

Bylaws of the University of Kansas Panhellenic Association

Revised and approved November 9th, 2021

Article I: Name

The name of this organization shall be the University of Kansas 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:

- A. Consider the goals and ideals of member groups as continually applicable to campus and personal life.
- B. Promote superior scholarship and foundational intellectual development.
- C. Cooperate with NPC member women's fraternities and the university administration in concern for and maintenance of 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 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 Kansas Panhellenic Association shall be composed of all chapters of NPC fraternities at the University of Kansas. Regular members of the National Panhellenic Council shall pay dues as determined by the College Panhellenic Council. Each regular member shall have voice and one vote on all matters. Dues shall be calculated as the ratio of total budgeted expenses for the academic year to the total number of active members in the University of Kansas Panhellenic Association, up to \$35 per member.
 - a. The total budgeted expenses shall be set by the Vice President during the Budget Proposal by April 1 and shall be voted upon by all Chapter Delegates at a meeting of the General Assembly.

- b. Chapters must send their chapter totals to the Vice President within 2 weeks of Bid Day following Fall Formal Recruitment; member dues will be set when chapter totals are received.
 - c. Chapter totals are to include all members, including those studying abroad, those on a professional track (student teaching, pharmacy, nursing, etc.), and those who have accepted snap or COR bids.
 - d. The Vice President shall send each chapter an invoice for membership dues, payable by check, which shall be paid within 2 weeks of receiving the invoice.
- A. Provisional membership. The provisional membership of the University of Kansas Panhellenic Association shall be composed of all newly establishing chapters of NPC fraternities at the University of Kansas. 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 fraternity.
- B. Associate membership. Local sororities or national or regional non-NPC member groups may apply for associate membership of the University of Kansas Panhellenic Association. The membership eligibility requirements and the process for submitting an application and approval of the application shall be determined by the Panhellenic Council. Associate members shall pay the same dues as the regular membership chapters determined by the College Panhellenic Council. An associate member shall have voice and one vote on all matters except extension-related matters and, if they are not participating in the formal recruitment process, they shall not have a vote on recruitment rules and establishment or modification of Panhellenic total. An associate member may be expelled for cause by a majority vote of the Panhellenic Council. An associate member shall not be entitled to vote on the question of its expulsion.

Section 2: Privileges and Responsibilities of Membership

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

Article IV: Officers and Duties

Section 1: Officers

The officers of the University of Kansas Panhellenic Association shall be President, Vice President, Director of Recruitment Programming, Director of Recruitment Personnel, Director of Public Relations, Director of Health and Safety, Director of Interfraternal Relations and Member Development, Director of Scholarship, Director of Philanthropy and Community Service, Director of Equity, Inclusion, Diversity, and Access, Director of Recruitment Counselors, and Director of Judicial Affairs.

Section 2: Eligibility

- A. 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 Kansas Panhellenic Association shall be eligible to serve as any officer.
 - b. Provisional membership. Members from women's fraternities holding provisional membership in University of Kansas 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 Kansas Panhellenic Association shall not be eligible to serve as an officer.
- B. In addition to meeting the class of membership requirement, a Panhellenic Association member must meet the following eligibility requirements:
 - a. To be eligible for an office a Panhellenic Association member must:
 - i. Be an active, initiated member in good standing of a University of Kansas Panhellenic Association fraternity. If at any time the member is not in good standing with her respective chapter, her position on the Panhellenic Executive Board can be up for review.
 - ii. Have at least a 3.0 University of Kansas cumulative grade point average prior to election.
 - b. To be eligible to be a Panhellenic Executive Board officer, a Panhellenic Association member must have completed at least 30 hours from the University of Kansas, or any other institute of higher learning, by the time of the election. The woman must also be a full-time student at the University of Kansas.
 - c. To be eligible to be an Appointed Officer, a Panhellenic Association member must be a full-time student.
 - d. To be eligible to be the Director of Recruitment Counselors, a Panhellenic Association member must have previously been a recruitment counselor. All exceptions may be appealed to and reviewed by the Panhellenic Council.
 - e. None of the Executive Board officers may hold an executive position in her own chapter concurrent to her term as a University of Kansas Panhellenic Association Executive Board officer. Executive Board officers must retire from any Executive Board officers in their respective chapters by December 1st.

Section 3: Selection of Officers

Elections shall proceed as follows:

- A. Each chapter will select two chapter executive board members to sit on the nominating committee.
 - a. These two members may have previously served as a Panhellenic Executive Board Member or be a current Panhellenic Chapter Delegate.
 - b. Any member who is nominated to serve on the Panhellenic nominating committee cannot be a member of the current Panhellenic Executive Board.

- B. The nominating committee will review applications and select applicants to present speeches two weeks before the assigned night of elections.
- C. Each speech has a 3 minute maximum
- D. Each question portion has 5 minute maximum
- E. Selecting officers in the following order:
 - a. President, Vice President, Director of Health and Safety, Director of Public Relations, Director of Recruitment Programming, Director of Judicial Affairs, Director of Interfraternal Relations & Member Development, Director of Recruitment Personnel, Director of Recruitment Counselors, Director of Philanthropy and Community Service, Director of Equity, Inclusion, Diversity, and Access, and Director of Scholarship.
 - b. Nominating committee will present a slate to chapters of ONE candidate per position
 - c. Chapters have one week from the presentation of the slate to challenge
- F. If a chapter chooses to challenge the slate they will need to present their alternate choice(s).
 - a. The alternate choice must have applied to any Panhellenic position in the primary election in order to be eligible to challenge the slate.
- G. An alternate choice has 24 hours after the window of challenge has ended to submit an application for the desired position.
- H. The nominating committee will review an alternate choice to check for eligibility.
- I. On the assigned night of elections, chapter delegates will vote on the slate.
- J. All slated candidates should be present the night of elections if possible.
- K. Any alternate choices and the slated candidate will need to be in attendance on the night of elections to present their speech of 3 minutes maximum and answer the question portion for 5 minutes maximum.
- L. The alternate choice must win by $\frac{3}{4}$ votes to overturn the original slate.
- M. Nominating committee may be in attendance, but not vote, to answer questions the chapter delegates may have before voting.

Section 4: Office-Holding Limitations

- A. No more than two of the Executive Board officers may be from the same chapter. Additionally, the Director of Recruitment Personnel shall not be a member of the same chapter as the Director of Recruitment Programming. These will be upheld unless voted otherwise by the council.
- B. The Panhellenic President position shall not be held by a member of the same chapter for three consecutive terms. This will be upheld unless voted otherwise by the council. This vote can be called up at any point when the full council is present.
- C. Maintain a 3.0 University of Kansas cumulative grade point average throughout the term of office.
- D. Members of chapters found responsible for a policy violation by their national headquarters or KU Student Conduct and Community Standards may not run for a Panhellenic Office until their Chapter sanction has been completed unless otherwise stated by the Panhellenic President.

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 upon the turnover ceremony.

Section 6: Removal

- A. Any officer may be removed for cause by a vote of two-thirds of the Panhellenic Association Executive Board.
- B. For situations of ineligibility, an officer shall be immediately removed from the position, without a vote by the Panhellenic Association Executive Board.
- C. If a chapter is under investigation by their national headquarters or KU Student Conduct and Community Standards, Panhellenic officer(s) from that chapter may continue to fulfill their role(s). If a chapter is found responsible, the officer(s) must step down pending a vote. If chapters vote $\frac{2}{3}$ majority, the officer(s) may continue to fulfill their role.

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 Officers

- A. The President shall:
 - a. Preside at all meetings of the Panhellenic Association.
 - b. Preside at all meetings of the Panhellenic Association Executive Board.
 - c. Serve as an ex-officio member of Panhellenic Association committees.
 - d. Communicate regularly with the Panhellenic advisor.
 - e. Be familiar with the NPC Manual of Information and all governing documents of this association.
 - f. Ensure that the NPC annual report is completed.
 - g. Communicate with the NPC Area Advisor.
 - h. Keep record of voting decisions for future presidents.
 - i. Be delegated to act as spokespersons to any media or press in crisis or emergency situations.
 - j. Serve as liaisons to University Administration.
 - k. Hold President Roundtables monthly or as needed & communicate effectively with chapter presidents.
 - l. Maintain current copies of the correspondence and materials received from the NPC area advisor, all College Panhellenic reports to the NPC, and other pertinent materials.
 - m. Perform all other duties assigned.
 - n. Work with the SFL community leadership to assign Homecoming partners.
 - o. Serve as the liaison to the University Daily Kansan and the Lawrence Journal World.

