



## VANDERBILT UNIVERSITY PANHELLENIC ASSOCIATION BYLAWS

### Article I. Name

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

### Article II. Object

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

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

### Article III. Membership

#### Section 1. Membership Classes

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

- A. **Regular membership.** The regular membership of the Vanderbilt University Panhellenic Association shall be composed of all chapters of NPC fraternities and sororities at Vanderbilt University. Regular members of the College Panhellenic Council shall pay dues as determined by the College Panhellenic Council. Each regular member shall have voice and one vote on all matters.
- B. **Provisional membership.** The provisional membership of the Vanderbilt University Panhellenic Association shall be composed of all colonies of NPC fraternities and sororities at Vanderbilt 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 fraternity or sorority.
- C. **Associate membership.** Local sororities, national or regional non-NPC member groups may apply for associate membership of the Vanderbilt University Panhellenic Association. The membership eligibility requirements and the process for submitting application and approval of the application shall be determined by the Panhellenic Council. Associate members shall pay dues as determined by the College Panhellenic Council. An associate member shall have voice and one vote on all matters except extension-related matters, and if they are not participating in the formal recruitment process, they shall not have a vote on recruitment rules and establishment or modification of Panhellenic total. An associate member may be expelled for cause by a majority vote of the Panhellenic Council. An associate member shall not be entitled to vote on the question of its expulsion.

## Section 2. Privileges and Responsibilities of Membership

- A. **Duty of compliance.** All members, without regard to membership class, shall comply with all NPC Unanimous Agreements and be subject to these Vanderbilt University Panhellenic Association Bylaws, Code of Ethics, and any additional rules that 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. **Responsibilities of membership.** In conjunction with a duty of compliance, responsibilities of membership in the Vanderbilt University Panhellenic Association include but are not limited to: paying invoices in a timely manner, providing a holistic developmental experience for chapter membership in accordance with the organization's inter/national standards, being an active participant in the Vanderbilt University Panhellenic Association community through engagement in Panhellenic Association member and association programming, reporting violations of NPC Unanimous Agreements or Vanderbilt University Panhellenic Bylaws to appropriate parties through the proper process, and maintaining high standards of academic success.

## Article IV. The Panhellenic Council

### Section 1. Authority

The governing body of the Vanderbilt 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 Vanderbilt University Panhellenic Association including but not limited to: every regular academic term 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 and establish recruitment rules and recruitment style. The Panhellenic Council shall also have the authority to adopt rules governing the Panhellenic Association that do not violate the sovereignty, rights and privileges of member women's fraternities and sororities.

### Section 2. Composition and Privileges

- A. **Composition.** The Vanderbilt University Panhellenic Council shall be composed of one delegate and one alternate delegate from each regular, provisional, and associate member organization at Vanderbilt University as identified in aforementioned membership categories.
- B. **Privileges.** The delegates shall be the voting members of the Panhellenic Council and shall fulfill the responsibility of serving as the voice of the Vanderbilt Panhellenic Community. Each chapter delegate serves as the one (1) vote on behalf of their organization.
- C. **Panhellenic Delegate alternates.** The alternate delegate may attend a Panhellenic Council meeting with the delegate and shall have a voice but no vote unless the alternate delegate is acting in the absence of the delegate. 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. Within this document, the Panhellenic Council shall serve as reference to the Panhellenic Delegates and their respective rights and responsibilities.

### Section 3. Selection of delegates and alternates

Delegates and alternates to the Panhellenic Council shall be selected by their respective women's fraternity or sorority chapters to, preferably, serve for a term of one year commencing upon selection by the chapter and are to be selected no later than the tenth (10<sup>th</sup>) day of classes at the start of the spring term.

### Section 4. Primary and alternate delegate vacancies

Should a delegate vacancy occur, it shall be the responsibility of the fraternity or sorority affected to select a replacement no later than two (2) weeks from the date of the vacancy and to notify the Vanderbilt Panhellenic Association Executive Board's Vice President of Finance and Records of her name, academic year, email address, and

telephone number.

### **Section 5. Regular meetings**

Regular meetings of the Panhellenic Council shall be held on Wednesdays at 6:15 pm at a location to be determined by the Vanderbilt University Panhellenic Association Executive Board, dependent upon campus availability of spacing to account for all parties within in the Panhellenic Council.

### **Section 6. Special meetings**

Special meetings of the Panhellenic Council may be called by the Association President when necessary and shall also be called by her upon written request of no fewer than one-fourth of the member women's fraternities and sororities of the Vanderbilt 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 7. Quorum**

Two-thirds of the delegates from the member fraternities and sororities of the Vanderbilt University Panhellenic Association shall constitute a quorum for the transaction of business.

### **Section 8. Vote requirements**

- A. Proposed motion 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. The timeline for voting on issues that impact a chapter or community as a whole shall consist of at least one (1) week to ensure proposition of said motion to provide ample time for the chapter delegate to return to their chapter for input and prepare for voting. If it perceived by the Vanderbilt University Panhellenic Association Executive Board that more time is needed to review said motions, the Executive Board may extend the review timeline to a specific date of which the Panhellenic Council will convene for voting.
- C. 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 V. The Executive Board**

### **Section 1. Composition**

The composition of the Executive Board shall be the:

- President
- Vice President of Judicial Affairs
- Vice President of Recruitment
- Vice President of Recruitment Counselors
- Vice President of Diversity and Inclusion
- Vice President of Programming
- Vice President of Finance and Records
- Vice President of Member Development
- Vice President of Public Relations and Marketing

The collection of all nine officers may also be called "Executive Board" within this document and in communication.

