



## BYLAWS OF NORTHWEST MISSOURI STATE UNIVERSITY PANHELLENIC ASSOCIATION

### Article I. Name

The name of this organization shall be the Northwest Missouri State University Panhellenic Association.

### Article II. Object

The object of the Panhellenic Association shall be to develop and maintain women's sorority life and interfraternity relations at a high level of accomplishment and in so doing to:

1. Consider the goals and ideals of member organizations as applicable to campus and personal life.
2. Promote superior scholarship and intellectual development.
3. Cooperate with member women's sororities and the university/college administration to maintain high social and moral standards.
4. Act in accordance with National Panhellenic Conference (NPC) Unanimous Agreements, policies and best practices.
5. Act in accordance with such rules established by the Panhellenic Council as to not violate the sovereignty, rights and privileges of member sororities.

### Article III. Membership

#### Section 1. Membership classes

There shall be three classes of membership: regular, provisional and associate.

- A. **Regular membership.** The regular membership of the Northwest Missouri State University Panhellenic Association shall be composed of all chapters of NPC sororities at Northwest Missouri State University. Regular members of the College Panhellenic Association shall pay dues as determined by the Panhellenic Council. Each regular member shall have voice and one vote on all matters.
- B. **Provisional membership.** The provisional membership of the Northwest Missouri State University Panhellenic Association shall be composed of all colonies of NPC sororities at Northwest Missouri State University. Provisional members shall pay no dues and shall have voice but no vote on all matters. A provisional member shall automatically become a regular member upon being installed as a chapter of an NPC sorority.
- C. **Associate membership.** Local sororities or inter/national or regional non-NPC member organizations may apply for associate membership of the Northwest Missouri State University Panhellenic Association. 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 they are not participating in the primary recruitment process, they shall not have a vote on recruitment rules and establishment or modification of Panhellenic total. An associate member may be expelled for cause by a majority vote of the Panhellenic Council. An associate member shall not be entitled to vote on the question of its expulsion.

## Section 2. Privileges and responsibilities of membership

- A. **Duty of compliance.** All members, without regard to membership class, shall comply with all NPC Unanimous Agreements and be subject to these Northwest Missouri State University Panhellenic Association bylaws, code of ethics and any additional rules this Panhellenic Association may adopt, unless otherwise prescribed in these bylaws. Any rules adopted by this Panhellenic Association in conflict with the NPC Unanimous Agreements shall be void.
- B. **Other Privileges and Responsibilities.**
  1. Member fraternities are those who are dues-paying and abide by the rules and regulations as set forth by Panhellenic Council.
    - a. Member fraternities are obligated to the following:
      - i. Participate and be included in all aspects of Formal Recruitment
      - ii. Participate and be included in all aspects of Greek Week
      - iii. Be recognized on campus as a Greek organization
  2. Dues, Fees, and Finance
    - a. All payments due to the Northwest Missouri State University Panhellenic Council shall be given to the vice president of finance who shall record and deposit them. Checks for payment shall be made payable to Panhellenic Council.
      - i. Any chapter delinquent in financial payments may be subject to a mediation hearing.
    - b. Membership Dues
      - i. The dues of each Panhellenic Council member fraternity shall be determined by the roster that is currently filed with the Greek Life office. It is the duty of each member fraternity president to ensure their chapter roster is up-to-date.
        1. Each fraternity shall pay a fee of fifteen (15) dollars per member (members currently on chapter rosters) each semester to Panhellenic Council.
        2. Dues will be determined and re-evaluated each February based on budgetary forecasting. If any such change occurs, it will be reflected in the Bylaws.

- ii. The dues of each Panhellenic Council member fraternity shall be payable semi-annually, on October 15th and February 15th.
  - iii. No Panhellenic Council funds can be used at events where alcohol is present.
  - iv. Should it be necessary to add to Panhellenic funds to cover expenditures, the vice president of finance shall, with the approval of the Council, assess each chapter.
- c. Fines
- i. If a chapter does not have 85% attendance at a mandatory Panhellenic event, the officers of the Northwest Missouri State University Panhellenic Association can fine the chapter five dollars per percentage that does not meet 85%.
    1. NOTE: This only applies if chapters are given at least one month's notice of the event.
3. Each fraternity shall have at least one faculty advisor approved by the University Administration.

