

## **Code of Ethics**

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.

## **Bylaws of Auburn University College Panhellenic Association**

### **Article I. Name**

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

### **Article II. Object**

The object of the Panhellenic Association shall be to:

1. Conduct the business of the College Panhellenic only during the campus academic year.
2. Promote the growth of individual chapters and the sorority community.
3. Organize and sponsor a women's-only membership recruitment program.
4. Encourage the highest possible academic, social, and moral standards.
5. Coordinate activities, establish orderly procedures, and provide programming in addition to recruitment.
6. Adjudicate all matters related to the NPC Unanimous Agreements, College Panhellenic bylaws and/or other governing documents, College Panhellenic membership recruitment rules, College Panhellenic code of ethics, and College Panhellenic standing rules.
7. Actively support the mission of its host institution.
8. Promote good public relations.
9. Give service to the community and campus.
10. Sponsor Junior Panhellenic, if appropriate, for specialized programming efforts.
11. Promote friendship, harmony, and unity among members, chapters, faculty, administrators, and campus groups.

### **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 Auburn University Panhellenic Association shall be composed of all chapters of NPC fraternities at Auburn University. Regular members of the College Panhellenic Council shall pay dues as determined by the College Panhellenic Council. Each regular member shall have a voice and one vote on all matters.
- B. **Provisional membership.** The provisional membership of the Auburn University Panhellenic Association shall be composed of all colonies of NPC fraternities at Auburn University. Provisional members shall pay no dues and shall have a voice but no vote on all matters. A provisional member shall automatically become a regular member upon being installed as a chapter of an NPC sorority.
- C. **Associate membership.** Local sororities or national or regional non-NPC member groups may apply for associate membership of the Auburn University Panhellenic Association. The membership eligibility requirements and the process for submitting an application and approval of the application shall be determined by the Panhellenic Council. Associate members shall pay dues as determined by the College Panhellenic Council. An associate member shall have a 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*

Duty of compliance. All members, without regard to membership class, shall comply with all NPC Unanimous Agreements and be subject to these Auburn University Panhellenic Association bylaws, code of ethics and any additional rules this Panhellenic Association may adopt unless otherwise prescribed in these bylaws. Any rules adopted by this Panhellenic Association in conflict with the NPC Unanimous Agreements shall be void.

## **Article IV. Officers and Duties**

### *Section 1. Officers*

The elected officers of the Auburn University Panhellenic Association shall be the President, Administrative Vice President, Vice President for Recruitment, Executive Vice President, Vice President for Finance, and Vice President for Public Relations. These elected officers will serve as the executive board. Executive officers will select a cabinet of appointed officers annually.

### *Section 2. Eligibility*

Eligibility to serve as an officer shall depend on the class of membership. An officer is described as the Panhellenic Executive Board, Recruitment Executive Board, Panhellenic Cabinet member, Pi Chi, and any other position that serves on Panhellenic.

- A. **Regular membership.** Members from women's fraternities holding regular membership in the Auburn University Panhellenic Association shall be eligible to serve as officers. A women's



fraternity must hold regular membership status for at least three years before its members are eligible to hold the Panhellenic Presidency.

- B. **Provisional membership.** Members from women's fraternities holding provisional membership in the Auburn University Panhellenic Association shall not be eligible to serve as an officer.
- C. **Associate membership.** Members from women's fraternities holding associate membership in the Auburn University Panhellenic Association shall not be eligible to serve as an officer.

### *Section 3. Selection of Officers*

The President, Administrative Vice President, Vice President for Recruitment, Executive Vice President, Vice President for Finance, and Vice President for Public Relations of the Auburn University Panhellenic Association shall be elected by ballot, except if there is only one nominee for an office that nominee shall be declared elected.

### *Section 4. Office-Holding Limitations*

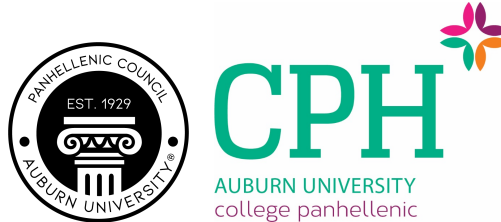
- A. No more than one member from the same women's fraternity shall hold an executive office during the same term. No elected officer may be succeeded in office by a member of the same women's fraternity.
- B. All executive officers must be a member of the Panhellenic council (delegate, cabinet member, chapter president, or Panhellenic executive officer) during the year that the election is held. Exceptions to this include Vice President for Recruitment, who may have been a chapter recruitment chair, Vice President for Finance, who may have been the chapter treasurer, and Vice President for Public Relations, who may have been the chapter public relations chair.
- C. All elected officers must be enrolled as students at Auburn University and must remain active members in their sororities.
- D. No executive officer may serve as a Camp War Eagle counselor.
- E. All officers, elected and appointed, must have and maintain a 2.5 cumulative grade point average.