### **Section 2. Eligibility**

Eligibility to serve as an officer shall depend on the following:

- A. The classes of membership are as follows:

1. **Regular membership.** Members from women's fraternities and sororities holding regular membership in the Vanderbilt University Panhellenic Association shall be eligible to serve as any officer.
  2. **Provisional membership.** Members from women's fraternities and sororities holding provisional membership in the Vanderbilt University Panhellenic Association shall not be eligible to serve as an officer.
  3. **Associate membership.** Members from women's fraternities and sororities holding associate membership in the Vanderbilt University Panhellenic Association shall not be eligible to serve as an officer.
- B. The minimum grade point average in order to be eligible to apply shall be a cumulative 2.5.
  - C. Each candidate interested in applying to serve as an officer for the Vanderbilt University Panhellenic Association is expected to serve a full term of two (2) semester barring any medical, conduct, or academic emergency.
  - D. A candidate may not be considered eligible if they are on disciplinary probation or are otherwise considered not in "good standing" with their organization. Definitions of individual conduct sanctions shall be defined by the Vanderbilt University Student Code of Conduct.
  - E. Each applicant is required to complete a FERPA waiver to permit the Office of Greek Life, Vanderbilt University Panhellenic Association Advisor, and the Vanderbilt University Panhellenic Association officers facilitating the slating process access to their academic and conduct record. Failure to do so will nullify a candidate's application.

### **Section 3. Office-holding limitations**

No more than two members from the same Vanderbilt University Panhellenic Association women's regular membership fraternity or sorority shall hold office on the Panhellenic Executive Board during the same term. It is encouraged to initially seek one representative from each of Vanderbilt University Panhellenic Association women's regular membership fraternities or sororities, but in the event that a qualified candidate from nine separate chapters cannot be found, two members from the same chapter may be elected.

### **Section 4. Term**

The officers shall serve for a term of one year or until the installation of succeeding officers. The official term of office for new officers will begin no later than two (2) weeks after Formal Recruitment at a formal officer transition retreat planned by the outgoing Executive Board. The Vice President of Diversity and Inclusion shall serve for a term of one year and a half or until their successor is selected.

### **Section 5. Duties**

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, the Executive Board shall also report all action it has taken and record the action in the minutes of that meeting.

### **Section 6. 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 7. Special meetings**

Special meetings of the Executive Board may be called by the President when necessary and shall be called by her upon written request of three members of the Executive Board.

### **Section 8. Quorum**

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

## Section 9. Removal

An officer may be removed for cause by a vote of two-thirds of the Panhellenic Council if found in violation of the aforementioned eligibility requirements, Vanderbilt University Student Code of Conduct, and/or is deemed negligent in the performance of their duties. If the Panhellenic advisors and/or the Executive Board deem an officer negligent in the performance of their duties, the officer may be removed at the Vice President of Judicial Affairs, President, and an advisor's discretion.

## Section 10. Vacancies

Vacancies shall be filled in the same manner of selection as provided in Vanderbilt University Panhellenic Association Standing Rules, Article I.

## Section 11. Specific Officer Duties

### A. The President shall:

- Serve as a member of the Recruitment team.
- Establish goals for Vanderbilt Panhellenic life that reflect the needs of its members and its community, taking perspectives of chapters, executive boards, and other councils into account.
- Serve as leadership guidance for the Panhellenic Executive Board as well as in partnership with said Executive Board for the leadership of the Vanderbilt Panhellenic community.
- Be familiar with the NPC Manual of Information and all governing documents of this organization.
- Ensure that the NPC annual report is completed.
- Preside at all meetings of the Panhellenic Council and Executive Board.
- Serve as an ex-officio member of all Panhellenic Association committees except the Judicial Board and be responsible for Panhellenic officer appointment of said committees.
- Communicate actively with the Panhellenic advisor and Office of Greek Life.
- Communicate actively with the National Pan-Hellenic Council, Intercultural Greek Council, and Interfraternity Council.
- Serve as a liaison between the Vanderbilt University Panhellenic Association and Vanderbilt University.
- Oversee transfer of responsibilities to the newly elected Panhellenic Executive Board.
- Serve or appoint a Panhellenic Executive Board officer to represent the Panhellenic Council in meetings where presence is requested by the Office of Greek Life.
- All other duties as assigned.

### B. The Vice President of Judicial Affairs shall:

- Perform the duties of the President in her absence.
- Serve as a member of the Panhellenic Recruitment team.
- Educate the Panhellenic Association about the NPC rules and regulations, the Vanderbilt University Panhellenic Association Bylaws, Standing Rules, and Code of Ethics, membership recruitment rules, and the Panhellenic judicial guidelines.
- Attend mediations for infractions as needed.
- Serve as chairperson of the Judicial Board and organize and attend meetings and hearings of the Judicial Board.
- Select and train members of the Judicial Board.
- Compose memorandums of Initial CPH Violation Report forms and Mediation/Hearing Data Sheets.
- Maintain contact with cited chapters and oversee enforcement of sanctions.
- Comply with the outlined procedures and duties in the judicial guidelines as found in the NPC Unanimous Agreements and Manual of Information.

- Maintain current copies of the following: Vanderbilt University Panhellenic Association Bylaws, Standing Rules, correspondence and materials received from the NPC area advisor, all College Panhellenic reports to NPC; and other pertinent materials.

**C. The Vice President of Recruitment shall:**

- Serve as the chairperson of the Panhellenic Recruitment team.
- Be familiar with the NPC Manual of Information and all governing documents of this association.
- Manage the membership recruitment process to ensure the growth of the Panhellenic community.
- Educate all Panhellenic chapters on membership recruitment rules.
- Uphold confidentiality and an unbiased Panhellenic perspective of the membership recruitment process at all times.
- Conduct regular meetings with the recruitment committee.
- Maintain a complete up to date membership recruitment chair's file which shall include but not be limited to recruitment guidelines, schedules, statistics, and minutes from recruitment committee meetings.
- Work in partnership with the Vice President of Recruitment Counselors in completing tasks for recruitment preparation and recruitment event planning.
- Coordinate with the Vice President of Recruitment Counselors in Recruitment Counselor and Potential New Member (PNM) management.
- Communicate actively with PNMs via a Potential New Member newsletter regarding informal and formal recruitment logistics.

**D. The Vice President of Recruitment Counselors shall:**

- Serve as a member of the Panhellenic Recruitment team.
- Serve as a partner to the VP Recruitment, participating in recruitment-related tasks at the direction and discretion of the VP Recruitment.
- Distribute Recruitment Counselor applications, conduct interviews, lead selection, and notify applicants of their position, coordinate meetings and training.
- In the Fall semester, plan and coordinate a training as well as bi-weekly group meetings with the Recruitment Counselors.
- Take attendance at meetings and mandatory events and maintain frequent correspondence with the Recruitment Counselors to ensure a high level of communication.
- Act as a liaison between the Panhellenic Council and the Recruitment Counselors.
- In the Spring semester, hold at least one follow-up meeting with all Recruitment Counselors to assess Recruitment Counselor training process and experience.
- Attend all Panhellenic recruitment meetings and maintain consistent communication with the VP Recruitment.