- p. Keep the contact information up to date on Rock Chalk Central and be the Administrator on the account.
- q. Create a monthly Panhellenic newsletter; utilize the Panhellenic Association email (pha@ku.edu) to distribute.

B. The Vice President shall:

- a. Perform the duties of the President in her absence.
- b. Work alongside the President in any capacity necessary, as deemed appropriate by the Panhellenic President and/or SFL Staff.
- c. Be familiar with the NPC Manual of Information and all governing documents of this association.
- d. Maintain an up-to-date roll of the members of Panhellenic Council.
- e. Record minutes of all meetings of the University of Kansas Panhellenic Council and the Executive Board.
- f. Maintain a complete and up-to-date file that includes the minutes of all meetings from the date of organization and current correspondence.
- g. Send meeting minutes to the NPC area advisor.
- h. Supervise the finances of the University of Kansas Panhellenic Association, including working with the Directors of Recruitment to create the Formal Recruitment budget.
- i. Prepare both the annual budget and the Fall Formal Recruitment budget; after their approval by the Panhellenic Association, provide a copy to each University of Kansas Panhellenic Association member fraternity.
- j. Send invoices and receive all payments due to the Panhellenic Association, collect all dues.
- k. Pay promptly the annual NPC dues and all bills of the University of Kansas Panhellenic Association.
- l. Maintain up-to-date financial records.
- m. Sign all contracts and checks involving The University of Kansas Panhellenic Association.
- n. Provide a financial report to the Panhellenic Council chapters through the presentation of the proposed budget no later than the second to last meeting of the Panhellenic Council in the Spring semester.
- o. Act as the main point of contact for all Panhellenic Delegates and ensure all delegates have access to necessary documents.
- p. Maintain current copies of the following: the Panhellenic Association budget, the Panhellenic Association Formal Recruitment budget, and contracts executed on behalf of the Panhellenic Association.
- q. Serve as parliamentarian during General Assembly in voting for new amendments following the process of Robert's Rules of Order.
- r. Present balances of both accounts of the Panhellenic Association and Executive Board once a month to the General Assembly.
- s. Work with the PHA Advisor and an accountant to maintain up to date tax records for the organization.

C. The Director of Public Relations shall:

- a. Work with the Panhellenic Association Executive Board and Advisor(s) in all matters pertaining to The University of Kansas Panhellenic Association.
- b. Be responsible for developing and implementing a comprehensive Public Relations campaign for the Panhellenic Association including promotions, publishing and distributing all Panhellenic Association publications, and social media posts. Prepare news releases and advertising for Panhellenic Association and chapter events.
- c. Be responsible for maintaining a record of Panhellenic events through files and archives.
- d. Maintain the responsibility of media liaison for the Panhellenic Association with the Panhellenic President.
- e. Be responsible for overseeing and updating all social media, including the KU Panhellenic website, Facebook page, and Instagram account.
- f. Provide marketing materials for recruitment as requested by the Director of Recruitment Programming and the Director of Recruitment Personnel.
- g. Host roundtables with every chapter's public relations chairs to ensure they are keeping all information up-to-date online and through social media, along with promoting Panhellenic and other chapter's events.
- h. Only promote information that pertains to chapters in the Sorority and Fraternity Life Community and its sponsors.
- i. Work with the Director of Recruitment Programming to uphold the agreements made with businesses regarding the recruitment sponsorship packet.
- j. Lead the design process for recruitment t-shirts in coordination with the Director of Recruitment Programming.
- k. Establish a communications plan for PNM outreach as it relates to social media both prior to and during Fall Formal Recruitment.
- l. Work with the Judicial Board to uphold and enforce the recruitment code of conduct with regard to chapters' and chapter members' social media during recruitment.
- m. Uphold the Panhellenic Social Media Policy
- n. Assistant Position: Recruitment Marketing Assistant
 - i. Appointed by the Director of Public Relations through an application and interview process held in the Spring semester.
 - ii. Recruitment Marketing Assistant shall:
 1. Work with the Director of Public Relations on guidebook, recruitment marketing materials, and recruitment merchandise.

D. The Director of Health & Safety shall:

- a. Have an understanding of general risk reduction methods which include the laws, rules, and general regulations which govern each fraternity and sorority.
- b. Hold training sessions to educate and inform chapter leaders and individual members of the rules and regulations of their National Policy as well as the Panhellenic Association Policy which each chapter is required to follow.

- c. Help to ensure that the Social Policy is updated and understood by chapter officers. This may include holding workshops or programs to educate members on the policies they are expected to follow.
 - d. Ensure that cross-council serenades are appropriate by reviewing the content of any form of serenades from any chapter if deemed inappropriate in any manner. The review of the serenade may include but is not limited to the lyrics, choreography and the right to provide review of serenade content to all Panhellenic chapter presidents.
 - e. Partner with campus resources on mental health, alcohol use, and sexual assault prevention training & education.
 - f. Create and maintain an accurate database for safe locations for social events.
 - g. Serve as a direct liaison and coordinator for the PHA partnership with the University's Sexual Assault prevention and education.
 - h. Oversee the CARE Sisters program.
- E. The Director of Interfraternal Relations and Member Development shall:
- a. Serve as the coordinator for the Sorority and Fraternity Life Awards Banquet.
 - b. Serve as a coordinator for joint events with National Pan-Hellenic Council, Multicultural Greek Council, and the Interfraternity Council.
 - c. Be responsible for developing and implementing programs to promote Interfraternal Relations.
 - d. Serve as the coordinator of New Member Education (or any new member orientation program) each fall, holding at least one New Member Educator advisory roundtable each semester.
 - e. Responsible for presiding over the selection committee and awarding the LDST 301 scholarships with the assistance of the advisor.
 - f. Oversee the approval of each chapter's bid day themes for the Fall and Spring semester.
 - g. Assistant Position: New Member Coordinator
 - i. Appointed by the Director of Interfraternal Relations and Member Development through an application and interview process held in the spring semester.
 - ii. New Member Coordinator shall:
 - 1. Operate beneath and be appointed by the Panhellenic Director of Interfraternal Relations and Member Development at the beginning of the Spring semester.
 - 2. Be a New Member of any of the Panhellenic chapters at the time of appointment.
 - 3. Establish educational and current content to be shared with new members, specifically regarding Panhellenic and its relationship with new members, utilizing the social media and a monthly new member newsletter.
 - 4. Oversee a committee of one new member from every chapter that meets once a month.

5. Attend one Panhellenic Executive Board meeting and one General Assembly meeting per month.
6. Not participate in Fall Formal Recruitment on the Panhellenic Executive Board level and instead will work with their chapter.

F. The Director of Scholarship shall:

- a. Directly supervise the activities of the Scholarship Chairs and hold at least one roundtable per semester with the chapter scholarship chairs.
- b. Serve as Panhellenic Association liaison to appropriate campus academic organizations.
- c. Coordinate the Scholar of the Month recognition.
- d. Responsible for presiding over the selection committee and awarding the scholarships from the KU Panhellenic Leadership Development Fund with the assistance of the advisor.