### *Section 5. Selection Procedure*

- A. Elected officers will be chosen by the following process:
  - 1. Application
  - 2. Interview before the Panhellenic Council
  - 3. Election with each eligible organization casting one vote.
- B. Appointed cabinet officers will be chosen by a process including applications and interviews. This process will be coordinated by the newly elected executive officers.

### *Section 6. Term*

The officers shall serve for a term of one year. The term of office will begin upon installation, which will be held within six weeks of officer elections.



### *Section 7. Removal*

- A. Any elected officer may be removed for cause by a vote of two-thirds of the Panhellenic Council.
- B. Any appointed officer may be removed for cause by a majority vote of the executive board.

### *Section 8. Vacancies*

Vacancies shall be filled in the same manner of selection as provided in Sections 3, 4, and 5 of this article.

### *Section 9. Duties of Officers.*

Expectations required of all Panhellenic Executive Board officers include, but are not limited to:

- Four office hours per week of the regular academic year.
- Weekly Executive Board meetings.
- Bi-Weekly cabinet meetings (and other small group meetings).
- Bi-Weekly council meetings.
- Communicate regularly with the Panhellenic Advisor and Panhellenic Graduate Assistant.
- Understand and implement the NPC Manual of Information and all governing documents of this association.
- Commit to diversity, equity, and inclusion initiatives within the Panhellenic community.
- Participation in council trainings, such as conferences or retreats.
- Attend other council events and volunteer when available.
- Will completely disaffiliate from her sorority during the recruitment process.
- May not serve on her own sorority's Executive Board during the same academic year she serves as the Panhellenic Executive Board officer.

The President shall:

- Commit to diversity, equity, and inclusion initiatives within the Panhellenic community.
- Responsible for the operation of the Panhellenic Council.
- Call and preside at all meetings of the Panhellenic Association, Executive Board, and serves as an ex-officio member of all Panhellenic Association committees.
- Conduct bi-weekly meetings of the chapter presidents.
- Communicate regularly with the Panhellenic Advisor, Panhellenic Graduate Assistant, and the NPC Area Advisor.
- Ensure that the NPC annual report is completed.
- Maintain current copies of the following: Auburn University Panhellenic Association bylaws and standing rules; the Panhellenic Association budget; contracts executed on behalf of the Panhellenic Association; correspondence and materials received from the NPC Area Advisor; all College Panhellenic reports to NPC; and other pertinent materials.
- Attend and contribute to administrative meetings on behalf of the Panhellenic Council.
- Submit applications for local and national awards on behalf of the Panhellenic Council.
- Perform all other duties as assigned.



She must also:

- Be in at least her junior (3<sup>rd</sup>) year as a student at Auburn University and be enrolled in the spring and fall semesters of her term.
- Reside in Auburn during the summer she is in office.

The Administrative Vice President shall:

- Commit to diversity, equity, and inclusion initiatives within the Panhellenic community.
- Perform the duties of the president in her absence or at her call.
- Conduct bi-weekly meetings and regularly scheduled one on ones of the Panhellenic cabinet.
- Responsible for the selection and oversight of Panhellenic Cabinet officers and keep current reports on their activities.
- Oversee Panhellenic programming, such as Convocation and Greek Sing, new member initiatives, and EAGLES initiatives.
- Work closely with administrative offices, such as the Office of Inclusion and Diversity, Health Promotion and Wellness Services, Women's Leadership Institute, Student Involvement, and any other offices that collaborate with the Panhellenic Council.
- Collaborate with the Greek Life Office on Greek Programming Board initiatives and any other initiatives regarding cross-council relations.
- Perform all other duties as assigned.

She must also:

- Be in at least her junior (3<sup>rd</sup>) year as a student at Auburn University and be enrolled in the spring and fall semesters of her term.
- Reside in Auburn during the summer she is in office or receive written permission from Panhellenic Advisor on an alternative solution to completing jobs assigned over the summer.

