



Bylaws of The University of Mississippi Panhellenic Association

Article I. Name

The name of this organization shall be The University of Mississippi Panhellenic Association.

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. Promote superior scholarship and basic intellectual development.
3. Cooperate with member women's fraternities and the university administration in concern for and maintenance of high social and moral standards.
4. Act in accordance with National Panhellenic Conference unanimous resolutions, policies, and best practices.
5. Act in accordance with 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 University of Mississippi Panhellenic Association shall be composed of all chapters of National Panhellenic Conference fraternities at The University of Mississippi regular members of the College Panhellenic Council shall pay dues as determined by the College Panhellenic Council. Each regular member shall have voice and one vote on all matters.
- B. **Provisional membership.** The provisional membership of The University of Mississippi Panhellenic Association shall be composed of all colonies of National Panhellenic Conference fraternities at the University of Mississippi. 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 a National Panhellenic Conference fraternity.

- C. **Associate membership.** Local sororities or national or regional non-National Panhellenic Conference member groups may apply for associate membership of The University of Mississippi Panhellenic Association. The membership eligibility requirements, the process for submitting an application, and approval of the application shall be determined by the Panhellenic Council. Associate members shall pay dues as determined by the College Panhellenic Council. An associate member shall have voice and one vote on all matters except extension-related matters. If they are not participating in the formal recruitment process, they shall not have a vote on recruitment rules and establishment or modification of Panhellenic total. An associate member may be expelled for cause by a majority vote of the Panhellenic Council. An associate member shall not be entitled to vote on the question of its expulsion.

Section 2. Privileges and Responsibilities of Membership

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

Article IV. Executive Board Officers and Duties

Section 1. Officers

The officers of The University of Mississippi Panhellenic Association shall be President, Vice President of Judicial, Vice President of Recruitment, Vice President of Recruitment Counselors, Vice President of Programming, Vice President of Academics, Vice President of Administration, and Vice President of Community Service.

Section 2. Eligibility

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

- A. **Regular membership.** Members from women's fraternities holding regular membership in the University of Mississippi Panhellenic Association shall be eligible to serve as any officer.
- B. **Provisional membership.** Members from women's fraternities holding provisional membership in University of Mississippi Panhellenic Association shall not be eligible to serve as an officer.
- C. **Associate membership.**

Members from women's fraternities holding associate membership in the University of Mississippi Panhellenic Association shall not be eligible to serve as an officer.

Section 3. Selection of Officers

The offices of President, VP of Judicial, VP of Recruitment, VP of Recruitment Counselors, VP of Administration, VP of Programming, VP of Academics, and VP of Community Service of the University of Mississippi Panhellenic Association shall be elected by ballot, except if there is only one nominee for an office that nominee shall be declared elected.

Section 4. Office-holding limitations.

Every effort is made to diversify the Executive Board.

Section 5. Nomination Procedure

The nominating committee will consist of the former Executive Board. A nominating committee of eight members shall be elected by ballot by the Panhellenic Council. A majority vote shall elect. The members of the nominating committee shall elect their own chairman. The nominating committee shall consider the qualifications of all candidates for elected officers and shall nominate at least one name for each elected officer position.

Section 6. Term

The officers 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.

Section 7. Regular Meetings

Executive Board meetings shall be held weekly at a time and place established at the beginning of each academic term.

Section 8. Special Meetings

Special meetings of the Executive Board shall be called by the president when necessary.

Section 9. Removal

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

Section 10. Vacancies

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

Section 11. Quorum

Two-thirds of the Executive Board shall constitute a quorum for the transaction of business.

Section 12. Duties of Officers

A. The President shall:

1. Preside at all meetings of the Panhellenic Council.

2. Serve as an ex-officio member of all Panhellenic Association committees.
3. Communicate regularly with the Panhellenic advisor.
4. Ensure that the National Panhellenic Conference annual report is completed.
5. Communicate regularly with the National Panhellenic Conference area advisor.
6. Maintain current copies of the following: The University of Mississippi Panhellenic Association bylaws and standing rules; the Panhellenic Association budget; contracts executed on behalf of the Panhellenic Association; correspondence and materials received from the National Panhellenic Conference area advisor; all College Panhellenic reports to National Panhellenic Conference; and other pertinent materials.
7. Serve as the public face of the Panhellenic community.
8. Work during the summer at orientation and in the Fraternity and Sorority Life Office planning formal recruitment.
9. Serve two hours per week in the Fraternity and Sorority Life office.
10. Be familiar with the National Panhellenic Conference Manual of Information and all governing documents of this association.
11. Perform all other duties as assigned.

