

Bylaws of the Panhellenic Association at Indiana University

Article I. Name

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

Article II. Object

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

1. Consider the goals and ideals of member groups as continually applicable to campus and personal life.
2. Develop strong sorority women through high moral and social standards, superior academic scholarship, civic engagement, and leadership development.
3. Foster community and collaboration between chapters and councils.
4. Act in accordance with National Panhellenic Conference (NPC) Unanimous Agreements, policies and best practices.
5. Act in accordance with such rules established by the Panhellenic Council as to not violate the sovereignty, rights and privileges of member women's fraternities.

Article III. Membership

Section 1. Membership classes

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

- A. Regular membership. The regular membership of the Panhellenic Association at Indiana University shall be composed of all installed chapters of NPC sororities at Indiana University. Regular members of the Panhellenic Association shall pay dues as determined by the Panhellenic Council.
- B. Provisional membership. The provisional membership of the Panhellenic Association at Indiana University shall be composed of all colonies of NPC sororities at Indiana University. Provisional members shall pay no dues and shall have voice but no vote on all matters. A provisional member shall automatically become a regular member upon being installed as a chapter of an NPC sorority.
- C. Associate membership. The associate membership of the Panhellenic Association at Indiana University shall be composed of women's only local sororities or inter/national or regional non-NPC member organizations. 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 Panhellenic Council. An associate member shall have voice and one vote on all matters except extension-related matters. If they do not participate in the primary Recruitment process, they shall not have a vote on Recruitment Rules and the establishment or the 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. 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 Vice President of Finance is responsible for the collection of dues and any other fees billed during the year.
 - The amount of such dues for the next academic year shall be determined by the Executive Council no later than February of that year.
 - The dues of each Panhellenic Association member fraternity shall be payable on or before a date determined by the Vice President of Finance.

Section 3. Fees and Assessments

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

In the event of an outstanding payment, the Vice President of Finance will issue a warning to the chapter included with a duplicate statement giving the chapter exactly two weeks to pay the original payment. A late fee equal to 25% of the original payment will be enacted the day after the warning period has expired. The late fee will continue to increase weekly by 10% of the original payment until the payment plus late fees have been paid in full to the Panhellenic Association at Indiana University.

Article IV. The Panhellenic Council

Section 1. Authority

The governing body of the Panhellenic Association at Indiana University 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 Panhellenic Association at Indiana University including, but not limited to: annual determination of dues; approve the annual budget; consideration of extension; setting a calendar of events; determining programming; and establishing 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 Indiana University Panhellenic Council shall be composed of one delegate and one alternate delegate from each regular provisional and associate member group at Indiana 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 the 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 the Delegates and Alternates

Delegates and alternates to the Panhellenic Council shall be selected by their respective women's only fraternity chapters to serve for a term of one year commencing upon selection by the chapter.

Section 4. Gavel Meetings

Gavel meetings of the Panhellenic Council shall be held at a time and place established at the beginning of each academic term, with Executive Council and Panhellenic Delegates in attendance. Each delegate may miss two gavel meetings by sending a proxy. After two absences with a proxy, each additional absence will result in a \$25.00 fine. In the instance of any absence without a proxy, each absence will result in a \$25.00 fine.

Section 5. Annual Meeting

The annual meeting of the Panhellenic Council shall be held during the month of November. The purpose of the annual meeting shall be the election of officers and any other business that may properly come before the delegates.

Section 6. Special Meetings

Special meetings of the Panhellenic Council may be called by the President when necessary and shall be called by her upon the electronic or written request of no fewer than one-fourth of the member women's fraternities of the Panhellenic Association at Indiana University. Electronic or written notice of each special meeting 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 a waiver of said notice.

Section 7. Quorum

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

Section 8. Vote Requirements

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

Article V. Executive Council Officers and Duties

Section 1. Officers

The officers of the Panhellenic Association at Indiana University shall be President, Vice President of Recruitment, Vice President of Risk Management, Vice President of Leadership Development, Vice President of Personal Development, Vice President of Community Involvement, Vice President of Diversity and Inclusion, Vice President of Finance, and Vice President of Communications.

Section 2. Eligibility

Eligibility to serve as an officer shall depend on the class of membership:

- A. Regular membership. Members from women's only fraternities holding regular membership in the Panhellenic Association at Indiana University shall be eligible to serve as any officer.

- B. Provisional membership. Members from women's only fraternities holding provisional membership in the Panhellenic Association at Indiana University shall not be eligible to serve as an officer.
- C. Associate membership. Members from women's only fraternities holding associate membership in the Panhellenic Association at Indiana University shall be eligible to serve as an officer but should not serve as President or the Vice President of Recruitment.

Additionally, a candidate for office shall be an initiated member, in good standing with her respective chapter. Candidates must be at least a sophomore at the time of election, and be enrolled as a student at IU Bloomington for the duration of her term. She must have a cumulative grade point average of 3.0. Requests for exceptions should be reported to the current President at the time of application. Candidates may not hold any major office within their own chapter, nor will they be able to hold an executive board position or Directorship in another major student organization (ex. IUSA, IUSF, SAB, IUDM, Union Board.) No chapter shall hold the office of President of Panhellenic Association for two consecutive terms.

