Article I- Membership
A. Chapter members shall be defined as any member who is currently on the sorority roster and is duly enrolled as an undergraduate or graduate student at Northwest Missouri State University.
   1) Those who do not qualify are:
      a) Any member whose membership has been permanently terminated by her chapter both locally and nationally.
      b) Any member no longer participating in any way with the chapter in recruitment, scholarship, financial matters, social affairs, or by holding an office.
B. In order for an associate/pledge/new member to be initiated into full membership she must receive a cumulative GPA of 2.5 or higher for the trimester. If violated, sanctions will be levied. It will be the responsibility of the Panhellenic Advisor to inform the chapter president of any woman in her chapter who do not meet this qualification.
C. Member fraternities are those who are dues-paying and abide by the rules and regulations as set forth by Panhellenic Council.
   1) Member fraternities who are up-to-date with dues and who abide by the rules and regulations as set forth by Panhellenic Council are entitled to the following privileges:
      a) Participate and be included in all aspects of Formal Recruitment.
      b) Participate and be included in all aspects of Greek Week.
      c) Be recognized on campus as a Greek organization.
D. Member fraternities shall maintain a cumulative chapter GPA of 2.8. If a chapter should fall below a 2.8 cumulative GPA, voting privileges shall cease until the GPA is at or above at a cumulative 2.8.
E. If a non-initiated member is not initiated into full membership within one calendar year of signing her bid, her new membership shall expire on the date she was originally signed one year previous. Exceptions shall be made for delayed initiation status.

Article II- Dues, Fees, and Finance
A. The fiscal year of the Northwest Missouri Statue University Panhellenic Council shall be from July 1 to June 30 inclusive.
B. All payments due to the Northwest Missouri State University Panhellenic Council shall be given to the Treasurer who shall record and deposit them. Checks for payment shall be made payable to Panhellenic Council.
   1) Chapters unable to meet financial obligations must make an agreement with the Panhellenic Council Executive Board to establish an appropriate payment plan.
   2) Any chapter delinquent in financial payments may be subject to a mediation hearing.
C. Membership Dues
   1) The dues of each Panhellenic Council member fraternity shall be determined by the roster that is currently filed with the Greek Life office.
a) Each fraternity shall pay a fee of ten (10) dollars per member (members currently on chapter rosters) each semester to Panhellenic Council.

2) The dues of each Panhellenic Council member fraternity shall be payable on October 15th and February 15th, semi-annually.

3) No Panhellenic Council funds can be used at events where alcohol is present.

4) Should it be necessary to add to Panhellenic funds to cover expenditures, the treasurer shall, with the approval of the Council, assess each chapter.

Article III- Standing Committees

A. The Executive Committee shall be composed of the President, Vice President of Philanthropy, Vice President of Recruitment External, Vice President of Recruitment Internal, Vice President of Scholarship, Vice President of Judicial Procedures, Vice President of Programming and Public Relations, Secretary and Alumni Relations, and Treasurer.

Article IV- Selection of Officers

A. Member fraternities of the Northwest Panhellenic Council shall hold the office of President by election. It is required that the candidates for President shall have served on Panhellenic or a sorority executive board in the previous year.

B. The officers of Vice President of Philanthropy, Vice President of Recruitment External, Vice President of Recruitment Internal, Vice President of Scholarship, Vice President of Judicial Procedures, Vice President of Programming and Public Relations, Secretary and Alumni Relations, and Treasurer shall be held by election by member fraternities of the Northwest Panhellenic Council.

C. Officers shall be selected on election basis each year.

D. All candidates shall post a cumulative GPA of 2.7 or higher.

E. Each fraternity shall be represented at least once on the Panhellenic Executive Board. If their fraternity is completely eliminated from election, nominations will be taken from the floor.

F. If an officer’s GPA falls below a cumulative 2.7 during their term, they resign, or are removed from office there will be replaced by another member of the same organization (appointed by the organization).

