



BYLAWS OF SOUTHERN ARKANSAS UNIVERSITY COLLEGE PANHELLENIC COUNCIL

Article I. Name

The name of this organization shall be the Southern Arkansas University College Panhellenic Council.

Article II. Object

- A. The object of the Panhellenic Council shall be to develop and maintain women's sorority life and interfraternity relations at a high level of accomplishment and in so doing to:
- a. Consider the goals and ideals of member organizations as applicable to campus and personal life.
 - b. Promote superior scholarship and intellectual development.
 - c. Cooperate with member women's sororities and the university/college administration to maintain high social and moral standards.
 - d. Act in accordance with National Panhellenic Conference (NPC) Unanimous Agreements, policies and best practices.
 - e. Act in accordance with such rules established by the Panhellenic Council as to not violate the sovereignty, rights and privileges of member sororities.

Article III. Membership Classes

Section 1. Membership classes

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

- A. Regular membership. The regular membership of the Southern Arkansas University Panhellenic Council shall be composed of all chapters of NPC sororities at Southern Arkansas University. Regular members of the Southern Arkansas University College Panhellenic Association shall pay dues as determined by the Panhellenic Council. Each regular member shall have voice and one vote on all matters.
- B. Provisional membership. The provisional membership of the Southern Arkansas University Panhellenic Council shall be composed of all colonies of NPC sororities at Southern Arkansas University.
- a. Provisional members shall pay no dues and shall have voice but no vote on all matters.
 - b. A provisional member shall automatically become a regular member upon being installed as a chapter of an NPC sorority.



- C. Associate membership. Local sororities or inter/national or regional non-NPC member organizations may apply for associate membership of the Southern Arkansas University Panhellenic Council.
- a. The minimum membership size for prospective associate member groups is 20 women, with no members belonging to a group currently in the National Panhellenic Conference.
 - b. Associate member groups must have been in existence (registered with Student Activities as an organization) for 2 long semesters.
 - c. Associate member groups shall pay partial dues as determined by the Panhellenic Council.
 - d. An associate member shall have voice and one vote on all matters except recruitment and extension-related matters.
 - e. Associate members will not be included in the NPC formal recruitment processes when formal recruitment processes resume.
 - i. Associate members will be required to hold all individual recruitment events up to two weeks after NPC formal recruitment has occurred.
 - ii. Associate members will not have access to the list of women who were not placed if any Regular member is still participating in open recruitment.
 - iii. Associate members will follow all Recruitment Rules established for Panhellenic as a whole unless otherwise stated and approved by the Panhellenic Recruitment Director.
 - iv. Associate members shall be held to the quota set during Formal Recruitment period.
 - v. Associate members are responsible to abide by chapter total set forth by the Panhellenic Council
 - vi. Associate members will be included in the publications that precede Recruitment. However, they will be designated as a local/associate organization not participating in Recruitment at the same time.
 - f. Associate members are responsible for the absence policy in regards to Council meetings.
 - g. Associate members are not eligible to be considered for Greek Sorority of the Year honors presented at the annual Greek Awards ceremony but are eligible for all other awards presented at the Greek Awards ceremony and the annual LR&A banquet.
 - h. Associate members are allowed to serve on the Judicial Board and will be subject to judiciary proceedings.
 - i. Associate members are allowed to participate in all Greek related and school related events and activities.



- j. An associate member may be expelled for cause by a majority vote of the Panhellenic Council. An associate member shall not be entitled to vote on the question of its expulsion.

Section 2. Privileges and responsibilities of membership

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

Article IV. Officers and Duties

Section 1. Officers

- A. The officers of the Southern Arkansas University Panhellenic Association shall be president, vice president of finance, vice president of recruitment, vice president of communications, vice president of judicial/scholarship and recording secretary (The number of officers will vary with number of chapters in Panhellenic). Each voting chapter will also provide a voting delegate.

Section 2. Eligibility

- A. Eligibility to serve as an officer shall depend on the class of membership:
 - a. Regular membership. Members from women's sororities holding regular membership in the Southern Arkansas University Panhellenic Council shall be eligible to serve as any officer.
 - b. Provisional membership. Members from women's sororities holding provisional membership in the Southern Arkansas University Panhellenic Council shall not be eligible to serve as an officer.
 - c. Associate membership. Members from women's sororities holding associate membership in the Southern Arkansas University Panhellenic Council shall be eligible to serve as an officer except president or the officer in charge of recruitment.

Section 3. Selection of Officers

- A. The offices of president and vice president of recruitment of the Southern Arkansas University Panhellenic Council shall be held in a rotation by each eligible regular membership sorority chapter in order of its installation at Southern Arkansas University. The offices of vice president of judicial/scholarship, vice president of finance, vice president of communications and recording secretary of the Southern Arkansas University Panhellenic Council shall be held in rotation by each eligible sorority chapter in order of its installation at Southern Arkansas University. Members in line



to become an officer of Panhellenic need to have served as an officer, chairman, or Rho Gamma in their chapter, a delegate of Panhellenic or an officer in another on campus organization in order to hold the position of President. If a member from the women's sorority in order of rotation is not prepared to serve as a designated officer, the Panhellenic Council shall allow said chapter to bump their term to the next sorority in line. Only one bump allowed.

Section 4. Office-holding limitations

- A. No more than 2 member(s) from the same women's sorority shall hold office during the same term.

Section 5. Term

- A. The officers and delegates shall serve for a term of one year or until their successors are selected. The term of office will begin at the beginning of the spring academic term and end at the end of the fall term. Officers will be installed during the final week of classes during the fall term.

Section 7. Removal

- A. Any officer or delegate may be removed for cause by a vote of two-thirds of the Panhellenic Council.

Section 8. Vacancies

- A. Vacancies shall be filled in the same manner of selection as provided in Section 3 of this article. If the position was an extra space on the executive board that was voted on, each chapter may bring forth a nominee and vote to fill the position.