**E. The Vice President of Diversity and Inclusion shall:**

- Plan, coordinate, lead and/or facilitate weekly meetings with members of the Greek Inclusivity Alliance.
- Serve as the Panhellenic Executive Board representative for the Panhellenic members of the Greek Inclusivity Alliance and retain availability to meet with them accordingly.
- Meet weekly as one of the Co-Chairs of the Greek Inclusivity Alliance with other Co-Chairs and the Director of Greek Life.

- Plan a two-day long training, in conjunction with other Co-Chairs of the Greek Inclusivity Alliance, to foster understanding for the need for Diversity & Inclusion initiatives before the start of school. Training will be for Greek Inclusivity Alliance Members.
- Oversee all sorority Diversity & Inclusion Chairwomen including holding a recurring meeting with the Diversity & Inclusion chairwomen from the chapters.
- Plan workshops and regular meetings with sorority Diversity & Inclusion chairwomen throughout the year.
- Serve as a representative for the Diversity & Inclusion chair equivalent of each chapter and retain availability to meet with them accordingly.
- Assist chapters in meeting minimum chapter expectations and provided experiences that contribute to the Diversity and Inclusion track of the Greek Member Experience.
- Coordinate and assist in the planning of Diversity and Inclusion training program for sorority new members in conjunction with the Vice President of Member Development.
- Assist the Vice President of Recruitment in creating an accessible and equitable Panhellenic recruitment plan for all students in the Vanderbilt community.
- Attend all meetings, events, programs, retreats, and conferences in serving as a Panhellenic or Vanderbilt Panhellenic Executive Board member liaison unless otherwise agreed with the Director of Greek Life and/or Panhellenic advisor.
- Participate in iDialogues program in the spring semester following appointment.
- Additional duties as assigned through the course of position tenure.

**F. The Vice President of Programming shall:**

- Take an active role in the coordination of the Panhellenic Executive Board for campus-wide events that the Panhellenic Executive Board would sponsor.
- Work in conjunction with representatives from the Interfraternity Council, National Pan-Hellenic Council, and the Intercultural Greek Council to coordinate Greek community-wide events including but not limited to, community service and philanthropy events.
- Facilitate and coordinate all other Panhellenic-sponsored events in the Vanderbilt University and Nashville communities.
- Organize the benefit schedule and rules with the philanthropy chairs of the individual Panhellenic chapters.
- Serve as the chairperson of the Panhellenic Programming Board.
- Coordinate the selection of the Panhellenic Programming Board.

**G. The Vice President of Finance and Records shall:**

- Record minutes of all meetings of the Vanderbilt 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.
- Supervise the finances of the Vanderbilt University Panhellenic Association.
- Prepare the annual budget and, after its approval by the Panhellenic Council, provide a copy to each Vanderbilt University Panhellenic Association member fraternity.
- 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 Vanderbilt University Panhellenic Association.
- Maintain financial records and give a financial report to the Panhellenic Council as needed.



- Be responsible for creation and management of the Panhellenic Executive Board applications and elections process in conjunction with the Panhellenic advisor.

H. **The Vice President of Member Development shall:**

- Serve as the primary officer responsible for the overall enhancement of the Vanderbilt Panhellenic membership experience including but not limited to educational and career-focused programming.
- Work with Sisterhood Chairs to identify further opportunities for member experience improvement, especially in the time surrounding recruitment.
- Work to review all New Member Education programs with the Panhellenic Advisor and each chapter's New Member Educator.
- Work with chapter New Member Educators throughout the education process.
- Host regular roundtable discussions with New Member Educators.
- Organize and execute Vanderbilt Panhellenic Bid Day in January including but not limited to collecting bid day plans, organizing bus schedules, and more.
- Serve as the primary Panhellenic officer on numerous community or campus initiatives at the discretion of the President.
- Serve as the primary liaison for Circle of Sisterhood.

I. **The Vice President of Public Relations and Marketing shall:**

- Work to increase awareness, understanding, and support of Panhellenic's vision, mission, and accomplishments.
- Collaborate with respective Panhellenic officers on the creation of marketing, advertising strategies, and materials for the Panhellenic Council and its member chapters including but not limited to flyers, banner, posters, table tents, social media etc. to promote council events (i.e. Recruitment, and other community wide events) and responsible for said materials to be distributed in various venues on Vanderbilt's campus and social media.
- Work with Panhellenic Vice President of Finance and Records to communicate with collaborators regarding co-sponsorships to ensure the proper usage of Panhellenic's name.
- Work in conjunction with Office of Greek Life's social media engagement plans to ensure proper coverage of Panhellenic Council and member chapter events.

## Article VI. The Panhellenic Advisor

### Section 1. Appointment

The Panhellenic advisor of the Vanderbilt University Panhellenic Association shall be appointed by the Vanderbilt University administration.

### Section 2. Authority

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

## Article VII. Committees

### Section 1. Standing Committees

- A. **Standing Committees.** The standing committees of the Vanderbilt University Panhellenic Association shall be the Judicial Board, Committee of Presidents, Membership Recruitment Committee, and the Diversity and Inclusion Committee.
- B. **Term.** The standing committees shall serve for a term of one year, which shall coincide with the term of the officers.
- C. **Quorum.** Two-thirds of the committee members shall constitute a quorum for the transaction of business.



- D. **Composition.** Committees created to address needs or areas within the community are to be representative of the regular and associate membership of the Vanderbilt Panhellenic community and, as such, to have at least one (1) representative for each regular and associate member organization.

## **Section 2. Appointment of committee membership**

The Panhellenic Council 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 fraternities as much as possible. The president shall be ex-officio a member of all committees except the Judicial Board.

