



## **RECRUITMENT RULES OF AUBURN UNIVERSITY PANHELLENIC ASSOCIATION**

We, the undergraduate members of women's fraternities at Auburn University agree to promote honesty, respect, and sisterhood through adherence to the UNANIMOUS AGREEMENTS and all amendments established by the National Panhellenic Conference. Recognizing that we represent the Greek Community, we strive through thought, word, and action, to uphold the traditions, fine standards, and values long held by Auburn women. As members of the Panhellenic Council, we stand for academic excellence, social responsibility, leadership, and service to our college campus and community. In accordance with the dignity and character of fraternity women, we pledge to treat all collegians, both Greek and non-Greek, with the utmost respect and honor. We believe that the highest level of trust should exist between individual chapters and their members, fostering a spirit of friendship and harmony. These are the ideals which will establish a legacy for future generations of Auburn women.

### **I. Statement of Positive Panhellenic Contact**

We, the women of Auburn University, will promote Panhellenic-spirited contact with all potential new members throughout the year. Positive Panhellenic contact is defined as providing information about the sorority experience and opportunities to join. Chapter communication should be informative about the chapter/organization and also direct potential new members to College Panhellenic Resources regarding recruitment information. Strict silence will begin with the signing of Membership Recruitment Acceptance Binding Agreements and last until bid distribution. No sorority member, including alumnae and new members, may communicate with potential new members during this period. Strict silence is defined as verbal, nonverbal, written, printed, text message and electronic communication or communicating through a third party. If potential new members live in a residence hall with sorority members, only casual greetings and contact are permitted.

### **II. Statement of Promotion of the Sorority Experience**

All sorority women including collegians, alumnae, College Panhellenics, Alumnae Panhellenics, inter/national organizations and the National Panhellenic Conference should actively promote the overall sorority experience and membership opportunities in organizations. This should be done through all forms of communication (e.g., print, digital, in person) in the spirit of Panhellenic unity and desire to reach out to all women to share the opportunity for sorority membership. College and Alumnae Panhellenic rules should not infringe on the rights of individuals, chapters and/or organizations in the content or forms of communication to promote the sorority experience.

- Note: The Promotion of the Sorority Experience period begins after the conclusion of the fall primary recruitment process. It ends once recruitment registration closes for that fall primary recruitment process and starts again once that Bid Day has concluded.

### **III. Statement of Adherence to NPC Unanimous Agreements and Policies Regarding Recruitment**

All NPC member organizations represented at Auburn University will promote the following practices during membership recruitment:

1. Engage in values-based conversations.
2. Choose recruitment activities and behaviors that reflect the core values of our organizations.
3. Make informed choices, based on shared values, about potential new members.
4. Educate potential new members about the values, benefits and obligations of sorority membership.

In accordance with NPC policy, Auburn University recruitment events do not include skits, elaborate decorations, and costumes.



#### **IV. Statement of Membership Recruitment Acceptance Binding Agreement (MRABA)**

The Auburn University Panhellenic will uphold and use the membership recruitment acceptance binding agreement (MRABA) for each potential new member interested in joining a sorority, whether during primary or COB recruitment. We agree to all policies and steps pertaining to the MRABA.

#### **V. Statement of Automatic Reset of Total**

Total is the allowable chapter size as determined by the College Panhellenic. To allow chapters to achieve parity as quickly as possible, total will be automatically adjusted every regular academic term. Chapters must submit rosters to Panhellenic prior to recruitment and update them with new members and declined bids once bids are distributed. Fall total will be automatically set after quota is set and spring total will be set on the fifth-class day in spring. Total will be determined by calculating the average or median chapter size (whichever is larger).

## **AUBURN UNIVERSITY PANHELLENIC STANDING RULES**

### **PRIMARY RECRUITMENT – DAY BY DAY**

#### **In-Person Round Guidelines (all in-person rounds)**

Panhellenic reserves the right to modify or amend in-person guidelines to match University and health guidelines and policies for all in-person rounds.

