informally or through mediation. The hearing shall be conducted by the entire Judicial Board unless the Panhellenic Council adopts rules for the hearing to be conducted by a committee of the Judicial Board. The members of the Judicial Board shall maintain confidentiality throughout and upon completion of the judicial process.

Section 4. Membership Recruitment Committee

The Membership Recruitment Committee shall consist of the Vice President of Recruitment (chair), Executive Board members, the Director of Recruitment Logistics, the Director of Recruitment Counselors, and all Recruitment Counselors. 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

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Panhellenic Council before the end of the academic term preceding the primary membership recruitment period. After each primary membership recruitment period, the chairman of this committee shall present a full report, including recommendations, to the Panhellenic Council based on an analysis of the recruitment statistics and recruitment evaluations from new members, potential new members who withdrew, each member organization and chapter advisor. **Section 5.**

Other Committees

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

Membership Recruitment Committee

A. Director of Recruitment Logistics responsibilities

- a. Attend all Recruitment chair meetings.
- b. Assist in the planning and execution of all pre-recruitment events;
- c. Assist in the selection of the recruitment theme and the designing of apparel for PNMs, Recruitment Counselors, and Executive Board members
- d. Introduce and facilitate new ways to increase PNM engagement in the Formal Recruitment process;
- e. Assist in the creation and design of the Potential New Member Guidebook;
- f. Assist in the planning and execution of marketing Formal Recruitment in order to increase PNM engagement
- g. Perform all other duties assigned.

B. Director of Recruitment Counselors responsibilities

- a. Attend all necessary Recruitment Counselor meetings;
- b. Assist in leading the selection process of Recruitment Counselors, including generating interest and facilitating group and individual interviews;
- c. Assist in developing a training program to teach the roles and responsibilities of a Recruitment Counselor;
- d. Introduce and facilitate new ways to increase engagement and interconnectedness among Recruitment Counselors outside of the training program;
- e. Assist in the designing of apparel for Recruitment Counselors and Panhellenic

- Executive Board members;
- f. Perform all other duties assigned

C. Recruitment Counselors

Recruitment Counselors shall be responsible for providing support, friendship, and individual guidance to students participating in the recruitment process as sorority members who are educated to represent Panhellenic attitudes and ideals. As counselors, individuals should demonstrate enthusiasm and sincere interest in the welfare of potential new members while remaining impartial to enhance the recruitment process and the Panhellenic community overall. To ensure the Recruitment Counselor cohorts are diverse, it is required that each chapter provides at least 3 applicants for upcoming primary recruitment cycles. There is no limit to how many applications any one chapter may submit, but the ultimate selection of Recruitment Counselors will depend on good, quality candidates. In the case of there not being enough quality applicants from a chapter, the number of Recruitment Counselors from each organization will be redistributed. Should any one chapter not meet this requirement, the chapter President will be asked to nominate chapter members for consideration.

A. Recruitment Counselor responsibilities

- a. Attend and actively participate in all mandatory training sessions;
- b. Attend all recruitment related events held or sponsored by Panhellenic;
- c. “Soft disaffiliate” based on the timeline and specifications set forth by Panhellenic
 - i. Soft disaffiliation will require a member to remove obvious indications of chapter affiliation at least 30 days prior to the start of recruitment. Counselors will be expected to remove indicators such as chapter name from social media accounts and refrain from wearing hard letters during the entire season leading up to recruitment. However, chapters will not be required to remove previously published posts of soft disaffiliated members from their respective social media accounts. Soft letters are also permitted to be worn until the week leading up to primary recruitment.
 - 1. Chapters must avoid posting pictures of soft disaffiliated members on social media accounts during the period leading up to recruitment.
 - a. Chapters may not use soft disaffiliated members in testimonials or videos for recruiting purposes
 - 2. Soft disaffiliated members will also not be allowed to represent their respective chapter at campus recruiting events, such as Involvement Fair.
- d. Demonstrate and provide a thorough knowledge of the College Panhellenic community;
- e. Serve as a positive contact and sorority role model during and after recruitment;
- f. Perform all other duties assigned.

Academic Excellence Committee

The Academic Excellence Committee shall consist of a chairman and seven members. The Academic Excellence Committee shall be responsible for all matters pertaining to the promotion of superior scholarship and intellectual achievement.

Community Service/Philanthropy Committee

The Community Service/Philanthropy Committee shall consist of a chairman and seven members. The Community Service/Philanthropy Committee shall be responsible for all matters pertaining to the promotion of community service/philanthropy.