G. Chapters may not have more than two representatives on the Panhellenic Executive Board at any time.

H. Starting the last week of October but no later than the second week in November, any delegate from any fraternity who desires an office will submit an application. Each fraternity will be required to have at least two (2) women fill out applications or one (1) member will be required to fill out applications for two (2) positions. If running for a higher position and not elected, a delegate can choose to run for a lower position. The member applying will have two (2) weeks to turn in these applications.

I. The Panhellenic President shall provide the council and fraternity members attending a list of all eligible candidates to each fraternity at the next regular Panhellenic Council meeting.

J. At this meeting, each candidate shall give a two (2) minute presentation that lists her qualifications for the position(s).

K. Elections will be a majority vote. Each chapter is allowed two (2) votes. The same two (2) delegates of one (1) organization must do the voting on the candidates for all positions. There will be deliberation time between speeches and delegates voting.

L. An officer having two (2) or more unexcused absences from meeting shall be subject to impeachment hearings.
M. Qualifications are as follows:

1) **President**
   - Delegate for 1 year, previous Panhellenic Executive Board member, or a sorority executive board the previous year.
   - Junior or Senior status
   - 2.7 grade average

2) **Vice President of Philanthropy**
   - Delegate or Panhellenic executive member in the previous semester
   - 2.7 grade average

3) **Vice President of Recruitment External**
   - Recruitment director, Panhellenic Exec officer, or Gamma Chi during the previous fall semester.
   - Junior or Senior status
   - 2.7 grade average

4) **Vice President of Recruitment Internal**
   - Recruitment director, Panhellenic Exec officer, or Gamma Chi during the previous fall semester.
   - Junior or Senior status
   - 2.7 grade average

5) **Vice President of Scholarship**
   - Delegate or Panhellenic executive member in the previous semester
   - 2.7 grade average

6) **Vice President of Judicial Procedures**
   - Delegate or Panhellenic executive member in the previous semester
   - 2.7 grade average

7) **Vice President of Programming and Public Relations**
   - Delegate or Panhellenic executive member in the previous semester
   - 2.7 grade average

8) **Secretary and Alumni Relations**
   - Delegate, secretary of own sorority, or Panhellenic executive officer the previous semester.
   - 2.7 grade average

9) **Treasurer**
   - Delegate, Treasurer of own sorority, or Panhellenic executive officer the previous semester.
   - 2.7 grade average
   - Experience dealing w/ financial matters

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Article V- New Member Group Admission

A. As new National Panhellenic Conference fraternities are installed on the campus, they shall automatically become members of the Panhellenic with full membership responsibilities of voice, vote, offices, fees, etc. as outlined in this Constitution and Bylaws.

B. By majority vote of all delegates, a petitioning local fraternity may become a member of Panhellenic with only the right and responsibility of voice.

C. Procedure for Admission:

1) A formal petition shall be submitted to Panhellenic Council.
2) Panhellenic Council shall consider the petition and notify the petitioners of its decision.
3) If the new local fraternity is admitted, it shall send its representatives to the next Panhellenic Council meeting.

D. After a fraternity has had the rights and responsibility of voice for at least 1 year, they may petition the council to be granted the rights of full council membership including the right of vote.

E. Procedure for Full Membership:
   1) The petitioning fraternity must have obtained the right of voice for no less than one year.
   2) The petitioning fraternity must adopt the Panhellenic Constitution and Bylaws, and all National Panhellenic Conference agreements, compacts and rules.
   3) If petitioning fraternity is granted full membership it is the responsibility of that organization to educate its members on the expectations and procedures that come with full membership.
   4) If a group is refused full membership, they may appeal to the Judiciary Committee and this committee may after studying the matter make recommendations to the Panhellenic Council.