With the approval of the Panhellenic President, elected officers in good standing but on a leave of absence from their chapter during their officer term may continue to serve on the Board under the same restrictions as Associate members. A leave of absence may include but is not limited to, alumna status, temporary inactive status, or the chapter being placed on a disciplinary status.

Section 3. Selection of Officers

The officers of Panhellenic Association at Indiana University shall be slated by the Executive Council and voted into office by delegates by ballot, requiring a majority vote.

Section 4. Office-Holding Limitations

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

Section 5. Term

The officers shall serve for a term of one year or until their successors are selected. The term of office will begin on Bid Night of Primary Recruitment during the spring academic term, unless otherwise determined by the outgoing Panhellenic President.

Section 6. Removal

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

Section 7. Vacancies

Vacancies shall be filled in the same manner of selection as provided in Section 3 of this article.

Section 8. Duties of the Executive Council Officers

A. The President shall:

- Be chiefly responsible for the overall operation of the Panhellenic Association
- Preside at all meetings of the Panhellenic Council and Gavel meeting
- Serve as an ex-officio member of all Panhellenic Association committees
- Communicate regularly with the Panhellenic advisor

- Represent the Panhellenic Association on the University student committee or Cabinet of Student Leaders
 - Be familiar with the NPC Manual of Information and all governing documents of this association
 - Ensure all NPC College Panhellenic reports are completed on time
 - Communicate regularly with the NPC area advisor
 - Maintain current copies of the following: Panhellenic Association at Indiana University 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
 - Prepare a semester evaluation of Panhellenic Officers
 - Work with the Interfraternity Council, National Pan-Hellenic Council, and Multicultural Greek Council as necessary to advance Panhellenic's interests and improve Greek relations
 - Oversee Presidents Club once a month for all Panhellenic Chapter Presidents
- B. The Vice President of Recruitment shall:
- Perform the duties of the President in her absence
 - Oversee the programming of the Recruitment Directors, which shall be chosen by the new Vice President for Recruitment
 - Act as a liaison between the Executive Board Council and her respective Directors
 - Coordinate all system-wide Recruitment programs, Open Recruitment, and Primary Recruitment activities
 - Be responsible for Recruitment publications and promotion activities
 - Create Recruitment Rules and revisions in conjunction with chapter Recruitment chairs
 - Oversee selection of Recruitment Counselors and assist in planning Recruitment Counselor trainings
 - Work with Panhellenic Advisor to coordinate, plan, and implement Recruitment counselor credit hour academic and leadership course
 - Create and design Recruitment schedule
 - Attend weekly Recruitment Counselor meetings as needed
 - Support completion of the Office of Sorority and Fraternity Life's Prospective Member Orientation by potential new members.
 - Facilitate chapter Recruitment chair and Recruitment team meetings as needed
 - Communicate with Directors to oversee arrangements with organizations such as residential programs and services , Indiana Memorial Union reservations, and campus bus services
 - Be available to aid chapters with their own Recruitment programs
 - Develop and distribute Recruitment Rules and the Recruitment calendar guide
 - Oversee committee to evaluate the state of Recruitment annually
 - Serve on the OSFL Extension Committee
 - Oversee all extension efforts of the Panhellenic community, including opening campus for extension and organization campus visits
 - Support new chapters and colonies through providing resources, answering questions, and meeting with their President
- C. The Vice President of Risk Management shall:
- Preside over Panhellenic Honor Board

- Determine and enforce appropriate sanctions for Panhellenic chapters who have undergone informal meetings or formal hearings with the Honor Board
 - Ensure safety precautions for all events, including events during Homecoming and Little 500, are in place for each Panhellenic chapter
 - Hold monthly meetings with Directors of Honor Board to collaborate on relevant Honor Board cases and risk related projects
 - Monitor social event notifications to ensure compliance with Indiana University and Panhellenic policies
 - Notify chapters weekly of their registered social events
 - Serve on IUPD's Chief Community Advisory Board as a representative of the Panhellenic Association
 - Assist chapters with implementing strategic risk management policies
 - Facilitate any necessary Risk Management trainings for chapter executive members
 - Oversee Panhellenic Bias Reporting Form action planning team meetings
- D. The Vice President of Leadership Development shall:
- Oversee the creation and implementation of programming/education initiatives, including but not limited to round tables, trainings, and educational programs
 - Preside over, select, organize, and run Junior PHA meetings bi-weekly once selected
 - Create curriculum for Junior PHA meetings and organize tasks to better the community
 - Organize, plan, and facilitate Emerging Leaders Retreat for new members from all chapters
 - Coordinate PHA Peers for all Panhellenic Chapters' Executive Board including monthly check-in meetings discussing goal setting, opportunities for assistance, and tracking progress
 - Plan and facilitate a PHA wide introduction workshop for newly elected community leaders
 - Educate the community on and track PHA Points throughout the year
 - Work in collaboration with Executive Council events related to community issues
- E. The Vice President of Personal Development shall:
- Act as a liaison between all Panhellenic chapters and sexual assault crisis services (SACS) to provide continued education on sexual assault prevention and awareness specifically but not limited to the training of the Panhellenic Safe Sisters
 - Presides over, selects, and organizes the Panhellenic Safe Sisters Program - and coordinates with Safe Brothers to plan co-ed topical discussions that engage various members within the community in valuable conversation
 - Plans the Panhellenic Safe Sisters booth for Sex, Drugs and Rock 'n' Roll, which educates IU's campus on sexual assault campus initiatives during Welcome Week - and assist in paying half of the DJ fee
 - Work with Safe Sisters and Office for Sexual Assault Prevention and Victim Advocacy to create Safe Sisters training each semester
 - Act as a liaison between all Panhellenic chapters and counseling and psychological services (CAPS) to train chapters on The Body Project which focuses on promoting positive body image and promotes Body Talk Free Week and Celebrate EveryBODY week
 - Have biweekly meetings with Body Project Director(s) and CAPS advisor