Public Relations Committee

The Public Relations Committee shall consist of a chairman and seven members. The Public 11

Relations Committee shall be responsible for all forms of publicity dealing with the CNUPC. This committee shall work closely with the Vice President of External Affairs and all committees to make certain that the media is kept informed of the positive events of the Panhellenic Association and its member women's sororities/fraternities.

Recruitment Rules Committee

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 organization and chapter advisor.

President's Council

The President's Council shall consist of the Panhellenic President and the President from each regular, provisional and associate member group at Christopher Newport University as identified in Article III. The committee shall meet no less than monthly to promote good relations among their chapters, discuss relevant issues, and exchange ideas. They will sponsor resolutions or pertinent issues to the Panhellenic Association.

Women's Leadership Summit Committee

The President shall select a committee to help assist with the development and planning of the Women's Leadership Summit. The selection of the committee shall not only include Greek women but any women who attend Christopher Newport University. Women shall be selected through either an interview or application process.

Diversity, Equity, and Inclusion Committee

The Diversity, Equity, and Inclusion Committee shall consist of a chairman (the Vice President of Membership Development) and seven members. There shall be only one member from each of the seven organizations. The Diversity, Equity and Inclusion Committee shall be responsible for all forms of programming relating to DEI Initiatives. This committee shall work closely with the CNUPC and all committees to make certain that the members of CNUPC organizations are informed about DEI initiatives on campus. This committee shall also be responsible for creating programming for members of the campus and the community.

Article IX. Finances

Section 1. Fiscal Year

The fiscal year of the CNUPC shall be from July 1st to June 30th.

Section 2. Contracts

Dual signatures of either following members: Panhellenic President Vice-President of Internal Affairs or Panhellenic Advisor, shall be required to bind the CNUPC on any contract. **Section**

3. Checks

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All checks and electronic payments issued on behalf of the CNUPC shall be signed by two of the following members: Panhellenic President, Vice-President of Internal Affairs, or Panhellenic Advisor.

Section 4. Payments

All payments due to the CNUPC shall bear dual signatures. The following shall be authorized to be one of the two required signatures: the President, Vice-President of Internal Affairs, or Panhellenic Advisor. Checks for payments shall be made payable to CNU College Panhellenic Council and include the name of the chapter signing the check.

Article X. Extension

Section 1. Extension

Extension is the process of adding an NPC women's sorority or fraternity.

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

Section 2. Voting Rights

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

Article XI. Violation Resolution

Section 1. Violation

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

Section 2. Informal resolution

Members are encouraged to resolve alleged violations through informal discussion with the involved parties.

Section 3. Judicial process

The CNU College Panhellenic Council shall follow all NPC Unanimous Agreements and NPC guidelines for the judicial process found in the NPC Manual of Information.

Article XII. Hazing

Per the Unanimous Agreements, the National Panhellenic Conference supports all efforts to eliminate hazing.

Article XIII. Inclusion Statement

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

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

Article XIV. Parliamentary Authority

The rules contained in the current edition of Robert's Rules of Order Newly Revised shall govern 13 the CNUPC when applicable and when they are not inconsistent with the NPC Unanimous Agreements, these bylaws and any special rules of order the CNUPC may adopt.

Article XV. Amendment of Bylaws

These bylaws may be amended at any regular or special meeting of the CNUPC 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 XVI. Dissolution

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

Standing Rules and Code of Ethics

Article I. Panhellenic Code of Ethics

This code of ethics provides a guide by which all active sorority/fraternity members, potential new members, and alumnae of the CNUPC community shall strive to uphold. The code was created and established by the Panhellenic Council in order to maintain positive communication, mutual respect, trust and support among all Panhellenic women. This code establishes high standards that will continue to improve the growth and prosperity of CNU's Panhellenic community, and each individual therein, both now and in the future.