The Vice President for Recruitment shall:

- Commit to diversity, equity, and inclusion initiatives within the Panhellenic community.
- Conduct bi-weekly meetings and regularly scheduled one-on-ones with members of the Recruitment Executive Board.
- Conduct all chapter recruitment chair meetings.
- Responsible for the selection and oversight of Recruitment Executive Board officers, and recruitment counselors and keep current reports on their activities.
- Responsible for the discussion, distribution, and implementation of recruitment information, including rules, schedules, and registration materials.
- Make and execute plans for fall recruitment as well as management of Continuous Open Bidding.
- Responsible for recruitment orientation programs and presentations, including Camp War Eagle and hometown Panhellenic presentations.
- Perform all other duties as assigned.



She must also:

- Be in at least her junior (3<sup>rd</sup>) year as a student at Auburn University and be enrolled in the spring and fall semesters of her term.
- Reside in Auburn during the summer she is in office.

The Executive Vice President shall:

- Commit to diversity, equity, and inclusion initiatives within the Panhellenic community.
- Keep an up-to-date roll of the members and is responsible for the official correspondence of the Panhellenic Council, unless provided for otherwise.
- Conduct bi-weekly meetings and regularly scheduled one on ones with the Panhellenic Delegates.
- Record minutes of all meetings of the Auburn University Panhellenic Council and the Executive Board and maintain an up-to-date file that includes this information and all correspondence.
- Send meeting minutes to the NPC area advisor and upload minutes to the appropriate NPC management program.
- Manage and collect scheduled votes on Panhellenic governing documents and decisions.
- Manage events for the Panhellenic Council in AUinvolve.
- Oversee the Director of Junior Panhellenic.
- Perform all other duties as assigned

She must also:

- Be in at least her sophomore (2<sup>nd</sup>) year as a student at Auburn University and be enrolled in the spring and fall semesters of her term.
- Reside in Auburn during the summer she is in office or receive written permission from Panhellenic Advisor on an alternative solution to completing jobs assigned over the summer.

The Vice President for Finance shall:

- Commit to diversity, equity, and inclusion initiatives within the Panhellenic community.
- Supervise the finances of the Auburn University Panhellenic Association.
- Prepare the annual budget and, after its approval by the Panhellenic Council, provide a copy to each Auburn 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 Auburn University Panhellenic Association.
- Maintain up-to-date financial records; give a financial report at each regular meeting of the Panhellenic Council and an annual report at the close of her term of office.
- Conduct monthly meeting with the Panhellenic Advisor to review all financial records and transactions of the Panhellenic Council
- Responsible for the completion and submission of all financial paperwork.
- Collaborate with accountant to submit tax records and documents on behalf of the Panhellenic Council.



- Perform all other duties as assigned.

She must also:

- Be in at least her sophomore (2<sup>nd</sup>) year as a student at Auburn University and be enrolled in the spring and fall semesters of her term.
- Reside in Auburn during the summer she is in office or receive written permission from Panhellenic Advisor on an alternative solution to completing jobs assigned over the summer.

The Vice President for Public Relations shall:

- Commit to diversity, equity, and inclusion initiatives within the Panhellenic community.
- Conduct bi-weekly meetings and regularly scheduled one on ones with the social media team.
- Responsible for the selection and oversight of the social media team and for keeping current reports on their activities.
- Responsible for the development, coordination, and management of all branding communications, and strategic marketing-related activities.
- Develop and maintain a strategic marketing plan for the Panhellenic community.
- Oversee all Panhellenic digital marketing efforts including, but not limited to, social media accounts, blog content, video content, graphic design, and all other projects that arise.
- Maintain up-to-date engagement records on digital marketing and social networking platforms.
- Collaborate with the Greek Life Office to establish press releases, publications, and any written statements or marketing materials.
- Responsible for managing communication and maintaining relationships with campus entities and the Panhellenic Council.
- Perform all other duties as assigned.

She must also:

- Be in at least her sophomore (2<sup>nd</sup>) year as a student at Auburn University and be enrolled in the spring and fall semesters of her term.
- Reside in Auburn during the summer she is in office.

## **Article V. The Panhellenic Council**

### *Section 1. Authority*

The governing body of the Auburn 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 Auburn University Panhellenic Association including, but not limited to, annually review and adjust total as needed, 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.



### *Section 2. Composition and Privileges*

The Auburn University Panhellenic Council shall be composed of one delegate and one alternate delegate from each regular, provisional, and associate member group at Auburn University as identified in Article III. The delegates shall be the voting members of the Panhellenic Council except as otherwise provided in Article III of these bylaws. The alternate delegates shall have a voice but no vote. The alternate delegate shall act and vote in the place of the delegate when the delegate is absent. If both delegate and alternate are absent, the vote may be cast by a member of the fraternity, providing her credentials have been presented to the association president.