Section 9. Duties of officers

- A. The president shall:
 - a. Preside at all meetings of the Panhellenic Council.
 - b. Serve as an ex-officio member of all Panhellenic Council committees, except the judicial board.
 - c. Communicate regularly with the Panhellenic advisor.
 - d. Be familiar with the NPC Manual of Information and all governing documents of this Council.
 - e. Ensure that the NPC College Panhellenic annual report is completed.
 - f. Communicate regularly with the NPC area advisor.
 - g. Maintain current copies of the following: Southern Arkansas University Panhellenic Council bylaws and standing rules, the Panhellenic Council budget, contracts executed on behalf



of the Panhellenic Council, correspondence and materials received from the NPC area advisor, all NPC College Panhellenic reports, and other pertinent materials.

- h. Perform all other duties as assigned.
- B. The vice president of recruitment shall:
 - a. Perform the duties of the president in her absence.
 - b. Be familiar with the NPC Manual of Information and all governing documents of this Council.
 - c. Be responsible for and oversee all Panhellenic open, informal and formal recruitment activities and events.
 - d. Be responsible for recruitment of publication efforts
 - e. Be responsible for Panhellenic recruitment registration and revision of recruitment rules
 - f. Recruit and assist in training Panhellenic Recruitment Counselors (Rho Gammas)
 - g. Be responsible for the Panhellenic formal recruitment wrap-up meeting with recruitment chairs and advisors.
 - h. Organize all Panhellenic recruitment meetings
 - i. Keep complete and accurate records and an officer notebook
 - j. Other duties as assigned.
- C. The Vice President of Finance shall:
 - a. Be responsible for the general supervision of the finances of the SAU Panhellenic Council.
 - b. Be responsible for the preparation of the annual budget, and following its approval by the Panhellenic Council, for providing a copy to each SAU Panhellenic Council member sorority.
 - c. Receive all payments due to the SAU Panhellenic Council, collect all dues, and give receipts.
 - d. Be responsible for the prompt payment of all bills of the SAU Panhellenic Council.
 - e. Maintain up-to-date financial reports at each regular meeting of the Panhellenic Council and an annual report at the close of her term of office.
- D. The Vice President of Judicial/Scholarship shall:
 - a. Be responsible for judiciary violations of the NPC Unanimous Agreements, the Panhellenic Bylaws and Standing Rules, membership recruitment rules/guidelines, and Panhellenic Code of Ethics.
 - b. Serve as chairman of the judicial board, standing committee and President over judicial hearing.
 - c. Coordinate the training of the judicial board members with Panhellenic Advisors
 - d. Follow the requirements listed in the College Panhellenic Judicial Board procedures.



- e. Assist the Greek community in understanding and implementing effective risk management policies and procedures.
 - f. Keep a detailed binder that includes the following:
 - i. College Panhellenic Association Bylaws and Standing Rules
 - ii. College Panhellenic Association Judicial Procedures
 - iii. College Panhellenic Recruitment Rules
 - iv. College Panhellenic Code of Ethics
 - v. University policies relating to Fraternity and Sorority Life
 - g. Retain all materials pertinent to the investigations and judicial hearings, however all confidential information must be highly protected and when appropriate, destroyed.
- E. The Vice President of Communications shall:
- a. Attend all Panhellenic meetings and events
 - b. Supervise all public relations activities and committees
 - c. Promote relationships with all publics
 - d. Publicize all successes
 - e. Create a communications program involving all aspects of Panhellenic activities
 - f. Keep files of media resources including past communications documents
 - i. The names and addresses of the editors of local media
 - ii. Copies of all material sent to local media
 - iii. Cost estimates of news publications, including postage and supplies
 - iv. New deadlines for campus and local publications
 - v. Scrapbook materials
 - g. Keep the following college Panhellenic resources on files:
 - i. A list of fraternities and sororities on campus and their addresses
 - ii. Committee budget control form
 - iii. A copy of previous office and program evaluations
 - iv. Committee action plans
 - v. Master calendar
 - h. Be familiar with the National Panhellenic Conference Manual of Information, SAU Panhellenic's bylaws and standing rules, and any university policies involving fraternity and sorority life.
 - i. Train her successor.
- F. The Recording Secretary shall:
- a. Keep an accurate roll of the members of Panhellenic Council and call it at all council meetings.



- b. Record minutes of all meetings of the Southern Arkansas University Panhellenic Council and the Executive Board.
- c. Maintain a complete and up-to-date file that includes the minutes of all meetings from the date of organization and current correspondence.
- d. Send meeting minutes to the NPC area advisor.
- e. Be familiar with the NPC Manual of Information and all governing documents of this Association.
- f. Sign Panhellenic Association Contracts when authorized to do so and other duties as assigned.

Article V. The College Panhellenic Council

Section 1. Authority

- A. The governing body of the Southern Arkansas University National Panhellenic Conference shall be the College Panhellenic Council. It shall be the duty of the College Panhellenic Council to conduct all business related to the overall welfare of the Southern Arkansas University National Panhellenic Conference including, but not limited to: every regular academic term review the parameters as adopted in the recruitment rules for the automatic adjustment of total, annually determine dues, approve the annual budget, consider extension, set a calendar of events, determine programming and establish recruitment rules and recruitment style. The College Panhellenic Council shall also have the authority to adopt rules governing the National Panhellenic Conference that do not violate the sovereignty, rights and privileges of member women's sororities.

Section 2. Composition and privileges

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

Section 3. Selection of delegates and alternates



- A. Delegates and alternates to the College Panhellenic Council shall be selected by their respective women's sorority chapters to serve for a term of one year commencing at the beginning of the spring academic term.

Section 4. Delegate vacancies

- A. When a delegate vacancy occurs, it shall be the responsibility of the sorority affected to select a replacement within 2 weeks and to notify the College Panhellenic Council secretary of her name, address, email and telephone number.

Section 5. Regular meetings

- A. Regular meetings of the Panhellenic Council shall be held at a time and place established at the beginning of each academic term.
- B. Meetings shall be held weekly.
- C. Absences
 - a. A member of the Council must report absences by 10:00 am the day of the meeting.
 - b. Absences not reported to the Recording Secretary will result in a \$10.00 fine to the sorority.
 - c. Fines must be paid with seven (7) days of the violation to the Southern Arkansas University College Panhellenic Council.
 - d. Not meeting specific deadlines for information, etc., will result in a \$5.00 fine for the first violation and each time there after will be an additional \$5.00 increment to the sorority.
 - e. All fines must be paid within seven (7) days to the Southern Arkansas University College Panhellenic Council.