#### **Virtual Round Guidelines**

The goal for any virtual Round is for chapters to have the opportunity to engage in conversation with potential new members. Chapters are encouraged to share aspects of their unique sisterhood, while presenting an authentic depiction of what it means to be a member of a Panhellenic sorority at Auburn University.

#### **Considerations for all virtual rounds:**

1. Chapter members will be expected to adhere to Auburn University and relevant federal, state, and local guidelines
2. Chapters may not require members to purchase or rent items to enhance the video experience.
3. No purchasing, renting, or having items donated to enhance any physical background. Virtual backgrounds with patterns, photos, chapter insignias, etc. are allowed and must be approved by the Vice President of Recruitment for Panhellenic Council by July 1.
4. Members may wear the outfits that are in the recruitment packets. Please reach out to Vice President of Recruitment to communicate changes.

#### **Video Round Guidelines**

The goal for any new videos is for chapters to display aspects of their unique sisterhood, while presenting an authentic depiction of what it means to be a member of a Panhellenic sorority at Auburn University.

Considerations for all videos for video rounds:



1. Chapters should adhere to recommended Auburn University and relevant federal, state, and local guidelines.
2. Members should not be required to return to campus or Auburn to film. Filming may occur on campus or in the chapter facilities following Auburn University policies and guidelines.
3. Videos must be filmed, edited, and produced by active members of the chapter—videographers, editors, and producers cannot be hired or volunteer their services.
4. Chapters should follow the video guidelines given to PNMs in the document [linked here](#).
5. No purchasing, renting, or having items donated to enhance any physical background. The Vice President of Recruitment must approve all virtual backgrounds used by July 1.
6. Videos may include old photos, but no new video footage, except of members speaking to the camera, should be included. Videos should be vlog style. Any previously recorded video footage of group gatherings or activities is permissible.
7. All videos due to the Panhellenic Council on July 1.

### **Ice Water Tea Round Video Content Guidelines**

On IWT day Sororities may record videos that directly relate to the sorority's mission and values. The chapters are encouraged to include: Chapter name and nickname, National and local founding dates, Symbol or mascot, Color(s), Philanthropy (local and national- do not have to go in depth), Highlight involvement on campus, and Signature events. IWT videos should not be less than 3 minutes and should not exceed five minutes.

Chapters should answer one of the questions given to PNMs in the registration within their video. The exact question should be decided on by the Vice President for Recruitment in conjunction with the recruitment chairs.

### **Philanthropy Round**

**Decorations:** Decorations may be added to the chapter room. Themes are allowed, but only if they follow a particular chapter philanthropy event. Tables with tablecloths and centerpieces are allowed. Also allowed is one banner, no bigger than 8' by 10', or multiple banners that sum to no larger than 8' x 10'. Flowers are not allowed. The use of pipe and drape, or any other drapery around the room, is not allowed. No decorations may be hung from the ceiling, unless they are approved by the Fire and Life Safety Office within Property Management. Decorations must be within the boundaries set by University Housing, which ensures that décor meets fire and safety codes. Balloons and balloon arches may not be used. Panhellenic reserves the right to view decorations and/or garnishes of any kind. If they are deemed too extravagant chapters may be asked to make adjustments.

**Clothing:** Sorority members will wear outfits defined by their chapters. Items selected must be recommendations (e.g. Knee-length Khaki shorts) rather than requirements (e.g. J Crew Khaki shorts). Requiring a specific item/ brand is a violation. The only exception is asking the members to wear a t-shirt related to their philanthropy that was worn in the academic year preceding fall formal recruitment. Accessories (scarfs, hats...) can be worn if they are less than \$10 per item. No two sororities should wear the exact same things unless they have agreed to it. If one sorority has claimed an outfit, the second one must get permissions before wearing the same outfit. Completely matching outfits (e.g. Same exact skirt/shorts/pants, shirt, accessories, etc.) are considered a costume and a violation.

**Refreshments:** This is the first round that engraved napkins are allowed. The water and ice must be clear and unflavored served in plain, clear cups. No fruit or other embellishments will be added to the cups or glasses.