F. Advisors
   1) Each fraternity shall have at least one faculty advisor approved by the University Administration.

Article VI- Scholarship Award
Northwest Missouri State University’s Panhellenic Council, in order to encourage and recognize scholastic achievements, does hereby resolve that an award, known as the “Panhellenic Scholarship Award”, shall be presented each semester to the fraternity having the highest scholastic standing. It is agreed that the winner of the award shall be determined in the following manner:

A. Grades to be considered:
   1) Grades of all chapter members and new members who are on the chapter roster as of the last day of the semester shall be counted for that semester. It is up to the chapter to update their roster with the Greek Life office.
   2) Summer semester grades shall not be counted.

B. Method of Tabulation
   1) Only grades for academic courses as recorded in the Registrar’s Office shall be counted.
   2) The Panhellenic Advisor shall average the grades by the same method used to determine grade point averages of all students, and she/he shall determine the winner of the award.
   3) When a fraternity wins the award, the trophy shall automatically become a temporary possession of that fraternity.
   4) In case of a tie, a trophy shall be presented to both fraternities.

C. The Cost and Presentation
   1) Panhellenic Council shall assume the cost of the trophy. The name of the winning fraternity shall be engraved on the trophy. If lost or broken, the fraternity shall pay for the cost of repair or replacement.
   2) The spring award shall be presented at the Fall Scholarship Banquet.
   3) The fall award shall be presented at the Greek Week awards ceremony.

Article VII- Recruitment
A. Rules concerning Recruitment shall be revised as needed and appended to these Bylaws.
B. In order to accomplish fair and prompt settlement of University Panhellenic disputes, this Panhellenic will follow the University Panhellenic Agreement and the most recent NPC Manual to handle disputes.

C. Sanctions related to Recruitment infractions are imposed in accordance with NPC procedures for “handling Recruitment infractions.”

1) The mediation committee (consisting of Panhellenic Advisor, Greek Life Graduate Assistant, Panhellenic President, Vice President of Judicial Procedures, and University Administrator within Student Affairs) may choose more than one sanction depending upon the severity of the violation founded. The mediation committee will take care to ensure that the sanction(s) is/are appropriate to the severity of the violation committed. If the sanction is not completed, another hearing is heard.

Article VIII- Recruitment Rules

A. The chapter total shall be at least 75 initiated members and new members per semester. Total shall be set according to NPC policy as outlined in “How To” for College Panhellenics. Total is the set number that which no sorority may exceed with the exception of formal recruitment. It is up to the chapter’s discretion to decide how many new members they wish to accept up to the total number.

B. Dates for fall Recruitment will be determined by Panhellenic Executive Council. Recruitment Information Session will constitute the first day of the fall Recruitment.

C. No potential new member shall be allowed to go through Recruitment if she has not maintained a high school or college GPA of the lowest GPA requirement for sororities. I.E. To date (November 2008) the lowest sorority GPA requirement is 2.5, so a potential new member holding a GPA of lower than a 2.5 is unable to go through Recruitment. This rule may change according to the lowest sorority GPA requirement.

D. All sorority members and active alumnae are allowed to attend sorority song as long as they remain in the balcony or in the back of the auditorium.

E. No COR (Continuous Open Recruitment) parties shall be held between the last day of the spring semester and 24 hours following bid day.

F. All sororities participating in Formal Recruitment are required to attend Recruitment Rules. All who attend will sign a contract of agreement to abide by outlined Recruitment Rules.

G. Recruitment Rules

1) We abide by all National Panhellenic Conference Recruitment Rules.

2) All recruitment plans must be Panhellenic approved prior to sending to nationals.

3) Gamma Chi/Panhellenic Executive Board
   a) Greek Counselors are required to sign the Recruitment Rules.
   b) Greek Counselors and Panhellenic executive members will not reveal their individual sorority from the last day of finals to bid day. Disaffiliation will begin on work weekend and will include disaffiliating from facebook accounts, not wearing letters, and not promoting their organization in anyway.
   c) Greek Counselors must have a cumulative GPA of a 2.5.
   d) In the instance of a new colony, members will be eligible to be Greek Counselors for the following Recruitment.