B. The Vice President of Judicial shall:

1. Perform the duties of the president in her absence.
2. Be the chairperson for the Judicial Board.
3. Coordinate the selection, education, and training of the Judicial Board.
4. Schedule and preside over Judicial Board meetings.
5. Supervise Judicial Board during recruitment.
6. Ensure that all Panhellenic chapters are treated fairly and promote a Panhellenic spirit.
7. Enforce and revise all Panhellenic documents.
8. Shall be familiar with the National Panhellenic Conference Manual of Information and all governing documents of this association.
9. Perform all other duties as assigned.

C. The Vice President of Administration shall:

1. Keep an up-to-date roll of the members of Panhellenic Council.
2. Record minutes of all meetings of The University of Mississippi Panhellenic Council.
3. Maintain a complete and up-to-date file that includes the minutes of all meetings from the date of organization and current correspondence.
4. Send meeting minutes to the National Panhellenic Conference area advisor.
5. Supervise the finances of the University of Mississippi Panhellenic Association.
6. Prepare the annual budget and, after its approval by the Panhellenic Council, provide a copy to each University of Mississippi Panhellenic Association member fraternity.
7. Receive all payments due to the Panhellenic Association, collect all dues, and give receipts.

8. Promptly pay the annual National Panhellenic Conference dues and all bills of the University of Mississippi Panhellenic Association.
9. Maintain up-to-date financial records.
10. Give a financial report at each regular meeting of the Panhellenic Council and an annual report at the close of her term of office.
11. Shall be familiar with the National Panhellenic Conference Manual of Information and all governing documents of this association.
12. Perform all other duties as assigned.

D. The Vice President of Programming shall:

1. Provide programs that help and support the Oxford community, as well as promoting leadership and academic excellence.
2. Provide programs that strive to better our Greek community and system.
3. Provide programs that are rooted in helping our women's physical and emotional wellness.
4. Coordinate sisterhood week and other events for the Panhellenic and Oxford community.
5. Coordinate the selection, education, and training of members of Junior Panhellenic.
6. Serve as Panhellenic liaison by attending weekly Interfraternity Council and National Panhellenic Council meetings.
7. Shall be familiar with the National Panhellenic Conference Manual of Information and all governing documents of this association.
8. Perform all other duties as assigned.

A. The Vice President of Recruitment shall:

1. Maintain current formal recruitment rules.
2. Correspond with sororities on recruitment issues.
3. Attend monthly meetings with advisors and recruitment chairs along with the Panhellenic advisor.
4. Distribute post-recruitment surveys to recruitment chairs, chapter presidents, Panhellenic delegates, and new members.
5. Work during the summer at orientation and in the Fraternity and Sorority Life Office planning formal recruitment.
6. Serve as chairperson on the recruitment committee.
7. Be responsible for the recruitment portion of the website and potential new member registration on ICS.
8. Plan the formal recruitment schedule, event times, and round matrixes.
9. Reserve rooms for formal recruitment.
10. Revise the Angelia and be responsible for composing a new edition for formal recruitment.
11. Shall be familiar with the National Panhellenic Conference Manual of Information and all governing documents of this association.
12. Perform all other duties as assigned.

B. The Vice President of Recruitment Counselors shall:

1. Observe and assist the Vice President of Recruitment in all activities pertaining to formal recruitment.
2. Perform distribution of Recruitment Counselor applications.
3. Serve as chairman for the selection of Recruitment Counselors.
4. Conduct Recruitment Counselor interviews and selection.
5. Coordinate Recruitment Counselor training and retreat.
6. Maintain a Recruitment Counselor summer training book.
7. Supervise the Recruitment Counselors during recruitment.
8. Schedule weekly Recruitment Counselor meetings and compose a calendar of all dates for Recruitment Counselor.
9. Work during the summer at orientation and in the Fraternity and Sorority Life Office planning formal recruitment.
10. Distribute post-recruitment surveys to Recruitment Counselors.
11. Shall be familiar with the National Panhellenic Conference Manual of Information and all governing documents of this association.
12. Perform all other duties assigned.