- Work with CAPS and Body Project director(s) to create Body Project Peer Leader Training each semester
 - Preside over the Panhellenic Mental Health Committee, consisting of Mental Health Chairs who have been chosen by each Panhellenic chapter and Mental Health Allies, in order to encourage mental health awareness within the Panhellenic community
 - Works with Mental Health Committee Team and CAPS to create Mental Health Ally training every semester
 - Provides educational programming for the Panhellenic community on topics including, but not limited to, mental health, body image, personal well-being, healthy relationships, stress management, and sexual assault
 - Work with other Vice Presidents to oversee and coordinate any speakers the Greek community wants to bring to campus
 - Check in with Mental Health Committee, Safe Sisters and Body Project Directors on a weekly basis to evaluate progress towards goals
- F. The Vice President of Community Involvement shall:
- Oversee the programming of Greek events including but not limited to: Safe Halloween, Greek Energy Challenge, Circle of Sisterhood events, percentage nights, and community service day
 - Oversee and advise chapter Philanthropy/Service chairs and events
 - Collaborate with VP of Leadership Development to educate and advise Junior PHA Council on Circle of Sisterhood
 - Serve as a contact for local service opportunities
 - Facilitate cross council collaborative partnerships, initiatives, and long-term relationship building
 - Act as a liaison to MCGC, NPHC, and IFC for all community focused events
- G. The Vice President of Diversity, Equity, and Inclusion shall:
- Connect chapter members and leaders with educational resources related to diversity, equity, and inclusion
 - Oversee implementation of community-wide diversity and inclusion educational trainings, including program/curriculum selection, program rollout, and feedback solicitation and analysis
 - Assist with self-assessment practices for chapters and their leaders to evaluate individual chapter knowledge levels and needs and provide personalized support
 - Oversee the Diversity, Equity, and Inclusion Committee and any additional task forces or working groups on an as-needed basis
 - Collaborate with Panhellenic Executive Council members in making progress towards their specific goals related to diversity and inclusion
 - Facilitate cross council collaborative partnerships, initiatives, and long-term relationship building
 - Act as a liaison to IFC, MCGC, and NPHC for all diversity, equity, and inclusion focused events
- H. The Vice President of Finance shall:
- Prepare the annual budget
 - Collect and distribute money

- Review, approve, and sign all checks involving the Panhellenic Recruitment and Panhellenic Association
 - Maintain the Leadership Fund and Collaborative Education Fund
 - Maintain all financial records and submit all necessary documentation to Panhellenic's accountants
 - Oversee and advise chapter treasurers
 - Sign all contracts with the President as a second signature
 - Responsible for management and upkeep of Panhellenic office
 - Oversee academic improvement opportunities for the Panhellenic Community via scholarships, tutoring, or other means
 - Serve on the Greek Funding Advisory Board alongside another selected PHA representative
- I. The Vice President of Communications shall:
- Manage PHA website and social media sites by acquiring the knowledge necessary to do so
 - Engage in initiatives to positively brand the Panhellenic Association through graphic design opportunities, press releases, and media tools
 - Create a monthly Panhellenic newsletter for social media highlight that contains community information, opportunities, and news
 - Act as a liaison for the Greek community by handling public relations and communications with campus organizations and the Bloomington community
 - Help coordinate guest speakers and discussion topics at weekly gavel meetings
 - Take attendance, organize and facilitate each gavel meeting
 - Oversee and advise chapter public relations chairs
 - Manage all communication information within the community
 - Manage Panhellenic Pride Week activities on all social media accounts and assist in planning activities
 - Continue managing traditions held within the Panhellenic Executive Board's office such as planning the Executive Board photos, composites, and updating the paddles.