G. The Director of Philanthropy and Community Service shall:

- a. Directly supervise the activities of the Community Service and Philanthropy chairs.
- b. Serve as a liaison between local and national philanthropic and service organizations and the Panhellenic Association.
- c. Be responsible for the organization and implementation of Philanthropy and Community Service Program for the Panhellenic Association, including coordination of philanthropic and community service events sponsored by the Panhellenic Association. Communicate with Sorority & Fraternity Life council advisors in coordinating Sorority & Fraternity Community Partnership.
- d. Be responsible for educating incoming community service chairs on the definition of community service and how to accurately approve service hours.
- e. Maintain the responsibility for overseeing Crowd Change information.
- f. Meet with the Philanthropy chairs of each chapter to develop and coordinate a calendar of philanthropies each Spring and Fall term in order to promote these events.
- g. Approve date and time of chapter philanthropy events.
- h. Keep track of all community service hours for Community Standards purposes.
- i. Hold at least one community service and philanthropy roundtable per semester with the community service and philanthropy chairs from each chapter.
- j. Serve as a liaison between the Panhellenic Association and the Panhellenic philanthropic program, Circle of Sisterhood.
- k. Organize one event each semester to benefit the Circle of Sisterhood and promote knowledge of the cycle of poverty and oppression inherent in worldwide education inequality. The planning and execution of the event should have participation from members of each chapter.
- l. Approve details of chapter service events.
- m. Serve on the advisory board of CCO.

H. The Director of Judicial Affairs shall:

- a. Serve as Chief Justice of the Panhellenic Judicial Board.
 - b. Hold focus group meetings as deemed necessary with the chapter risk reduction chairs and the Chapter Presidents.
 - c. Coordinate the council's judicial program and follow specific judicial procedures set by NPC.
 - d. Enforce and ensure the completion of sanctions.
 - e. Conduct Judicial Board and Recruitment Counselor training sessions as deemed necessary.
 - f. Provide chapter presidents and council delegates with written and electronic copies of judicial procedures.
 - g. Educate the council on the judicial procedures for all Judicial Board matters.
 - h. Visit chapters as deemed necessary in conjunction with the council to educate the community on social and hazing policies and procedures to follow when violations occur.
 - i. Maintain current (reviewed and approved within the past two years) versions of the council mission statement, code of ethics, position statements and resolutions, judicial policies, bylaws, recruitment policies, and other important policy or rules documents.
 - j. Attend roundtables as deemed necessary for chapter risk management and social chairs.
 - k. Oversee incident reports submitted through Rock Chalk Central, follow the filing process, and respond to the incidents.
 - l. Support chapter recruitment chairs in developing and approving appropriate recruitment plans, videos, outfits, budgets and decorations.
 - m. Maintain current copies of the University of Kansas Panhellenic Association Bylaws and Standing Rules.
- I. The Director of Equity, Inclusion, Diversity, and Access shall:
- a. Coordinate at least one speaker during their term to help educate the community on pressing issues regarding equity, inclusion, diversity and access.
 - b. Work with the Directors of Recruitment to oversee recruitment logistics to help make recruitment as equitable as possible.
 - c. Promote cultural events on/off campus.
 - d. Create and oversee an Equity, Inclusion, Diversity, and Access Committee that will be composed of at least one member from each chapter.
 - e. Work closely with SAPEC and the Emily Taylor Center.
 - f. Create resources and educational materials for Potential New Members prior to Formal Recruitment.
 - g. Develop and distribute an informational newsletter at least three times per semester to be distributed to the Panhellenic community.
 - h. Perform all other duties pertaining to this office.
- J. The Director of Recruitment Programming shall:
- a. Set schedule for Work Week and Fall Formal Recruitment
 - i. Chapter Schedule

- ii. PNM Schedule
 - iii. Panhellenic Executive Board Schedule
- b. Create programming for SFL Experience Day and Orientation
- c. Assign Panhellenic Executive Board tasks during work week and Fall Formal Recruitment
- d. Lead Recruitment Roundtables for DORs
- e. Review PNM Bill of Rights
- f. Communicate with RFM Advisor
- g. Create budget with the Vice President
- h. Work with the Director of Public Relations on Guidebook, recruitment marketing materials, and recruitment merchandise.
- i. Lead PNM Orientation
- j. Coordinate all schedule changes and list submission deadlines during Fall Formal Recruitment
- k. Work closely with the other two Directors of Recruitment
- l. Assistant position: Formal Recruitment Assistant
 - i. Appointed by all three Directors of Recruitment through an application and interview process held in the Spring semester.
 - ii. Formal Recruitment Assistant shall:
 - 1. Work with the recruitment team with a focus on:
 - a. GPA and transcripts approval
 - b. Room Booking
 - c. Residence Halls
 - d. Rest Stops
 - e. Campus Director navigation
 - f. Mass Communications
 - g. Dining

K. The Director of Recruitment Personnel shall:

- a. Mediate PNM/Parent relations and communications via email and phone.
- b. Coordinate conflict schedule management with PNM's.
- c. Work with SFL Staff on logistical aspects of Recruitment, including but not limited to: My Campus Director, PNM Groups, Recruitment Counselor Groups, etc.
- d. Work closely with the Director of Recruitment Counselors to make PNM and Recruitment Counselor programming cohesive.
- e. Support the Director of Recruitment Counselors at morning and night Recruitment Counselor meetings.
- m. Delegate PNM schedules

- n. Be the direct contact for PNMs and parents during Continuous Open Recruitment (COR).
- o. Coordinate events to support chapters participating in COR as needed.
- p. Work closely with the other two Directors of Recruitment
- q. Assistant position: Continuous Open Recruitment Assistant
 - i. Appointed by all three Directors of Recruitment through an application and interview process held in the Spring semester.
 - ii. Continuous Open Recruitment Assistant shall:
 - 1. Work with the Recruitment team with focus on COR Events

L. The Director of Recruitment Counselors shall:

- a. Be responsible for the development and implementation of the Panhellenic Association Recruitment Counselor Program, including selection and training of Recruitment Counselors
- b. Hold at least two training sessions prior to the beginning of Fall Formal Recruitment. These may take place in the spring or summer.
- c. Work closely with the other two Directors of Recruitment
- d. Conduct work week training for Recruitment Counselors. May include guest speakers, the other two Directors of Recruitment, the President, the Director of Judicial Affairs, Director of Health and Safety, and the Director of Equity, Inclusion, Diversity, and Access.
- e. Serve as the liaison between the chapters and the Recruitment Counselors
- f. Carry out the recruitment counselor education program
- g. Create the Recruitment Counselor application; organize and conduct recruitment counselor interviews
- h. Create summer Recruitment Counselor PNM pairs and implement Panhellenic Positive Contact set forth by NPC.
- i. Create Recruitment Counselor pairs as well as PNM groups for Fall Formal Recruitment
- j. Create hotel room assignments for Recruitment Counselors during Fall Formal Recruitment and coordinate with the Vice President.
- k. Assistant Position: Head Recruitment Counselor
 - i. Appointed by the Director of Recruitment Counselors through an application and interview process held concurrently with the Recruitment Counselor application and interview process.
 - ii. Head Recruitment Counselor(s) shall:
 - 1. Work with the Director of Recruitment Counselors with a focus on:
 - a. Implementing training programs
 - b. Communicating with recruitment counselors
 - c. Assisting the Director of Recruitment Counselors in daily tasks and duties.

Section 9: Other Officers

- A. Members of the Panhellenic community may be appointed to hold various positions as needed throughout the year. This will be done on a by-need basis supervised by the Panhellenic President and the director that oversees those matters in question.

Article V: The Panhellenic Council

Section 1: Authority

The governing body of the University of Kansas 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 Kansas Panhellenic Association including, but not limited to: annually review and adjust total as needed; determine dues; approve the annual budget; consider extension; set a calendar of events; determine programming; and establish recruitment rules and recruitment style. The Panhellenic Council shall also have the authority to adopt rules governing the Panhellenic Association that do not violate the sovereignty, rights and privileges of member women's fraternities. If a group commits an act blatantly detrimental to the University of Kansas Panhellenic Association, the executive board holds the right to handle the action accordingly under the judicial process.