## Article IV. Officers and Duties

### Section 1. Officers

The officers of the Northwest Missouri State University Panhellenic Association shall be 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 risk management, vice president of public relations and programming, vice president of communication and vice president of finance.

### Section 2. Eligibility

- A. Eligibility to serve as an officer shall depend on the class of membership:
1. Regular membership. Members from women's sororities holding regular membership in the Northwest Missouri State University Panhellenic Association shall be eligible to serve as any officer.
  2. Provisional membership. Members from women's sororities holding provisional membership in the Northwest Missouri State University Panhellenic Association shall not be eligible to serve as an officer.
  3. Associate membership. Members from women's sororities holding associate membership in the Northwest Missouri State University Panhellenic Association shall not be eligible to serve as an officer.
- B. Any candidates shall post a cumulative GPA of 3.0 or higher and be in good standing with their chapter to be eligible for office

- C. An officer cannot be a president of their respective chapter or have alumnae status in their respective chapter to be eligible for the Panhellenic Executive Board.
- D. Qualifications for the Officer positions, in terms of specific offices, are as follows:
  - a. Candidates wishing to run for president must:
    - i. Have served as a Panhellenic Executive Board member or served on their respective chapter's executive board previously
    - ii. Not be serving on their respective chapter's judicial or discipline committee.
  - b. Candidates wishing to run for vice president of recruitment external must:
    - i. Have previously served as at least one of the following:
      - 1. The recruitment director of their respective chapter
      - 2. The assistant to the recruitment director of their respective chapter
      - 3. A Panhellenic officer
      - 4. The president of their respective chapter
      - 5. The executive vice president of their respective chapter, or appropriate second in command
      - 6. A member of the Panhellenic membership recruitment committee
  - c. Candidates wishing to run for vice president of recruitment internal must:
    - i. Have previously served as at least one of the following:
      - 1. The recruitment director of their respective chapter
      - 2. The assistant to the recruitment director of their respective chapter
      - 3. A Panhellenic officer
      - 4. A Gamma Chi
  - d. Candidates wishing to run for vice president of judicial procedures must:
    - i. Not be currently serving as their respective chapter's president, social chair, or risk management chair
    - ii. Not be on their respective chapter's judicial or discipline committee
  - e. Candidates wishing to run for vice president of risk management must:
    - i. Not be currently serving as their respective chapter's president, social chair, or risk management chair
    - ii. Not be on their respective chapter's judicial or discipline committee

### Section 3. Selection of Officers

- A. The offices of 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 risk management, vice president of public relations and programming, vice president of communication and vice president of finance of the Northwest Missouri State University Panhellenic Association shall be elected by ballot.
- B. Starting the last week of October but no later than the second week in November, any applicant from any member fraternity who desires an office will submit an application. If running for a higher position and not elected, the applicant can choose to run for a lower position.

- C. Elections will be a majority vote. Each chapter is allowed one (1) vote. The same one delegate for each chapter must do the voting on the candidates for all positions.

#### Section 4. Office-holding limitations

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.

#### Section 5. Nomination procedure

A nominating committee of 10 members shall be elected by ballot by the Panhellenic Council. A majority vote shall elect. The members of the nominating committee shall elect their own chairman. The nominating committee shall consider the qualifications of all candidates for elected officers and shall nominate at least one name for each elected officer position. The Panhellenic advisor shall serve as a nonvoting ex-officio member of the nominating committee.

#### Section 6. Term

The officers shall serve for a term of one year or until their successors are selected. The term of office will begin directly following officer transitions.

#### Section 7. Removal

- A. Any officer may be removed for cause by a vote of two-thirds of the Panhellenic Council.
- B. An officer having two (2) or more unexcused absences from meetings shall be subject to impeachment hearings.

#### Section 8. Vacancies

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

- For special circumstances, the executive board has the authority to appoint someone for the remainder of the term.

#### Section 9. Duties of officers

A. The president shall:

- Preside at all meetings of the Panhellenic Council.
- Preside at all meetings of the executive board.
- Serve as an ex-officio member of all Panhellenic Association committees, except the judicial board.
- Communicate regularly with the Panhellenic advisor.
- Be familiar with the NPC Manual of Information and all governing documents of this Association.
- Ensure that the NPC College Panhellenic annual report is completed.