Article VI. Panhellenic Directors

Section 1. Directors

The Directors of the Panhellenic Association at Indiana University shall be:

- **(2)** Director of Recruitment Counselors under Vice President of Recruitment, **(2)** Director of Computers under Vice President of Recruitment, **(2)** Director of Operations under Vice President of Recruitment, **(1)** Director of Recruitment Chairs under Vice President of Recruitment;
- **(2-4)** Director of Honor Board under Vice President of Risk Management;
- **(2)** Director of Chapter Development under Vice President of Leadership Development;
- **(1-2)** Director of Safe Sisters under Vice President of Personal Development, **(3-4)** Directors of the Body Project under Vice President of Personal Development, **(1-2)** Director of Mental Health Committee under Vice President of Personal Development;
- **(1)** Director of Diversity, Equity, and Inclusion under Vice President of Diversity, Equity, and Inclusion;

- **(1-2)** Director of Programs under Vice President of Community Involvement, **(1-2)** Director of Sustainability under Vice President of Community Involvement; **(1-2)** Director of Circle of Sisterhood under Vice President of Community Involvement
- **(2)** Director of Communications under Vice President of Communications.

Bolded numbers specifying director positions are recommendations and are subject to change at the discretion of the Panhellenic Executive Board.

Section 2: Selection of Directors

The Directors of Panhellenic Association at Indiana University shall be appointed by the Executive Council, following an application process.

Section 3. Qualifications

A candidate for Director shall be an initiated member and in good standing with her respective chapter. Candidates must be at least a sophomore at the time of appointment. She must have a cumulative grade point average of 3.0. Requests for exceptions should be reported to the current President at the time of application.

Section 4. Application Procedure

Applications for Directors will be distributed by the President at the beginning of the spring semester. Prospective candidates will apply and interview for preferred positions. The Executive Council will conduct interviews and examine each candidate's submitted application and appoint whomever they determine is most qualified for the position.

Section 5. Term

The Directors shall serve for a term of one year which shall coincide with the term of the current Executive Council, unless otherwise determined by the Vice President overseeing their position. The term of office will begin upon appointment.

Article VII. The Panhellenic Advisor

Section 1. Appointment

The Panhellenic advisor of the Panhellenic Association at Indiana University shall be appointed by the Office of Sorority and Fraternity Life.

Section 2. Authority

The Panhellenic advisor shall serve in an advisory capacity to the Panhellenic Association at Indiana University. The Panhellenic advisor shall have voice but no vote in all meetings of the Panhellenic Council.

Article VIII. Committees

Section 1. Standing Committees

- A. The standing committees of the Panhellenic Association at Indiana University shall be the Honor Board, the Recruitment Committee, the Collaborative Education Fund Committee, the Junior

Panhellenic Council, the Diversity, Equity, and Inclusion Committee, and the Mental Health Committee.

- B. The standing committees shall serve for a term of one year which shall coincide with the term of the Executive Council.

Section 2. Appointment of committee membership

The Panhellenic Council shall appoint members and chairwomen 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 only sororities as much as possible.

Section 3. Panhellenic Honor Board

The Panhellenic Honor Board shall consist of the Vice President of Risk Management as committee chair and the two-four Directors of Honor Board. The Panhellenic President shall serve as a non-voting ex-officio member. The Honor Board members shall participate in training to be educated about the purpose of the board, the rules and regulations the Honor Board will monitor, the procedures to be followed, proper questioning techniques, the rights of the charged organizations, evaluation evidence, and deliberations and sanctioning. The Honor Board shall educate member fraternities about the Panhellenic judicial procedure. It shall be the Honor 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 requirements and membership Recruitment regulations of the Panhellenic Association at Indiana University that are not settled informally or through mediation. The members of the Honor Board shall maintain confidentiality throughout and upon completion of the judicial process. One Director of Honor Board will serve as an appointed member of the Sorority and Fraternity Life Judicial Board.

Section 4. Recruitment Committee

The Recruitment Committee shall consist of the Vice President of Recruitment as committee chair and Recruitment Vice Presidents/chairs from each campus chapter. This committee shall review and develop membership Recruitment Rules and submit them for discussion and approval to the Executive Council before the end of the academic term preceding the membership Recruitment period. After each membership Recruitment period, the chairwomen of this committee shall present a full report including recommendations to the Executive Council based on an analysis of the Recruitment statistics and Recruitment evaluations from new members, potential new members who withdrew, each member group, and chapter advisor.

Section 5. Collaborative Education Fund

The Collaborative Education Fund shall consist of the Vice President of Finance as committee chair, one chapter President, and one Panhellenic Delegate as members. The committee will distribute fund application information, formally review fund applications received, and approve funding for organizations/individuals.

Section 6: The Junior Panhellenic Council

The Junior Panhellenic Council (Junior PHA) shall consist of the Vice President of Leadership Development and Directors of Chapter Development as the committee chairs and two Junior Panhellenic

new members from each chapter represented on Indiana University's campus of Panhellenic chapters. Junior PHA members must be a new member of an IU Panhellenic chapter and will be chosen by the Vice President of Leadership Development through an application process. This Council will help develop future leaders by investigation and practice of leadership skills, creation of concrete and lasting relationships of members of different chapters, and discussions of issues and areas of improvement in the larger Greek Community. The Council will be working closely with the Panhellenic Executive Board on some innovative projects with the intent to create unity between all chapters and promote DEI initiatives. This Council's goal is to prepare Junior PHA members for leadership positions in order to sustain and improve the PHA community. This Council will also serve as the Circle of Sisterhood representatives for their chapter.