Section 6. Special meetings

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

Section 7. Quorum

- A. Two-thirds of the delegates from the member sororities of the Southern Arkansas University College Panhellenic Council shall constitute a quorum for the transaction of business.



Section 8. Vote Requirements

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

Article VI. Administration on Membership Selection

Section 1. Recruitment Systems

- A. There shall be two recruitment periods per academic year.
- B. Open recruitment (minimally structured) will be followed during the fall semester.
- C. Semi-Structured informal recruitment will be followed for the spring semester.
- D. A formal spring recruitment shall be held and the NPC quota-total system shall be followed when deemed necessary. The preferential bidding system shall be used.
- E. Except during the formal recruitment period, continuous open recruitment (COR) shall be in effect during the college year (spring through fall) for all eligible women students. Chapters which do not fill basic quota during formal recruitment may continue to open recruit (COR) and recruit to quota in continuous open bidding even though reaching quota puts them over total. All membership selection events shall be held in designated areas assigned and selected by the College Panhellenic Council Vice President of Recruitment.

Section 2. Roster and Total

- A. It shall be the duty of the Southern Arkansas University NPC to annually review the NPC parameters as adopted in the recruitment rules for the automatic adjustment of total.
- B. Every regularly enrolled new member, initiate, or affiliate of a chapter shall be counted in the Chapter Total.
- C. Rosters must be updated in Track the Ride by August 1st prior to the start of the fall term and by January 1st prior to the start of the spring term. Failure to update within this timeframe will result in a \$50.00 fine to the sorority.
- D. Any depledging, termination, or other change in membership shall be reported to the Assistant Director of Greek Life within 72 hours of stated departure of a member or new member. Deactivation in Track the Ride must also take place off the roster of the respective chapter within this time frame. Failure to report within this timeframe will result in a \$50.00 fine to the sorority.



- E. In counting of the roll, all student teachers who are not in Magnolia and who are not active in their respective chapters will not be counted in the chapter total for the semester that they are student teaching. The member's grades are not included in the chapter's semester GPA and furthermore should not be listed on the chapter's official roster.

Section 3. Recruitment Policy

- A. All rules and regulations concerning Open, Formal and Informal Recruitment shall be created by the Recruitment Committee and brought to the College Panhellenic Council for member approval.
- B. All procedures, hearings, and subsequent sanctions concerning violation of Recruitment policy and/or procedure shall be in accordance with the NPC Manual of Information.
- C. The executive board members of the NPC chapters shall decide upon the procedure for the selection of Recruitment Counselors for Formal Recruitment, when it should occur.
- D. All potential new members shall be required to sign the Hazing Stature & Grade Release Form prior to accepting a bid from any member sorority.

Article VII. New Member Standards

Section 1. New Members and Initiation

- A. A woman must be a full-time student who has completed fifteen (15) on campus, semester hours of college work at Southern Arkansas University with a cumulative average of 2.5 (on a 4.0 scale) to be eligible to accept a bid and become a member of a sorority.
- B. A College Panhellenic Council member sorority may not issue an invitation to members or formally pledge a woman during any school recess.
- C. A new member may be initiated whenever she has met the requirements of the sorority to which she is a new member as long as it occurs before the 12th class week, which will be announced at the start of each recruitment term.

Article VIII. The Panhellenic Advisor

Section 1. Appointment

- A. The Panhellenic advisor of the Southern Arkansas University College Panhellenic Council shall be appointed by Southern Arkansas University administration.

Section 2. Authority



- A. The Panhellenic advisor shall serve in an advisory capacity to the Southern Arkansas University College Panhellenic Council. The Panhellenic advisor shall have voice but no vote in all meetings of the College Panhellenic Council.

Article IX. Committees

Section 1. Standing committees

- A. The standing committees of the Southern Arkansas University College Panhellenic Council shall be the Judicial Board and Membership Recruitment Committee.
- 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

- A. The College Panhellenic Council 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's sororities as much as possible. The president shall be an ex-officio member of all committees except the Judicial Board.

Section 3. Judicial Board

- A. Composition
 - a. The Judicial Board shall consist of the Vice President of Judicial/Scholarship (which must be a NPC sorority member) as chairman and 3 members from the National Panhellenic Conference member organizations (3 voting delegates, preferred).
 - b. The Panhellenic advisor shall serve as a nonvoting, ex-officio member.
 - c. The recording secretary shall take minutes of all hearings.
 - d. 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.
 - e. The Judicial Board shall educate member sororities about the National Panhellenic Conference judicial procedure.
- B. Duties and Responsibilities
 - a. In accordance with NPC Unanimous Agreement VII College Panhellenic Association Judicial Procedure, it shall be the Judicial Board's duty to hold a hearing to adjudicate all alleged violations of the NPC Unanimous Agreements and the bylaws, code of ethics,



- standing rules and membership recruitment regulations of the Southern Arkansas University College Panhellenic Council that are not settled informally or through mediation.
- b. The delegates are the voting body during all hearings. The Panhellenic advisor, VP for judicial/scholarship and secretary have no vote.
 - c. Panhellenic advisor, VP for Judicial/Scholarship shall speak only in the terms of direction and mediation during judicial hearings.
 - d. Voting is majority vote for judicial board proceedings.
- C. Violation Resolution
- a. Chapter 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, and/or all Standing Rules of the Southern Arkansas University College Panhellenic Council shall be considered a violation.
 - b. Informal Resolution
 - i. Members are encouraged to resolve alleged violations through informal discussion with the involved parties.
 - c. Judicial Process
 - i. If informal discussions are unsuccessful, the judicial process will be set in motion by filing a report of the alleged violation.
 - ii. Mediation
 1. When addressing recruitment infractions, NPC mediation practices are observed as outlined in guidelines provided by NPC. Since these procedures are contained in Unanimous Agreements supported by all NPC member sororities, all steps in the adjudication process must be carefully followed.
 - iii. Judicial Board Hearing
 1. When a violation is 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.
 2. Charges must be filed by a sorority, not an individual, and must be based on written Panhellenic rules, witnessed, and based on fact, not hearsay or rumor.
 3. It is advisable for chapters involved to consult their sorority's National Panhellenic Conference Delegate, and for College Panhellenic Council officers to consult the NPC Area Advisor.



