

**Auburn University  
National Pan-Hellenic Council  
Constitution & By-Laws**

**Preamble**

We, the representatives of the National Pan-Hellenic Council of Auburn University identifying the need to unify and coordinate the activities of inter-collegiate NPHC fraternities and sororities, recognizing that there are certain areas of action and programming that can best be carried out by joint efforts of all such organizations, and finally believing that these needs can best be realized by formal organization do here by establish the Auburn University Chapter of the National Pan-Hellenic Council and bond ourselves to abide by the following Constitution and By-Laws.

**Article I- Name**

The name of the organization shall be Auburn University National Pan-Hellenic Council, Inc. hereinafter referred to as the AUNPHC.

**Article II- Purpose**

The purpose of the organization shall be as follows:

- A. To establish and/or maintain the rules and regulations of Auburn University and the National Pan-Hellenic Council.
- B. To promote higher standards of scholarship, a greater degree of culture, closer social fellowship and a stronger inter-fraternal spirit among affiliate members.
- C. To stimulate affiliate organizations to foster and sponsor projects which encourage educational, moral, and cultural progress of the campus and community.
- D. To coordinate activities that prove beneficial to Auburn University and the Lee County community.
- E. To serve as a forum for the consideration of issues of mutual interest among affiliate organizations.

***Section 1 Rules of Order***

The Council shall be governed by Robert's Rule of Order (revised, latest edition), except for matters provided by the Constitution and By-laws.

***Section 2 Ratification***

The Constitution and By-Laws may be amended by making a recommendation to the President, Secretary, and Advisor in writing by the scheduled Executive Board meeting in which it is to be acted upon.

Proposals must be typed, double-space, dated, signed, and include the rationale for the proposed amendment(s).

- A. The secretary shall present a copy of all proposed amendments to the council officers at the next scheduled business meeting.
- B. All member organization shall receive proposed amendments at the next scheduled business meeting.
- C. This Constitution shall become effective when ratified by two-thirds (2/3) vote of the voting membership and all other constitutions shall be null and void.
- D. All constitution & By-Laws must be reviewed yearly.  
The Greek Life Office must receive all amendment and revisions.

### ***Section 3 Approval***

After careful consideration by the National Pan-Hellenic Constitution Committee (i.e. Executive Board), a recommendation will be made to the council for action. A two-thirds vote of approval is required for acceptance.

### ***Section 4 Non-Discrimination Clause***

The council shall not discriminate on the basis of race color, religion, national origin, sexual orientation, age, handicap, or political affiliation.

## **Article III- Membership**

The Council shall be composed of affiliate chapters of the national organizations that comprise the National Pan-Hellenic Council. Membership in the Auburn University National Pan-Hellenic Council Incorporated shall include:

- Alpha Phi Alpha Fraternity, Inc.
- Alpha Kappa Alpha Sorority, Inc.
- Kappa Alpha Psi Fraternity, Inc.
- Omega Psi Phi Fraternity, Inc.
- Delta Sigma Theta Sorority, Inc.
- Phi Beta Sigma Fraternity, Inc.
- Zeta Phi Beta Sorority, Inc.
- Sigma Gamma Rho Sorority Inc.
- Iota Phi Theta Fraternity, Inc.

Additional organizations admitted to the council shall be listed in the order for admission. If an organization is inactive for more than one (1) semester, they will lose their priority. There shall be two (2) classes of membership: Active and Inactive Members.

### ***Section 1 Active Members***

Active members are organizations that have been approved for membership by the National Pan-Hellenic Council and have met the constitution financial responsibilities.

### ***Section 2 Inactive Members***

Inactive members are those organizations who have been suspended or have been financially inactive for that semester, and those organizations that have not participated in at least two-thirds (2/3) of the scheduled functions for the Council for that semester.

- A. Inactive members may attend scheduled business meetings however prohibited from voting.
- B. To be reinstated into the Council, an organization must submit a letter of intent thirty (30) days- prior to conclusion of suspension or inactivity.
- C. All fines and violations against the Constitution and By-laws must be corrected.
- D. The Executive Board, who will bring a recommendation to the body on provisions of reinstatement, must review the organization.
- E. Will not be allowed to have a Greek Week.