Section 7: The Diversity, Equity, and Inclusion Committee

The Diversity, Equity, and Inclusion Committee shall consist of the Vice President of Diversity, Equity, and Inclusion as committee chair, with at least one DEI advocate from each Panhellenic chapter. This committee will work to educate the Panhellenic women on diversity, equity, and inclusion topics, including but not limited to identity, power, privilege, intersectionality, and systemic inequities that exist within Panhellenic and the larger community. The committee's goal is to promote inclusive and welcoming environments within each chapter and the larger Greek community, while cultivating a deeper sense of understanding and appreciation of the diverse backgrounds and experiences of all Panhellenic members.

Section 8: The Mental Health Committee

The Mental Health Committee shall consist of the Vice President of Personal Development as committee chair with at least one Panhellenic Director, education chair, and outreach chair overseeing the program. This committee will consist of at least two Mental Health Allies-from the Panhellenic chapters, with one member from each chapter designated as the Mental Health Chair. This committee will work to educate the Panhellenic women on mental health and suicide awareness, in hopes to improve the state of the community. The committee's goal is to educate women on the stigma surrounding mental health and allow them the understanding and education necessary to help their fellow chapter and Panhellenic sisters with mental health issues.

Section 9. Other Committees

Each chapter shall appoint at least two members to serve as Safe Sisters and at least two members to serve as Body Project Peer Leaders and at least 2 mental health allies.

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

Article IX. Panhellenic Recruitment

Section 1. Recruitment Bylaws

Panhellenic Association at Indiana University chapters will follow all guidelines set forth in Recruitment Bylaws. The Recruitment Bylaws can be accessed through the President or Vice President of Recruitment, and are included in the Standing Rules.

Article X. Finances

Section 1. Fiscal Year

The fiscal year of the Panhellenic Association at Indiana University shall be July 1 to June 30 inclusive.

Section 2. Contracts

Dual signatures of the Vice President of Finance and the Panhellenic President shall be required to bind the Panhellenic Association at Indiana University on any contract.

Section 3. Checks

All checks issued on behalf of the Panhellenic Association at Indiana University shall bear dual signatures. The following shall be authorized to be one of the two required signatures: Vice President of Finance and the Panhellenic President. Reimbursements will be paid if the party turns in receipts of all paid expenses to the Vice President of Finance.

Section 4. Payments

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

Section 5. Reserves

The Panhellenic Association at Indiana University shall maintain \$50,000 in reserve funds.

Article XI. Extension

Section 1. Extension

Extension is the process of adding an NPC women's only fraternity.

The Panhellenic Association at Indiana University shall follow all NPC Unanimous Agreements and NPC extension guidelines found on the NPC website and in the NPC Manual of Information.

Section 2. Voting Rights

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

Article XII. Violation Resolution

Section 1. Violation

Chapters shall be held accountable for the conduct of their individual members. Conduct contrary to the NPC Unanimous Agreements, these Bylaws, the Honor Board Bylaws, the Panhellenic Code of Ethics, and

Standing Rules and/or membership Recruitment regulations of the Panhellenic Association at Indiana University shall be considered a violation.

Section 2. Judicial Process

The judicial process will be set in motion by the Panhellenic Honor Board. Please refer to the standing rules for judicial procedure and violations.

Article XIII. Hazing

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

Hazing is strictly prohibited. Hazing shall be defined as any conduct which subjects another person, whether physically, mentally, emotionally, or psychologically, to anything that may endanger, abuse, degrade or intimate the person as a condition of association with a group or organization, regardless of the person's consent or lack of consent.

Article XIV. Inclusion Statement

Panhellenic Association at Indiana University does not categorically deny membership to an individual, based on race, color, religion, age, national origin, ancestry, sexual orientation, gender identity and expression, military or veteran status, the presence of a disability, genetic information, familial status, political affiliation or participation in protected activities (discrimination based on sex is allowed through Title IX of the Educational Amendments of 1972).

Article XV. Parliamentary Authority

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

The Panhellenic Association at Indiana University will abide by the following order: President, Vice President of Recruitment, Vice President of Risk Management, Vice President of Leadership Development, Vice President of Personal Development, Vice President of Community Involvement, Vice President of Diversity, Equity, and Inclusion, Vice President of Finance, and Vice President of Communications.

Article XVI. Amendment of Bylaws

These Bylaws may be amended at any gavel or special meeting of the Indiana University Panhellenic Council by a two-thirds vote, provided that the proposed amendment has been announced and submitted in writing at the previous gavel or special meeting allowing an opportunity for chapter input. The Panhellenic Delegate is the voting body for any amendment of the Bylaws.

Article XVII. Adherence to Student Organization Clauses at Indiana University

Section 1.