4. Chapters involved with alleged violations have the right to consult National officers and Alumnae Advisors, and to have Alumnae advisors present at any hearing.
 5. Immediately following hearings, the Judiciary Board will determine sanctions. All other parties are not permitted to attend discussions and sanctioning.
 6. If a penalty is given, it must be reasonable and appropriate to the nature and degree of the offense.
 7. Judiciary board's decision will be delivered in writing to all involved parties by the Judicial Board chair within 24 hours.
- iv. Appeals
1. Chapters have the right to appeal any Judiciary Board decision. Penalties are not in effect during the appeal process.
 2. If an appeal is filed, the appealing chapter has the right to appeal to the National Panhellenic Conference Appeals Committee. Guidelines for appeals to the NPC Appeals Committee are as followed by NPC Manual of Information.

Section 4. Membership Recruitment Committee

- A. The Membership Recruitment Committee shall consist of the Vice President of Recruitment and one representative from each regular chapter.
- B. Alumnae advisors may attend meetings of the committee. The alumnae advisors shall have voice but no vote.
- C. This committee shall review and develop membership recruitment rules and submit them for discussion and approval to the College Panhellenic Council before the end of the academic term preceding the membership recruitment period.
- D. After each membership recruitment period, the chairman of this committee shall present a full report, including recommendations, to the Panhellenic Council based on an analysis of the recruitment statistics and recruitment evaluations from new members, potential new members who withdrew each member organization and chapter advisor.

Section 5. Other committees

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

Article X. Finances



Section 1. Fiscal Year

- A. The fiscal year of the Southern Arkansas University Panhellenic Association shall be from January 1 to December 31 inclusive.

Section 2. Contracts

- A. Dual signatures of the President, the Vice President of Finance, and the CPC Advisor shall be required to bind the Southern Arkansas University Panhellenic Association on any contract.

Section 3. Checks

- A. All checks issued on behalf of the Southern Arkansas University College Panhellenic Association shall bear dual signatures. The following shall be authorized to be one of the two required signatures: President and Greek Advisor.

Section 4. Payments

- A. All payments due to the Southern Arkansas University Panhellenic Association shall be received by the vice president of finance, who shall record them. Checks for payments shall be made payable to the Southern Arkansas University College Panhellenic Council.

Section 5. Dues

- A. NPC dues shall be paid yearly as invoiced by the NPC office.
- B. College Panhellenic Council membership dues shall be an assessment of \$10.00 per member and \$5.00 for each new member for all member chapters. Each chapter will pay a \$50.00 CPC organizational fee to pay for supplies, recruitment materials, etc.
 - a. The amount of such dues for the next academic year shall be determined by the Panhellenic Council no later than November 1 of that year.
 - b. The dues of each Panhellenic Council member sorority shall be payable on or before January 30th.
 - c. Failure to pay by this date will result in a \$10.00 per week fine assessed to the chapter.

Section 6. Fees and assessments

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

Article XI. Extension



Section 1. Extension

- A. Extension is the process of adding an NPC women's sorority.
- B. The Southern Arkansas University College Panhellenic Council 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

- A. Only regular members of the College Panhellenic Council shall vote on extension matters.

Article XII. Recruitment Rules and Procedures

Section 1. Rules and Procedures

- A. All NPC UNANIMOUS AGREEMENTS shall be upheld
 - a. Each College Panhellenic Council sorority shall prohibit the use of alcoholic beverages in membership recruitment and Bid Day Activities.
 - b. Each College Panhellenic Council sorority shall prohibit the participation of men in membership recruitment and Bid Day Activities.
- B. All members, including alumnae and new members, are responsible for understanding and observing the membership recruitment rules.
- C. A potential new member shall attend orientation and all membership recruitment events to which she has accepted invitations during formal recruitment and the events of her choosing during informal recruitment and open recruitment.
 - a. If she does not attend an event to which she has accepted an invitation during formal recruitment, she will be withdrawn from Recruitment. In case of illness or other emergency the woman shall notify the Vice President of Recruitment and/or the College Panhellenic Council Advisor. The Vice President of Recruitment and/or the College Panhellenic Council Advisor shall notify the sororities involved.
- D. Women must provide their own transportation to and from all events during any recruitment period.
- E. No potential new member may leave sorority room with any favor or gift. This includes, but is not limited to, letters, napkins, cups, flowers, etc., unless approved by the College Panhellenic Council Recruitment Committee.
- F. All membership recruitment events shall be held in the designated recruitment locations on campus at SAU during formal recruitment, reserved chapter spaces during informal recruitment and at locations reserved by each respective chapter during the open recruitment period.
- G. Membership recruitment acceptance binding agreements (MRABA) will be signed immediately after the last event the woman attends during Formal Recruitment.



- H. There will be no promising of bids directly or indirectly by any member, new member, or alumna of a sorority before or during any Recruitment period. Be cautious of your farewells to potential new members.
- I. Throughout any period of recruitment, a sorority member, including new members or alumnae, may only mention another sorority in a positive manner.
- J. Only factual information about the national sorority may be told and/or shown to potential new members during any recruitment period.
- K. Only national sorority representatives, alumnae, active chapter members of the sorority may assist with recruitment during any recruitment period.
 - a. Only active members of a chapter may recruit potential new members.
 - b. National sorority representatives, chapter advisors, and alumnae may not recruit potential new members at any formal recruitment event.
 - c. Approved family members may assist with food preparation, serving, set up and clean up, while not conflicting with the recruitment process.
 - d. Alumnae mothers of potential new members may not assist in the party their daughter is attending.
- L. Quota will be set by the NPC RFM specialist when formal recruitment structure is utilized.
- M. All Bid Day t-shirts must be approved by the College Panhellenic Council Vice President of Recruitment and the College Panhellenic Council Advisor by the first day of classes each semester, prior to the distribution to new members.
- N. Each chapter must nominate a minimum of two (2) candidates for recruitment counselor positions when formal recruitment structure is utilized.
- O. All other specific recruitment rules will be specified in the standing rules enclosed in this document.