- Communicate regularly with the NPC area advisor.
- Maintain current copies of the following: Northwest Missouri State University Panhellenic Association 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.
- Will abide by the rules set aside in the recruitment bylaws regarding disaffiliation throughout the entirety of sorority recruitment unless judicial action needs to be taken.
- Perform all other duties as assigned.

B. The vice president of philanthropy shall:

- Perform the duties of the president in her absence.
- Be familiar with the NPC Manual of Information and all governing documents of this Association.
- Organize a minimum of one main philanthropy events per semester, sponsored by Northwest Missouri State Panhellenic Council.
- Bring other philanthropic service opportunities to the attention of the Panhellenic Council and encourage participation from individual chapters in each other's philanthropy events.
- Facilitate philanthropy roundtables as needed with the philanthropy chairperson of each chapter.
- Will abide by the rules set aside in the recruitment bylaws regarding disaffiliation throughout the entirety of sorority recruitment.
- Perform all other duties as assigned.

C. The vice president of recruitment external shall:

- Be familiar with the NPC Manual of Information and all governing documents of this association.
- Be responsible for all information sent to potential new members.
- Revise and carry out the Northwest Missouri State Panhellenic Council Recruitment rules for formal and informal recruitment.
- Coordinate and oversee all recruitment team and recruitment counselor efforts.
- Disaffiliate during the length of sorority recruitment.
- Facilitate recruitment roundtables as needed with the recruitment chairperson of each chapter.
- Conduct assessment from potential new members and chapter recruitment chairpersons and present results to the Panhellenic Council.
- Coordinate an all-sorority recruitment workshop.
- Will abide by the rules set aside in the recruitment bylaws regarding disaffiliation throughout the entirety of sorority recruitment.
- Perform all other duties as assigned.

D. The vice president of recruitment internal shall:

- Be familiar with the NPC Manual of Information and all governing documents of this association.
- Assist in carrying out the Northwest Missouri State University Panhellenic Council recruitment rules for formal and informal recruitment.
- Proctor and manage the application and selection process for Gamma Chis.
- Serve as head Gamma Chi (recruitment counselor) during formal recruitment providing guidance, education, job description and duties and any other task to ensure a successful Gamma Chi program.
- Will abide by the rules set aside in the recruitment bylaws regarding disaffiliation throughout the entirety of sorority recruitment.
- Perform all other duties as assigned.

E. The vice president of judicial procedures shall:

- Be familiar with the NPC Manual of Information and all governing documents of this association.
- Serve as chairperson of the Judiciary Committee.
- Train the voting members of the Judiciary Committee on the policies and procedures of their position.
- Coordinate the registration of all chapter events in Bearcat Link
- Work with the Panhellenic president to review and revise the Northwest Missouri State University Panhellenic bylaws annually.
- With support from the Greek Life Office maintain accurate Judicial Records in Maxient Conduct Software.
- Be a positive representation of the Panhellenic Council to her respective chapter, the Greek community, and the University by being a supporter of the Greek community and its ideals
- Will abide by the rules set aside in the recruitment bylaws regarding disaffiliation throughout the entirety of sorority recruitment unless judicial action needs to be taken.
- Perform all other duties as assigned.

F. The vice president of risk management shall:

- Be familiar with the NPC Manual of Information and all governing documents of this association.
- Serve as chairperson of the Risk Management Committee.
- Educate each chapter on FIPG, Panhellenic, and Northwest Missouri State University policies
- With support from the Greek Life Office and the VP of Judicial Procedures, maintain accurate Judicial Records in Maxient Conduct Software
- Hold an educational meeting with Risk Management Chairwomen from each chapter at least once a semester

- Work with the Greek Life Office to review and revise the Greek Life risk management policies the Northwest Missouri State University Panhellenic bylaws annually.
- In collaboration with the Vice President of Judicial Procedure coordinate the paperwork checking process (guest lists, BYOB and Third Party Vendor forms, etc) of all chapter events in Bearcat Link.
- Serve as Judiciary Committee Chairperson in the event that the VP of Judicial Procedures is unable.
- Plan a risk management educational workshop each year prior to the first social event with the Interfraternity Council vice president of judicial procedures.
- Be a positive representation of the Panhellenic Council to her respective chapter, the Greek community, and the University by being a supporter of the Greek community and its ideals
- Will abide by the rules set aside in the recruitment bylaws regarding disaffiliation throughout the entirety of sorority recruitment unless judicial action needs to be taken.
- Perform all other duties as assigned.