### ***Section 3 Delegates***

- A. Council shall be composed of at least two (2) delegates from the member organization for the entire duration of the meeting. Exceptions will be made for those who give prior notification.
  1. All delegates must be dressed in business casual attire. Additional general assembly attendees may come as they are.
    - Business Casual attire for males is considered a collared polo and khaki, navy, or black pants with closed toed shoes.
    - Business Casual attire for females is considered...
- B. Delegates of the member organizations must be full time undergraduate students.
- C. Quorum- A quorum shall consist of the presence of at least two-thirds (2/3) of the member organizations present
- D. Voting- the voting members of the council shall be the delegates of each member organization.
  1. All delegates are required to sit on the first row for voting purposes.
  2. There is to be one (1) vote for each organization.
  3. A majority shall be required to carry all questions.
  4. A delegate (organization) may only carry one vote.
  5. Voting shall be done by the proper sign or directive.
  6. A tie shall be decided by the NPHC Advisor or his/her designee.
- E. Delegate names from each active organization must be sent to the Vice President of Conduct and Recruitment 24 hours prior to the start of the next General Assembly meeting. If this does not occur then a fine will be put in place.

#### ***Section 4      Organizational Academic Requirements***

All Organizations are required to maintain a cumulative chapter GPA of 2.5 or your chapter semester GPA must be at or above a 2.75.

Organizations who do not meet the requirement will be placed on social probation for the next semester. If the organization does not meet the requirement consecutively they will be placed on social suspension until standard is met.

### **Article IV – Meetings**

#### ***Section 1      Time & Place***

Meetings are **MANDATORY**.

- A. Meetings shall take place bi-weekly. The time and place shall be announced at the beginning of each semester.
- B. Meeting shall be conducted under Robert's Rule of Order (latest edition).
- C. Each NPHC organization shall be represented by a minimum of one delegate (non-voting) at each meeting for the entire duration of the meeting.
- D. When petitioned by three (3) or more member organizations, or upon his or her own initiative, the President may call a special meeting.
- E. An NPHC Executive Board officer missing two (2) unexcused meetings in a row or three (3) in a semester will be referred to the judicial board of the council. In any case, the agenda must be limited and every organizational President must be notified in writing at least two (2) days prior to the meeting by the parliamentarian.
- F. Chapters whose representatives are 10 minutes or more late without 4 hours prior notification will receive a chapter deduction of five (5) points toward your NPHC points total.
- G. Any chapter whose delegates leave a General Assembly meeting before 60 minutes has passed without 4 hrs prior notification to the Vice President of Conduct and Recruitment will receive a chapter deduction of five (5) points toward your NPHC points total.

#### ***Section 2      Conduct of Meetings***

- A. Profanity and abusive language will not be tolerated. Two (2) General warnings will be issued to general body regarding profanity or disruption. On the next occurrence, individual will be asked to leave and incur an organizational fine of \$100.00.

- B. All cell phones and other communication devices, unless permitted by Executive Board must be silenced.
- C. It is mandatory for the removal of anyone who fails to comply with the flow of business.

## **Article V- Elections & Officers**

### ***Section 1      Elections***

Officers shall be elected by the 2<sup>nd</sup> Week in November each calendar year.

- A. Nominations of officers shall be submitted to the President no less than a week before elections.
- B. The officers shall be elected from the active member organizations.
- C. Applications shall go out at least one month prior to election.
- D. Candidates must undergo an interview process and pass a constitution test prior to being confirmed as a candidate for elections.
- E. The election process shall be decided by the Executive Board and Advisor.
- F. Officers shall be installed at the annual Greek Life Installation banquet.
- G. Balloting for the offices shall be conducted by secret ballot.
- H. The officers shall be elected by simple majority vote of those delegates present.
- I. The incoming Executive Board shall shadow the outgoing Executive Board until the end of their term semester after elections
- J. The term of office shall run from the time the Executive Board installation until successors are installed the following year.
- K. Each member organization may hold no more than two (2) elected offices during each term, unless deemed acceptable or necessary by the council or advisor.