Section 2. Formal Membership Recruitment Procedures

- A. After the first set of invitational events, each group should invite back according to the number provided by the RFM specialist.
- B. NPC requires each sorority to invite to the preference event only those women they will place on the bid list
- C. Membership recruitment infraction penalties shall be the ones recommended in the Unanimous Agreements
- D. Photographs of the Panhellenic Executive Officers and Recruitment Counselors (Rho Gammas), in the composites, videos, and other photos shall be covered completely meaning no part of the girls face or hair should be showing or other identifying body parts (i.e. Tattoos, piercings, etc.) during the formal recruitment period.



- a. It is the chapter's responsibility to do everything necessary to keep these affiliations anonymous during the formal recruitment period. Failure to completely cover College Panhellenic Council executive officers and recruitment counselors photos will result in the denial of using the photo, as well as an infraction, filed against the chapter. College Panhellenic Council strongly recommends and urges each sorority to use good judgment, discretion, common sense and maturity in planning and maintaining a realistic and sound financial budget for formal membership recruitment. The total budget for Formal Recruitment will be determined by CPC executive board at the final meeting of the fall semester.
- E. No pictures shall be taken of potential new members during any party.
- F. Males, excluding approved family members, are not allowed in the designated recruitment rooms beginning the first day of recruitment through Bid Day activities while recruitment events are happening.
- G. Bid day begins once bids are accepted and ends at 8:00 pm that same day during formal recruitment and begins once bids are accepted and ends at 10:30 pm that same day during informal recruitment.
- H. The ending period of Bid Day during formal recruitment marks the end of formal recruitment.

Article XIII. Contact Guidelines

- A. While the Greek Life is not in regular session during the summer months or over holiday break, alumnae and/or members are allowed to meet and prepare for upcoming semester events. Each chapter is responsible for the action and attendance of the Recruitment Counselor (Rho Gamma). The College Panhellenic Council will notify the chapter recruitment chair and Advisor about any problems with a Rho Gamma. The College Panhellenic Council Executive Board reserves the right to release a Rho Gamma from her duties should she violate any of the Recruitment Counselor rules and procedures. All extenuating circumstances will be evaluated by the College Panhellenic Council Executive Board on a case-by-case basis.
- B. Silence rules begin the first day of classes and end on Bid Day for all active chapter members. During the period of silence there shall be no contact or conversation between a potential new member and sorority member(s)/alumnae except at SAU Recruitment Events.
 - a. Strict silence begins after the last party has ended and ends when bids are accepted the following morning. Strict silence is the designated period of time from the end of a woman's last event until she reports to the sorority from which she has accepted a bid. During this period there will be no conversation or contact, direct or indirect, with potential



- new members by sorority members, new members, and alumnae. This includes all reference to sorority – verbal, written, printed, or typed.
- b. Sorority women who reside with a woman registered for Recruitment must notify the CPC Vice President of Recruitment immediately upon the woman's registration for Recruitment. There will be requirements for those women residing with women going through recruitment.
 - c. No sorority member may purchase anything for a potential new member (meal, soft drink, etc.). No potential new member may purchase anything for a sorority member.
 - d. No sorority member, including alumnae, may visit a potential new member and/or family of a potential new member in her place of residence or employment during formal membership recruitment.
 - e. Sorority women may speak with women who are enrolled at SAU and are not yet registered for formal recruitment. However, discussion will only be of Greek Life and College Panhellenic Council Recruitment, not individual sororities. While in a school setting, one-on-one conversation is allowed only if it is regarding Greek and College Panhellenic Council Life.
 - f. No sorority member or alumnae may issue an invitation of any sort to meet a potential new member anywhere, or contact them via any method to obtain information (i.e. letters of recommendations, resume, telephone calls, emails, etc.) for any reason. Requests for this information must go through a member of the executive committee or the College Panhellenic Council Advisor.
 - g. Beginning with the end of the 12th week of classes in the fall semester, no individual chapter recruitment may occur. Only College Panhellenic Council recruitment may be discussed and information about College Panhellenic Council as a whole.
 - h. Car tagging or shoe polishing is not allowed.

Article XIV. Disaffiliation Rules

- A. Mild disaffiliation begins on January 1 for CPC Representatives and Rho Gammas and on the first day of classes for all active chapter members.
- B. Rho Gammas and members of Panhellenic will be allowed to still be associated with their organization. With this in mind, they will be allowed to attend mandatory events (chapter meetings, sisterhoods, rituals) but will not be allowed to go out in public with members of her sorority to eat, shop, etc.



- C. All Chapter members must deactivate their social media accounts by midnight the day of the hazing speaker during the Formal Recruitment Period and will be allowed to reactivate the accounts once bids are extended.
- D. Rho Gammas and members of Panhellenic shall not reveal their affiliation to anyone during the formal recruitment time.
- E. Rho Gammas and member of Panhellenic shall remain neutral and unbiased during the time of recruitment.

Article XV. Hazing

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

Article XVI. Parliamentary Authority

- A. The rules contained in the current edition of Robert's Rules of Order Newly Revised shall govern the Southern Arkansas University College Panhellenic Council when applicable and when they are not inconsistent with the NPC Unanimous Agreements, these bylaws and any special rules of order the Southern Arkansas University College Panhellenic Council may adopt.

Article XVII. Amendment of Bylaws

- A. These bylaws may be amended at any regular or special meeting of the Southern Arkansas University College 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 XVIII. Dissolution

- A. The College Panhellenic Council shall be dissolved when only one regular member exists at Southern Arkansas University. In the event of the dissolution, none of the assets of the council shall be distributed to any members of the council, but after payment of all debts, its assets shall be given to the National Panhellenic Conference.