C. The Vice President of Academics shall:

1. Serve as chairperson for the scholarship committee.
2. Be responsible for recognizing the scholarship of Panhellenic members.
3. Organize programming to educate all Panhellenic members.
4. Coordinate an education plan for Panhellenic women to enhance the learning experience for Panhellenic and fraternity/sorority community.
5. Shall be familiar with the National Panhellenic Conference Manual of Information and all governing documents of this association.
6. Perform all other duties assigned.

D. The Vice President of Community Service shall:

1. Coordinate major Panhellenic community and philanthropic events, including Sisterhood Week, Oxford's Got Talent, and C.A.R.E. Walk
2. Coordinate the spring philanthropy for the Panhellenic Council.
3. Provide information about philanthropic and community service projects available.
4. Organize a rotating group of Panhellenic members to support philanthropic endeavors on campus.
5. Shall be familiar with the National Panhellenic Conference Manual of Information and all governing documents of this association.
6. Perform all other duties assigned.

Article V. The Panhellenic Council

Section 1. Authority

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

Section 2. Composition and Privileges

The University of Mississippi Panhellenic Council shall be composed of one delegate and one alternate delegate from each regular, provisional, and associate member group at The University of Mississippi 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 fraternity, providing her credentials have been presented to the association president.

Section 3. Selection of Delegates and Alternates

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

Section 4. Delegate Vacancies

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

Section 5. Regular Meetings

Regular meetings of the Panhellenic Council shall be held bi-weekly on Thursdays at a place established at the beginning of each academic term.

Section 6. 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 for the election of officers and any other business that may properly come before the delegates.

Section 7. Special Meetings

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

Section 8. Quorum

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

Section 9. 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 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. (See the Article XII for specific voting requirements for the amendment of these bylaws.

Article VI. Committees

Section 1. Standing Committees

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

Section 2. Appointment of Committee Membership

The Panhellenic Council appoint members and chairmen of all standing and special committees, except as provided otherwise in these bylaws, and, in making these appointments, recognize fair representation from all member women fraternities as much as possible. The president shall be an ex-officio member of all committees except the Judicial Board and the Recruitment Counselors.

Section 3. Judicial Board

The Judicial Board shall consist of the Vice President of Judicial as chairman and 3 members from each College Panhellenic member group. The Judicial Board members shall participate in training to be educated about the purpose of the board, the rules and regulations the Judicial Board will monitor, the procedures to be followed, proper questioning techniques, the rights of the charged organizations, evaluating evidence, and deliberations and sanctioning. The Judicial Board shall educate member

fraternities about the Panhellenic judicial procedure. It shall be the Judicial Board's duty to hold a hearing to adjudicate all alleged violations of the National Panhellenic Conference Unanimous Agreements and the bylaws, code of ethics, standing rules and membership recruitment regulations of the University of Mississippi Panhellenic Association that are not settled informally or through mediation. The hearing shall be conducted by the entire Judicial Board unless Panhellenic Council adopts rules for the hearing to be conducted by a committee of the Judicial Board. The members of the Judicial Board shall maintain confidentiality throughout and upon completion of the judicial process.

Section 4. Membership Recruitment Committee

The Membership Recruitment Committee shall consist of a chairman and one representative from each regular, provisional, and associate member. Alumnae advisors may attend meetings of the committee. The alumnae advisors shall have voice but no vote. This committee shall review and develop membership recruitment rules and submit them for discussion and approval to the Panhellenic Council before the end of the academic term preceding the membership recruitment period. 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 group, and chapter advisor.

Section 5. Junior Panhellenic

Junior Panhellenic shall consist of the Vice President of Programming as chairman and one member from each fraternity, who shall be selected by the Executive Board of her chapter. Junior Panhellenic shall be responsible for all matters pertaining to the promotion of community service/philanthropy.

Article VII. Panhellenic Advisor

Section 1. Appointment

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

Section 2. Authority

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

Article VII. Finances

Section 1. Fiscal Year

The fiscal year of the University of Mississippi Panhellenic Association shall be from January 1st to January 1st inclusive.

Section 2. Contracts

Dual signatures of the President, Vice President of Administration, and the Panhellenic Advisor shall be required to bind the University of Mississippi Panhellenic Association on any contract.