G. The vice president of scholarship shall:

- Be familiar with the NPC Manual of Information and all governing documents of this association.
- Plan a scholarship event/activity each semester based on academic achievement.
- Organize the selection committee of the Panhellenic Scholarships each year.
- Facilitate scholarship roundtables as needed with the scholarship chairperson of each chapter.
- Monitor the academic standing of the Panhellenic community.
- Assure that all sorority grade point average is well above the all women's grade point average on campus.
- Will abide by the rules set aside in the recruitment bylaws regarding disaffiliation throughout the entirety of sorority recruitment.
- Put on at least two (2) scholarship workshops for chapter Scholarship chairs per semester
- Perform all other duties as assigned.

H. The vice president of programming and public relations shall:

- Shall be familiar with the NPC Manual of Information and all governing documents of this association.
- Be responsible for educating the Panhellenic community with a minimum of one (1) program per semester.
- Facilitate programming/public relations roundtables as needed with the programming/public relations chairperson of each chapter.



- Work with the Interfraternity Council vice president of programming and public relations to publish a joint Greek community newsletter at the beginning of each month throughout the school year.
- Maintain positive relations with the media and community by publicizing all Panhellenic events and accomplishments.
- Coordinate updates of the Panhellenic Council website.
- Facilitate the Greek Life Twitter and Facebook page.
- Will abide by the rules set aside in the recruitment bylaws regarding disaffiliation throughout the entirety of sorority recruitment.
- Perform all other duties as assigned.

I. The vice president of communication shall:

- Keep an accurate roll of the members of Panhellenic Council.
- Record minutes of all meetings of the Northwest Missouri State University Panhellenic Council and the executive board.
- Maintain a complete and up-to-date file that includes the minutes of all meetings from the date of organization and current correspondence.
- Send meeting minutes to the NPC area advisor.
- Be familiar with the NPC Manual of Information and all governing documents of this Association.
- Will abide by the rules set aside in the recruitment bylaws regarding disaffiliation throughout the entirety of sorority recruitment.
- Perform all other duties as assigned.

J. The vice president of finance shall:

- Supervise the finances of the Northwest Missouri State University Panhellenic Association.
- Prepare the annual budget and, after its approval by the Panhellenic Council, provide a copy to each Northwest Missouri State University Panhellenic Association member sorority.
- Receive all payments due to the Panhellenic Association, collect all dues and give receipts.
- Pay promptly the annual NPC dues and all bills of the Northwest Missouri State University Panhellenic Association.
- Maintain current financial records; give a financial report at each regular meeting of the Panhellenic Council and an annual report at the close of her term of office.
- Be familiar with the NPC Manual of Information and all governing documents of this Association.
- Will abide by the rules set aside in the recruitment bylaws regarding disaffiliation throughout the entirety of sorority recruitment.
- Shall enforce all mandatory events and fines as necessary.
- Perform all other duties as assigned.

## Article V. The Panhellenic Council

### Section 1. Authority

The governing body of the Northwest Missouri State University Panhellenic Association 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 Northwest Missouri State University Panhellenic Association including, but not limited to: biannually review the parameters as adopted in the recruitment rules for the automatic adjustment of total, annually determine dues, approve the annual budget, consider extension, set a calendar of events, determine programming, establish recruitment rules and recruitment style and host a max of three mandatory events per semester, not including formal recruitment or Greek week. The Panhellenic Council shall also have the authority to adopt rules governing the Panhellenic Association that do not violate the sovereignty, rights and privileges of member women's sororities.

### Section 2. Composition and privileges

The Northwest Missouri State University Panhellenic Council shall be composed of one delegate and one alternate delegate from each regular, provisional and associate member organization at Northwest Missouri State 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 delegates shall have voice but no vote. The alternate delegate shall act and vote in the place of the delegate when the delegate is absent. If both delegate and alternate are absent, the vote may be cast by a member of the sorority, providing her credentials have been presented to the Association president.

### Section 3. Selection of delegates and alternates

Delegates and alternates to the Panhellenic Council shall be selected by their respective women's sorority chapters to serve for a term of one year commencing upon selection by the chapter at the end of the fall semester.

### Section 4. Delegate vacancies

When a delegate vacancy occurs, it shall be the responsibility of the sorority affected to select a replacement within 2 weeks and to notify the Panhellenic Association vice president of communication of her name, address, email and telephone number.