### *Section 3. Selection of Delegates and Alternates*

Delegates and alternates to the Panhellenic Council shall be selected by their respective women's fraternity chapters to serve for a term of one year commencing when the executive officers for the coinciding term are installed.

### *Section 4. Delegate Vacancies*

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

### *Section 5. Regular Meetings*

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

### *Section 6. Annual Meeting*

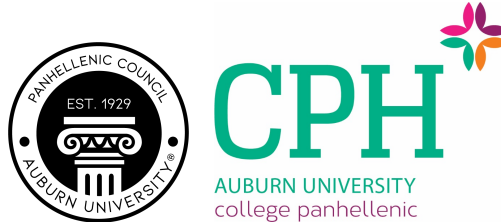
The annual meeting of the Panhellenic Association shall be held during the Spring Semester. The purpose of the annual meeting shall be to hear updates from each executive officer concerning Auburn Panhellenic.

### *Section 7. Special Meetings*

Special meetings of the Panhellenic Council may be called by the president when necessary and shall be called by her upon the written request of no less than one-fourth of the member women's fraternities of the Auburn 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 8. Means of Communication*





The Panhellenic Council may conduct business at any meeting (regular or special) through the use of any means of communication by which all delegates participating may simultaneously hear one another and participate in the proceedings during the meeting.

*NOTE: If meeting electronically or via conference call is not possible, the College Panhellenic Council can vote electronically. These votes should be limited to votes that are absolutely necessary. If these votes take place, they must be ratified at the next in-person College Panhellenic Council meeting and reflected in the meeting minutes.*

#### *Section 9. Quorum*

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

#### *Section 10. Vote Requirements*

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

### **Article VI. The Executive Board**

#### *Section 1. Composition*

The composition of the Executive Board shall be those officers listed in section 1 of this article.

#### *Section 2. 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 the 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 3. 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 4. Special Meetings*

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

#### *Section 5. Quorum*

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



## **Article VII. The Panhellenic Advisor**

### *Section 1. Appointment*

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

### *Section 2. Authority*

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

## **Article VIII. Committees**

### *Section 1. Standing Committees*

- A. The standing committees of the Auburn University Panhellenic Association shall be the Judicial Board and Panhellenic Cabinet.
- B. The standing committees shall serve for a term of one year, which shall coincide with the term of the officers.

### *Section 2. Appointment of Committee Membership*

The Executive Board shall appoint members and chairmen 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 fraternities as much as possible. The president shall be an ex-officio member of all committees except the Judicial Board.

### *Section 3. Judicial Board*

The Judicial Board shall consist of the Administrative Vice President as chairman and five members of women's fraternities holding regular membership in the Auburn University Panhellenic Association. The Panhellenic advisor shall serve as a nonvoting ex-officio member. The Judicial Board members shall participate in training to be educated about the purpose of the board, the rules and regulations the Judicial Board will monitor, the procedures to be followed, proper questioning techniques, the rights of the charged organizations, evaluating evidence, and deliberations and sanctioning. The Judicial Board shall educate member 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 Auburn 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. Panhellenic Cabinet*

Panhellenic Cabinet will include officers appointed by the Executive Board. Members include those women serving as liaisons to other offices and directors of Panhellenic programs such as scholarship, benevolence, and Greek Sing. The composition and membership of the Panhellenic Cabinet will be determined by the Executive Board.

#### *Section 5. Other Committees*

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

### **Article IX. Finances**

#### *Section 1. Fiscal Year*

The fiscal year of the Auburn University Panhellenic Association shall be from January 1 to December 31 inclusive.

#### *Section 2. Contracts*

Dual signatures of the Advisor, President, and/or Vice President for Finance shall be required to bind the Auburn University Panhellenic Association on any contract.

#### *Section 3. Checks*

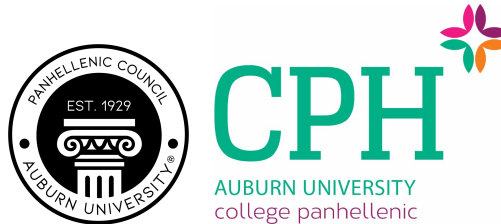
All checks issued on behalf of the Auburn University Panhellenic Association shall bear dual signatures. The following shall be authorized to be one of the two required signatures: Panhellenic Advisor, President, or Vice President for Finance.