**Other:** On Philanthropy Day, it is permissible to discuss how much your individual chapter has raised for your national philanthropy; it is not permissible to compare your fundraising and other philanthropic contributions with other Auburn sororities. Also, sororities may show videos that directly relate to the sorority's philanthropic involvements. The length of the video portion may not be more than ten minutes and any spoken presentation may not be more than seven minutes, but the total length of the video with the spoken presentation may not be more than twelve minutes. At the beginning/end of each party, songs and/or chants that mention sororities may be used. All songs/chants must speak positively about sororities and not degrade other groups. No craft or activity will be permitted on this day.

### **Sisterhood Day**

**Decorations:** Decorations may be added to the chapter room. This is the only day that a pictures gallery (usually of member headshots) may be used. Flowers are allowed, but they should not exceed the total flower budget of \$3,500. No decorations may be hung from the ceiling, unless they are approved by the Fire and Life Safety Office through Property Management. Decorations may follow a theme, but must be within the boundaries set by University Housing, which ensures that décor meets fire and safety codes. Balloons and balloon arches may not be used. Panhellenic reserves the right to view decorations and/or garnishes of any kind. If they are deemed too extravagant chapters may be asked to make adjustments.

**Clothing:** Sorority members will wear outfits defined by their chapters. Individuals may not wear costumes following a theme. Members involved in AU activities may NOT wear their uniforms and/or other paraphernalia. Items selected must be recommendations (e.g. Knee-length khaki shorts) rather than requirements (e.g. J Crew khaki shorts). Requiring a specific item/brand is a violation. The only exception is asking the members to wear a t-shirt related to their sisterhood that was worn during the academic year preceding recruitment. No chapter-purchased accessories can be worn on this day.

**Refreshments:** At each party, ice water will be served. The water and ice must be clear and unflavored served in plain, clear cups. No fruit or other embellishments will be added to the cups or glasses. Engraved napkins are allowed.

**Other:** This day is values day. This is the first time the sorority may brag on itself and show their values in displays. The sorority may bring up its accomplishments/values to potential members as a group. All speeches made on this day should be less than 7 minutes' total. In the speech, the sorority must share a breakdown of individual costs of the dues and other financial information in a brief group presentation and individual conversations. This portion of the speech will not count in the 7 minutes allotted for speeches. Executive officers, new member educator, and any other member of the sorority may stand up and speak, but no more than ten members. This is the only day that university nametags, university uniforms, and other evidence of campus accomplishments may be announced to potential members but cannot be worn by a member of the sorority. The chapters will be allowed to use multimedia presentations showing pictures or a slideshow of pictures of their accomplishments, but no videos. All songs/chants must speak positively about sororities and not degrade other groups.

### **Preference Round**

**Decorations:** Decorations may be added to the chapter room. Flowers are allowed, but they should not exceed the total flower budget of \$3,500. No decorations may be hung from the ceiling, unless they are approved by the Fire and Life Safety Office through Property Management. Decorations must be within the boundaries set by University Housing, which ensures that décor meets fire and safety codes. Balloons and balloon arches may not be used. Panhellenic reserves the right to view decorations and/or garnishes of any kind. If they are deemed too extravagant chapters may be asked to make adjustments.



**Clothing:** Sorority members will wear outfits defined by their chapters. Items selected must be recommendations (e.g. Knee-length khaki shorts) rather than requirements (e.g. J Crew khaki shorts). Requiring a specific item/brand is a violation.

**Refreshments:** Non-alcoholic beverages of the chapter's choosing will be served at each party, but food will not be served. Engraved, embossed, or embroidered napkins are allowed.

**Other:** Remember that all candles must be flameless. Fire in any form is not allowed. No preference gifts, favors, letters, or notes may be given to potential new members. No personal or identical/standard printed or digital letters may be given, read, or displayed for the potential new members. The emphasis of this round shall be placed on the conversations held. At the beginning/end of each party, songs and/or chants that mention sororities may be used. All songs/chants must speak positively about sororities and not degrade other groups.

### Bid Day

**Decorations:** Decorations may be added to the chapter room and decorations may be used outside of the chapter room, but no banners will be allowed outside. Any signs and banners inside the chapter room must reflect positive message about sororities and sorority membership and may not disparage other organizations. Balloons may be used for decoration outside only. No balloons may be used for decoration inside the chapter room.