- A. Statement of University Compliance: This organization shall comply with all Indiana University regulations, and local, state, and federal laws.
- B. Personal Gain Clause: This organization, if raising funds, shall ethically raise and distribute profits from organizational functions to either the organization or to members who provide service that directly benefits the organization. Individual members may not receive compensation directly from for-profit companies if acting as a representative of a student organization.
- C. Statement of Non-Discrimination: Panhellenic Association allows any interested student to participate in, become a member of, and seek leadership positions in the organization without regard to arbitrary consideration of such characteristics as age, color, disability, ethnicity, marital status, national origin, race, religion, sexual orientation or veteran status.

Article XVIII. Dissolution

This Panhellenic Association shall be dissolved when only one regular member exists at Indiana University. In the event of the dissolution, none of the assets of the Association shall be distributed to any members of the Association, but after payment of all debts, its assets shall be given to the National Panhellenic Conference unless otherwise required by state law.

Standing Rules of the Panhellenic Association at Indiana University

Section I. Gavel Meeting

Gavel meetings shall be held on the Tuesday of every week at a time determined by the Executive Council , unless otherwise communicated by the Executive Board. Meetings will be held in Panhellenic chapter houses on a rotating basis or on a virtual platform if in-person gatherings are limited or not permitted by the university or other local authority.

Section II. Election Procedures

Applications for Executive Council will be distributed by the President in the fall semester. Prospective candidates will apply and interview for preferred positions. The Executive Board will conduct interviews and examine each candidate's submitted application.

The Executive Board will prepare and present the slate at a Gavel meeting prior to elections.

Elections are to be held on a date designated by the Executive Council prior to the end of the fall semester. Nominations from the floor shall be allowed at elections, provided the nominee has completed an application. All candidates will give a speech no longer than three minutes in length. One pro (positive remark) will be allowed for each candidate. This pro can come from anyone in attendance and can be no longer than one minute in length. Each Panhellenic Delegate shall cast one vote by ballot for each office with the advice from her respective chapter. A majority vote is needed to vote a candidate into the position.

Section III. Social Event Guidelines

1. Panhellenic Association at Indiana University organizations will adhere to the following expectations for social events:
 - a. All social events must be submitted through the Indiana University Office of Sorority and Fraternity Life Social Event Notification Form.
 - i. If a chapter wishes to request a change to their event submission, they must notify the Panhellenic Vice President of Risk Management.
 - b. Organizations cannot pair with a fraternity/sorority who is on cease and desist or have been suspended by IU or their inter/national headquarters, as indicated on the Division of Student Affairs website.
 - c. A pair can be defined as when an organization hosts, co-hosts, sponsors, or has members that are guest-listed for an event with another organization, with or without alcohol.
 - i. Determining the status of a pair, both existing and future, is at the discretion of the Honor Board.
 - d. Organizations will provide sober monitors for each of their events with alcohol.
 - i. Sober is defined as absolutely no consumption of drugs or alcohol at least 12 hours before the event or during the event
 - ii. Chapters must provide a 1:20 ratio of sober monitors for social events, given both the size of the event and number of members and guests within the chapter.
 - iii. Sober monitors must be sober until the conclusion of the event.

- iv. At least one of the sober monitors at every event must be a member of the organization's executive board.
 - v. Sober monitors must be stationed at the check-in table, the bar, and the common space unless there is another situation that requires their attention.
 - e. If an organization has drivers for an event, the driver must be sober until the conclusion of the event.
 - f. There should only be one primary entrance/exit to the event.
 - g. All Panhellenic organizations will adhere to a standardized process for identifying guests and members who are 21 years or older:
 - i. Members and guests who are 21 years or older will be provided green wristbands after identification is checked.
 - ii. Members and guests who are under 21 years of age will be provided red wristbands after identification is checked.
 - iii. On each wristband, the date of the event should be written clearly.
 - iv. For guests, the name of the member they came with should be written clearly on their wristband.
 - h. Social Events can only last a maximum of 5 hours
 - i. If two events are occurring on the same day, the second event must begin a minimum of 10 hours after the first event concludes.
 - i. Pair themes will not be degrading, inappropriate, or culturally insensitive. Violations will result in an Honor Board Hearing.
- 2. Panhellenic Association at Indiana University organizations will adhere to the following expectations for the weeks of Homecoming and Little 500:
 - a. No events are permitted on Sunday
 - b. Organizations may hold one event on Monday and one event on Tuesday
 - c. Wednesday is a required "break day" where no organizations are permitted to hold events.
 - i. The only exception is if a pre-organized concert was planned according to the guidelines outlined by the Office of Sorority and Fraternity Life.
 - ii. If an organization hosts a Wednesday concert, their required "break day" will occur on Thursday.
 - d. Organizations may hold one event Thursday, one event Friday, and two events on Saturday
 - i. The Friday event must end prior to 8 pm if an organization has an event starting prior to noon the next day.
 - e. The first event on Saturday may not start prior to 6 am.
 - f. The second event on Saturday must begin a minimum of 10 hours after the first event concludes.
 - g. Organizations are limited to two quads during the week.
 - i. Both quads cannot be held on Saturday.
 - h. Organizations are expected to continue to uphold the requirements in registration according to the OSFL Social Events Policy and follow Indiana University and Panhellenic Association's event policies