### ***Section 2      Qualification of Officers***

Members may hold an elected office on the Executive Board:

- A. If his/her organization is a voting organization.
- B. If he/she is in good academic standing holding a term G.P.A. 2.5 or higher
- C. If he/she is enrolled full-time collegiately and is classified as an active member in good standing with their organization.
- D. If he/she has attended 4 General Assembly within the calendar year.

### ***Section 3      Officers***

The elected officers and Executive Board of the council shall be:

- A. President
- B. Executive Vice President (Vice-President)
- C. Administrative Vice President (Secretary)
- D. Vice President of Finance (Treasurer)

E. Vice President of Conduct and Recruitment (Parliamentarian)

**Section 4     *Duties of Officers***

**A. President shall:**

1. Be the presiding officer and official spokesperson of the Council and Executive Board.
2. Have the power to appoint and dissolve committees'/officer vacancies.
3. Have the authority to call special meetings.
4. Be informed of all vouchers for expenditures of budgeting funds.
5. Be responsible for setting agendas prior to the meetings.
6. Be responsible for securing time and place for all meetings.
7. Not be the president of his/her organization.
8. Work in the AUNPHC office at least five (5) hours per week.
9. Vote in the occurrence of a tie except for elections.

**B. Executive Vice President (Vice President) shall:**

1. Be second in command.
2. Carry the authority necessary for the execution of the President's duties in his or her absence.
3. Have all committee chairpersons' report to him or her.
4. Act of liaison between the Council and the Greek Life Office.
5. In the event that a committee chair is vacant, he or she must fill that role pending Advisor approval.
6. Work in the AUNPHC office at least three (3) hours per week.

**C. Vice President of Finance (Treasurer shall):**

1. Bill and collect AUNPHC dues and fines as well as give receipts of such.
2. Budget finances as well as regulate and audit the accounts of the Council
3. Disburse funds of the Council with the President and advisor co-signing all orders.
4. Give a treasurer report at every General Assembly and Executive Board meeting.
5. Work in the AUNPHC office at least three (3) hours per week.

**D. Vice President of Administration (Secretary) shall:**

1. Be responsible for records, files, recording the minutes, and the distribution of typed minutes to each member organization and AU advisors, as well as other indicated officials, prior to the next official meeting.
2. Keep an accurate record of contact information for all affiliate chapters, advisors, and Executive Committee members.
3. Be responsible for notifying all Council members of meeting time and place at least 24 hours prior to the scheduled meeting.
4. Be responsible for issuing all correspondence on behalf of AUNPHC.
5. Record attendance at all executive board and general assembly meetings.
6. Work in the AUNPHC office at least three (3) hours per week.

**E. Vice President of Conduct and Recruitment (Parliamentarian) shall:**

1. Interpret the Constitution and keep meetings in accordance to Robert's Rules of Order.
2. Be a member of the judiciary committee and maintain order in accordance to Robert's Rule of Order.
3. Perform all additional duties as may be designated by the by-laws.
4. Enforcement of all parliamentary procedures.
5. Record attendance for all mandatory events, outside of executive board and general assembly meetings.
6. Notify Advisor, President, and Vice President of Finance when a fine is sent out.
7. Work in the AUNPHC office at least three (3) hours per week.

**Section 5      *Officer Removal Clause***

- A. In the event of extraordinary and compelling circumstances, any officer found in violation of the Constitution and By-laws of this organization shall be subjected to the removal of office, pending an investigation (no longer than two weeks).
- B. Any member of the NPHC shall present charges to the officer in violation and to the general council, in a written formal request for impeachment within two (2) weeks of the alleged violation.
- C. While an investigation is taking place, the officer in question shall be required to take an administrative leave until the investigation is over.
- D. Formal acceptance of the impeachment request shall be determined by a 3/4 vote of voting delegates.
- E. Argument of officer will be heard on the day formal acceptance is voted upon.
- F. An impeachment request shall be voted upon one meeting after the request is submitted.