STANDING RULES



Informal Recruitment Guidelines

Section 1. Advertisement

- A. Each chapter is required to turn in a list of their recruitment events to the Greek Life Assistant Director no later than August 1st. The list must include time, date and location of the events. Event times are first come, first serve for each council, as no two groups will be allowed to have an event at the same time within their own council. Rooms or areas, if needed, **MUST BE** reserved by each individual organization for recruitment. The Greek Life office will not reserve any space except for the Bid Night Reveal event in the Engineering building.
- B. A Greek Life CPC and IFC recruitment flyer will be created for overall advertisement of recruitment activities and will be placed on the Greek Life website. Each individual organization can advertise for their own individual event but all advertisements must be paper flyers or banners and must be approved by the Greek Life Assistant Director prior to being distributed.
- C. All personal advertisements must refer potential new members to the Greek Life website in order for them to sign up for recruitment. No individual sign-up sheets are allowed.

Section 2. Recruitment

- A. All potential new members must have watched the hazing video and had their hours (15 on campus SAU credit hours) and grades (2.5 cumulative GPA) checked by the Assistant Director of Greek Life and are a full-time enrolled current student prior to being given an invitation for membership.
- B. Recruitment events will be held Tuesday-Thursday of recruitment week for all IFC and CPC organizations. Again, rooms/spaces, if needed, must be reserved by each organization for their events.
- C. During recruitment week, members of CPC and IFC organizations should not be monopolizing the time of any one potential new member. It is an open recruitment experience and all organizations should get to know all potential new members.
- D. Potential new members cannot be given any take home gifts, food items, etc. at any recruitment event. All items must be left at the event with the chapter.
- E. **NO BID PROMISING** of any kind. Organizations to be found in violation of this policy will face their respective council's judicial board and may have their intake terminated for the semester based on the severity of the accusation.
- F. All bid lists are due to the Assistant Director of Greek Life no later than noon on Friday of recruitment week.
- G. There will be a zero tolerance policy for the downgrading, in any way, of any other Greek organization. Organizations found to be in violation of this policy will face their respective council's



judicial board and may have their intake terminated for the semester based on the severity of the accusation.

- H. Do not post pictures on any form of social media of recruitment events until after bids have been handed out and reveal is complete. This can result in a recruitment infraction and consequences will be placed on any chapter found doing so. Social media outlets include but are not limited to Facebook, Snapchat, Twitter, Instagram, LinkedIn, etc.

Section 3. Invitation to Membership

- A. At 7:00 pm on Bid Day (Friday of recruitment week), one representative from each CPC and IFC organization (preferably, your CPC/IFC Council Member/Officer) will meet in the Office of Student Activities to discuss bids and call potential new members.
- B. Each representative present will be given a potential new members name with the organizations listed that he/she has been offered a membership invitation from. Each potential new member will be read the same information stating that they have 24 hours to accept or decline the invitation to membership but that if they know now which they would prefer to accept, that information will be noted. This way, each potential is called individually by an IFC/CPC member instead of an individual group and they are allowed to choose based on the list of potential bids they are given without it being a “whoever called/contacted first” scenario. All individuals not receiving a bid will also be contacted by this group of council members/officers.
- C. After the potential accepts a bid to an organization, the council member will give them information on where to meet the chapter at 8:00 pm. Chapters are to reserve their own space for 8:00 pm – 9:00 pm in an on campus location. This hour, is for each chapter to spend time with their new member class and to get hazing/grade release paperwork signed and any other materials taken care of for the individual organization.
- D. At 9:00 pm, all new members and chapter members will meet at the Engineering building for a new member reveal. We will have each chapter president/recruitment director/representative announce their new members individually. New members are asked to place a shirt over their bid day shirt in order to keep this reveal a secret until their name is called. They will also need to be dispersed throughout the crowd instead of all huddled together with their new chapter so that it is surprise for everyone. They will then be able to remove their outer shirt to reveal their bid day shirt, once their name is called.
- E. Please note – the one hour time slot you have with the new members prior to the reveal is NOT time for your chapter members to try teaching them a stroll/step/etc. This is strictly their time to mingle with the chapter and be welcomed into your individual group. There will be music at the reveal and chapter members may stroll once all chapters have been announced but new members will not be allowed to join a stroll during the reveal or after.



Section 4. Other Information

- A. The informal recruitment period will last from the start of recruitment events in the fall semester until the Friday of the 12th week of classes.
- B. Any potential new member that is added during the informal recruitment period after the bid day/reveal event, hosted by the Greek Life office, is required to have already watched the hazing speaker video and have had their grades checked by the Assistant Director of Student Activities for Greek Life prior to being given an invitation to membership within an organization.
- C. Once the potential new members information has been verified through the Student Activities office and they have accepted a membership invitation (bid), they have 24 business hours to sign the hazing/grade release form in the Office of Student Activities, Reynolds 201. The chapter then has 48 business hours to update their chapter roster with this new member's information.

Formal Recruitment Guidelines

Section 1. Recruitment Week Requirements

- A. Any videos, crafts, and props, or bulk ordered items for the week must be approved by the Vice President of Recruitment and the College Panhellenic Council Advisor for use throughout the week.
- B. All donated goods and services by family members and alumni must be approved by the Vice President of Recruitment and the College Panhellenic Council Advisor 1 week prior to the first day of recruitment.
- C. During every recruitment activity, absolutely NO GLITTER is allowed. Fines will be assessed to chapters who do not abide by this rule.
- D. Day 1: Fraternal Values**
 - a. Recruitment room must be in its natural state with no balloons, decorations, etc. on the walls/doors of any kind. Tables will be limited in each room to five (5) with information about the organization and its activities and involvement.
 - b. Introduction (in person, pop up, or by video) must be kept to a maximum of 8 minutes.
 - i. Information in video can include the following:
 1. Sorority and Chapter Name (chapter picture)
 2. Founding Date & where (picture of place)
 3. Founding Members (names & pictures)
 4. Founded at SAU on (date)
 5. Mission Statement
 6. Badge (picture)
 7. Colors
 8. Flower (picture)
 9. Mascot or symbol (picture)
 10. National Philanthropy (3 slides-picture)
 11. Local Charities (3 slides-pictures)
 12. Sisterhood (3 slides-Big Sister, Little Sisters, etc. Pictures)
 13. Homecoming/ Greek Week (3 slides-pictures)



14. Campus Events (3 slides-pictures)
15. Socials (3 slides-pictures)
16. Alumnae events (3 slides-pictures)
17. Leadership (E-board Picture with positions listed-make sure Recruitment Counselors are covered)
18. Scholarship (GPA Requirement)
19. Financial (Information)

- c. Solid colored napkins only, may provide mini water bottles.
- d. No chanting, singing, or door stacks are allowed upon entrance or exit.
- e. Conversation should focus on general chapter/ organization information (Leadership, National Organization, Financials etc.)
- f. 40 min. parties
- g. Only flat shoes may be worn on this day – All chapters, NPC, and PNMs will wear recruitment shirt chosen by CPC.