#### *Section 4. Payments*

All payments due to the Auburn University Panhellenic Association shall be received by the Vice President for Finance, who shall record them. Checks for payments shall be made payable to the Auburn University Panhellenic Association.

#### *Section 5. 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 amounts of such dues are \$10.25 per member and new member each fall and spring.
  - The dues of each Panhellenic Association member fraternity shall be payable on or before a date determined by the Panhellenic Vice President for Finance. The



Panhellenic Vice President for Finance will announce the date at least two weeks before the due date.

#### *Section 6. Greek Member Fee*

- A. **Panhellenic Facility Fee.** Every Auburn Panhellenic Woman will be charged \$105 each spring and fall semester in lieu of sorority chapter room rent payments. The total \$210 will be charged and paid through the Auburn University billing system and will appear on each student's bill during the semester in which it is charged.
- B. **Greek Fee.** Every Auburn Panhellenic Woman will be charged a \$20 Greek fee each spring and fall semester, which will support educational and leadership programming, additional staff, and other student needs. The total \$40 will be charged and paid through the Auburn University billing system and will appear on each student's bill during the semester in which it is charged.

#### *Section 7. Endowment*

Auburn Panhellenic maintains an endowment fund with the Auburn University Foundation, through the Office of Development. Details related to the scholarships and programs supported by this endowment will be kept in the Auburn University Panhellenic Endowment Details document, which shall be controlled by the Auburn University Panhellenic Council through its voting delegates.

#### *Section 8. Fees and Assessments*

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

### **Article X. Extension**

*Section 1. Extension is the process of adding an NPC women's fraternity.*

The Auburn 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 XI. Violation Resolution**

*Section 1. Violation*

Chapters shall be held accountable for the conduct of their individual collegiate and alumnae members. Conduct contrary to the NPC Unanimous Agreements, these bylaws, the Panhellenic code of ethics, standing rules, and/or membership recruitment regulations of the Auburn University Panhellenic Association shall be considered a violation.

*Section 2. Informal resolution*



Members are encouraged to resolve alleged violations through informal discussion with the involved parties.

### *Section 3. Judicial process*

If informal discussions are unsuccessful, the judicial process will be set in motion by filing a report of the alleged violation. The Auburn 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 Auburn University Panhellenic Association shall follow all NPC Unanimous Agreements concerning the judicial process found in the Manual of Information.
- B. **Judicial Board hearing.** When a violation is not settled informally or through mediation, the Judicial Board shall resolve the issue in a Judicial Board hearing. The Panhellenic Council shall adopt procedures in the standing rules for this purpose that are consistent with the NPC Unanimous Agreements.
- C. **Appeal of Judicial Board decision.** A decision of the Judicial Board may be appealed by any involved party to the NPC College Panhellenic's Judicial Appeal Committee. The Auburn University Panhellenic Association shall follow all NPC Unanimous Agreements concerning the appeals process found in the Manual of Information.

### **Article XII. Hazing**

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

### **Article XIII. Inclusion Statement**

Auburn University College Panhellenic Association does not categorically deny membership to an individual, based on race, color, religion, sex\*, national origin, age, disability, marital status, military or veteran status, or political affiliation.

\*Pursuant to 20 U.S.C. 1681(a)(6)(A), social fraternities and sororities may limit membership on the basis of sex.

### **Article XIV. Parliamentary Authority**

The rules contained in the current edition of Robert's Rules of Order Newly Revised shall govern the Auburn 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 Auburn University Panhellenic Association may adopt.

### **Article XV. Amendment of Bylaws**



These bylaws may be amended at any regular or special meetings of the Auburn 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 XVI. Dissolution**

This Association shall be dissolved when only one regular member exists at Auburn 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.



### **Standing Rules**

The following standing rules pertain to the administration of the Panhellenic Council. These rules are subject to change throughout the year when deemed necessary by the Panhellenic Executive Board. Proposals must be unanimously voted upon by the Panhellenic Executive Board before proposal to the Panhellenic Council for a vote. Amendment of the standing rules will follow the same procedure outlined in Article V, Section 10 of these bylaws.

### **Panhellenic Points**

Panhellenic Points are an incentive system designed to motivate sorority members to attend other sororities' philanthropy and benefit events and to participate in Panhellenic's monthly drives.

Each semester the top 3 sororities who receive the most Panhellenic points win cash prizes that go towards their philanthropy.