4) Silence
   a) Panhellenic executive members and Greek Counselors may not go to or call active or alumnae members, or go to where active and alumnae members are present unless permission is obtained from the Panhellenic
President or Advisor. If a Greek Counselor needs to be in one of these areas, a Panhellenic officer must be present from Info session to bid day.
b) Strict silence is the time during which there is no conversation or contact between women’s fraternity members and prospective members. This includes all reference to fraternities, verbal, written, typed, or printed.
c) Informal silence will be observed between Greek Counselors, Panhellenic executive members, and sorority members (including alumnae) from Information Session to bid day. Informal silence includes brief greetings and non-recruitment conversation.
d) There is no promising of bids directly or indirectly by any member, new member, or alumnae of a fraternity.
e) Pictures and names of Panhellenic executive members and Greek Counselors must be removed from the sight of potential new members by work weekend. This includes chapter websites.

5) Potential New Members
   a) If a potential new member has participated in recruitment in the past and did not accept her bid from a sorority, she has the option to skip the party of the sorority to which she declined the bid.
b) If a potential new member wishes to withdraw from Recruitment. She must tell her Greek Counselor who in turn must come to the Greek Life office with the potential new member.
c) No independent/potential new member may move into Roberta Hall until the day bids are accepted, except by a prior house contract with the university.

6) Recruitment Decoration Policies
   a) The Vice Presidents of Recruitment, Chapter Recruitment Directors, and Treasurers will determine, in the spring, the following:
      i. Games
      ii. Fact sheet stipulations
      iii. Party Plans
      iv. Budgets

7) Recruitment Parties (Overall)
   a) Panhellenic Council will sponsor programs to help all chapters prepare for recruitment.
b) To create a positive image of the Greek System, Panhellenic prohibits sorority members to promote or advertise their individual sorority before or during formal recruitment (excluding the Greek BBQ). This applies to all organizations in the Panhellenic sponsored recruitment. Members may state her sorority affiliation as well as encourage the women to participate in recruitment.
c) There shall be no formal recruitment plan or set pattern of rotating that is noticeable. This includes hand signals, motions, and cues. This also includes, “scoping out” a potential new member and/or forming a line to talk to a PNM.
d) A Panhellenic Officer/Head Gamma Chi is permitted (but not limited) to monitor one party per organization per day.
e) In the event that there are more potential new members than actives in a recruitment party, alumnae may be used up to campus total (75). If alumnae are used, the chapter is responsible for educating them on the recruitment rules. Alumnae must come to the Panhellenic office and sign
the recruitment rules before attending parties. Panhellenic will consider extenuating circumstances.

f) Door knockers are not allowed in any recruitment parties. They may speak at the door to the President or Recruitment chair/Assistant to inform them about time concerns.

g) All recruitment parties must be set up one hour prior to each day’s recruitment parties. This does not include the Greek BBQ.

h) All recruitment activities should be confined to a recruitment facility. Recruitment activities should not be in the view of the public. This excludes bid day at the Student Union and Greek BBQ at the bell tower.

i) Rooms for recruitment will be determined by Chapter Recruitment Directors and Panhellenic Recruitment chairs the spring before Recruitment. Possible options include but are not limited to a random drawing or based on chapter size.

j) Chanting and singing is allowed and may continue until all potential new members have entered or exited the party. All chanting must end after all PNM have left the room and doors must close.

k) Sororities are required to maintain a 1:1 ratio of active to PNM at all times during recruitment events. A 2:1 ratio is acceptable and a 3:1 ratio is NOT allowed.

l) Recruitment ensembles may include matching shirts, but a uniform is not acceptable.

m) All chapter grade requirements must be turned in by the first Friday of the fall semester.

8) Greek BBQ
   a) Chapters will be allowed only six (6) chapter members at their organizations table, these members may wear letters and are only allowed to stay around the chapter’s information table.
   b) There will be no associations with fraternities or other male organizations in pictures/ scrapbooks/ picture boards.