## **Section 3. Judicial Board**

The Judicial Board shall consist of:

- Vice President of Judicial Affairs as the chairman
- One (1) representative from each regular member organization within the Vanderbilt University Panhellenic Association to promote fair and equal representation while serving as a Judicial Board member for their organization
- The Panhellenic advisor shall serve as a non-voting ex-officio member

The Judicial Board members shall participate in training to:

- Be educated about the purpose of the board
- Learn the rules and regulations the Judicial Board will monitor
- Learn the procedures to be followed
- Learn Proper questioning techniques
- Understand the rights of the charged organizations
- Learn how to evaluate evidence
- Discuss the process for deliberations and sanctioning

The Judicial Board shall educate member fraternities about the Panhellenic 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 Vanderbilt 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. The Committee of Presidents**

The Committee of Presidents shall consist of the Panhellenic President as chairman and each chapter president from each regular, provisional, and associate member. This committee shall meet to discuss the state of affairs of the community to promote thoughtful dialogue with the Panhellenic Executive Board or their chapter delegate regarding the welfare of the community.

## **Section 5. The Membership Recruitment Committee**

The Membership Recruitment Committee shall consist of a chairman and one representative from each regular and provisional member. Alumnae advisors may attend meetings of the committee. The alumnae advisors shall have voice but no vote. This committee shall review and develop membership recruitment rules and submit them for discussion and approval to the Panhellenic Council before the end of the academic term preceding the membership recruitment period. After each membership recruitment period, the chairman of this committee shall present a full report, including recommendations, to the Panhellenic Council based on an analysis of the recruitment statistics and

recruitment evaluations from new members, potential new members who withdrew, each member group, and chapter advisors.

### **Section 6. The Diversity and Inclusion Committee**

The Diversity and Inclusion Committee shall consist of the Diversity and Inclusion chairpersons from each Panhellenic organization with the Panhellenic Vice President of Diversity and Inclusion serving as the chair. The Diversity and Inclusion chairpersons should attend regular meetings held at the discretion of the Vice President of Diversity and Inclusion and inform the Vice President of Diversity and Inclusion of all diversity, equity, and inclusion programs that the chapter will host; report any diversity, equity, and inclusion-related misconduct; and inform her of any themes for planned social functions and other events to ensure that it upholds the standards of the Panhellenic community.

### **Section 7. 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 Vanderbilt University Panhellenic Association shall be from June 1 to May 31 inclusive.

### **Section 2. Contracts**

Any contracts would be executed by the University and the Office of Greek Life staff members. No executive board members handle contracts.

### **Section 3. Payments**

All payments due to the Vanderbilt University Panhellenic Association shall be received by the Office of Greek Life office assistant, who shall record them. Checks for payments shall be made payable to the Vanderbilt 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.

## **Article IX. Extension**

### **Section 1. Extension**

Extension is the process of adding an NPC women's fraternity. The Vanderbilt 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. Violations**

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 Vanderbilt 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. The Vice

President of Judicial Affairs should still be notified if a violation has occurred, but she does not need to be a part of the informal discussion process.

### **Section 3. Judicial process**

If informal discussion is unsuccessful, the judicial process will be set in motion by filing a report of the alleged violation. The Vanderbilt University Panhellenic Association shall follow all mediation guidelines found in the NPC Manual of Information.

- A. **Mediation.** Mediation is the first step of the judicial process. The Vanderbilt University Panhellenic Association shall follow all NPC Unanimous Agreements concerning the judicial process. More information on the Mediation process can be found Vanderbilt University Panhellenic Association Standing Rules, Article VI., Section 5.
- 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. Judicial Board hearings are described further in Article VI, Section 3 of Vanderbilt University Panhellenic Association Standing Rules.
- C. **Appeal of Judicial Board decision.** A decision of the Judicial Board may be appealed by any involved party to the NPC College Panhellenics Judicial Appeal Committee. The Vanderbilt University Panhellenic Association shall follow all NPC Unanimous Agreements concerning the appeals process. More information on the appeal process can be found in Article VI, Section 5 of the Vanderbilt University Panhellenic Association Standing Rules.

## **Article XI. Hazing**

### **Section 1. Hazing**

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

### **Section 2. State of Tennessee Hazing Law “9-7-123. Hazing prohibited.”**

“Hazing means any intentional or reckless act in Tennessee on or off the property of any higher education institution by one (1) student acting alone or with others which is directed against any other student, that endangers the mental or physical health or safety of that student, or which induces or coerces a student to endanger such student’s mental or physical health or safety. “Hazing” does not include customary athletic events or similar contests or competitions, and is limited to those actions taken and situations created in connection with initiation into or affiliation with any organization; and “Higher education institution” means a public or private college, community college or university.

Each higher education institution shall adopt a written policy prohibiting hazing by any student or organization operating under the sanction of the institution. The policy shall be distributed or made available to each student at the beginning of each school year. Time shall be set aside during orientation to specifically discuss the policy and its ramifications as a criminal offense and the institutional penalties that may be imposed by the higher education institution.”

### **Section 3. Vanderbilt University Definition of Hazing**

State law requires each college and University in Tennessee to adopt a policy prohibiting hazing. Hazing is defined in the law as “any intentional or reckless act in Tennessee on or off the property of any [college or University] by one (1) student acting alone or with others which is directed against any other student, that endangers the mental or physical health or safety of that student, or which induces or coerces a student to endanger his or her mental or physical health or safety. ‘Hazing’ does not include customary athletic events or similar contests or competitions and is limited to those actions taken and situations created in connection with initiation into or affiliation with any organization.”

While including the statutory limitations of hazing above (i.e., student acts directed at students on or off campus), the University expands its definition of hazing to include any act that may produce, or is intended to produce, mental or physical discomfort, embarrassment, harassment, or ridicule, or any acts that are humiliating, intimidating, or demeaning, or that endangers the health and safety of another person. Such acts include—but are not limited to—paddling in any form, inducement of excessive fatigue, or physical or psychological shocks; personal servitude; implementing or participation in treasure hunts, scavenger hunts, or road trips that are not pre-approved by the appropriate University office; publicly wearing apparel which is conspicuous and not normally in good taste; engaging in public stunts, morally degrading or humiliating games and activities; drinking games, or, other organized activities, late work sessions, and other obligations which interfere with scholastic purposes of the organization; and any other activity inconsistent with the purposes of the organization's constitution, by-laws, standing rules and policies, or University policy. Students are subject to federal, state and local laws, and policies and regulations of the University.