- i. Organizations may not provide gifts or incentives, either physical and/or monetary, in order to solidify a pair for big events (Homecoming and Little 500).
 - j. Organizations must follow the 3-semester pairing rotation: One year (two semesters) must pass between the time in which a sorority and fraternity wish to pair for Homecoming or Little 500.
 - i. Violations of the 3-semester pairing rotation policy will result in a \$2,000 fine paid to the Panhellenic Association.
- 3. Panhellenic Association at Indiana University organizations will adhere to the following expectations for Bid Night and the weeks following:
 - a. On Bid Night there will be no alcohol and no men present at Bid Night chapter events.
 - i. This includes no serenades, scavenger hunts at fraternities, escorts, or any other activity involving men.
 - b. From 12:00 am on the day of Bid Night until a date and time determined by the Executive Board, there will be no alcohol-related events, no men present at new member events, no sober pairs, and no new members should be at fraternity houses/facilities (off campus fraternities included).
 - i. An alcohol-related event is defined as pairs, quads, “pledge class parties,” date parties, formals, etc. at which alcohol is present.
 - c. Starting at a date and time determined by the Executive Board, events as usual can continue for chapters.
 - i. OSFL’s Party Smarter Not Harder training must be completed by all new members prior to attending social events.
 - ii. No events can occur during IFC Recruitment.
- 4. Failure to comply with these expectations will result in a Formal Hearing held by the Panhellenic Honor Board
 - a. Organizations are expected to abide by the event policies and procedures outlined by their international/national headquarters; if they conflict with the requirements established by the Panhellenic Association, the international/national headquarters’ requirements take precedence.

Section IV. Judicial Honor Board Procedures

- 1. Jurisdiction
 - a. Honor Board is the acting judicial board for the Panhellenic community at Indiana University – Bloomington. Honor Board shall have jurisdiction over the 22 chapters on campus, regulating the chapters through the Panhellenic Association Bylaws, Honor Board Bylaws, and the rules and regulations of Indiana University.
- 2. Honor Board Officers
 - a. Honor Board will consist of three to five members, at the discretion of the Vice President of Risk Management:
 - i. Chair, Panhellenic Vice President of Risk Management
 - ii. 2-4 Moderators, Directors of Honor Board
 - b. Officer Selection Process

- i. Chair will be the elected Panhellenic Vice President of Risk Management. Refer to Panhellenic Bylaws for the election process of the Vice President of Risk Management.
 - ii. Moderators will be selected via director application process.
 - 1. Candidates for office must be an initiated member and in good standing with her respective chapter.
 - 2. Each candidate must have a minimum of a 2.8 cumulative GPA, with at least an average of 2.6 the previous semester.
 - 3. Candidates may be sophomores or juniors.
 - iii. Two to Four (4) chapters must be represented on the Honor Board; no two officers can be from the same chapter.
 - c. Term of Office
 - i. Chair of the Honor Board will hold office for the duration of the Vice President of Risk Management's term.
 - ii. Members will hold office from the time of selection to the end of the Vice President of Risk Management's term.
 - d. Officer Duties
 - i. Chair of the Honor Board
 - 1. Oversee the Honor Board hearings, both informal and formal.
 - 2. Set the time, location, and date of Honor Board hearings.
 - 3. Amend Bylaws when necessary.
 - 4. Issue the final ruling regarding sanctions to member(s) or a chapter.
 - ii. Moderator(s)
 - 1. Participate in all formal hearings conducted by the Honor Board.
 - 2. Remain confidential regarding all Honor Board hearing/meetings.
3. Confidentiality
 - a. Each member of the Honor Board will sign a confidentiality waiver and abide by the waiver for the entirety of the term.
4. Filing of Complaints
 - a. The ability to file a complaint includes, but is not limited to member(s), chapters, community members, staff, faculty, administration, and bystanders, or may be issued by the Honor Board. Any member or chapter of the Panhellenic community can file a complaint against a member or chapter. A complaint must be filed in writing to the Chair of the Honor Board.
5. Honor Board Hearings
 - a. The Honor Board can meet with a chapter in two forms of hearings, informal or formal.
 - b. Informal Meeting
 - i. Upon receiving a complaint of merit, the Chair of the Honor Board will request an Informal Meeting with the chapter. If the request for an Informal Meeting is rejected, a Formal Hearing will be called.
 - ii. In the case of an Informal Meeting, the Chair of the Honor Board will meet with the charged chapter to discuss the allegations and violations of the complaint. The complaint can be either dismissed or result in a recommendation of resolution through sanctions (found in Section VI) given by the Chair of the