E. Day 2: Fun with Philanthropy Night

- a. Room will need to be left natural, no balloons, solid colored napkins only, may provide mini water bottles. Any decorations used are not allowed to follow a specific theme that does not pertain to your philanthropy or community service project.
- b. Songs or chants may be sung once upon entrance and once upon exit.
- c. If using a video, keep to a maximum of 10 minutes.
- d. Any crafts or activities planned for the evening must be approved by the Vice President of Recruitment and the College Panhellenic Council Advisor. No crafts may leave the room with the potential new member.
- e. Benches, chairs are ok for seating.
- f. 40 min. parties

F. Day 3: Preference

- a. Room can be decorated
 - i. Allowed: Balloons, flowers, solid colored napkins, lights, tables, etc.
 - ii. Not allowed: Food or drink other than mini bottled water.
 - iii. One hour parties

G. Bid Day

- a. Chapters are allowed to bring out one set of large letters (when Bid Day occurs outside).
- b. Members can bring props and shirts for PNM's that relate to their chosen theme.
- c. Themes are to be presented to the Vice President of Recruitment and the College Panhellenic Council Advisor by January 1.

H. Outside Participation

- a. Chapters must provide a list of family members assisting with anything during recruitment, such as dads or uncles, etc. The list must be given to the College Panhellenic Council Advisor by the 1st class day of the spring semester.
- b. Men are not allowed at any event during recruitment beginning on the first day of classes and not until after bid day has concluded.

I. Budget

- a. Each chapter should set its own budget for recruitment.



- b. Bulk order clothing (same dresses, shirts, etc.) should not exceed \$75 from a sorority woman's own pocket.
- c. On the first day, each chapter will be provided shirts designed by the College Panhellenic Council to be worn.

J. Other concerns

- a. Time between parties will be set at 10 minutes except on Preference Night where there will be 15 minutes between parties.
- b. All videos, pop ups, slideshows, skits, and other similar activities will be given/shown to the College Panhellenic Advisor no later than one week prior to the first day of formal recruitment. If you would like your video to be viewed prior to this date in order to correct any edits, email the College Panhellenic Council Advisor to set up a time.
- c. Any pictures in the recruitment rooms for all nights must be free of boys and booze.

Section 2. Contact Guidelines & Disaffiliation Rules

- A. Contact Guidelines are listed in Article XIII of the College Panhellenic Council Bylaws and shall be adhered to as written.
- B. Disaffiliation Rules are listed in Article XIV of the College Panhellenic Council Bylaws and shall be adhered to as written

Section 3. Campus Total

- A. Campus total will be set at the close of bid matching between the NPC RFM Specialist and the College Panhellenic Council Advisor and will be set to either the largest chapter size or by an average at the close of formal recruitment.

Section 4. Social Media

- A. For all Social Networking sites, chapter members should change their social networking profile settings to private so that only their current "friends" can see their profile, thus not allowing first-year students or PNM's to search, add, or view a member of the SAU Panhellenic Association's profile, friends, pictures, etc.
- B. Chapter members are not allowed to befriend any woman going through recruitment as of the first day of January, unless they were friends prior to this date.
- C. Social Networks include but are not limited to Facebook, Pinterest, Twitter, Instagram, Vine, etc.
- D. Should a chapter member or recruitment counselor be a resident assistant (RA) or orientation leader, they are allowed to be in contact with the students they are in charge of if it is required, however, they still may not add those students on social media of any kind until after bid day. Any discussion about recruitment is prohibited other than referring the PNM to Panhellenic representatives for more information.
- E. From January 1 until recruitment begins, our purpose is to recruit "Greek Life" and Panhellenic as well as the individual chapters. With that, the following statements will be applied to the use of social media during this period:



- F. Posts by any individual **chapter's** Facebook/Twitter/Instagram, etc. are allowed to post pictures throughout the month to promote their own chapter but must also promote Greek life and Panhellenic as a whole.
- G. It is important to show a strong fraternity and sorority community. This allows any potentials who see a chapter's post to be informed about each chapter as well as the recruitment process.
- H. Avoid taglines that use the word "RUSH".
- I. Posts promoting your chapter such as "GO ABC" are allowed.
- J. Posts implying that your chapter is "the best on campus" or "prettiest girls" or anything that states that other chapters are lesser are prohibited.
- K. All members of the Panhellenic community are prohibited from posting anything related to sorority recruitment, including posting pictures of recruitment related events and activities (outfits, food and other related items) on social media outlets during the formal recruitment period.
- L. All members of the Panhellenic community are prohibited from "friending" potential new members, as well as accepting or rejecting offers of friendship on Facebook and Instagram.
- M. If a PNM is friends with a current member prior to sorority recruitment, there shall be no contact made with these women through social media, ie. Posts on walls, comments, pictures, etc.
- N. Any post about recruitment must only speak positively about all Greek-letter organizations on campus groups for recruitment.

Section 6. SOCIAL DEACTIVATION FOR CHAPTERS

1. The Southern Arkansas University Panhellenic Association requires that all active members of each chapter follow the directions listed for social deactivation during the time required by the specified dates between the first day of the formal recruitment period and Bid Day. The Panhellenic Association will monitor social media websites during the period of chapter member deactivation. Any violation will constitute a recruitment infraction and will be handled by the Judicial Process.