### Section 5. Delegate Duties

- A. Serve as the voting members of the Northwest Missouri State University Panhellenic Council.
- B. Attend all Panhellenic general delegation meetings.
- C. Serve as a liaison between their respective chapter and the Panhellenic Council.
- D. Find a representative of their chapter if she is unable to attend a Panhellenic general delegation meeting and notify the vice president of communication of this substitution.

- a. After two unexcused absences with no replacement, the respective chapter will be asked to find a new delegate.
- E. Be a positive representation of the Panhellenic Council to her respective chapter, the Greek community, and the University by being a supporter of the Greek community and its ideals
- F. Perform all other duties as assigned.
- G. Serve as a member on at least one Panhellenic committee.

#### Section 6. Regular meetings

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

#### 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 Association president when necessary and shall be called by her upon the written request of no fewer than one-fourth of the member women's sororities of the Northwest Missouri State University Panhellenic Association. Notice of each special meeting of the Panhellenic Council shall be sent to each member of the Panhellenic Council at least 24 hours prior to convening the meeting; however, such notice may be waived, and attendance at such meeting shall constitute waiver of said notice.

#### Section 9. Quorum

Two-thirds of the delegates from the member sororities of the Northwest Missouri State University Panhellenic Association shall constitute a quorum for the transaction of business.

#### Section 10. Vote Requirements

- A. Proposed motions on issues that impact a chapter as a whole must be announced at a previous meeting to allow opportunity for chapter input before a vote may be taken on the issue.
- B. A two-thirds vote of the Panhellenic Council shall be required to approve a recolonization plan and for all extension-related votes. All other votes, unless specified in these bylaws, shall require a majority vote for adoption.

### Article VI. The Panhellenic Advisor

#### Section 1. Appointment

The Panhellenic advisor of the Northwest Missouri State University Panhellenic Association shall be appointed by the Northwest Missouri State University administration.

## Section 2. Authority

The Panhellenic advisor shall serve in an advisory capacity to the Northwest Missouri State University Panhellenic Association. The Panhellenic advisor shall have voice but no vote in all meetings of the Panhellenic Council.

## Article VII. Committees

### Section 1. Standing committees

- A. The standing committees of the Northwest Missouri State University Panhellenic Association shall be the Judicial Board, Membership Recruitment Committee, Programming and Public Relations Committee, Philanthropy Committee and Scholarship Committee.
- B. Term. 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

- A. The Panhellenic Council shall appoint members and chairmen of all standing and special committees, and in making these appointments, recognize fair representation from all member women's sororities as much as possible. The president shall be an ex-officio member of all committees except the judicial board.
- B. Chairpersons. The respective Panhellenic officer will serve as chairperson of their standing committee as follows:
  - a. Judicial Board: Vice President of Judicial Procedures
  - b. Membership Recruitment Committee: Vice President of Recruitment External
  - c. Programming and Public Relations Committee: Vice President of Public Relations and Programming
  - d. Philanthropy Committee: Vice President of Philanthropy
  - e. Scholarship Committee: Vice President of Scholarship
  - f. Risk Management Committee: Vice President of Risk Management

### Section 3. Judicial board

The judicial board shall consist of the vice president as chairman and 25 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 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, violations of Risk Management Policy and membership recruitment regulations of the Northwest Missouri State University Panhellenic Association that are not settled informally or through mediation. The hearing shall be conducted by the entire judicial board unless 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 a chairman and representatives from the Panhellenic Association that are appointed at the discretion of the Membership Recruitment Committee Chairman. Alumnae advisors may attend meetings of the committee. The alumnae advisors shall have voice but no vote. This committee shall review and develop membership recruitment rules and submit them for discussion and approval to the Panhellenic Council before the end of the academic term preceding the primary 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. This committee will also aid in the planning of pre-recruitment events.

#### Section 5. Academic Excellence Committee

The Academic Excellence Committee shall consist of a chairman and representatives from the Panhellenic Association that are appointed at the discretion of the Academic Excellence Committee Chairman. The Academic Excellence Committee shall be responsible for all matters pertaining to the promotion of superior scholarship and intellectual achievement.

#### Section 6. Community Service/Philanthropy Committee

The Community Service/Philanthropy Committee shall consist of a chairman and representatives from the Panhellenic Association that are appointed at the discretion of the Public Relations Committee Chairman. The Community Service/Philanthropy Committee shall be responsible for all matters pertaining to the promotion of community service/philanthropy.