- Honor Board. The charged chapter has three (3) business days to appeal the terms of resolution.
- iii. If a chapter would like to have an advisor present to act as a non-participatory mediator, they need to inform the VP of Risk Management of this request at least 48 hours prior to the scheduled hearing time.
 - iv. If the resolution is appealed, the complaint will move to a Formal Hearing. If the chapter fails to complete the terms of resolution in the designated time period, a Formal Hearing will be called.
- c. Formal Hearing
- i. A Formal Hearing can be called if:
 - 1. The chapter rejects the request for an Informal Hearing;
 - 2. The chapter appeals the terms of resolution during the Informal Hearing; or
 - 3. The Chair of Honor Board determines the complaint warrants a Formal Hearing.
 - 4. Chapter fails to complete resolutions items in agreed upon time frame
 - ii. All Honor Board Officers must be present for a Formal Hearing.
 - iii. In the event that an Honor Board moderators' chapter is involved in a Formal Hearing, that moderator will excuse herself from the Formal Hearing due to conflict of interest.
 - iv. The College Panhellenic Violation Report and College Panhellenic Infraction Notice are filled out and sent via the deadlines and procedures outlined in the NPC Handbook.
- d. The following guidelines will be followed for a Formal Hearing:
- i. Attendance: Participants in the Formal Hearing are limited to the Honor Board officers, member(s) involved in the complaint, and any witnesses. Chapters may request to have a chapter advisor present during the Formal Hearing prior to the date.
 - ii. The procedure for a formal hearing follows a strict script in which the Chair of the Hearing will read for consistency and integrity of the process.
 - iii. Confidentiality: Participants in the Formal Hearing must sign a confidentiality waiver requiring that information regarding the Formal Hearing is not disclosed following the hearing.
- e. Formal Hearing Procedures:
- i. Introduction and Explanation of the Process
 - 1. The Chair of the Honor Board will ask if everyone has had time to go over the College Panhellenic Violation Report and Infraction Notice and ask if anyone needs a copy. They will then explain the procedure for taking breaks and the role of an advisor if one is present. Everyone will introduce themselves.
 - ii. Structure of the Hearing
 - 1. A brief explanation of the hearing will be explained to the Panhellenic organization.
 - iii. Alleged Violations
 - 1. A reading of the alleged violations will occur.
 - iv. Statement of Honesty and Confidentiality Agreement

1. The Chair will read a statement of honesty and ask that each participant in the hearing sign a confidentiality agreement.
- v. Questions for the Reporter
 1. The Panhellenic Organization will have the opportunity to ask questions of the person who reported the incident. Questions asked of the reporter should be asked pertaining to the content of information collected or the method in which it was collected.
- vi. Panhellenic Organization's Presentation of Information
 1. This is the opportunity for the Panhellenic Organization to present any additional information they would like the Honor Board to know about the alleged incident.
- vii. Questions from the Honor Board
 1. The Panhellenic Honor Board has the opportunity to ask questions of the Panhellenic Organization.
- viii. Final Statements from the Panhellenic Organization
 1. The Panhellenic Organization may provide any final statements.
- ix. Conclusion
 1. The Chair will thank the Panhellenic Organization for their time and then the Panhellenic Honor Board will move into Deliberation.
- x. Break for Deliberation
 1. The Honor Board will determine if there is preponderance of evidence and if any sanctions are necessary, they will write up their formal notes and summary report to return to the panhellenic organization within 24 hours of the hearing in order to comply with NPC policies.

6. Sanctions

- a. The following are sanctions that can be imposed by the Honor Board officers and/or Chair of The Honor Board (including, but not limited to):
 - i. Fines
 - ii. Educational programming
 - iii. Letter of apology
 - iv. Public service
 - v. Meetings with administration or campus office
 - vi. Loss of social privileges
 - vii. Loss of eligibility for PHA awards
- b. In the event that there is failure to complete imposed sanctions, a Formal Hearing will be called to determine further course of action.

7. Appeals

- a. The Honor Board decisions are subject to appeal by the charged member(s) or chapter. If the charged member(s) or chapter appeals the Honor Board decision, the following must be done:
 - i. Appeals must be made, in writing, to the Chair of the Honor Board, within three (3) business days of the Hearing.
 - ii. Appeals must include the formal charges given by the Honor Board, the Honor Board decision, and the given sanctions.

- iii. Appeals can be made if:
 - 1. The charged member(s) or chapter see the complaint or charges as unjust;
 - 2. The severity of the sanction does not coincide with the charges; or
 - 3. New information regarding the charges are discovered.

8. Causes for Hearings

- a. Violations of the following expectations will result in an Informal or Formal Hearing:
 - i. Social Event Guidelines, as indicated in Section III
 - ii. Not meeting council-wide chapter expectations outlined in the Panhellenic Bylaws and Standing Rules.
 - iii. Apparel
 - 1. Chapter apparel that displays inappropriate slogans or graphics.
 - iv. Attendance
 - 1. Organizations not attending Panhellenic mandatory events, including Gavel.
 - v. Unbecoming Behavior
 - 1. Behavior determined by the Honor Board to be acting against the betterment of the Panhellenic and Greek community. This includes but is not limited to behavior on campus and online (social media, website, etc.).
 - vi. Chapter Grades
 - 1. Each Panhellenic chapter must maintain an overall minimum of 3.2 each semester.