9) Fraternities, Boys, and Alcohol
   a) From Information Session until Bid Day
      i. Each organization shall prohibit the use of alcoholic beverages in membership recruitment and bid day activities. The mention of alcohol will immediately result in an infraction.
      ii. Each organization shall prohibit the participation of men in membership recruitment and bid day activities.
      iii. Every sorority member must abstain from drinking and/or functions where alcohol is present.
   b) From the time school starts up until the information session
      i. Active sorority women are not allowed to invite potential new members to their event.
      ii. In the event a PNM show up she or someone must request that the PNM leave immediately.
      iii. An “event” can be described as any social outings (house parties, bars, restaurants, a sisterhood event, etc.)
   c) In an instance where an individual chapter does not hold their members accountable for upholding the bylaws, the chapter will be subject to an infraction and mediation hearing.
d) No sorority member or potential new member shall take part in a fraternity recruitment function, with the exception of the Greek Forum/BBQ.

10) Lists
   a) The bid list, disk, and bids are due at the specific time given by the Panhellenic Council.
   b) No advisors will be allowed to turn in the disk and hard copy. Only the Recruitment director and President will be allowed in the office.
   c) The times for lists to be submitted will be agreed upon by the VPs of Recruitment, chapter recruitment directors and the Panhellenic Advisor.
   d) Sanctions for turning in lists late:
      i. 1 minute to 30 minutes- $50 fine
      ii. 31 minutes to 60 minutes- $100 fine
      iii. 61 minutes to 90 minutes- $150 fine
      iv. 91 minutes to 120 minutes- $200 fine
      v. 121 minutes and up- An infraction will be given and punishment determined by the Mediation process.

11) Quote and Release Figures
    a) Panhellenic Council will follow NPC recommendations for quota range.
    b) Each chapter will follow the NPC release figure guidelines.

12) Bids
    a) The day that the potential new members accept their bids will be considered the final day of the recruitment program. All recruitment rules and NPC unanimous agreements prohibiting the use of alcoholic beverages and the participation of all men in recruitment are still in effect.
    b) The final day of the recruitment program will not end until 5pm the day after the designated bid day and standing rules mentioned above apply.

13) Infractions
    a) Any infraction of open/formal Recruitment rules will be brought directly to the Panhellenic Advisor or the Greek Life Graduate Assistant and shall not be discussed between sorority members, Greek Counselors, or Panhellenic Executive board.
    b) If an infraction is submitted to Panhellenic without proper information (i.e.: names of those involved, dates, locations, and report of incident) and it is not on the designated Panhellenic form, it will not be considered.
    c) When an infraction is filed, mediation will take place following bid day, and will include Panhellenic President, the Panhellenic Advisor, Greek Life Graduate Assistant, sorority’s Presidents, Recruitment director of the chapter, and a University administrator.

14) Continuous Open Recruitment
    a) COR is allowed for those chapters under campus total (75). Chapters under campus total can only COR up to but not over campus total.
    b) COR events must be Panhellenic approved. This includes a formal organized party dates and event description. All chapters must turn in COR Potential New Member grade checks and bid acceptance forms to the Panhellenic Advisor.
    c) COR will be allowed as of 24 hours after bids have been distributed.
    d) Snap bids may be given out between 12:00pm and 5:00pm on bid day.

15) Online Accounts
a) All chapter members will be required to make all online accounts (Facebook/MySpace) private two weeks before the end of the spring trimester. Making accounts private includes photos, groups, friends, walls, applications, etc.

b) All chapter members and Greek Counselors will be required to temporarily suspend their online accounts starting at the Greek BBQ.

Article IX- Risk Management

A. Hazing

1) All forms of hazing, including new member day/or pre-initiation activities, which are defined as hazing, shall be banned.

2) Hazing is defined by the Fraternity Executives Associations as…”any action taken, whether on or off fraternity premises, to produce mental or physical discomfort, or ridicule”. Such activities and situations include creation of excessive fatigue; physical and psychological shocks; publicly wearing apparel which is conspicuous and not normally in good taste; engaging in public stunts and jokes; normally degrading or humiliating games and activities; late night sessions which interfere with scholastic activities; and any other activities which are not consistent with the regulations and the policies of Northwest Missouri State University.