Section 2: Composition and Privileges

The University of Kansas Panhellenic Council shall be composed of one delegate from each regular, provisional, and associate member group at the University of Kansas as identified in Article III. The delegates shall be voting members of the Panhellenic Council except as otherwise provided in Article III of these bylaws. If a delegate is not present, 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

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

Section 4: Delegate Absences

When a delegate vacancy occurs, it shall be the responsibility of the fraternity affected to select a replacement within three weeks and to notify the Panhellenic Association Vice President of her name before the General Assembly meeting. Exceptions to be decided by the Panhellenic Association President. If a chapter is not represented at General Assembly and does not have prior excusal, the Chapter President will be notified and the Panhellenic Delegate must have an informal discussion with the Director of Judicial Affairs. If this is a repeated offense, a mediation will occur.

Section 5: Regular Meetings

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

Section 6: Annual Meeting

The annual meeting of the Panhellenic Council shall be held during the first two weeks 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: Quorum

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

Section 8: Vote Requirements

- A. Proposed votes 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 newly establishing chapter plan and for all extension-related votes. All other votes, unless specified in these bylaws, shall require a majority vote for adoption.

Section 9: Philanthropy

- A. The official philanthropy of the University of Kansas Panhellenic Association is Circle of Sisterhood.
- B. The Director of Philanthropy and Community Service will work with Circle of Sisterhood to plan and execute at least one community-wide event per semester to raise awareness and proceeds for Circle of Sisterhood.
 - a. Proceeds will go to Circle of Sisterhood.
 - b. Events will promote awareness of global education equality and the issues inherent therein.

Section 10: Roundtables

- A. If a chapter is not represented at a roundtable, without prior approval from the corresponding council member, the Chapter President will be notified to come in for an informal discussion with the Director of Judicial Affairs. If this is a repeated offense, a mediation will occur.

Article VI: The Executive Board

Section 1: Composition

The composition of the Executive Board shall be: President, Vice President, Director of Public Relations, Director of Health & Safety, Director of Recruitment Programming, Director of Interfraternal Relations and Member Development, Director of Scholarship, Director of Philanthropy and Community Service, Director of Judicial Affairs, Director of Recruitment Personnel, Director of Recruitment Counselors, and Director of Equity, Inclusion, Diversity, and Access.

Section 2: Duties

The Executive Board shall administer routine business between meetings of the Panhellenic Council and such other business as has been approved for action by Panhellenic Council vote. At regular meetings of the Panhellenic Council, the Vice President of the Executive Board shall report all action it has taken and record the action in the minutes of that meeting. The Executive Board shall also work with the Panhellenic Association Executive Board and advisor(s) in all matters pertaining to the University of Kansas Panhellenic Association, prepare turnover documents for the next officer, and perform all other duties as assigned. The President shall maintain six (6) office hours per week; the Vice President will maintain four (4) office hours per week, and the other Directors shall maintain three (3) office hours per week.

Section 3: Regular Meetings

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

Section 4: Special Meetings

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

Section 5: Quorum

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

Section 6: Stipends

- A. The Panhellenic President will receive a stipend of \$600.00 per semester and \$200.00 for the summer while in office. The Vice President will receive a stipend of \$500.00 per semester while in office. The Director of Judicial Affairs will receive a stipend of \$450.00 per semester and \$200.00 for the summer while in office.
- B. The Directors of Recruitment Programming, Recruitment Personnel, and Recruitment Counselors will each receive a stipend of \$450.00 per semester and \$450.00 for the summer while in office.

- C. All other Directors will receive a stipend of \$450.00 per semester while in office.
- D. Summer stipends shall be awarded contingent upon an evaluation of the officer's contributions over the summer by the Panhellenic Advisor and Panhellenic President.
 - a. The exception to this is the President, whose summer stipend shall be contingent on evaluation by the Panhellenic Advisor and Panhellenic Vice President.
- E. The giving of these stipends to each individual on the Panhellenic Executive Board can be put up for review by the Panhellenic President and/or SFL Staff if the requirements of serving on the Panhellenic Executive Board are not met.
- F. All stipend amounts will be up for review during the Fall semester every two years and will be reviewed again in Fall 2023. A committee consisting of the Panhellenic President, the Vice President, two chapter representatives, and two chapter presidents will review proposals which will then be submitted to the Council.

Article VII: The Panhellenic Advisor

Section 1: Appointment

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

Section 2: Authority

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

Article VIII: Committees

Section 1: Standing Committees

- A. The standing committees of the University of Kansas Panhellenic Association shall be the Judicial Board, Recruitment Counselors, Equity, Inclusion, Diversity, and Access committee, and New Member Development committee.
- B. The standing committees shall serve for a term of one year, ending when they are replaced by their successors.
- C. Membership
 - a. All members must be in good standing in their respective chapters prior to election and maintain it throughout their term.
 - b. Members from women's fraternities holding regular membership in the University of Kansas Panhellenic Association.

Section 2: Appointment of Committee Membership

The Executive Board shall appoint members and chairpersons of all standing and special committees, except as provided otherwise in these bylaws, and, in making these appointments,

recognize fair representation from all member women fraternities as much as possible. The president shall be an ex-officio member of all committees except the Judicial Board.

Section 3: Judicial Board

The Judicial Board shall consist of the Director of Judicial Affairs as Chief Justice and a designated number of Judicial Board members the Director of Judicial Affairs feels suitable for their term. The Panhellenic advisor shall serve as a non-voting ex-officio member. Judicial Board members shall participate in training to be educated about the purpose of the board, the rules and regulations the Judicial Board will monitor, the procedures to be followed, proper questioning techniques, the rights of the charged organizations, evaluating evidence, and deliberations and sanctioning. The Judicial Board shall educate member fraternities about the Panhellenic judicial procedure. It shall be the Judicial Board's duty to hold a hearing to adjudicate all alleged violations of the NPC Unanimous Agreements and the Bylaws, Code of Ethics, standing rules and membership recruitment regulations of the University of Kansas Panhellenic Association that are not settled informally or through mediation. The hearing shall be conducted by the entire Judicial Board unless the 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: Recruitment Counselors

- A. Membership: Recruitment Counselors shall be overseen by the Director of Recruitment Counselors and composed of Recruitment Counselors from every chapter of The University of Kansas Panhellenic Association.
- B. Duties: It shall be the duty of the Recruitment Counselors to assist Potential New Members from the beginning of registration through the formal recruitment process.
- C. Selection:
 - a. The Directors of Recruitment, SFL staff, the President, and Vice President of the Panhellenic Association will conduct the selection of recruitment counselors.
 - b. Each Panhellenic chapter must have a minimum of 5% of their active chapter women apply for recruitment counselor positions, unless previously discussed and approved with the Director of Judicial Affairs.
 - c. Failure to submit the required number of applications will result in a judicial board mediation.
 - d. A minimum of two (2) recruitment counselors will be accepted from each chapter when possible, which may include previous recruitment counselors.
 - i. Previous recruitment counselors are required to repeat recruitment counselor training.
 - e. A recruitment counselor must have been involved as a chapter member in a minimum of one (1) Fall Formal Recruitment at the University of Kansas.
 - f. A recruitment counselor must dissociate from their respective chapters in a timely fashion according to NPC policy.
 - i. Recruitment counselors will disaffiliate from their chapters on social media platforms the day Fall Formal Recruitment Registration opens and completely disaffiliate 30 days prior to the first recruitment event until Bid

Day. Recruitment counselors will not communicate with chapter members, chapter advisors, chapter alumnae or any personnel assisting with chapter recruitment about Potential New Members, other chapters, or any other business discussed during recruitment. Recruitment counselors and their chapters will not reveal their chapter affiliations and must remain neutral at all times. Recruitment counselors may not speak unfavorably of any chapter or individual. Recruitment counselors will not attend any chapter recruitment workshops and will not be penalized for not doing so.

- g. A recruitment counselor must be an active member of a chapter.
- h. No current chapter president or chapter Director of Recruitment may be a recruitment counselor.
- i. A recruitment counselor must be a student at the University of Kansas during their entire term.
- j. Recruitment counselors may be students at the KU Medical Center.
- k. Recruitment Counselors must abide by the Positive Panhellenic Contact set forth by NPC.
- l. Recruitment Counselors must complete two training sessions led by the Director of Recruitment Counselors prior to the beginning of Fall Formal Recruitment as well as attending work week training sessions.
- m. Recruitment Counselors must stay in hotels during recruitment week unless determined otherwise by the Director of Recruitment Counselors.
- n. Any recruitment counselor, including the head recruitment counselor, who does not meet the expectations set before them will be asked to vacate their position.