To assist you in deactivation the Southern Arkansas University Panhellenic Association has provided step-by-step instructions for the major social media sites.

a. Facebook:

- i. Under Settings Tab click on the Security Tab.
- ii. At the Bottom of the list click on Deactivate your account.
- iii. Complete the deactivation page and press confirm.
- iv. To reactivate your account you only have to sign back in to Facebook.

b. Twitter:

- i. Option 1: Deactivation
 1. Go to your Account Settings through your web browser on a computer only.
 2. Click on Deactivate my account at the bottom of the page.
 3. Read the information and follow instructions to deactivate.



4. You must login and reactivate your account within 30 days of deactivation.
- ii. Option 2: Setting Twitter account to Private:
 1. Go to your Account Settings through your web browser on a computer only.
 2. Click on Security and Privacy Settings.
 3. Scroll down to Tweet Privacy and check the box marked Protect my Tweets.
 4. Click the Save button at the bottom of the page to save the changes.
 5. You must also change your name to prevent potential members from locating your profile.

c. INSTAGRAM:

- i. Step 1: Setting profile to private
 1. Under your profile click on Edit Your Profile button.
 2. Scroll down to Posts are Private.
 3. Check the box to turn on Private posts.
- ii. Step 2: Change Name
 1. Click on the Settings Tab on your Profile.
 2. Scroll down to the bottom until you see Log Out.
 3. Click on Log out.

Section 7: PUBLICITY

1. Wearing one's letters is permissible and encouraged except for CPC members and Recruitment Counselors.
2. Letters may be worn only in the form of manufactured apparel or accessories.
3. Promotional items bearing a chapter's name or letters shall only be used or worn by members of that chapter (i.e. Boys may not wear promotional shirts during this time).

**** All rules are subject to change by the College Panhellenic Council Executive Board.****

Open Recruitment Guidelines

Section 1. Advertisement

- D. Each chapter is required to turn in a list of their recruitment event activities to the Greek Life Assistant Director no later than August 1st. The list must include time, date and location of the events. Rooms for each date/time must be reserved by the respective chapter and created in Track the Ride on a facility request form and the event registration. The office of Greek Life will reserve bid night reveal space.



- E. No two chapters can hold recruitment events at the same time. Once a facility request has been submitted and approved and the even registration is completed in Track the Ride, said event will be set and other organizations will have to work around that time and location if wanting to be held on the same day.
- F. No events can be scheduled on Tuesdays from 7:00 pm – 10:00 pm due to Team Study.
- G. A Greek Life CPC and IFC recruitment flyer will be created for overall advertisement of recruitment activities and will be placed on the Greek Life website. Each individual organization can advertise for their own individual event but all advertisements must be paper flyers or banners and must be approved by the Greek Life Assistant Director prior to being distributed.
- H. All personal advertisements must refer potential new members to the Greek Life website for rules and regulations regarding eligibility for recruitment. Each chapter must check in all potential new members attending each open recruitment event via the Event Registration created in Track the Ride in order for that student's grades and eligibility to be verified by the Assistant Director of Greek Life.

Section 2. Recruitment

- I. Campus total for CPC will be based on largest chapter size for the fall semester. This official number will be set no later than August 1st.
- J. All potential new members must have watched the hazing video and had their hours (15 on campus SAU credit hours) and grades (2.5 cumulative GPA) checked by the Assistant Director of Greek Life and they must also be a full-time enrolled current student prior to being given an invitation for membership.
- K. Recruitment events will begin on the first Tuesday of classes during the fall semester and will be allowed to continue through the semester until the Friday of the 12th week of classes. All CPC and IFC organizations will be hosting open recruitment events at the same time.
- L. During the open recruitment period, members of CPC and IFC organizations should not be monopolizing the time of any one potential new member. It is an open recruitment experience and all organizations should get to know all potential new members.
- M. Potential new members cannot be given any take home gifts, food items, etc. at any recruitment event. All items must be left at the event with the chapter.
- N. NO BID PROMISING of any kind. Organizations to be found in violation of this policy will face their respective council's judicial board and may have their intake terminated for the semester based on the severity of the accusation.
- O. All bid lists are due to the Assistant Director of Greek Life at least 24 hours prior to membership invitations being distributed. All bids wanting to be showcased at the reveal/bid day for the fall semester must be extended no later than 3:00 pm on the Bid Day.



- P. There will be a zero tolerance policy for the downgrading, in any way, of any other Greek organization. Organizations found to be in violation of this policy will face their respective council's judicial board and may have their intake terminated for the semester based on the severity of the accusation.
- Q. Do not post pictures on any form of social media of recruitment events until after bids have been handed out and reveal is complete. This can result in a recruitment infraction and consequences will be placed on any chapter found doing so. Social media outlets include but are not limited to Facebook, Snapchat, Twitter, Instagram, LinkedIn, etc.

Section 3. Invitation to Membership

- F. Bids shall be extended from a CPC/IFC member after a formal vote has been taken from the respective chapter. Remember, all potential new members must be notified that they have 24 hours to accept or decline a membership invitation. If they choose to accept, they must be added to your Track the Ride roster and login to sign the Hazing and Grade Release form within 24 hours of accepting the membership invitation. Chapters in violation of this policy will be issued a \$10.00 fine per new member per day for the form not being signed once added to the roster.
- G. Reveal day will be determined by the Assistant Director of Greek Life and will be hosted at 9:00 pm in the Atrium area of the Engineering building. At this time, all new members (thus far) will be revealed for the open recruitment period. Any bids after this date will be able to be revealed at the discretion of each individual chapter.

Section 4. Other Information

- D. The informal recruitment period will last from the start of recruitment events in the fall semester until the Friday of the 12th week of classes.
- E. Any potential new member that is added during the informal recruitment period after the bid day/reveal event, hosted by the Greek Life office, is required to have already watched the hazing speaker video and have had their grades checked by the Assistant Director of Student Activities for Greek Life prior to being given an invitation to membership within an organization.
- F. Once the potential new members information has been verified through the Student Activities office and they have accepted a membership invitation (bid), they have 24 business hours to sign the hazing/grade release form on Track the Ride.