- First place: \$200
- Second place: \$100
- Third place: \$50

One Panhellenic Point is rewarded for each item contributed to a Panhellenic drive as long as it is of quality deemed by the Director of Benevolence. One Panhellenic Point is rewarded for each person in attendance to a different sorority's benefit night or philanthropy event. The host sorority does not receive Panhellenic Points for attending their own event.

### **Executive Board Application Process**

Eligible candidates must submit applications by the stated deadline. The deadline is usually, but not always, noon on the Friday before elections. Check the application for the date. A candidate may submit more than one application if she is interested in more than one office. If a candidate submits an application for an office she is not eligible for, that application will be rejected; but she may still run for the offices she is eligible for, if any. Once the deadline has passed and a group of candidates has been vetted, no more application packets will be accepted, unless there is a situation at a later time when a position has no eligible candidates in contention. Applications will be sent as a booklet to all sitting chapter presidents and delegates.

#### *Interview Process*

Candidates should not campaign with chapter representatives in the time leading up to the elections. The time for questions and answers is at the interviews. This saves time and energy for candidates and



chapter representatives. Candidates should attend the interviews. Each chapter should send their sitting president, delegate, and junior delegates, but any interested sorority member should attend. This is a good opportunity for incoming officers to learn about those women with whom they might end up working. This meeting is usually at 5:00 pm on a Monday on a night before a regularly scheduled council meeting.

At the beginning of the interview session, all women who are candidates for Panhellenic President will leave the room. Any woman who is eligible to run for Panhellenic President and has already been cleared to be a candidate because she submitted a packet for another office may choose to become a candidate for Panhellenic President. She will leave the room as well. She will receive an interview but will not be allowed to turn in an additional written packet related to the office of President.

Once all candidates for President have left the room, the woman whose last name is first alphabetically will re-enter and be seated before the council. The Panhellenic Executive Board will ask her a few questions. Then, the floor will open and anyone may ask the candidate questions related to her application, ideas, or ability to do the job. Once her questions have been answered, she will leave the room and the next candidate (alphabetically by last name) will enter. The Panhellenic Executive Board will open with the same questions as before and the floor will open again. This will continue until all candidates for President have been interviewed. Once all interviews for President have concluded, the candidates rejoin the audience.

The process for interviewing candidates will be repeated with the other five offices. Administrative Vice President is next, followed by Vice President for Recruitment, Executive Vice President, Vice President for Finance, and the Vice President for Public Relations. The Panhellenic Executive Board will not ask the same questions to every single candidate but will ask the same questions to each candidate for the same office. For example, the questions that all VP Recruitment candidates will answer will be recruitment focused while the ones that the candidates for Administrative Vice President might center around programming.

Once all interviews are complete, the interview meeting is over. The representatives from each sorority should meet to discuss. So, the President, Delegate, Junior Delegate, and anyone else present for Beta Beta Beta sorority should go back to their hall or chapter room and discuss whom their sorority should vote for.

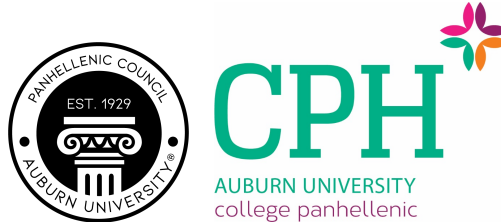
### **Executive Board Compensation**

The President shall receive \$333.33 per month from January through December. The remaining executive officers shall receive \$300 for each month of service from January through December. Vice Presidents, excluding the Vice President for Recruitment, who stay and work the summer months will receive \$250 for each month worked. The Vice President for Recruitment shall receive \$300 for each month of service including summer months. The summer months include June and July.

### **Greek Sing Standing Rules**

Greek Sing is an annual dance competition hosted by Auburn University's Panhellenic Council. This competition was created in the spirit of giving back to the Auburn-Opelika community through Habitat for





Humanity. Any unsportsmanlike conduct, attitude issues, or slander will result in that chapter's disqualification. These expectations apply to both Greek Sing teams and all attendees of the event. All rules below must be adhered to by all chapters. Auburn Panhellenic reserves the right to assess situations and penalize teams accordingly.