Section 5: Diversity and Inclusion

The Panhellenic Association Equity, Inclusion, Diversity, and Access Committee shall consist of the Director of Equity, Inclusion, Diversity, and Access and at least one member from each Panhellenic chapter. The Equity, Inclusion, Diversity, and Access Committee shall operate through weekly meetings conducted by the Director of Equity, Inclusion, Diversity, and Access. Committee members are charged with: relaying given educational material to their respective chapters, identifying programs and resources for our leadership and members, keeping our community up to date on current events, and discussing and brainstorming action plans that relate to topics that could be improved on.

Section 6: New Member Development

The New Member Development Committee shall consist of one new member representative from each Panhellenic chapter. The New Member Development Committee shall operate through monthly meetings conducted by the New Member Development Coordinator. Committee members are charged with: informing the New Member Development Coordinator of the current events of their respective chapters, creating a comprehensive New Member schedule complete with each chapter's events and philanthropies for each month of the academic year, and maintaining a line of communication between the New Member Development Coordinator and each of the Panhellenic chapters.

Section 7: Other Committees

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

Article IX: Finances

Section 1: Fiscal Year

The fiscal year of the University of Kansas Panhellenic Association shall be from August 1 to July 31, inclusive.

Section 2: Contracts

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

Section 3: Checks

All checks issued on behalf of the University of Kansas Panhellenic Association shall bear the Vice President's or President's signature. The Formal Recruitment account may also be signed by the Director of Recruitment Programming with pre-approval by the Vice President or President..

Section 4: Payments

All payments due to the University of Kansas Panhellenic Association shall be received by the Vice President, who shall record them. Checks for payments shall be made payable to the University of Kansas Panhellenic Association or KU Panhellenic Recruitment. Chapters shall have 14 calendar days to pay fines incurred.

Section 5: Dues

- A. NPC College Panhellenic dues shall be paid yearly as invoiced by the NPC office.
- B. Panhellenic Association membership dues shall be an assessment per member and new member.
 - a. The amount of such dues for the next academic year shall be determined by the Panhellenic Council no later than February of that year.
 - b. The amount of such dues is calculated as the ratio of total budgeted expenses for the academic year to the number of total active members.
 - c. The dues of each Panhellenic Association member fraternity shall be payable annually.

Section 6: Fees and Assessments

- A. All fines from Formal Recruitment collected by the Panhellenic Council will be distributed and used towards educational, philanthropic, or scholarship purposes. The

Panhellenic Executive board will formulate a proposal of how to specifically use the money and propose it to the Delegates at General Assembly to be voted on.

- B. Fees, fines, and assessments must be paid in accordance with the timeline set by the Panhellenic Council or the chapter shall be placed under financial probation. Financial probation shall be defined as the chapter losing its vote in council meetings until all outstanding debts are settled. If after two weeks of financial probation standing, the chapter has continually failed to settle debts, the chapter's President and Treasurer must meet with the PHA Vice President and Director of Judicial Affairs to determine a payment plan. If the payment plan is not fulfilled, the chapter will be sent to mediation.

Section 7: Overspending

- A. No Director shall overspend their budget
 - a. The Budget is defined as the financial allowance for each director created by the Vice President during the Spring semester and voted on by the General Assembly.
- B. A budget shall be considered overspent when its total expenditures exceeds the sum of its total line items.
- C. Directors are required to check with the Vice President if they wish to overspend their line item.
- D. No line items shall be overspent by a Director unless approved by the Vice President and President, and the Director has not exceeded other line item expenditures allocated within their budget.
 - a. The Vice President and President must agree to deduct from other line items of a Directors budget.
- E. The General Assembly may, by a 2/3 vote, allow a Director exemption from this policy. Any such exemption must indicate the amount the Director may overspend, its purpose for the over-expenditure, and an expiration date for this exemption.

Section 8: Misuse of Funds

- A. Misuse of funds shall be defined as using funds for unauthorized purposes, particularly for personal gain.
- B. Funds to be used outside of line items require pre-approval from the Vice President and President.
- C. Should a Director be found to be misappropriating funds, they will be called in for an informal discussion with the President and Vice President and subject to consequences deemed appropriate for the situation.

Article X: Extension

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

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

Section 2: Voting rights

Only regular members of the University of Kansas Panhellenic Association shall vote on extension matters.

Article XI: Violation Resolution

Section 1: Violation

Chapters shall be held accountable for the conduct of their individual collegiate and alumnae members. Conduct contrary to the NPC Unanimous Agreements, these bylaws, the Panhellenic code of ethics, standing rules and/or membership recruitment regulations of the University of Kansas 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 Kansas 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 Kansas Panhellenic Association shall follow all NPC Unanimous Agreements concerning the judicial process found in the Manual of Information.
- B. Judicial Board hearing. When a violation is not settled informally or through mediation, the Judicial Board shall resolve the issue in a Judicial Board hearing. The Panhellenic Council shall follow all NPC Unanimous Agreements concerning Judicial Board hearings found in the Manual of Information.
- C. Appeal of Judicial Board decision. A decision of the Judicial Board may be appealed by any involved party to the NPC College Panhellenics Judicial Appeal Committee. The University of Kansas Panhellenic Association shall follow all NPC Unanimous Agreements concerning the appeals process found in the Manual of Information.

Article XII: Risk Management

Section 1: Hazing

- A. Per the National Panhellenic Conference Unanimous agreements Panhellenic supports all efforts to eliminate hazing.
- B. The Panhellenic Association, chapters, and its members are expected to abide by the University of Kansas Anti-Hazing Policy.

- C. The University of Kansas policy on and definition of hazing is provided in the Code of Student Rights and Responsibilities, Article 22. Section A # 2, which states:
- a. “Engages in hazing of another person for the purpose of initiation or admission into, affiliation with, or continuation of membership in any organization operating under the sanction of the University. Hazing includes, but is not limited to, any action, activity or situation which recklessly, negligently or intentionally endangers the mental or physical health, welfare or safety of a person, creates excessive fatigue, sleep deprivation, mental or physical discomfort, exposes a person to extreme embarrassment or ridicule, involves personal servitude, destroys or removes public or private property, or implicitly or explicitly interferes with the academic requirements or responsibilities of a student. It is presumed that hazing is a forced activity regardless of the apparent willingness of an individual to participate in the activity. Apathy or acquiescence in the presence of hazing is not neutral; both are violations of this rule.”

Section 2: Fire Health & Safety

- A. Chapters are required to schedule a fire safety presentation by the Lawrence Fire Department once per academic year. The presentation must be given at a meeting in which all live-in members are present.
 - a. All chapter facilities should meet all local fire and health codes and standards.
 - b. The possession and/or use of firearms or explosive devices of any kind within the confines and premises of the chapter house is explicitly forbidden.

Section 3: Events with Student Organizations and Fraternities

- A. NPC member organizations agree to advise their collegiate chapters to plan or participate in events with men’s fraternities and other student organizations only when those men’s fraternities and other student organizations are not suspended for reasons of organizational misconduct and are:
 - a. Men’s fraternity chapters or colonies recognized and in good standing with both their inter/national organization and the college/university; or
 - b. Men’s fraternity chapters or colonies recognized and in good standing with their inter/national organization, but which have voluntarily withdrawn from recognition by the college/university with no disciplinary action pending, or have had recognition denied or rescinded by the college/university for reasons other than organizational misconduct; or
 - c. Men’s fraternity chapters or colonies recognized and in good standing with their inter/national organization, but where the entire Interfraternity Council community lacks recognition from the college/university; or
 - d. Local fraternities and other student organizations recognized and in good standing with the college/university.

- B. NPC member organizations agree to advise their collegiate chapters that the planning and execution of any event with a men's fraternity or other student organization shall:
 - a. Reflect positively on the sorority experience and support NPC's shared values; and
 - b. Be conducted with men's fraternities and student organizations whose members respect the dignity and safety of the Panhellenic community and its individual members.