Section 3. Checks

All checks issued on behalf of the University of Mississippi Panhellenic Association shall bear dual signatures. The following shall be authorized to be one of the two required signatures: the President, Vice President of Administration, Coordinator of Greek Affairs, or the Panhellenic graduate assistant.

Section 4. Payments

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

Section 5. Dues

- A. National Panhellenic Conference College Panhellenic dues shall be paid yearly as invoiced by the National Panhellenic Conference office.
- B. Panhellenic Association membership dues shall be an assessment per member and new member.
 - 1. The amount of such dues for the next academic year shall be determined by the Panhellenic Council no later than February of that year.
 - 2. The dues of each Panhellenic Association member fraternity shall be payable on or before October 1st and February 1st.
 - 3. The dues for each chapter's new member class should be paid on or before November 1st.

Section 6. Fees and Assessments

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

Article VIII. Extension

Section 1. Extension is the process of adding a National Panhellenic Conference women's fraternity. The University of Mississippi Panhellenic Association shall follow all National Panhellenic Conference Unanimous Agreements and National Panhellenic Conference extension guidelines found on the National Panhellenic Conference website and in the Manual of Information.

Section 2. Voting rights

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

Article IX. Violation Resolution

Section 1. Violation

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

Section 2. Informal resolution

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

Section 3. Judicial process

If informal discussions are unsuccessful, the judicial process will be set in motion by filing a report of the alleged violation. The University of Mississippi Panhellenic Association shall follow all mediation guidelines found in the Manual of Information.

- A. **Mediation.** Mediation is the first step of the judicial process. The University of Mississippi Panhellenic Association shall follow all National Panhellenic Conference Unanimous Agreements concerning the judicial process found in the Manual of Information.
- B. **Judicial Board hearing.** When a violation is not settled informally or through mediation, the Judicial Board shall resolve the issue in a Judicial Board hearing. The Panhellenic Council shall follow judicial procedures laid out in the Manual of Information and that are consistent with the National Panhellenic Conference Unanimous Agreements.
- C. **Appeal of Judicial Board decision.** A decision of the Judicial Board may be appealed by any involved party to the National Panhellenic Conference College Panhellenic Judicial Appeal Committee. The University of Mississippi Panhellenic Association shall follow all National Panhellenic Conference Unanimous Agreements concerning the appeals process found in the Manual of Information.

Article X. Hazing

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

Article XI. Parliamentary Authority

The rules contained in the current edition of Robert's Rules of Order Newly Revised shall govern the University of Mississippi Panhellenic Association in all cases to which they are applicable and in which they

are not inconsistent with the National Panhellenic Conference Unanimous Agreements, these bylaws, and any special rules of order the University of Mississippi Panhellenic Association may adopt.

Article XII. Amendment of Bylaws

These bylaws may be amended at any regular or special meeting of the University of Mississippi 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 XIII. Dissolution

This Association shall be dissolved when only one regular member exists at University of Mississippi. In the event of the dissolution of this Association, none of the assets of the Association shall be distribute to any members of the Association, but after payment of the debts of the Association its assets shall be given to the National Panhellenic Conference.

STANDING RULES

I. Awards

It is the expectation of the Panhellenic Executive Board President to apply for any regional or national awards. These awards may include, but are not limited to, National Panhellenic Conference awards, Southeastern Panhellenic Conference awards, and any applicable campus awards. In addition, the Vice President of Academics will coordinate the implementation of any council Panhellenic awards, such as Panhellenic Teacher of the Month, Highest Sorority GPA, Most Improved Chapter GPA, and recognition for girls with a 4.0. These awards will be presented at the Fraternity and Sorority Awards Banquet.

II. Code of Ethics

The Panhellenic Council's Code of Ethics will be a separate document.

III. Recruitment Rules

The Recruitment Rules of the University of Mississippi Panhellenic Association will be a separate document.

IV. Social events

Any member organization hosting any type of event must make sure to follow the University of Mississippi registration process as well as keeping consistent with policies for events with their national organization.

V. Recruitment Counselor Requirements and Expectations

The Recruitment Counselor Requirements and Expectations will be a separate document.

VI. Judicial Board Requirements and Expectations

The Judicial Board Requirements and Expectations will be a separate document.

VII. Installation

The new Panhellenic Executive Board shall be installed with an official ceremony at the last Panhellenic Delegate meeting of the calendar year.