#### **Article XII. Parliamentary Authority**

The rules contained in the current edition of *Robert's Rules of Order: Newly Revised* shall govern the Vanderbilt University Panhellenic Association in all cases to which they are applicable and in which they are not inconsistent with the NPC Unanimous Agreements, these bylaws and any special rules of order the Vanderbilt University Panhellenic Association may adopt.

#### **Article XIII. Amendment of Bylaws**

These bylaws may be amended at any regular or special meeting of the Vanderbilt 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 Vanderbilt University. In the event of the dissolution of this Association none of the assets of the Association shall be distributed to any members of the Association, but after payment of the debts of the Association its assets shall be given to the National Panhellenic Conference.



## VANDERBILT UNIVERSITY PANHELLENIC ASSOCIATION STANDING RULES

### Article I. Elections

#### Section 1. Selection of Officers

- A. The offices of President, Vice President of Judicial Affairs, Vice President of Recruitment, Vice President of Recruitment Counselors, Vice President of Programming, Vice President of Finance and Records, Vice President of Member Development, and Vice President of Public Relations and Marketing of the Vanderbilt University Panhellenic Association shall be elected by application and interview of the chapter member by a representative of each chapter occurring within the fall semester. The slated officers will be presented and voted on by the Panhellenic Council, as explained in Vanderbilt University Panhellenic Association Standing Rules, Article I, Section 3.
- B. The office of Vice President of Diversity and Inclusion shall be elected by the following procedure:
  - Candidates for Vice President of Diversity & Inclusion must meet with both the outgoing Vice President of Diversity & Inclusion and the Greek Inclusivity Alliance Advisor before interviewing for the position.
  - Candidates for Vice President of Diversity & Inclusion must submit an application to be reviewed collectively by a screening panel that consists of the Panhellenic President, Outgoing Panhellenic Vice President of Diversity & Inclusion, Outgoing IFC Vice President of Diversity and Inclusion, Outgoing NPHC Vice President of Diversity and Inclusion, Panhellenic Council Advisor, Greek Inclusivity Alliance Advisor, and other Office of Greek Life Advisors at the discretion of the Director of Greek Life. The screening panel shall screen application responses and grant interviews to all candidates who demonstrate potential fit for the position.
  - An interview panel shall be created which consists of the Panhellenic President, Panhellenic Outgoing Vice President of Diversity & Inclusion, Outgoing IFC Vice President of Diversity and Inclusion, Outgoing NPHC Vice President of Diversity and Inclusion, and 1-2 Multicultural Leadership Council representatives as chosen by the MLC president.
  - Candidates for Vice President of Diversity & Inclusion shall be interviewed, and 1-3 nominations for Vice President of Diversity and Inclusion shall be given by the interview panel for election through the voting process outlined in Vanderbilt University Panhellenic Association Standing Rules, Article I, Section 3.

#### Section 2. Application Process

- A. **Eligibility requirements.** To be eligible for election of a Panhellenic Executive Board position, applicants must:
  - Be considered in “good standing”
  - Have participated in at least one year of recruitment with their member chapter before their scheduled installation as an officer.
  - Meet any position requirements if applicable.
  - Have indicated interest in the position on their application.
- B. **Positional Qualifications**

- **President**
  - i. **Preferred experience:** Panhellenic Executive Board or chapter executive board, community facing role, such as Greek Inclusivity Alliance member, Recruitment Counselor
  - ii. **Skills and competencies:** collaborative, organized, willing to advocate, knowledge of Panhellenic policies (Vanderbilt Panhellenic Bylaws, NPC Manual of Information)
- **Vice President of Judicial Affairs**
  - i. **Preferred experience:** chapter standards board, Panhellenic Judicial Board, experience holding others accountable, experience in a leadership position
  - ii. **Skills and competencies:** ability to act in an unbiased manner, ability to show empathy in all situations, knowledge of Panhellenic judicial process and potential violations (Vanderbilt Panhellenic Bylaws, NPC Manual of Information)
- **Vice President of Recruitment**
  - i. **Preferred experience:** Panhellenic Executive Board, chapter executive board, Recruitment Counselor, chapter recruitment chair or other recruitment related role, Panhellenic delegate, or community facing role such as Greek Inclusivity Alliance member
  - ii. **Skills and competencies:** knowledge of Panhellenic policies, specifically about recruitment, Vanderbilt Panhellenic Bylaws and NPC Manual of Information, organized, firm on deadlines, creative
- **Vice President of Recruitment Counselors**
  - i. **Preferred experience:** Recruitment Counselor or other community facing role such as Greek Inclusivity Alliance member
  - ii. **Skills and competencies:** organized, knowledge of Panhellenic policies, specifically about recruitment counselors (Vanderbilt Panhellenic Bylaws, NPC Manual of Information)
- **Vice President of Diversity and Inclusion**
  - i. **Preferred experience:** participation in the Greek Inclusivity Alliance and/or cultural competency training
  - ii. **Skills and competencies:** excellent written and verbal communication, knowledge of planning and teaching curriculum, programming experience
- **Vice President of Programming**
  - i. **Preferred experience:** event planning or event management
  - ii. **Skills and competencies:** collaborative and organized
- **Vice President of Finance and Records**
  - i. **Preferred experience:** finance or budgeting experience
  - ii. **Skills and competencies:** excellent written and verbal communication
- **Vice President of Member Development**
  - i. **Preferred experience:** strategic planning and collaboration
  - ii. **Skills and competencies:** excellent written and verbal communication, knowledge of Vanderbilt campus resources and student organizations
- **Vice President of Public Relations and Marketing**
  - i. **Preferred experience:** public relations, marketing experience, and/or graphic design experience
  - ii. **Skills and competencies:** excellent written and verbal communication, knowledge of common social media platforms, creativity

### Section 3. Voting Process

- A. The outgoing Panhellenic Executive Board shall determine the date of elections.
- B. Each chapter will be given candidate applications prior to the date of elections. It is expected that each chapter executive board review the applications.
- C. Each chapter will vote for one (1) candidate on a secret ballot. Two (2) members of the chapter must be represented and should include some combination of the chapter president, delegate, or Panhellenic

Executive Board member if applicable. If one of the aforementioned parties is unavailable, another member of the chapter's executive board may help represent the chapter.