#### Section 7. Public Relations Committee

The Public Relations Committee shall consist of a chairman and representatives from the Panhellenic Association that are appointed at the discretion of the Public Relations Committee Chairman. The Public Relations Committee shall be responsible for all forms of publicity dealing with the Northwest Missouri State University Panhellenic Association. This committee shall work closely with the executive board 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.

#### Section 8. Risk Management Committee

The Risk Management Committee shall consist of a chairman and representatives from the Panhellenic Association that are appointed at the discretion of the Risk Management Committee Chairman. The committee will work closely with the Panhellenic Vice President of Risk Management, IFC Vice President of Risk Management, IFC Risk Management Committee, Greek Life Staff and the University to provide information and training to chapters to reduce risk and increase safety and sustainability in the Greek Life Community.

#### Section 9. Gamma Chis

The Gamma Chis shall consist of recruitment counselors chosen by the the Panhellenic Executive Council through application and interview processes as well as the Panhellenic Executive Council for the duration of the formal recruitment period. The requirements to be considered for a Gamma Chi position are as follows:

- Must be knowledgeable of the Northwest Panhellenic Recruitment Rules and the formal recruitment process.
- Must maintain a 2.6 cumulative GPA
- Must be in good financial, social and academic standing with their affiliated chapter
- Must be "active" status with their affiliated chapter
- Must have participated as a Potential New Member and Active Member in the formal recruitment process.
- Must understand and be willing to abide by the Gamma Chi Responsibilities and Position Description as outlined in the Northwest Missouri State University Recruitment Rules

#### Section 9. Other committees

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

### Article VIII. Finances



### Section 1. Fiscal Year

The fiscal year of the Northwest Missouri State University Panhellenic Association shall be from July 1 to June 30 inclusive.

### Section 2. Contracts

Signatures of the president, vice president of finance and the Panhellenic advisor shall be required to bind the Northwest Missouri State University Panhellenic Association on any contract.

### Section 3. Payments

All payments due to the Northwest Missouri State University Panhellenic Association shall be received by the vice president of finance, who shall record them. Checks for payments shall be made payable to the Northwest Missouri State University Panhellenic Association.

### Section 4. Dues

- A. NPC College Panhellenic dues shall be paid yearly as invoiced by the NPC office.
- B. Panhellenic Association membership dues shall be an assessment per member and new member.
  - The amount of such dues for the next academic year shall be determined by the Panhellenic Council no later than February of that year.
  - The dues of each Panhellenic Association member sorority shall be payable semi-annually, on October 15th and February 15th.

### Section 5. Fees and assessments

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

## Article IX. Extension

### Section 1. Extension

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

The Northwest Missouri State University Panhellenic Association 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 X. 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 Northwest Missouri State University Panhellenic Association 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

If informal discussions are unsuccessful, the judicial process will be set in motion by filing a report of the alleged violation. The Northwest Missouri State University Panhellenic Association shall follow all judicial procedures found in NPC Unanimous Agreement VII.

- A. Mediation. Mediation is the first step of the judicial process. The Northwest Missouri State University Panhellenic Association shall follow all NPC Unanimous Agreements concerning the judicial process.
- B. Judicial board hearing. When a violation is not settled informally or through mediation, the judicial board shall resolve the issue in a judicial board hearing. The Panhellenic Council shall adopt procedures in the standing rules for this purpose that are consistent with the NPC Unanimous Agreements.
- C. Appeal of judicial board decision. A decision of the judicial board may be appealed by any involved party to the NPC College Panhellenic Judicial Appeals Committee. The Northwest Missouri State University Panhellenic Association shall follow all NPC Unanimous Agreements concerning the appeals process.

### Article XI. Hazing

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

### Article XII. Parliamentary Authority

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

### Article XIII. Amendment of Bylaws





These bylaws may be amended at any regular or special meeting of the Northwest Missouri State University Panhellenic Council by a two-thirds vote, provided that the proposed amendment has been announced and submitted in writing at the previous regular meeting, allowing an opportunity for chapter input.

#### Article XIV. Dissolution

This Association shall be dissolved when only one regular member exists at Northwest Missouri State 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 NPC.

#### STANDING RULES

[SEE Recruitment Bylaws.](#)