Article XIII: Philanthropy and Community Service

Section 1: Philanthropy

- A. Philanthropy is defined as an event or program where participants raise awareness, money, and/or goods to directly benefit an organization or group of people. Only 20% of the resources collected will be used to cover the cost of the event in any way. Those who plan the event will not use the resources collected for personal disposal. Philanthropy is meant for humanitarian purposes to promote recognition of those receiving the resources, not of the people planning the event.
- B. Philanthropy Event
 - a. Each chapter is expected to hold one philanthropy event per semester with at least 75% of members participating.
 - b. Philanthropy Notification Forms (PNFs) are required for all chapter philanthropy events. All PNFs for the semester, found on Rock Chalk Central, must be turned in by the second Friday of the semester. The Director of Community Service and Philanthropy may make exceptions if a chapter requests an extension before the deadline has passed. The consequence for failing to submit all PNFs by the deadline will be a \$200 donation from the chapter to Circle of Sisterhood.
 - i. Philanthropy notification forms will be approved on a first come, first served basis by the Director of Philanthropy and Community Service.
 - ii. No two chapters will be approved for philanthropy events scheduled for the same day.
 - iii. No two chapters will be approved to hold similar philanthropy events within the same week.

Section 2: Community Service

- A. Community service shall be defined as the donation of time and services in the form of volunteering to benefit individuals within a community or the community as a whole. It will always be a hands-on activity where one is directly helping people in some capacity. Those providing service are considered volunteers and will not be paid for their efforts.
- B. This policy, Article XIII Section 2 Subsection B, is void for the Fall 2021 semester.
 - a. Each chapter is expected to coordinate two community service events each semester with a minimum of 75% of chapter members in attendance.

Documentation of these events shall be submitted to Rock Chalk Central, including both before event and reflection forms.

- b. The community services events are to be chosen from a list provided by the Director of Philanthropy and Community Service
 - c. This policy, Article XIII Section 2 Subsection B, will be re-evaluated on a per semester basis.
- C. Community Service Hours
- a. Each member must complete at least 5 of their 10 required community service hours in Douglas County.
 - b. All community service hours must be completed during the academic semester. Any hours completed during Summer or Winter break shall not count and should not be recorded unless it is a pre-approved service trip.
 - c. Hours served in a student organization shall not count towards the required number unless the hours are spent volunteering at a community service event. Those hours spent planning or organizing a philanthropic or community service event for a student organization shall not count.
 - d. Hours spent volunteering at a Panhellenic philanthropic event (ex., a chapter philanthropy event or Circle of Sisterhood) shall not count. Hours spent volunteering at an exterior organization's philanthropic event (ex., helping set up/working a 5k event for the Boys & Girls club) shall count.
 - e. Tabling for any event, whether community service or philanthropic, shall not count for community service hours. Tabling constitutes raising awareness, which falls under philanthropy.
 - f. The Director of Community Service and Philanthropy may make exceptions to the above provisions (a-e).
- D. Alternative Breaks and Service Trips
- a. Individuals who participate in Alternative Breaks shall receive up to 20 community service hours for participating in Alternative Breaks, even though they may not have taken place in Douglas County or been completed during an academic semester. Any community service hours completed during winter or summer break will count towards the following academic semester.
- E. Blood Drive
- a. Individuals must volunteer at a blood drive event or volunteer to help set up for a blood drive event to receive community service hours for the blood drive. A donation of blood or bone marrow shall not count for community service hours, as it is a tangible donation and is considered philanthropic.
- F. Dance Marathon
- a. Hours spent volunteering at the hospital and with the child/family outside of the hospital shall count as community service hours.
 - b. Hours spent setting up for the KUDM event shall count as community service hours. This is an exception to be made to above subsection C. Community Service hours, point d.
 - c. Hours spent participating in the dance marathon do not count because a monetary donation was made to attend the event, and is therefore considered participation in philanthropy.

- G. All chapter hours must be approved or denied by chapter service chairs on chapter Rock Chalk Central pages by a predetermined date found in the KU SFL Community Standards Program.
 - a. Failure to meet this expectation shall result in a Judicial Board mediation or hearing as determined by the Director of Judicial Affairs and the Judicial Board Manual.
- H. A maximum of 25 service hours will be credited to the chapter average for an individual member. If a member completes more than 25 service hours, they still count toward the chapter's total.
- I. For any chapters that do not complete the required number of hours (based on the 10 hours per member rule), the following punishments will occur.
 - a. First Semester that hours are not completed: An educational sanction determined by the Director of Judicial Affairs, dependent on the severity of the situation will be mandatory.
 - b. Second (consecutive) Semester that hours are not completed: In addition to a fine determined by the DOJA donated to Circle of Sisterhood, additional hours must be completed by every member of the chapter the following semester, number of hours will be determined by the Director of Judicial Affairs, dependent on the severity of the situation.
 - c. Third and above consecutive semesters that hours are not completed: mediation with Director of Judicial Affairs.
 - d. The Director of Judicial Affairs may make exceptions to any of the above provisions based on communication with chapter leadership.

Section 3: Event Regulation

There shall be no use or association of alcohol, drugs, inappropriate sexual conduct, or tobacco at any chapter or council community service or philanthropic event. Any event not held at the chapter facility must have the venue pre-approved by the Director of Health and Safety.

Article XV: Parliamentary Authority

The rules contained in the current edition of Robert's Rules of Order Newly Revised shall govern the University of Kansas Panhellenic Association in all cases to which they are applicable and in which they are not inconsistent with the NPC Unanimous Agreements, these bylaws and any special rules of order the University of Kansas Panhellenic Association may adopt.

Article XVI: Amendment of Bylaws

These bylaws may be amended at any regular or special meeting of the University of Kansas 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 XVII: Dissolution

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

STANDING RULES

Article I: Position Statements, Policies, Resolutions

Section 1: Public Displays of Inappropriate Behavior

WHEREAS, The current risk management policy does not provide a stance against public displays of inappropriate behavior.

WHEREAS, While inappropriate behavior in the community is degrading to those specific chapters, it is also degrading to the SFL community's view as a whole.

WHEREAS, SFL members should behave responsible and always keep in mind that they are representing themselves, their values-based organizations, and the entire University of Kansas Greek Community and should refrain from these actions.

THEREFORE BE IT RESOLVED, That the University of Kansas Panhellenic Association strongly discourages any form of public display of inappropriate behavior and encourages individual Panhellenic sororities to hold its members accountable if those members engage in public displays of inappropriate behavior. This includes but is not limited to chapter serenades, Rock Chalk Revue performances and/or serenades, philanthropic performances/serenades, and/or any performance or song at a chapter social event. Any inappropriate behavior can be defined as that which makes a member feel uncomfortable, is deemed discriminatory in any manner and/or does not align with the values of the Panhellenic community.

Section 2: Driving Under the Influence

WHEREAS, The current risk management policy does not provide a stance against public displays of inappropriate behavior.

WHEREAS, Not only is driving under the influence illegal, it is also dangerous and life-threatening to those involved and the general public.

WHEREAS, Panhellenic sorority members should hold themselves accountable and to higher standards of conduct and take steps to keep members and the general public safe.

THEREFORE BE IT RESOLVED, That the University of Kansas Panhellenic Association delegation strongly discourages any Panhellenic sorority woman from driving under the influence and encourages individual sororities to hold its members accountable if those members drive under the influence.

Section 3: Sexual Abuse/Harassment

WHEREAS, The current risk management policy does not provide a stance against sexual abuse or harassment.

WHEREAS, sexual harassment and abuse violates our principles and ideals, reflects poorly on our society, and results in physical, mental, and emotional trauma to victims and survivors.

WHEREAS, the University of Kansas Institutional Opportunity & Access policy clearly states, “Sexual harassment is a violation of professional ethics as well as a violation of federal and state law. Specifically, sexual harassment is a form of illegal discrimination in violation of Title VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, and the Kansas Acts Against Discrimination. University policy prohibits sexual harassment.”