- D. Applicants for each position shall prepare a three (3) minute speech to present to voting representatives. Pre-decided follow up questions may be asked. The order of speeches shall be as follows:
- President
  - Vice President of Judicial Affairs
  - Vice President of Recruitment
  - Vice President of Recruitment Counselors
  - Vice President of Diversity and Inclusion
  - Vice President of Programming
  - Vice President of Finance and Records
  - Vice President of Member Development
  - Vice President of Public Relations and Marketing
- E. After all speeches have been given for all positions, each chapter shall submit a ballot with the name of one (1) candidate they would like to elect to each position. A simple majority will be required to elect a single candidate to that position.
- F. Each candidate will be considered for each position that they have applied for, provided they meet the eligibility requirements.
- G. The Panhellenic advisor shall count votes and announce the winner for each position.
- H. In the case that no candidate receives a majority of the votes cast, a runoff election will be held to narrow down the pool to two (2) candidates and ballots will be cast again. In the case of a tie in a two-way race, the delegates must continue discussion and revote until there is a simple majority cast for one candidate.
- I. Those who have received positions will be notified by the outgoing Panhellenic Executive Board via call.

## Article II. Recruitment Counselors

### Section 1. Disassociation

Recruitment counselors should be “disassociated” from their respective NPC chapters for 30 days preceding the last day of fall semester classes and during recruitment, so their actions and decisions support the welfare and best interests of the Panhellenic community. Disassociation means the Recruitment Counselors will pledge not to wear or reveal their letters in any form, not to be involved with any recruitment activities within their chapters including communicating with chapters about PNMs, and to set all social media accounts to private.

### Section 2. Meetings

All Recruitment Counselors are expected to hold and facilitate regular meetings with their group members. They also must attend training meetings with the other Recruitment Counselors and the Vice President of Recruitment Counselors.

### Section 3. Important Events

All Recruitment Counselors must be present for Training Retreat, Panhellenic Preview Day, any Panhellenic Recruitment Event, Recruitment 101, and all days of Formal Recruitment including Bid Day.

### Section 4. Recruitment Counselor Candidates

Active members will in no way be discouraged from applying to become Recruitment Counselors. Executive officers will not require members to inform them that they are applying to the position, unless approval is required by the sorority's inter/national governing documents.

## Article III. Philanthropy Events

### Section 1. Alcohol

There is a no alcohol policy at all benefits and philanthropy events; anyone found to be under the influence of alcohol or carrying alcohol into a benefit event will be required to leave and forced to submit themselves to the judicial process of their respective council. If the individual is not affiliated, the matter will be turned over to Student Conduct.



## **Section 2. University Guidelines**

Follow University guidelines/regulations regarding publicity and special reservations. If a chapter is planning to use outside amplification (i.e., outside bands, speakers, etc.), they must go to special events reservation to get permission.

## **Section 3. Posting**

All organizations must comply with university posting guidelines, which are located in the Student Organization Handbook. This includes, but is not limited to, flyers, posters, banners. Chalking is also not allowed anywhere on the Vanderbilt University campus. For the full list of regulations, please refer to pages 12 and 13 of the Student Organization Handbook.

## **Section 4. Dates**

In coordination with the Panhellenic Vice President of Programming, dates for fall benefits shall be set. Once the dates are set, chapters will be allowed to alter their benefit dates until May 1 of the preceding spring semester. All newly selected dates must be announced to the Panhellenic delegates and the Office of Greek Life within one week of the change. Changes after May 1 will be allowed only under extraneous circumstances.

## **Section 5. Information on Philanthropy**

At least one table or centerpiece presenting information regarding your benefit's philanthropic organization must be present at the event.

## **Section 6. Admission**

Council Members, Chapter Presidents, and Recruitment Counselors will be given free admission to any fall benefit.

## **Section 7. Nametags**

Nametags shall not be work at fall philanthropy benefits.

## **Section 8. Advertising**

Chapters may not begin advertising on the wall or in Sarratt Student Center for their benefit until two weeks prior to the event (this includes posters, selling tickets; however, t-shirts and participation sign ups may occur). Tickets may be sold on the Wall, in Sarratt, or by an active member. Chapters may only hang banners advertising their benefit on their own facility or at Sarratt Student Center and Rand Dining Center. No one can sell tickets on Commons.

## **Section 9. Outdoor Venues**

Chapters wishing to hold their benefit outdoors are required to reserve an indoor venue in case of weather concerns or have a tent.

## **Section 10. Venue**

No chapter may hold their benefit inside the chapter facility for any reason.

## **Section 11. Etiquette at Events**

All chapters should be respectful of other chapters' individual benefit. Chapters may not hold campus-wide philanthropic events on that same day. Chapter members may not wear their own sorority clothing at another Panhellenic chapter's out of respect for the chapter hosting the event.

## **Section 12. Price of Events**

Each chapter may hold one benefit on their own, in which attendees will be ticketed. The cap for the price of individual benefit tickets will be set at \$5.00 in cash and \$6.00 on the card, i.e. portable card reader or at Sarratt Box Office.

### **Section 13. Collaboration**

Each chapter may hold an unlimited number of ticketed collaborative events with other campus organizations, IFC, NPHC, and other Panhellenic Chapters.

### **Section 14. Posting on Commons**

No Panhellenic Chapter will sell tickets for benefits or place table tents for benefits in or on the Commons. A Chapter can post flyers for their benefit on Commons four days prior to their event. Chapters must follow Vanderbilt posting guidelines.

### **Section 15. Venue on Commons**

No Panhellenic chapter will hold events on the Commons.

### **Section 16. Men**

In accordance with the Unanimous Agreements, men should not perform in a way that promotes or represents a sorority.