**Article VI- Representation**

**Section 1      *Legislative Body***

- A. The legislative body of the NPHC shall be the *General Assembly*. This council shall consist of the primary and secondary delegate from each fraternity or sorority.
- B. Each organization must be in good standing in order to have a vote.
- C. With the advisement from Office of Greek Life and the NPHC Advisor, the AUNPHC General Assembly shall meet bi-weekly.
- D.

**Section 2      *Executive Board***

- A. It shall be the duty of the Executive Board to submit a budget, for the Council's approval, to oversee the progress of committees and to periodically report findings to the Council.
- B. The Board shall be responsible for overseeing and approving policies of all officers and committee chairmen.

- C. The Board shall study legislation coming before the council and make a recommendation before it is submitted to the Council.
- D. The Board shall also be empowered to levy fines or any disciplinary action, with discretion, when an organization fails to meet any obligation or commitment, unless provided for in this Constitution and By-laws.

### ***Section 3      Committees***

- A. Standing Committees of the Council shall be:
  - 1. Activities Committee - Social Events/Educational Programs/Fundraisers
  - 2. Judicial Board – Adjudicate cases
  - 3. Public Relations Committee – Website/Advertisement/Social Media
- B. Committee Chairpersons shall:
  - 1. Be appointed by the President with approval by the Executive Board.
  - 2. Schedule all committee meetings.
  - 3. Keep accurate records of all committee members and an accurate report of activities.
  - 4. Submit a thorough written report to the Vice-President.

## **Article VII – Financial**

### ***Section 1      Membership Dues***

- A. Each organization is responsible for submitting a current active roster by the end of each semester.
- B. Each organization shall be assessed \$20.00 per member for the prior semester with no regard of active or inactive organizational designation.
- C. Membership dues must be paid by the first General Assembly Meeting each semester.
- D. Dues not paid by the deadline shall accrue penalties of \$10.00 per day inclusive of weekends.

### ***Section 2      Fines & Regulations***

- A. Each NPHC organization shall be represented by 40% of its membership at the following events plus two additional programs (which can be chosen at the chapter’s discretion):
  - 1. Meet the Greeks (Fall & Spring semesters)
  - 2. Unity Yard Show (Fall & Spring Semesters)
  - 3. NPHC Community Service Project (Fall & Spring Semesters)
  - 4. Black Alumni Weekend Events (Fall Semester)
  - 5. Black People Meet (Spring Semester)
  - 6. Two NPHC Greek Week Events, Excluding Unity Yard Show (Spring Semester)