**Clothing:** Sorority members will wear outfits defined by their chapters. Items selected must be recommendations (e.g. Knee-length khaki shorts) rather than requirements (e.g. J Crew khaki shorts). Requiring a specific item/brand is a violation. The only exception is asking the members to wear a t-shirt related to their philanthropy or sisterhood because they would already own one.

**Refreshments:** Sororities will serve non-alcoholic beverages and food of their choosing.

**Other:** Sorority members must remain at their own bid day celebrations. Members and family members helping may not visit another sorority's celebration. Sorority members may not text or contact the new members of other sororities.

1. On Bid Day, decorations may be added to the inside and outside of the chapter room. But, per University Housing, banners may not be hung on residence halls.
2. Sorority members and their guests are to remain at their own Bid Day celebrations and not visit the celebrations of others.
3. Sororities are required to provide programming free of men and alcohol until midnight on Bid Day. Chapters will be conscientious of the requirements of new members.

## PRIMARY RECRUITMENT – BY CATEGORY

### Finances

**Statement of Financial Transparency from NPC:** In order to create more transparency, the NPC Financial Transparency policy will be adopted. Chapters will be required to share detailed financial information (member dues, chapter fees and assessments, etc.) with potential new members during Sisterhood Round. Each chapter will share the financial information in a brief group presentation and individual conversations. This presentation will not be included in the 7-minute time allowed for Sisterhood Round speeches.





1. Chapters must stay within a budget of \$17,000. A budget for flowers of \$3,500. Is also included in the \$17,000 budget. If your chapter does not use flowers, that \$3,500 can be used for other things. In order to create parity, a rental budget of \$7,000 is included in the \$17,000 budget. If your chapter does not use rentals, that \$7,000 rental budget cannot be used for other things, like decorations. If your chapter does not use rentals, your budget would be \$10,000. Donations are included in this budget.
2. A pre-recruitment budget should be submitted by Recruitment Chairs to the Panhellenic Vice President of Recruitment with their recruitment plans. The budget should be submitted using the budget template provided by Panhellenic.
3. An itemized post-recruitment budget including donations will be submitted to the Panhellenic Vice President for Finance by a date set by Panhellenic. A budget template provided by Panhellenic must be used.

### **Social Media**

1. Videos promoting each sorority are allowed to be shown during the summer leading up to primary recruitment.
2. All videos leading up to primary recruitment should be less than 5 minutes long and can be shared on any social media website of the sorority's individual chapter, not shared on their national sorority's social media.
3. Starting on the first day of pre-recruitment, all videos must be under 3 minutes long.
4. Starting on the first day of primary recruitment, all videos should be less than 1-minute long.
5. Chapters should only promote the Greek experience, instead of individual chapter sorority experience. For example, "Alpha Alpha Alpha says Go Greek!" This includes in graphics, videos, hashtags, and any other media types.
6. No chapter may hire a professional videographer to produce a recruitment video. All videos must be made by a chapter member/members.
7. Chapters may produce up to two videos to be shared between the end of spring classes and the end of pre-recruitment. These videos can be shared/reposted throughout the summer and primary recruitment. Snapchats, Instagram stories, Tik Toks, and Boomerangs that are under fifteen seconds do not count as videos.
8. Only one video can be posted per round of recruitment (e.g. one per IWTs, one per Philanthropy Round, one per Sisterhood Round, etc.)
9. No sorority is required to post any video during summer, pre-recruitment, or primary recruitment.
10. Geotags (Snapchat filters) are permitted only on Bid Day and the days following Bid Day.

### **Spring and Summer**

1. Women involved in events and programs recruiting women to Auburn University and/or providing information to incoming women should not disaffiliate from their sororities but should not reveal their affiliation while acting in these roles. Chapters should remove these women from their social media and websites by the end of the spring semester. These women should also remove their affiliation from their own social media beginning dead day of spring semester.
2. Once someone has been selected to serve as a Pi Chi, she may not participate in or aid her chapter in any fall primary recruitment activities that year.
3. The Vice President of Recruitment will set a date for Recruitment Chairs to submit their recruitment plans, which includes a pre-recruitment budget, for review and final approval, giving at least three weeks of advance notice. These plans will be submitted using the template that Panhellenic provides.