WHEREAS, the University of Kansas Panhellenic Association abides by University of Kansas, local, state, and federal laws and policies regarding sexual harassment, abuse and assault.

THEREFORE BE IT RESOLVED, that the University of Kansas Panhellenic Association will not tolerate or condone any form of sexual harassment, assault or sexual abusive behavior by any chapter or any of its members, whether physical, mental, or emotional. This is to include any actions, which are demeaning to women or men including but not limited to all forms of rape, physical sexual abuse, and verbal harassment. If members become privy to any violation of this policy, it is their responsibility and duty to fellow Panhellenic members to report the violation to the Office of Institutional Opportunity and Access.

Section 4: Vandalism

WHEREAS, The current risk management policy does not provide a stance against vandalism.

WHEREAS, Vandalism is inconsistent with the goals and missions of the University of Kansas Panhellenic Association, its member sororities, and the University of Kansas.

THEREFORE BE IT RESOLVED, That the University of Kansas Panhellenic Association strongly discourages any form of public display of inappropriate behavior and encourages individual sororities to hold its members accountable if those members engage in public displays of inappropriate behavior.

Section 5: Safety Awareness

WHEREAS, The current risk management policy does not provide a stance regarding safety awareness.

WHEREAS, The SFL community strives to ensure that all of our chapters and members are safe.

THEREFORE BE IT RESOLVED, That the University of Kansas Panhellenic Association requires that all chapter houses meet all local fire and health codes and standards and strongly

encourages that members are always aware of their surroundings while also looking out for others.

Section 6: Social Functions on Weeknights

WHEREAS, The current risk management and scholarship policies do not provide a stance against hosting social functions on weeknights.

WHEREAS, The SFL Community's values hold scholarship and academic success as a main priority.

WHEREAS, Hosting a social function on a weeknight contradicts this value by potentially encouraging women to disregard their academic success for social reasons.

THEREFORE BE IT RESOLVED, that the University of Kansas Panhellenic Association discourages chapters from scheduling social functions on weeknights (Sunday-Wednesday nights), especially around Midterm and Final testing periods.

Section 7: New Member Class GPA Requirement

WHEREAS, The current scholarship policy does not provide a stance on New Member Class GPA requirements.

WHEREAS, scholarship is a pillar of the University of Kansas Panhellenic Association and our goal is to instill this pillar into the New Member Classes so that they can achieve academic success.

THEREFORE BE IT RESOLVED, That the University of Kansas Panhellenic Association strongly encourages chapters to adopt a minimum 2.5 GPA for New Member Classes.

Section 8: Minimum GPA Requirement for Chapter Officers

WHEREAS, The current scholarship policy does not require chapter officers to maintain a minimum GPA requirement that is equal or exceeding the All-Women's average.

WHEREAS, The SFL Community holds scholarship to be an essential value and chapter leadership should also hold and embody this value.

THEREFORE BE IT RESOLVED, We strongly encourage chapters have an officer minimum 3.0 GPA.

Section 9: Panhellenic Chapter Responsibilities in the Interfraternity Alcohol Policy

WHEREAS, Panhellenic women are often guests at registered KU fraternity chapter properties. As such, they have individual and organizational responsibility to follow the 2015 Interfraternity

Council bylaw which bans the possession and consumption of hard alcohol (13% or higher) while on the fraternity's property.

WHEREAS, While this behavior may be handled internally by the individual chapters, it does reflect poorly on the Panhellenic Community.

Whereas, Chapter leadership has a duty to hold their members accountable for their behavior, recognizing that their lack of care to follow the policy will reflect poorly on the entire Panhellenic Community.

WHEREAS, Panhellenic Sororities have a duty to educate and encourage their members to abide by the IFC Hard Alcohol Policy as well as their national membership organizations event guidelines. Organizations have a duty to be proactive in creating a healthier culture around drinking and alcohol use.

THEREFORE BE IT RESOLVED, That the University of Kansas Panhellenic Association supports that if Panhellenic women have contributed to a violation of the IFC Hard Alcohol Policy by possessing or consuming hard alcohol in a fraternity chapter house or on fraternity chapter property, a report of such violation may be made to the Panhellenic Judicial Board. Panhellenic Judicial Board will take no disciplinary action upon receiving a violation report, but may forward the violation report to the Panhellenic Sorority that is the subject of the violation report. Therefore The Panhellenic Executive Board will strongly recommend that individual chapters create formal policies that outline the actions that can be taken to discourage these activities. Furthermore, Panhellenic Judicial Board may ask for follow-up information from the chapter regarding the violation report; chapters are encouraged to provide such information if doing so does not violate the chapter's duties of confidentiality to its members.

Panhellenic Executive Board Responsibilities On the Interfraternity Hard Alcohol Policy

WHEREAS, The Director of Interfraternal Relations shall serve as the coordinator of New Member Education (or any new member orientation program) each fall.

WHEREAS, The Director of Health and Safety shall hold training sessions to educate and inform chapter leaders and individual members of the rules and regulations of their National Policy as well as the Panhellenic Association Policy which each chapter is required to follow.

THEREFORE BE IT RESOLVED The Directors of Health and Safety and Interfraternal Relations will work jointly to educate new members about the IFC Alcohol Policy and the alcohol culture at the University of Kansas. These positions will work jointly with the IFC councils to help maintain the level of education across all new members and councils.

Section 10: Discriminatory Behavior

WHEREAS the University of Kansas Panhellenic Association supports the National Panhellenic Conference statement against discrimination that was adopted in 2014, this statement being: “The National Panhellenic Conference (NPC), one of the world’s largest organizations advocating for women, is the umbrella group for 26 inter/national sororities. Federal law recognizes the right of college fraternities and sororities to maintain their single-sex membership policies. Consistent with that right, the 26 NPC sororities are organizations of women. NPC member organizations do not discriminate in membership selection on any basis prohibited by law.”

WHEREAS the University of Kansas complies with all applicable laws prohibiting discrimination, which are outlined in the University’s nondiscrimination notice available <https://policy.ku.edu/IOA/nondiscrimination>. The University of Kansas prohibits discrimination on the basis of race, color, ethnicity, religion, sex*, national origin, age, ancestry, disability, status as a veteran, sexual orientation, marital status, parental status, gender identity, gender expression and genetic information in the University’s programs and activities. *Pursuant to 20 U.S.C. 1681(a) (6) (A), social fraternities and sororities may limit membership on the basis of sex."

WHEREAS the University of Kansas Panhellenic Association desires to build a community that reflects diversity, equity, and inclusion within our sorority chapters. We strive to make our campus stronger through our commitment to promoting diversity and creating positive change within the Greek community. Women of all backgrounds make up the University of Kansas Panhellenic Association and each individual is celebrated for her perspectives, ideas and contributions to her organization and to our entire community.

THEREFORE BE IT RESOLVED the University of Kansas Panhellenic Association does not condone racism, homophobia, transphobia, xenophobia, classism, ableism, and other discriminatory behaviors and attitudes. Individual sororities are encouraged to educate (e.g. annual implicit bias training) and hold its members accountable if those members exemplify such behavior(s). If members become privy to any violation of this policy, it is their responsibility and duty to fellow Panhellenic members to report the violation to Student Conduct & Community Standards at the University of Kansas.

Article II: Panhellenic Association Social Event Best Practices

Section 1: Statement

- A. In accordance with the expressly stated position of the National Panhellenic Conference, it is not the place of the University of Kansas Panhellenic Association (PHA) to set or enforce policies or procedures regarding safety, risk management, and social policy. Instead, these responsibilities fall on each member chapter's inter/national organization.
- B. Therefore, the practices outlined in this Article of the Standing Rules of the University of Kansas Panhellenic Association are strongly advised by PHA, but cannot and will not be enforced or adjudicated by PHA. These practices are stated here solely to provide chapters with guidance in the interest of the safety and values of the Panhellenic community at the University of Kansas.
- C. If any statements, ideas, or sentiments appearing here ALSO appear in these Bylaws outside of Standing Rules Article II, KU PHA Recruitment Policies/Code of Ethics, NPC Unanimous Agreements, or any other documents that govern KU PHA, then any violations of such statements WILL be adjudicated by the Director of Judicial Affairs.
- D. All Panhellenic Association member chapters shall operate in a manner consistent with all University, local, state, and federal laws and policies concerning the sale, purchase, serving or consumption of alcohol.