3) Any fraternity found in violation of this policy shall be subject to the penalties as stated in the latest NPC manual.

B. Restrictions

1) The council prohibits the purchase or use of alcohol by the council.

2) The council prohibits the use of inappropriate themes on publicity items, including, but not limited to, t-shirts, posters, etc.

3) The council prohibits member chapters from taking part in any form of vandalism and/or pranks.

4) The council prohibits the use of alcohol at a function of a member fraternity and other non-Greek organizations.

5) The council prohibits in any illegal use of alcohol, illegal substances and/or drugs; such as providing to minors or promoting usage.

C. Sexual Harassment

1) The council and member chapters shall abide by the University’s policy regarding sexual harassment.

D. Crisis Management

1) The council and its member chapters shall abide by the NWMSU Interfraternity and Panhellenic Crisis Management Policy and Events Policy.

Article X- Scholarship Expectations

A. A roundtable should be conducted by the Vice President of Scholarship at a date before midterm to discuss the semester’s academic agenda.

B. A midterm and semester grades will be given to Chapter Presidents by the Greek Life office.

Article XI- Judiciary Policies
A. Qualifications of the Judicial Board
   1) All candidates shall post a cumulative grade point average of 2.7 or higher.
   2) All candidates must be an active member of Greek life for 2 or more semesters.
   3) All candidates must have held a previous position in a different organization.
   4) All candidates must be in good standing with their sororities Disciplinary Board/Standards/Judicial Board.
   5) All candidates are not allowed to be their chapters President, or on Disciplinary Board/Standards/Judicial Board.

B. Duties and Responsibilities of the Judicial Board
   1) The Judicial Board is responsible for dealing with violations to the Panhellenic Constitution, Panhellenic Bylaws, and NPC Manual of Information.
   2) Educating member fraternities about the local Panhellenic judicial procedures.
   3) Attend mandatory training sessions as scheduled by the Panhellenic Judicial Board chair. Understand thoroughly the Judicial Board procedures to be followed, proper questioning techniques, the rights of the charged organizations/individuals, appropriate method of evaluating evidence, and deliberations and sanctioning.
   4) Conduct fair hearings with impartial Judicial Board members who follow proper Judicial Board and National Panhellenic Council procedures.
   5) Maintain strict confidentiality before, during, and after the proceeding.

C. Composition of the Board
   1) The Panhellenic Vice President of Judicial Procedures serves as the chair of the board. The VP Judicial Procedures has voting privileges only in the case of a tie.
   2) Each chapter is required to have two appointed judicial committee members, one of which is required to be at any judicial hearing. For appointment, each potential judicial board member shall submit an application to the Panhellenic Council. The Panhellenic Executive Board will be responsible for selecting the two representatives from each chapter from the applications submitted. The representative selected by the Panhellenic Executive Board must be approved by the Panhellenic Council with a 2/3-majority vote.
   3) A faculty or staff member, to be approved by the Panhellenic Council, shall serve as member of the board.
   4) The Northwest Missouri State University Panhellenic Advisor must be present at all hearings as an ex-officio member. The Advisor does not have voting privileges.
   5) A member of the Judicial Board will be appointed to take minutes of the hearing. A Mediation/Hearing Data Form should be used.
6) Chapter presidents are not to be members of the Judicial Board. Chapter presidents need to be available to sign Violation Report Forms or answer charges on behalf of their chapters at hearing.

7) Each sorority will be required to have 10% of their member apply for the position of J-Board.

D. Mediation

1) The mediator shall be either a campus judicial officer, or other qualified faculty representative who is familiar with the Greek system and judicial procedures. The Northwest Missouri State University Panhellenic Advisor and the Judicial Board chair are also required to attend.

2) During mediation chapter advisors may be present, as well as the presidents of the chapters in question. If the defending party(s) are individuals, they are required to attend. Failure to attend will result in the rendering of a guilty verdict.