- A. As a united Greek community, we believe in our support of every chapter whether in times of difficulty or success.*
 - B. We place high value on respect for others, human dignity, cultural diversity and self-worth, therefore we believe it is in the best interest of CNU's Panhellenic community to avoid disparaging remarks about other Greek or non-Greek organizations. Rather we should create and support friendly relations with these entities.*
 - C. We believe it is the responsibility and duty of Panhellenic women to abstain from participating in or condoning negative discussion involving any Greek chapter and do their utmost to restore harmony.*
 - D. In upholding positive Panhellenic spirit, it is understood that we represent the Greek community in our demeanor and manners, whether at CNU or away.*
 - E. We believe all CNU Recruitment Rules and Procedures shall be adhered to and the chapters are responsible for being educated, aware and respectful of these rules. As a community of Panhellenic women we will avoid seeking unfair advantages in order to benefit our own sorority/fraternity.*
 - F. We will promote Greek unity by supporting philanthropic, academic, personal and leadership development programming set forth by the Panhellenic Executive Board and individual chapters so long as participation does not strain the chapter.*
 - G. Good sportsmanship shall be encouraged by each chapter to instill a sense of community, ensure cooperation and promote positive attitudes and behaviors.*
 - H. We will not tolerate hazing as it is defined by the Fraternal Information and Programming Group (FIPG), Christopher Newport University, the Commonwealth of Virginia, and each chapter's national policies. I. We understand the obligation of good health to oneself in all aspects and agree to promote positive decisions that will lead to well-being among our Greek members. We believe that negative influences are potentially detrimental and threatening to the members of our community.*
 - J. We accept the role of being members of the CNU Panhellenic community and as such, value the four tenets of Greek Life of our university--leadership, scholarship, sisterhood, and service. We will endeavor to uphold the UNANIMOUS AGREEMENTS and all amendments, principles and values set forth by the National Panhellenic Conference, as well as strive for honor in every facet of our lives.*
- As Panhellenic women of Christopher Newport University, these are the tenants by which we strive to live.*

Article II. Membership Dues

A. Amount \$20 per chapter member per semester

Regular Membership. The dues of each Panhellenic Association member sorority/fraternity shall be an assessment per member and new member. The amount of Panhellenic dues shall be

\$20 per chapter member per semester and per new member during the semester they accept a bid. **Associate Membership.** The dues of each Panhellenic Associate member shall be \$12 per chapter member per year for the Founding Class. Dues shall then be \$15 per chapter member per

year for the remaining classes until the colonization period is complete.

Article III. Fees and Assessments

- A. Fines can be administered if an organization does not turn in required forms such as chapter rosters, membership dues and payments by the due date designated by CNUPC. These fines are \$20 each day they are late.
- B. In the event an organization fails to pay their fines within the timeline, a late fee may be applied.

Article IV. Panhellenic Calendar

- A. Each chapter is required to submit their public events for the semester to the Vice President of External Affairs by the first Friday of each semester.

Article V. Officer Eligibility

- A. Women who wish to serve on Panhellenic Council Executive Board must be in good standing with their respective chapter and hold a 3.0 cumulative GPA or higher.
- B. Women who wish to serve on Panhellenic Council Executive Board may not have an officer or chairman position within their respective chapter or study abroad for the year of which their term for Panhellenic Council would take place.
- C. While serving their term on CNUPC, they must be able to maintain a completely unbiased perspective and shall represent the best interests of the CNUPC community at large in all that they do.

Article V. Panhellenic Council Regular Meetings

- A. The CNUPC shall hold one regular meeting bi-weekly while classes are in session during the regular academic year.
- B. The delegate from each respective chapter shall be responsible for notifying her chapter members of all regular and special meetings of the CNUPC.

Article VII. Panhellenic Exec Authority

Panhellenic has the authority to designate any PC, NPHC, or IFC event as mandatory for a percentage of each Panhellenic organization that is at the jurisdiction of the Panhellenic Council. A monetary sanction may be imposed if there is a lack of attendance by any organization, as stated in the Manual of Information.

- A. Any event designated as mandatory must be presented to chapter delegates at least two weeks prior to the date of the event.
- B. A chapter will be charged \$10 per person that does not meet the mandatory minimum.
- C. The mandatory minimum for the 2022-2023 academic year shall be 15% of chapter members.

Article VIII. Judicial Board

An application will be sent out to the Panhellenic community for members to apply for a Judicial Board position. If no applications are received from a chapter, the Vice President of Standards will

request 3-5 nominations from the President of each organization. The Vice President of Standards will select one person from each organization based on the applications and nominations to preside

on the Judicial Board.

A. Those ineligible for applying/a nomination are the following: Presidents, Recruitment chairs and Judicial chairs or equivalent of each organization.