### **Section 17. Minors**

Alcohol is not to be consumed during any event that involves minors. Active members are not to be intoxicated while interacting with minors during these events. All Panhellenic Association members must abide by Vanderbilt's Protection of Minors Policy in the event that they wish to host an event at which minors may be present.

## **Article IV. Fraternity Philanthropy Events**

### **Section 1. Schedule Submission**

All fraternity philanthropy events must be on the Greek Life calendar no later than ten (10) days after the first day of classes of the semester in which they will occur.

### **Section 2. Time Frame**

The Panhellenic Community will not participate in any fraternity philanthropy event that lasts longer than three consecutive days' worth of events. Fraternity parties are not included within the three-day limit.

### **Section 3. NPHC Participation**

Instances in which National Pan-Hellenic Council philanthropy events exceed three days, the Panhellenic Council will only participate in three days of the event or week.

### **Section 4. Penny Wars**

The Panhellenic Community will not participate in any fraternity philanthropy event that includes a penny war competition.

### **Section 5. Fraternity Apparel**

The Panhellenic Community will not participate in any fraternity philanthropy event that allocates competitive points to a sorority in exchange for the purchase of shirts or other fraternity memorabilia. The fraternity will not be allowed to increase the charge of the items in order to procure a profit from the items.

## **Article V. Alcohol and Apparel**

### **Section 1. Apparel**

The consumption of alcohol, drugs, or tobacco products while wearing sorority apparel is strictly prohibited. This includes but is not limited to t-shirts, tanks, sweatshirts, shorts, sandals, fanny packs, koozies, hats, lavaliers, etc.

### **Section 2. Tailgates**

During tailgates, active members may wear croakies, sunglasses, socks, temporary tattoos and/or pins. No PNM may wear a tailgating pin with sorority letters on it. No pin may be removed from the wearer without the wearer's consent.

### **Section 3. Buttons and Stickers**

During football tailgates and other day parties including but not limited to Rites of Spring and St. Patrick's Day, active members may not wear stickers. Active members may wear one chapter-specific button each to these events. Buttons should not be placed on anyone except the active member. This includes but is not limited to: PNMs, members of other chapters, non-Greek students, and those who identify as male. Chapter-specific buttons may be worn by chapter alumnae. Buttons and other apparel displaying chapter affiliation should not be worn to Move Crew or any other move-in day activities.

## **Article VI. The Judicial Board**

### **Section 1. Membership**

College Panhellenic Judicial Board membership, in accordance with the College Panhellenic Association bylaws and the NPC Unanimous Agreements, is composed of 10 collegians from the College Panhellenic member organizations and the fraternity/sorority advisor as a non-voting ex-officio member.

Members include:

- Chairman (Panhellenic VP Judicial Affairs), votes
- Vice chairman (may be elected or appointed), votes
- Ten (10) members representing sororities holding regular or associate (if provided for in the College Panhellenic Bylaws, Article VII, Section 1) membership in the Vanderbilt Panhellenic Association, each votes during Judicial hearings only
- The Panhellenic advisor as an ex-officio member, does not vote

A member from each sorority will be selected. These members will rotate the seating for judicial board hearings. The Panhellenic Council appoints, through an application and interview process, all collegiate members to the Panhellenic Judicial Board.

A Panhellenic Judicial Board member must be an initiated, undergraduate member in good standing according to the definition of her chapter at the time of appointment and throughout her term. Only members of sophomore or junior standing may apply to the board.

### **Section 2. The Judicial Board duties**

#### **A. The Panhellenic Judicial Board:**

- Handles all alleged violations of NPC Unanimous Agreements and the Vanderbilt Panhellenic Bylaws, Code of Ethics, membership recruitment rules, Standing Rules and any other governing documents that are not settled in the mediation process.
- Educates member fraternities and sororities about the Panhellenic judicial procedure, the NPC Unanimous Agreements, and the Vanderbilt Panhellenic Bylaws, Code of Ethics, and Standing Rules.
- Participates in training designed to educate Judicial Board members about the purpose of the board, the rules and regulations the judicial board monitors, the procedures to follow, proper questioning techniques, the rights of the charged organizations, evaluating evidence, and deliberations and sanctioning.
- Conducts a fair hearing with impartial Judicial Board members following Unanimous Agreement VII. College Panhellenic Association Judicial Procedure.
- Maintains confidentiality throughout the judicial process.
- Creates and maintains proper documentation. The Panhellenic advisor retains documentation for three (3) years.

#### **B. The Judicial Board Chairman:**

- Participates in training about the purpose of the board, the rules and regulations the Judicial Board monitors, the procedures to follow, proper questioning techniques, the rights of the charged organizations, evaluating evidence, and deliberations and sanctioning.
  - Coordinates the training of the Judicial Board members with the Panhellenic advisor.
  - Implements Unanimous Agreement VII. College Panhellenic Association Judicial Procedure.
  - Determines whether any collegiate Judicial Board members need to be excused or recused from serving because of a conflict of interest.
  - Provides involved chapters with a copy of Unanimous Agreement VII. College Panhellenic Judicial Procedure.
  - Presides at judicial hearings.
- C. **The Vice Chairman.** The vice chairman will assume the duties and responsibilities of the chairman in cases where the chairman must be recused because of a conflict of interest. In cases where both the chairman and vice chairman must be recused, the remaining Judicial Board members will select a member to serve as chairman.
- D. **The Panhellenic advisor.** The Panhellenic advisor serves as a non-voting ex-officio member of the Judicial Board. If the Panhellenic advisor can't attend a meeting, they will appoint a non-collegiate institution representative to attend in their place.
- E. **The Secretary.** A Judicial Board member serves as secretary and takes minutes of hearings. This responsibility may rotate among the Judicial Board members.