***All NPHC sponsored fundraisers, service projects, and programing will be considered eligible events.***



- B. Any organization that does not participate in events listed above, as well as two additional programs shall be fined \$15 for every person under 40% at the event. There will be no exceptions.
- C. The Vice President of Conduct and Recruitment must be notified no later than the second general assembly meeting of each semester, of which *events* each chapter plans to attend.
- D. The Vice President of Conduct and Recruitment or his/her designee of the specified event shall be responsible for verifying attendance. If there is no appointed chair, then the Vice-President shall be responsible for verifying attendance.
- E. Each NPHC organization shall be represented by at least two (2) members at all NPHC meetings. Chapters not represented by at least two (2) members without prior notification will incur a \$20 fine per meeting-for each meeting missed. The fines will restart at the start of each semester.
- F. Chapters represented with only one (1) member without prior notification will incur a \$10 fine for each meeting missed. The fines will restart at the beginning of each semester.
- G. Chapters whose delegates arrive 10 minutes late or leave the General Assembly meeting prior to 60 minutes having passed will incur a \$5 fine for each occurrence. The fines will restart each semester and will occur as such:
  - 1. First Meeting Missed \$5
  - 2. Second Meeting Missed \$10
  - 3. Third Meeting Missed \$15
  - 4. Fourth Meeting Missed \$20
  - 5. Fifth Meeting Missed \$25
- H. Executive Board may not count as a delegate or alternate delegate ~~not included~~.
- I. NPHC shall sponsor at least one service project per semester.
- J. Each organization is required to complete at least 12 community service hours per semester; Two hours of which must be completed with a sorority or fraternity within the NPHC, as well as two hours of which must be completed in a joint effort with an organization within the following councils: MGC, IFC, *or* Panhellenic
  - 1. ***Failure to complete community service hours of any type will result in a fine; 1-3 hours missed \$75 fine, 4-6 hours missed \$150 fine, 7-9 hours missed \$225 fine, 10-12 hours missed \$300 fine.***
- K. Organizations that commit to performing in the Unity Yard Show and are unable to participate without finding a replacement will be fined \$300.00. This will be waived in case of an emergency. Each situation will be evaluated by the Executive Board and the Activities Committee.
- L. Fines that are not paid by the last day of classes each semester will result in no programming privileges the next semester until it is paid (Greek Week; voting: ANY NPHC events including step shows; forums; cookouts; tailgates; parties, etc.). ALL events MUST go through the Executive Board for approval.
- M. All fines must be paid to the Vice President of Finance prior to or on day of the following General Assembly meeting. When fine is paid the Vice President of Conduct and Recruitment shall be notified. If the fine is not paid prior to or on the day of the following General Assembly meeting then a fine of \$5 will be accrued each day until the fine is paid.

**Section 3      *Greek Weeks & NPHC Points Structure***

- A. Greek Weeks shall be held in the semester preferred by AUNPHC.
- B. NPHC Week shall be determined by council before the selection of Greek Weeks by an organization.
- C. Greek Weeks shall be determined according to the NPHC point system:
  - a. Unity Yard Show: 5 points (1 per year)
  - b. Meet the Greeks: 3 points per semester
  - c. NPHC Community Service: 5 points per activity
  - d. Chapter Community Service: 10 points per activity with documentation (must be logged in the NPHC office within 2 business days after the event)
  - e. AUNPHC Step show: 10 points
  - f. Camp War Eagle Informational Session: 3 points for browse tables (one-chapter representative at a time) up to 5 points for breakout session (Up to 5 points for the breakout session (1 point per member)
  - g. Regular NPHC Meetings: 5 per meeting (1-point deduction for every 5 minutes of tardiness) The first chapter absence will be excused. The second chapter absence will receive an email warning for their absence and loss of 5 points. The third chapter absence requires a meeting with the executive board and a loss of 10 points. The fourth chapter absence will be brought before the judicial board.
  - h. Greek Leadership Summit: 5 points (President, Vice President, or designated member must be in attendance. This individual must not serve on the NPHC Executive board.)
  - i. BSU Meeting
    - i. 2 points for 20% of the chapter present
    - ii. 1 point for 10% of the chapter present
  - j. BSU Events
    - i. 3 points for 20% of the chapter present
    - ii. 2 points for 10% of the chapter present
  - k. Minority Recruitment Efforts: 10 points
  - l. Individual Chapter Programming Attendance (20% Per Event)
    - i. Opposite Sex Organization      10
    - ii. Same Sex Organization              20
  - m. Joint Chapter Programming (20% Per Event)
    - i. Opposite Sex Organization      10
    - ii. Same Sex Organization              20
  - n. Academics: GPA Points Awarded
    - i. 4.0-3.76              40
    - ii. 3.5-3.75              35
    - iii. 3.1-3.25              25
    - iv. 2.76-3.0              20
    - v. 2.51-2.75              15

**Section 4      *Fines Related to Greek Weeks***

- A. A Greek Week is hereby defined as such:

1. A week hosted by an individual organization in the spring semester where no other NPHC affiliated organization may host programming during the selected time frame.
  2. A week is considered when any organizations hosts three or more events within a Sunday to Saturday time frame.
    - i. An organization event is any fundraiser, educational, or social programming. Community Service is excluded.
  3. No other organization may host programming during another organizations Greek Week. This excludes nationally recognized or mandated events that an organization may have (i.e. a Founders Day, Achievement Week, etc.)
  4. Each organization is only allowed one week during the spring semester and must notify the Executive Board of their date decision by the last class day of the fall semester. This excludes nationally recognized or mandated events that an organization may have (i.e. a Founders Day, Achievement Week, etc.)
  5. The week will consist of seven days, starting on a Sunday and ending on a Saturday
  6. No two chapters may hold the same week in the spring semester, unless in agreeance with one another (i.e. a joint Greek Week).
    - i. If you have a joint Greek Week, any participating organizations forfeit their right to host an individual Greek Week during the spring semester.
    - ii. The Executive Board must be notified of your decision to host a joint week instead of an individual week by the last semester.
  7. No individual chapter may hold their own Greek Week in the fall semester. If two chapters agree to a joint Greek Week, they both must notify the Executive Board by the last class day of the Spring Semester. This excludes nationally recognized or mandated events that an organization may have (i.e. a Founders Day, Achievement Week, etc.)
  8. No organization may host more than two joint Greek Weeks a semester. One may be held with a same sex organization, and one may be held with an opposite sex organization. Two same sex joint weeks, nor two opposite sex joint weeks will be permitted.
  9. NPHC holds the right to host an event during this time period, but any affected organization will be notified at least one (1) week in advance.
- B. The Vice President of Conduct and Recruitment (Parliamentarian) must be notified of the violation immediately following the violation.
- C. Notification shall be sent to the violating organization from the Vice President of Conduct and Recruitment (Parliamentarian) stating details of the violation and the fine (if applicable) within a week (five business days). If the fine is not submitted within the said time frame, the fine will be dropped.
- D. Member organizations (2 or more members) that have an event in their organization's name (this includes chapter and organization nicknames) on another organization's week shall be fined \$1000.00 in restitution to that organization.
- E. Member organizations involved in misconduct at their own, another organization, or the Council's event shall be fined the following:
1. \$200.00 per organization (2 or more members)
  2. \$50.00 per member involved

## **Article VII – Membership Intake & Development**

## ***Section 1      Membership Intake***

- A. The Membership Intake period and process of each member organization shall be in accordance with the guidelines established by their national office and Auburn University.
- B. Each member organization must follow the guidelines of reporting information to the AU NPHC advisor and those established in the Policies and Procedures of the Bylaws.
- C. All potential new members must attend Meet the Greeks during their academic year of intake.
- D. Hazing includes any activity not of a constructive nature in accordance with the purposes and objectives of the fraternity/sorority system. Hazing is not permitted by AU NPHC. Each member organization must conform to the hazing policies of their individual national office and Auburn University.
  - a. Non-Acceptable Practices:
    - i. Paddling, switching, slapping, or burning with hot objects
    - ii. Any physical or mental abuse
    - iii. Consumption of unusual combinations of food and beverages
    - iv. Subjection to chores of servitude
    - v. Appearance in public as a spectacle or public nuisance in dress or behavior
- E. No NPHC organization operating at Auburn University may begin the intake process before the AUNPHC hosts its “Meet the Greeks” program at the beginning of each semester. This program will be as early as possible during the calendar planning meeting with the Executive Board.
- F. All membership intake/education processes, and the introduction of new members, will conclude no later than 2 weeks prior to the last scheduled day of classes each semester if permissible by the chapter’s national organization.
- G. Guidelines for intake rules will be reviewed annually.

***Note:*** *For Spring classes that will be introduced during an organization’s assigned Greek Week, special arrangements may be made for the introduction show only. This will have to be arranged in advance with the NPHC advisor on a case-by-case basis.*

**Auburn University  
National Pan-Hellenic Council  
By-laws**

**Article I - Powers and Procedures**

***Section 1      Adopting the Rules of Procedures***

A two-thirds (2/3) vote of the Council is necessary to amend and ratify this Constitution and By-laws.