1. The entire performance is limited to three and a half (3:30) minutes. The timer will begin with the first sound. In addition to the performance itself, each team has 30 seconds to remove anything from the stage. Each additional 10 seconds used will result in one point deducted from the chapter's final score.
2. Each chapter's performance will be judged based on overall dance ability, routine staging, transitions, difficulty, synchronization, spacing, communication and projection, overall impression, and 360-degree engagement. 360-degree engagement suggests that the performance be choreographed so that it appeals to all sides of the arena, with a suggested 25% towards the back and 75% towards the front. Judges will be stationed on each side of the arena and will score the dance appropriately according to the chapter's assigned front side.
  - a. The judges on the back of the performance will have 50% less influence on the chapter's Communication and Projection score in the Overall Effect section of the score than the front judges' Overall Effect score.
  - b. Score sheets will not be released.
3. Penalties will be deducted from the chapter's final score. Penalties that can be deducted during a chapter's performance include additional time needed to remove anything from the stage, the use of unapproved props, dancers leaving the stage before the performance is complete, and props left off the stage after the performance. Pre-decided penalties include failure to attend meetings, failure to have two representatives attend Habitat for Humanity workdays, failure to have 100 members attend the CrowdChange Drive Days, and failure to submit receipts/budget on time.
4. Event tickets will be \$10 if preordered and \$12 if purchased at the door. Live stream tickets will be \$10.
5. A non-refundable entry fee of \$150 per chapter will be paid by each chapter. An additional \$100 fee will be charged to chapters that choose to withdraw from the competition.
6. Seating will be determined by Appendix 1.
7. The Director and Assistant Director of Greek Sing will share a meeting schedule at the beginning of the spring semester. Chapter Greek Sing Chairs must attend all meetings on this schedule. If the Greek Sing Chairs are not able to attend, they must send a substitute from their chapter to attend in their place. Failure to have a chapter representative attend a meeting will result in a deduction of one point from that chapter's final score.
  - a. The Director and Assistant Director of Greek Sing have the right to call emergency meetings if necessary.
8. A chapter's Greek Sing team may range from 20-40 active members. Tryouts may be hosted for Greek Sing; however, no chapter can require any member to participate.



- a. A list of team participants' names, phone numbers, and auburn emails must be turned in to the Director and Assistant Director of Greek Sing.
9. The order of selection for themes and songs will be decided through a random number drawing during meeting two.
  - a. A song may not be played more than two times throughout the entire show.
  - b. If a chapter's theme or songs are rejected for any reason, a one-week grace period will be given to plan for a new theme or to select new music.
10. All Greek Sing dances must be completely original. If a chapter is found using a non-member or inactive member as a choreographer prior to the competition, they will be disqualified from performing at Greek Sing that year and the following year. If a chapter is found to have used a choreographer after that year's competition, any awards will be revoked, and the chapter will not be allowed to participate in Greek Sing the following year.
  - a. All choreography must be appropriate and represent both the chapter and the Panhellenic community well. Auburn Panhellenic reserves the right to disapprove of any choreography found inappropriate. The chapter will be notified to change their choreography before the final performance.
11. A complete set of the chapter's music and lyrics must be turned in to the Director and Assistant Director of Greek Sing by meeting three.
  - a. No obscenities, vulgarity, or suggestive language is allowed in any music used. If there is any inappropriate material, it will have to be changed.
  - b. Chapters must adhere to the set of words received and approved by the Director and Assistant Director of Greek Sing during the performance or else they will be disqualified.
12. Each chapter is required to send two representatives to each Habitat for Humanity workday. Failure to send these representatives will result in a loss of one point per occurrence from the chapter's final score.
13. The CrowdChange Drive requires 100 members in total to donate. If there are three CrowdChange Drive Days, then the chapter has three chances to get their total attendance up to 100. There is not a set number of members required per Drive Day. The total attendance will be determined by the number of donations the chapter's CrowdChange page receives over the duration of the Drive. If a chapter has less than 100 members donate to the CrowdChange Drive, then one point will be deducted from the final score.
  - a. The attendance totals will be sent to the Greek Sing Chairs at the end of the night of the CrowdChange Drive.
  - b. Members must be in-person to donate and must donate for their attendance to be recorded.
  - c. If a CrowdChange Drive Day is canceled for any reason, the Drive Day will be rescheduled within two weeks.
14. Points may be awarded back for deductions caused by a chapter's failure to attend Greek Sing Chair meetings, Habitat for Humanity workdays, and the CrowdChange Drive. Points can be



awarded back if chapters raise money on their chapter's CrowdChange page beginning 14 days prior to the performance with a 7-day window to do so. The opportunity to gain back points will end at midnight 7 days prior to the performance. Points will be awarded back 6 days prior to the performance. Specific dates will be shared with the Greek Sing Chairs at meeting two. For every \$1000 raised, one point may be awarded back.