### **Primary Recruitment**

1. Disaffiliation of Pi Chis begins when sorority women move back to their residence halls for recruitment.
2. Pi Chis may not attend recruitment events. The Panhellenic Advisor, NPC Recruitment observers, and Panhellenic Executive Officers may schedule visits to parties. No one will visit preference parties.
3. While recruitment parties are ongoing, Pi Chis must remain in residence hall lobbies or outside of the buildings.
4. No elaborate costuming will be worn. Sororities may not require or strongly suggest that members purchase clothing for recruitment. Sororities will also not order items in bulk or have matching items made or donated.
5. Sororities may not bulk order t-shirts for Philanthropy Round or Sisterhood Round, unless that t-shirt is worn at an event in the academic year preceding recruitment. Sororities will be required to submit proof of the t-shirts that were worn at events in the academic year in their recruitment packets. These will be turned in to Panhellenic in the spring.
6. No decorations or audio equipment will be placed outside of the chapter room and decorations may not be added to porticos or hallways.
7. No decorations will be used during Ice Water Teas and decorations will be kept at a minimum for Philanthropy and Sisterhood Rounds. Each sorority must meet with Auburn University's Fire and Life Safety Office through Property Management for approval of plans.
8. All decorations inside the chapter room must be latex free.
9. No balloons will be used inside the chapter room.
10. During Ice Water Teas, each chapter may play music as parties begin and end, but no sorority specific songs or chants are to be used. Beginning with Philanthropy Round, sorority songs and chants may be used.
11. During Philanthropy and Sisterhood Round, sororities may only serve clear, unflavored iced water in clear cups. Napkins may be used. No food will be served. During Preference Round, chapters may serve any non-alcoholic drink they choose.
12. The only day that videos may be shown is Philanthropy Day, and the video must not last more than ten minutes. These videos must include open captions and Recruitment Chairs should work with the Office of Greek Life to ensure these captions are in compliance with the Office of Accessibility.
13. Each chapter may have two women exit the chapter room to take attendance before parties.
14. If members are exiting the room to take out trash, run errands, etc. they will not be allowed to talk to PNMs. They should travel in small groups and only leave if absolutely necessary.
15. If anyone passes out or has a medical issue during a party, the sorority should call the Panhellenic Advisors, or the Vice President of Recruitment immediately. Pi Chi's will be outside the door if you need immediate assistance. If it is an emergency call 911.
16. Banging on windows and walls is not allowed. Windows into chapter rooms must remain closed.
17. If a chapter chooses to open their door and close it again at the beginning of a party time, the party timing begins when the door is first opened. Please note, when PNMs are exiting, late heads will begin the first second the sorority is late.
18. No sorority will host entertainment throughout pre-recruitment and recruitment except for regularly scheduled recruitment parties.
19. Chapters will submit no-show lists within 30 minutes after the conclusion of each party.
20. All sororities must keep potential new members' academic records confidential and use them only for recruitment.