***Section 2      Authority***

- A. National Pan-Hellenic Council shall have the authority to:
1. Make laws that pertain to its own government.
  2. Admit, according to the criteria stated in this Constitution and By-laws, and Greek organization petitioning for membership into the Auburn University's National Pan-Hellenic Council.
  3. Discipline, fine, suspend, or recommend expulsion member organization in accordance with provisions in this Constitution and By-laws.
  4. Levy and collect dues.
  5. Correlate programs that are designed to help meet the needs of the Council and its representatives.
  6. Enforce the stipulations set forth in the Constitution, and to ensure that member organizations comply with regulations established therein.
  7. Impeach Council officers, both elected and appointed.

**Article II - Judicial Procedures**

***Section 1      Judicial Board***

- A. The purpose of the Judicial Board shall be to enforce the rules and regulations of the National Pan-Hellenic Council at Auburn University
- B. The Council Judicial Board shall have original jurisdiction over all group activities involving:
1. Violation of the Council rules and regulations
  2. Violations of AU's rules and regulations
  3. Controversies between two (2) or more Council organizations.
  4. Actions, which bring disruption or injury to the name and standing of the organization, the Council, or AU.
  5. The Judicial Board shall convene only after mediation with the Executive Board

## ***Section 2      Judicial Board Composition***

- A. The Judicial Board shall be composed of the Council Vice President of Conduct and Recruitment (Parliamentarian) and the President of each member organization.
- B. The chairperson shall be the Council Vice President of Conduct and Recruitment (Parliamentarian).
- C. The Council Administrative Vice President (Secretary) shall act as the Judicial Board Secretary. The Administrative Vice President (secretary) will perform his or her duties, but he or she will not have voting privileges during these proceedings.
- D. The Council Vice President of Conduct and Recruitment (Parliamentarian) shall vote only in the event of a tie.
- E. The organization in question shall not have representation on the judicial board for the violation in question.
- F. The organization who submitted the alleged violation shall not have representation on the judicial board.

## ***Section 3      Case Hearing and Procedures***

- A. Charges must be filed in writing, signed by the President or Executive Officer of the accusing member organization, and turned in to the President and the Advisor of the Council no later than two (2) weeks after the alleged violation occurred.
- B. Upon receipt of the charges, the Judicial Board shall schedule a special meeting to review the charges and evidence.
  - 1. The accused organization has the right to present its case.
  - 2. The President or Executive Officer from the accused organization must be present or the case will automatically be dismissed.
- C. The hearing will be in three (3) stages. A quorum of the Judicial Board and the presence of the Council's Advisor shall be required for all decisions. The Council's Vice President of Conduct and Recruitment (Parliamentarian) will cast the deciding vote in the event of a tie.
  - 1. Opening Statement: A review of charges and evidence. The Judicial Board will decide if there is need to go further.
  - 2. Rebuttal: This stage gives the accused organization a chance to present its argument. At this time the officers of the accused organization may give a plea.
  - 3. Verdict: This stage involved the final action that will be taken (i.e. fines, suspension, or expulsion).
- D. Once a decision is reached, the President of the organization must sign a statement to that effect.
- E. The Judicial Board may refer any case to Office of Greek Life

## **Article III - Disciplinary Action**

### ***Section 1 Course of Action***

- A. A majority is needed for finding of guilty. B. The Judicial Board may take the following action:
1. Reprimand- this action is a written warning indicating that an organization's actions were inappropriate and that subsequent infraction will result in more serious actions.
  2. Fines- this action consists of levying fines in accordance with the Council's By- laws.
  3. Probation
    - i. Social Probation shall consist of only participating in or initiating one social Greek event outside of your organizational mandates that is determined and reviewed by the NPHC Executive Board and Advisor.
    - ii. Social Suspension shall consist of suspension from participating in or initiating any social Greek events not approved of by the advisor and the Executive Board. Suspended organizations are limited to community service. ANY event promoting the name of the suspended organization is prohibited. ALL events MUST go through the Executive Board for approval.