- a. No bonus points can be gained, points can only be awarded back.
15. Chapters may not practice in Neville Arena except during dress rehearsal.
16. A practice schedule must be turned in to the Director and Assistant Director of Greek Sing.
  - a. Auburn Panhellenic reserves the right to attend any chapter's team practices.
  - b. Chapters' costumes and stunts will be approved at a practice visit. Budgets and receipts will also be due by the chapter's practice visit.
17. Chapters must complete their full performance at dress rehearsal.
18. All stunts must follow the "hips over head" rule, meaning the flyer's hips can never go over the base's head. All stunts must be approved at a practice visit by the Director and Assistant Director of Greek Sing. If a stunt is not performed successfully by the discretion of the Director and Assistant Director of Greek Sing, the stunt may not be performed during the show and may not be changed to another stunt.
19. All tumbling must be approved at dress rehearsal by the Director and Assistant Director of Greek Sing. Dancers will have the ability to practice their tumbling as many times as needed before the full performance at dress rehearsal. If a dancer does not tumble successfully during the dress rehearsal full performance, the dancer may not tumble during the show and may not change it to another form of tumbling.
20. Costumes may cost no more than \$30 per individual performing. Any clothing already owned by the individual may be worn and will be recorded as \$2 per item toward the \$30 maximum per individual. These items may include but are not limited to leggings, a white t-shirt, black pants, and dance shoes.
  - a. Costumes must be appropriate at all times. Costumes may not show stomachs, chests, or be revealingly short. All costumes must be approved by the Director and Assistant Director of Greek Sing at a practice visit.
21. Each chapter may spend no more than \$75 on props. Any prop that is being donated or is already owned must be reported and will be recorded as the cost of the item.
  - a. Props must be approved by the Director and Assistant Director of Greek Sing at the chapter's practice visit.
  - b. The use of unapproved props during the performance will result in a deduction of one point per prop from the chapter's final score.
  - c. Dancers must be able to easily carry props on and off the stage.
  - d. Props may be left off the stage, but dancers may not leave the stage to grab props. One point will be deducted from the final score for each dancer who leaves or steps off the stage before the end of their performance.



- e. If a prop is left on the floor after a team's performance one point will be deducted from the team's final score per prop left.
22. All receipts will be due by each chapter's practice visit. Chapters must electronically submit all receipts as well as an itemized budget by the time of the chapter's practice visit. Failure to do so will result in a deduction of one point from the chapter's final score.
  23. Chapters will deliver a gift basket to an assigned chapter the week before the performance.
  24. Awards will be given to each chapter placing 1st, 2nd, 3rd, 4th, and 5th. Additional awards include:
    - a. Creativity Award, given to the chapter with the most creative choreography, props, and costumes.
    - b. President's Award, given to the chapter with the most favorable votes by the current chapter presidents.
    - c. Director's Award, given to an exceptional Greek Sing Chair chosen by the Director and Assistant Director of Greek Sing.
    - d. Top Fundraiser Award, given to the chapter that raises the most money through CrowdChange
    - e. Panhellenic Points Award, given to the chapter that acquired the most Panhellenic Points from the first semester until April 2<sup>nd</sup> as reported by the Director of Benevolence.

## **Appendix 1**

Greek Sing seating will be determined based on the following criteria:

### *33% T-shirt sales: 33 points*

The percentage of T-shirt sales will be calculated based on shirts ordered versus chapter size by the most previous roster update. For example, if 300 shirts are ordered for a chapter of 300 members, the chapter will earn 100% of 33 points. Chapter T-shirt purchases may exceed the number of chapter members, but no additional points will be given towards seating.

### *33% Ticket sales: 33 points*

The ticket sales will be based on the percentage of the chapter's most previous roster update that purchases a ticket. Parent tickets bought through the chapter can contribute to your total. If a chapter has 200 members and buys 200 tickets, the chapter will receive 100% of their points, as well as a chapter that has 150 members and purchases 100 member tickets and 50 parent tickets. Chapters may buy more than 100% of the chapter total but for seating purposes, points for tickets will not exceed 100%.

### *34% Panhellenic Points: 34 points*



The sum of a chapter's Panhellenic Points from the previous fall semester until April 2nd of the current semester as reported by the Director of Benevolence will be counted. The percentage of 34 points towards seating a chapter gets in the Panhellenic Points category will be determined by dividing a chapter's Panhellenic Point total by the highest chapter total for that year.