B. Applications will be created by the VP of Standards and revised yearly.

Article IX. Other Committees

Membership Recruitment Committee

A. Director of Recruitment Logistics responsibilities

- a. Attend all Recruitment chair meetings.
- b. Work with Panhellenic Vice President of Recruitment to plan, execute, and manage all Panhellenic Association aspects of the formal and informal recruitment process;
- c. Attend weekly meeting with VP of Recruitment;
- d. Creates innovative and meaningful ways for engaging PNMs in all Panhellenic events year round;
- e. Works with Panhellenic Vice President of Recruitment to support all individual chapters in the planning and execution of Formal and Informal recruitment;
- f. Perform all other duties assigned.

B. Head Recruitment Counselor responsibilities

- a. Head weekly Fall Recruitment Counselor training sessions;
- b. Attend all recruitment related events held or sponsored by Panhellenic;
- c. Disaffiliate based on the timeline and specifications set forth by Panhellenic;
- d. Have experienced Formal Recruitment as an initiated member of a CNU Panhellenic chapter before being eligible to be a Head Recruitment Counselor;
- e. Be the main point of contact between Recruitment Counselors and VP of Recruitment;
- f. Weekly meetings with the VP of Recruitment;
- g. Perform all other duties assigned

Academic Excellence Committee

The Academic Excellence Committee shall consist of a chairman and seven members. The Academic Excellence Committee shall be responsible for all matters pertaining to the promotion of superior scholarship and intellectual achievement.

Community Service/Philanthropy Committee

The Community Service/Philanthropy Committee shall consist of a chairman and seven members. The Community Service/Philanthropy Committee shall be responsible for all matters pertaining to the promotion of community service/philanthropy.

Public Relations Committee

The Public Relations Committee shall consist of a chairman and seven members. The Public Relations Committee shall be responsible for all forms of publicity dealing with the CNUPC. This committee shall work closely with the Vice President of External Affairs and all committees to make

member women's sororities/fraternities.

Recruitment Rules Committee

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 organization and chapter advisor.

President's Council

The President's Council shall consist of the Panhellenic President and the President from each regular, provisional and associate member group at Christopher Newport University as identified in Article III. The committee shall meet no less than monthly to promote good relations among their chapters, discuss relevant issues, and exchange ideas. They will sponsor resolutions or pertinent issues to the Panhellenic Association.

Women's Leadership Summit Committee

The President shall select a committee to help assist with the development and planning of the Women's Leadership Summit. The selection of the committee shall not only include Greek women but any women who attend Christopher Newport University. Women shall be selected through either an interview or application process.

Diversity, Equity, and Inclusion Committee

The Diversity, Equity, and Inclusion Committee shall consist of a chairman (the Vice President of Membership Development) and seven members. There shall be only one member from each of the seven organizations. The Diversity, Equity and Inclusion Committee shall be responsible for all forms of programming relating to DEI Initiatives. This committee shall work closely with the CNUPC and all committees to make certain that the members of CNUPC organizations are informed about DEI initiatives on campus. This committee shall also be responsible for creating programming for members of the campus and the community.

Article X. Hazing

All forms of hazing shall be banned. If hazing takes place, the organization responsible is subject to University, Title IX, and Panhellenic sanctions.

- A. Under no circumstance shall an uninitiated member or potential new member consume alcohol nor socialize at a function that has alcohol with an initiated Panhellenic sister. Any action as such will be perceived as hazing and action will be taken.
- B. Annual Anti-Hazing education will be put on by the Vice President of Standards. Faculty and staff will be encouraged to attend.
- C. Any confirmed incidents of hazing that are reported to the CNU Panhellenic Council and fall under the 2018 Revised CNU Hazing Policy shall be reported to the approved CNU officials.

- a. What does not fall under this policy will be handled by CNUPC.
- D. All potential new members and members from CNU Panhellenic organizations must complete the Anti-Hazing training through the Office of Student Involvement. This is required through Adam's Law (Senate Bill 493-Virginia Law).

Article XI. Zero Tolerance Rule

All forms of discrimination shall be banned. If discrimination takes place, the organization responsible is subject to University, Title IX, and Panhellenic sanctions.

- A. Any confirmed incidents of discrimination that are reported to the CNU Panhellenic Council and fall under the Discrimination, Harassment and Sexual Misconduct Policy shall be reported to the approved CNU officials.
 - a. What does not fall under this policy will be handled by CNUPC.
 - i. There will be immediate expulsion from campus if the organization is proven to engage in racist rhetoric, activity or exclusion