3) If the parties select mediation as the form of resolution, appeals can be made to the Panhellenic Judicial Board chair or Panhellenic Executive officers.

E. Notification Procedures

1) A judicial board complaint form found on the Greek Life website must be submitted within 3 days after the alleged infraction is known. A NPC violation report form must be submitted no more than 7 days after it is reported.

2) Written notification must be submitted to charged party within 7 days of violation report being submitted.

3) Written notification must include hearing date, time, location, and outlined specific charges being right forth. These are found on the Judicial Board Complaint form.

4) Mediation or Judicial Hearing must occur within 10 school days from the time the violation report was submitted.

5) Within 24 hours after any mediation or Judicial Hearing, written notification must be submitted to the charged chapter. Notification must include the official decision(s) rendered, sanctions levied (if any), and the appeals process.

6) Following the completion of sanction(s), written notification must be submitted to the charged chapter verifying the completion of the judicial process.

7) Any member of the faculty or staff of the university, community member, chapter advisor, or chapter member may submit a written allegation to the University Panhellenic Advisor, Panhellenic President, or Judicial Board Chairman. The name of the person submitting the allegation need not be disclosed, if the person so wishes.

F. Judicial Board meeting procedures

1) The hearing is closed to observers.

2) Each hearing shall be tape recorded, with the exception of the deliberations of the board, for purposes of security, as well as to be reviewed in the case of an appeal.
3) Each sorority may be represented by its president, or designated member.
4) Chapters involved in hearing have the right to consult with fraternity national officer, an alumnae advisor, or an attorney. They may also be allowed to be present at the hearing. However, their purpose is for consultation only. They are not allowed to speak in defense of chapter/member in question.
5) During deliberation, all will leave the room with the exception of the Judicial Board chairman and the Judicial Board members.
6) Deliberations are confidential, and the comments are not to be reported outside the hearing room.

G. Judicial Hearing – Order of Events
1) Call to Order by the Judicial Board Chairman
2) Introductions
3) Up to a Five minute opening statement by accuser
4) Up to a Five minute opening statement by the accused.
5) Call of any witnesses by the accuser and cross-examination
6) Call of any witnesses by the accused and cross-examination
7) Closing statement by the accuser
8) Closing statement by the accused
9) All in attendance except the Judicial Board Chairman and Board members are excused from the meeting.
10) Charges are stated by the Judicial Board Chairman
11) Chairman requests motion from Judicial Board member
12) Discussion of motion
13) Verdict rendered
14) Appropriate sanction determined if guilty, or if not guilty, charges are dismissed.
15) After accuser and accused return to the hearing room, verdict is read.
16) Verdict and appeal information (if guilty) is put into writing and mailed promptly to all parties involved.

H. Sanctions
1) Sanctions imposed by the Judicial Board or mediation committee are final.

I. Appeal
1) Appeals can be made in writing to the NWMSU Panhellenic Advisor or VP of Judicial Procedures.
2) The Panhellenic Advisor and VP of Judicial Procedures will be responsible for reviewing the matter and arriving a conclusion affirming or rejecting the decision of the Judicial Board, or the sanctions imposed.
3) The decision following this appeal is full and final.
4) The appeal must occur within 7 days of mediation.
5) The appeal meeting will happen within 7 days of the appeal request.
6) Appeals committee is made up of the 9 members of Northwest Missouri State University Panhellenic executive board.

J. Removal Stipulations
1) Each Judicial Board member will sign a contract to abide by the duties and responsibilities of the Judicial Board.
2) Upon breaking of contract, the officer will be removed for the Judicial Board, and replaced by another member of the same organization who fits all of the Duties and Responsibilities of the Judicial Board.

Amendments
The Bylaws of the Panhellenic Council can be amended by a two-thirds majority vote of the Northwest Panhellenic Council. Announcement of the proposed amendment must be made one week before the amendment is voted on by the council.