Section 2: Purpose

- A. To promote responsible attitudes and behaviors at SFL social functions.

Section 3: Definitions

- A. Non-member: any person excluding new members, initiated members, and those members currently of alumnae status.
- B. Potential New Member: Any person not a member of a said fraternity or sorority or any persons not currently enrolled as a student at the University of Kansas who is seeking membership to a Panhellenic or Interfraternity Council chapter.
- C. Member: Any person that is a new member, initiated member, or of alumni status of a said fraternity or sorority.
- D. Social Event: Any chapter sponsored or co-sponsored event (i.e. functions and date parties) or at any other event an observer would associate with the fraternity or sorority that may involve the consumption, sale, possession or use of alcoholic beverages. It must be in compliance with any and all applicable laws of the state and a chapter's respective bylaws.
- E. Host: Any chapter or organization that plans, pays for, is invited to attend as a whole and/or participates in as a whole.
- F. Good Standing: When a PHA chapter has no outstanding fines, does not have an outstanding mediation and is not on any type of probation with PHA, their International

Organization, or the University of Kansas and has completed their student organization registration with the SILC office.

- G. Guest List: A list of members and/or guests invited to attend the event, including their names, indication of legal drinking age (i.e. yes or no), and any other relevant information.

Section 4: Event Management Guidelines

- A. No chapter funds should be used for the purchase of alcohol.
- B. Every participating Panhellenic chapter is equally responsible for the event regardless of the location. For joint events, non-Panhellenic organizations will be responsible for handling any incidents involving their members.
- C. No bulk quantity of common source alcohol should be purchased by the chapter (i.e. kegs or cases)
- D. The purchase of alcohol should in no way be undertaken or coordinated by members on behalf of the chapter. Each member that is 21 years of age, or older, should purchase alcohol for only himself/herself.
- E. Any function where the proceeds from the sale of alcohol are donated to a charitable organization, philanthropy or to the chapter itself are disadvised.
- F. Open Events, meaning those with unrestricted access by non-members of the fraternity, without specific invitation, where alcohol is present, are disadvised.
- G. A third party vendor or an off-premise location (i.e. bar, restaurant, hotel, bowling alley, etc.) should provide the “cash bar” service where the individual of-age consumer pays for each individual drink.
- H. Regarding guests:
 - a. Non-members should receive a specific invitation to attend the event. Their specific invitation is by means of being placed on a guest list.
 - b. There will be no joint guest lists between chapters.
 - c. No potential new member should be present.
 - d. No potential new member shall be present at any event with alcohol.
 - e. Co-Sponsoring events shall consist of no more than four chapters. Events with five or more chapters are disadvised.
 - f. Sober Monitors are recommended at all types of events (alcoholic and non-alcoholic).
 - g. For any social event involving alcohol, safe transportation should be provided for all members and guests from the specified meeting location, venue and back.
 - i. Safe transportation should be provided from the chapter house or designated chapter meeting location to and from the event for all chapter members and guests.

Section 5: Guidelines Specific for Events With Alcohol

- A. Panhellenic Chapters should not co-sponsor a social function with alcohol at any Interfraternity Council chapter facility.

- B. Chapters should check identification before or upon entering the venue location and designate those who are of legal drinking age from those who are not (i.e. with wristbands).

Section 6: Appearance

- A. Items will not be displayed that can be considered as racial, sexist, or insensitive by any ethnic group. All images, marketing, and communication must be consistent with Panhellenic values and portray an overall positive image. These items include but are not limited to: banners, t-shirts, billboards, signs, house party themes, website material, etc.

Section 7: Third Party Vendor Event Guidelines

- A. When an event utilizes a third party vendor/caterer, the host chapter(s)-should ensure in accordance with their inter/national organization(s) that the third party is responsible for matters including, but not limited to:
 - B. Providing proper licensing by the appropriate state or local authority.
 - C. General liability insurance bond/policy.
 - D. Agreeing in writing to cash sales only for drinks at market value, collected by the vendor, during the event.
 - E. Assume in writing all the responsibilities that any purveyor of alcoholic beverages would assume in the normal course of business.
 - F. Checking for age 21 identification and clearly marking those of legal drinking age with a wristband.
 - G. Not serving minors.
 - H. Not serving individuals who appear intoxicated.
 - I. Maintaining control and distribution of all alcoholic beverages.
 - J. Removing all remaining alcohol at the end of the event.
 - K. Removing all alcohol from the premises.

Section 8: Security

- A. Paid, professional security guards are recommended in the following ratio:
 - a. 1 security guard recommended for 1-99 people
 - b. 2 security guards for 100-200 people
 - c. 3 security guards for 201-300 people
 - d. 4 security guards for 301-400 people
 - e. 5 security guards for 401-500 people
 - f. 7 security guards for 501-600 people
 - g. 8 security guards for 601-700 people

Section 9: Sober Monitor Guidelines

- A. Sober Monitors should remain sober before, during and after the event.
- B. Sober Monitors are recommended in the following ratio:
 - a. 1 sober monitor recommended for 1-99 people
 - b. 2 sober monitors for 100-200 people

- c. 3 sober monitors for 201-300 people
- d. 4 sober monitors for 301-400 people
- e. 5 sober monitors for 401-500 people
- f. 7 sober monitors for 501-600 people
- g. 8 sober monitors for 601-700 people

Section 10: Food and Non-Alcoholic Beverages

- A. A reasonable quantity of non-alcoholic beverages and food shall be provided in a visible location through the duration of the function.

Section 11: Guest Lists

- A. All events should have a guest list.
 - a. A guest list is prepared prior to the event and contains the names of all members and guests attending the event.
 - b. A guest list is not a sign-in list. The student directory is not a guest list. A chapter membership list is not a guest list.
 - c. The purpose of the guest list is to limit attendance to those persons who know a member and to have a witness list in the event something does occur which may end up in court two or more years later.
- B. A copy of the “guest list” of invited individual guests' names should be maintained and monitored at the door or entry to the function.
- C. Only persons on the “guest list” should be granted admission into a function where alcohol is present. Each individual guest’s identity should be verified with an appropriate ID. Persons who will be consuming alcohol at the function must demonstrate that they are of legal drinking age with a government issued ID.

Article III: New Member Education

Section 1: LDST301

- A. The University of Kansas Panhellenic Association will mandate New Member Education in the form of a university course titled LDST 301: It’s On Us: Gender Based Violence Prevention.
 - a. LDST 301 is a small, group discussion based course addressing the individual and societal impacts of gender based violence, including: consent, alcohol safety, and social justice.
 - b. LDST 301 is an 8-week one credit hour course; however, it can be taken for zero credit at no cost to a new member if there is a financial need.
 - c. Women participating in Fall Formal Recruitment will have two semesters to enroll in the course: the fall semester they go through recruitment and the spring semester directly following. However, classes in the spring will be limited.
 - d. Women participating in Continuous Open Recruitment have two semesters to

enroll in the course, these being the two semesters directly following the semester in which they accepted a bid to their respective chapter.

Section 2: Completion Requirement

- A. The Panhellenic Association requires that at least 80% of each chapter's new members must complete LDST 301 with a grade of B- or above.
- B. New members who are exempted by the Care Coordinator will not be included in calculating a chapter's percentage.
- C. If a chapter fails to meet this requirement, they will be brought to mediation.

Section 3: Exemption

- A. For women unable to take LDST 301, an explanation must be submitted to Merrill Evans, the Care Coordinator of SAPEC.
 - a. For women participating in Fall Formal Recruitment, this must be submitted by the beginning of the first day of classes.
 - b. For women participating in Continuous Open Recruitment, this must be submitted by Stop Day the semester they accept a bid.
 - c. Exemptions will be taken into consideration on a case by case basis.