21. Each potential member must attend the maximum number of parties assigned to her each day as well as all meetings with her Pi Chi. If any conflicts arise, she may notify her Pi Chi. Anyone violating this rule will be released from recruitment.
22. Beginning one hour before bid distribution, sorority member must remain concealed in their chapter facilities. Five minutes before bids are distributed, sororities may leave their buildings and remain in the areas IMMEDIATELY adjacent to their chapter rooms, being careful not to enter another chapter's area.
23. On Bid Day, decorations may be added to the inside and outside of the chapter room. But, per University Housing, banners may not be hung on residence halls.
24. Sorority members and their guests are to remain at their own Bid Day celebrations and not visit the celebrations of others.
25. Sororities are required to provide programming free of men and alcohol until midnight on Bid Day. Chapters will be conscientious of the requirements of new members.
26. If a chapter needs to add a PNM back to their list once the deadline for submitting invitations has passed, the fine shall be charged in the same amount as it their invitation list was late on that specific day. The fine will compound every fifteen minutes, for example, if the deadline is midnight, the fine is charged at 12:00, 12:15, 12:30, 12:45... until the list is submitted. The fine for adding a PNM back will be charged for each PNM, but will cap after "2 hours," for example, if the deadline is midnight, but you find out you need to add a PNM back the next morning, we will still only charge you up to two hours of the late fine for that round. The fine will not exceed \$5,000 for any round or recruitment. These fines will be charged on top of any fines accrued for submitting invitations late.
27. The above scenario will apply if a chapter wants to add a PNM back that was originally listed as "flex minus," but was flexed off once the deadline for submitting invitations has passed.
28. An itemized budget including donations will be submitted to the Panhellenic Vice President of Recruitment by a date set by Panhellenic. The itemized budget should be submitted using the budget template provided by Panhellenic.
29. All Auburn University Panhellenic Standing Rules must be followed.

### **Continuous Open Bidding**

Continuous Open Bidding begins when bids are distributed in fall and ends with the last day of fall classes. It resumes with the beginning of classes in spring and ends with the last day of spring classes. There is no Continuous Open Bidding during summer semester or when school is not in session, such as Spring Break.

Panhellenic will keep a record of women indicating interest in Continuous Open Bidding and make it available to chapters.

Before a chapter begins hosting women for Continuous Open Bidding, the Recruitment Chair should complete an Intent to COB Form and submit it to the Director of COB to confirm the number of bids they are allowed to offer, based on total. The Director of COB will respond within 24 hours.

When a chapter has pledged a woman through Continuous Open Bidding, the Recruitment Chair must submit signed bid confirmations and addition forms to the Director of COB within 24 hours.





### List of Fineable Violations and Fines Assessed

Violation	When Applicable	Amount	Assessed
Chapter's failure to be represented at a Recruitment Chair Meeting	Spring and Summer	\$25	Each occurrence
Failure to submit pre-recruitment packet	Spring- Date set by Panhellenic	\$50	Each day late
Pi Chis, Camp War Eagle, and Recruitment Executive Board Members on Display during summer and recruitment	Spring dead day to Bid Day	\$50 per person	Compounding daily from the date of notification until it is removed
Revealing the affiliation of a Pi Chi, Camp War Eagle Counselor, or Recruitment Executive Board member to a PNM	Spring dead day to Bid Day	\$250 per person	Each occurrence
Turning in rosters for automatic resetting of total before recruitment	Pre-Recruitment	\$25	Each day late
24 Hour Chapter Phone Not Monitored	Pre-Recruitment to Bid Day	\$25	Each occurrence
Ending a recruitment party late	Formal Recruitment	\$30	Each person leaving late, up to 20 pnms per party
Failure to keep chapter members in the chapter room 15 minutes after the end of the party	Formal Recruitment	\$50	Each occurrence
Pi Chis and REB on display during recruitment	Formal Recruitment	\$250	Each occurrence
Recruitment mothers leaving chapter space and communicating with pnms	Formal Recruitment	\$25	Each mother, each occurrence
No-show list not submitted within 30 minutes after a party ends	Formal Recruitment	\$25	Each occurrence
Chapter submitting Philanthropy invitations late	Second night of Ice Water Teas	\$200	The fine is charged when the deadline is missed and compounds every fifteen minutes. (ex: if the deadline is midnight, the fine is charged at 12:00, 12:15, 12:30, 12:45... until the list is submitted)
Chapter submitting Sisterhood invitations late	Second Night of Philanthropy Round	\$250	
Chapter submitting Preference invitations late	Night of Sisterhood Day	\$300	
Chapter submitting final preference lists late	Night of Preference Day	\$500	
Missing the deadline for roster submission for the automatic resetting of total	Noon following Bid Day	\$100	Each hour late, rounded up
Turning in the budget and expenditures late	Date set by Panhellenic	\$75	Each day late
Turning in COB paperwork late	During COB	\$75	Each day late