### Section 3. Judicial Board Hearing

- A. **Purpose.** If an agreement is not reached during the mediation process, a Judicial Board hearing shall be held. The accused party may choose to go directly to a Judicial Board hearing instead of mediation.
- B. **Consideration for a hearing:**
- Hearings shall be closed to the public.
  - No more than three (3) participants (including a chapter advisor) shall represent either party and/or each sorority involved at a hearing.
  - Five (5) members of the Judicial Board shall preside at a hearing. These members will be randomly selected from the pool of Judicial Board members available for the hearing.
  - A member of the Judicial Board may not preside over a hearing in which she has a conflict of interest.
  - In cases of infractions for which a College Panhellenic officer or another individual has information regarding the infraction and did not file the infraction, then the person shall attend only for the purpose of presenting the information, after which they shall be excused from the judicial hearing.
  - All parties must sign a summary of the hearing proceedings on the Judicial Board Hearing Summary Report indicating the outcome of the hearing. Forms are available on the NPC website. A copy of the report should be retained by the Panhellenic advisor for three (3) years.
  - Within 24 hours of the completion of the judicial hearing, the College Panhellenic officer responsible for the judicial process shall send a copy of the College Panhellenic Judicial Board Hearing Summary Report to the parties designated on the form.

### Section 4. Sanctions

- A. Each College Panhellenic shall strive to achieve a fair and reasonable resolution for infractions. Sanctions should fit the nature and degree of the offense.
- B. Monetary fines shall be acceptable only for a measurable offense of the Panhellenic's governing documents or stated membership recruitment rules.
- C. Sanctions shall not:

- Forbid formal or informal recruitment activities or the observance of an inter/national sorority event such as an educational program, ritual ceremony or historical celebration.
- Affect a sorority chapter's quota or total.
- Affect the time of new member acceptance and/or initiation.
- Forbid the right of an NPC sorority to vote in College Panhellenic meetings.
- Include removal from the College Panhellenic.

D. The duration of any penalty imposed shall not exceed one (1) calendar year from the time the decision is final.

## Section 5. Judicial Procedure

If informal discussion is unsuccessful, the judicial process will be set in motion by filing a report of the alleged violation. The Vanderbilt University Panhellenic Association shall follow all mediation guidelines found in the Manual of Information.

- A. **Mediation.** Mediation is the first step of the judicial process. The Vanderbilt University Panhellenic Association shall follow all NPC Unanimous Agreements concerning the judicial process. The purpose of mediation is to find a solution satisfactory to both the party who filed the infraction and the accused sorority, in accordance with the following documents: NPC Unanimous Agreements, Vanderbilt Panhellenic Bylaws, Vanderbilt Panhellenic Membership Recruitment Rules, Vanderbilt Panhellenic Code of Ethics, and Vanderbilt Panhellenic Standing Rules.
- The following elements of mediation shall be followed:
    - Mediation shall be closed to the public
    - All participants in the mediation shall keep strict confidentiality
    - No more than three (3) participants (including a chapter advisor) shall represent either party and/or each sorority involved at mediation.
    - In cases of infractions for which a College Panhellenic officer or another individual has information regarding the infraction and did not file the infraction, then the person shall attend only for the purpose of presenting the information, after which he or she shall be excused from the mediation.
    - All parties must sign a summary of the mediation proceedings on the Mediation Summary Report within 48 hours indicating the outcome of the mediation and their acceptance of the sanctions. The forms are available on the NPC website. A copy of the report shall be retained by the fraternity/sorority advisor for a period of three years.
    - Within 24 hours of the completion of the mediation, the College Panhellenic president shall send a copy of the Mediation Summary Report to the parties designated on the form
- B. **Judicial Board Hearing.** Judicial Board hearings are described further in Article VI, Section 3 of the Standing Rules.
- C. **Appeals of Judicial Board decision.** A decision of the Judicial Board may be appealed by any involved party to the NPC College Panhellenics Judicial Appeal Committee. The Vanderbilt University Panhellenic Association shall follow all NPC Unanimous Agreements concerning the appeals process.
- The decision of the College Panhellenic Association judicial board may be appealed by any involved party to the NPC College Panhellenics Judicial Appeals Committee.
    - An appeal shall be filed with the Vanderbilt Panhellenic President, using the process referenced in the judicial resource section in the Manual of Information and on the appeal form, within seven days of the decision.
    - The Judicial Appeals Committee shall reverse or uphold the decision of the Vanderbilt Panhellenic Association judicial board. The Judicial Appeals Committee may also dismiss or modify sanctions as the committee deems appropriate.

- Any penalty shall begin only after all properly filed appeal decisions have been rendered. If a sanctioned sorority wants to fulfill all or part of the sanctions pending the outcome of a filed appeal, the sorority shall have that option.
- If the NPC College Panhellenics Judicial Appeals Committee is unable to resolve the appeal, the Judicial Appeals Committee chairman shall be responsible for the further conduct of the case. All data regarding the appeal shall be submitted in the following order, as needed, until resolution can be determined:
  - Inter/national presidents of the sorority(s) involved
  - NPC Executive Committee
  - NPC Board of Directors; the decision of the board shall be final

### **Article VII. Co-Sponsorship Requests**

On campus student organizations may request monetary funding from the Panhellenic Council. The following rules must be adhered to:

- All requests over \$500.00 must be submitted within the first three weeks of the semester.
- All requests must be submitted at least two (2) weeks in advance of the event.
- The Panhellenic Council cannot co-sponsor any event that takes an explicit political stance.



## VANDERBILT UNIVERSITY PANHELLENIC ASSOCIATION CODE OF ETHICS

This code serves as a guide for all sorority members, financially inactive members, alumnae, and potential new members (PNMs) to promote honesty, respect, and sisterhood. All concerned are responsible for observing the rules proposed by the Vanderbilt University Panhellenic Council and agreed upon by each member organization, and thereby agree to the following:

In agreement with the NPC Unanimous Agreements and Vanderbilt University Panhellenic Guidelines:

1. NPC fraternity and sorority members shall not suggest to any PNM that an invitation or bid is assured from their chapter, nor encourage a PNM to list only one choice on her Preference List.
2. The use of alcoholic beverages and the participation of men in membership recruitment and Bid Day activities are prohibited.

It is in accord with the dignity and good standing of sorority members:

1. To avoid disparaging remarks about any sorority or non-sorority woman.
2. To create and encourage friendly relations between sorority and non-sorority women.
3. To lay aside competition and strive for respect, mutual trust, and cooperation amongst Greek organizations.
4. To prevent negative publicity regarding the Greek community.
5. To not exploit personal relationships for recruitment purposes. The best interest of the PNM should be kept in mind at all times.