### ***Section 2 Appeals***

- A. If the organization feels the decision rendered was unfair it may appeal to the Office of Greek Life.
- B. Formal appeals within the Council Judicial Structure shall end with the announcement of a decision in each case by the Office of Greek Life.

## **Article IV- NPHC Member Responsibilities**

### ***Section 1 Conduct Code***

Each member is subject to disciplinary actions for the following offenses:

1. Not abiding by the Constitution, By-laws, Conduct Code, or Rules of Events.
2. Not adhering to the Council Judicial Board sanctions.
3. Threaten, intimidating, or using physical force in a matter that endangers the health or safety of another member or which reasonable causes another member to be fearful of physical or emotional harm. Also, attempts to coerce or influence any member in an effort to discourage or prevent his or her use of or participation in any disciplinary proceeding.
4. Acting in a way as to disrupt meetings.
5. Intentionally or negligently damaging or destroying property owned in possession of another member organization.
6. Using the facilities or property of the Council or members without consent or authorization.

7. Attempting to commit an offense prohibited by law, University regulations, or these codes, and in such a way that any act toward the Committee of the offense, but fails in the perpetuation, or is intercepted or prevented in the execution of the same.
8. Engage in any activities that hinder the effort(s) of the Council to complete any objectives set forth in the constitution or decided upon by the Council.

## ***Section 2      Membership Expectation Clause***

The purpose of this clause is to ensure the proper interactions among NPHC affiliated organizations.

The AUNPHC discourages its members or any other organizations within it to partake in actions that are deliberately intended to be degrading, malicious, or demoralizing, toward any particular individual, at any kind of social event that is held under the organization's name. "Degrading" in this context is any action that lowers the dignity of a person(s). "Malicious" in this context is an act that is meant to deliberately harm another person(s). "Demoralizing" in this context is any action that corrupts the morals of a person(s). Actions considered under this matter include, but are not limited to the following:

- A. Verbal Personal attacks
- B. Physical attacks
- C. Blatant disruption of another organizations event by physical means
- D. Advertisements, social media, and publications (i.e. flyers, T-shirts)

If any group defies this Social Events Clause, the repercussions are as follows:

- A. First Offense
  1. A formal apology
  2. Mandatory mediation with NPHC Judicial Board
- B. Second Offense
  1. Mediation with NPHC Judicial Board
  2. Mandatory meeting with Greek Life Advisor
  3. Social Probation up to two months decided by NPHC Judicial Board
  4. Mandatory community service assigned by NPHC Judicial Board
  5. Subject to lose Greek Week- voted on by the NPHC Judicial Board
- C. Third Offense
  1. Mediation with NPHC Judicial Board
  2. Mandatory meeting with Greek Life Advisor and Dean of Students
  3. Suspension up to one year decided by NPHC Judicial Board
  4. Mandatory community service assigned by NPHC Judicial Board
  5. Recommendation by NPHC Judicial Board

Offenses will remain on the organizations record for the remainder of the semester in which the offense occurred until the completion of the following fall or spring semester. Upon the review



of the NPHC judicial board of an offense taking place, disciplinary action is effective immediately.

### ***Section 3 Executive Board Members***

Each Board Member is subject to disciplinary actions for the following offenses:

1. Misrepresentation of the Auburn National Pan-Hellenic Council.
  - a. Misrepresentation includes and is not limited to, falsifying information or records submitted to University offices, administrators, faculty, student organizations, university wide committees, student courts, or hearing officers.
2. In case of an emergency, the President, the Executive Board and/or the Advisor of the Council may make decisions.

#### Limitations

1. Suspensions shall be limited to three semesters excluding a summer semester. If the Judicial Board decides longer suspension or expulsion, a written recommendation shall be submitted to the Office of Greek Life.
2. Fines shall be limited to one thousand (\$1000) dollars. If fines amount to more than one thousand (\$1000) dollars, a written recommendation shall be submitted to the Office of Greek Life.
3. This Constitution and By-laws shall also protect new initiates of member organizations. National Pan-Hellenic Council, and Auburn University Chapter Constitution and By-Laws