Vanderbilt University Panhellenic Association Bylaws
(Updated December 2015)

Article I. Name

The name of this organization shall be the Vanderbilt University 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/college administration in concern for and maintenance of high social and moral standards.
4. Act in accordance with National Panhellenic Conference (NPC) Unanimous Agreements, resolutions and policies.
5. Act in accordance with such rules established by the Panhellenic Council as to not violate the sovereignty, rights and privileges of member women’s fraternities.

Article III. Membership

Section 1. Membership Classes

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

A. **Regular membership.** The regular membership of the Vanderbilt University Panhellenic Association shall be composed of all chapters of NPC fraternities at Vanderbilt University. 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 Vanderbilt University Panhellenic Association shall be composed of all colonies of NPC fraternities at Vanderbilt University. Provisional members shall pay no dues and shall have voice but no vote on all matters. A provisional member shall automatically become a regular member upon being installed as a chapter of an NPC fraternity.

C. **Associate membership.** Local sororities or national or regional non-NPC member groups may apply for associate membership of the Vanderbilt University Panhellenic Association. The membership eligibility requirements and the process for submitting an
application and approval of the application shall be determined by the Panhellenic Council. Associate members shall pay dues as determined by the College Panhellenic Council. An associate member shall have 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

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

Article IV. Officers and Duties

Section 1. Officers
The officers of the Vanderbilt University Panhellenic Association Executive Board shall be President, Vice President of Recruitment, Assistant Vice President of Recruitment, Vice President of Judicial Affairs, Vice President of Programming, Vice President of Administration, Vice President of Member Education, Vice President of Community Outreach

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 Vanderbilt University Panhellenic Association shall be eligible to serve as any officer.

B. **Provisional membership.** Members from women’s fraternities holding provisional membership in the Vanderbilt University Panhellenic Association shall not be eligible to serve as an officer.

C. **Associate membership.** Members from women’s fraternities holding associate membership in the Vanderbilt University Panhellenic Association shall not be eligible to serve as an officer.

Section 3. Selection of Officers
The offices of President, Vice President of Recruitment, Assistant Vice President of Recruitment, Vice President of Judicial Affairs, Vice President of Programming, Vice President of Administration, Vice President of Member Education, Vice President of Community Outreach of the Vanderbilt University Panhellenic Association shall be elected by application and interview of the chapter member by a representative of each chapter. The slated officers will be presented and voted on by the Panhellenic Council. (See Article V)

Section 4. Office-Holding Limitations
No more than one member from the same women’s fraternity shall hold office during the same term. In the event that a qualified candidate from eight separate chapters cannot be found, two members from the same chapter may be elected, pending a vote and approval by the Panhellenic Council.

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 no later than 6 weeks after Formal Recruitment.

Section 6. Removal
Any officer may be removed for cause by a vote of two-thirds of the Panhellenic Council.

Section 7. Vacancies
Vacancies shall be filled in the same manner of selection as provided in Section 3 of this article.

Section 9. Duties of Officers
A. The President shall:
   • Establish goals for Vanderbilt Panhellenic Life that reflect the needs of its members and its community, taking perspectives of chapters, executive boards, and other councils into account
   • Serve as leadership guidance for the Panhellenic Executive Board as well as in partnership with said Executive Board for the leadership of the Vanderbilt Panhellenic Community
   • Preside at all meetings of the Panhellenic Council and Executive Board
   • Serve ex-officio a member of all Panhellenic Association committees and responsible for Panhellenic Officer appointment of said committees.
   • Communicate actively with the Panhellenic advisor and Office of Greek Life.
   • Communicate actively with National Pan-Hellenic Council and Iterfraternity Council
   • Be familiar with the NPC Manual of Information and all governing documents of this association.
   • Ensure that the NPC annual report is completed.
   • Communicate regularly with the NPC area advisor.
   • Serve as liaison between Vanderbilt University Panhellenic Association and Vanderbilt University.
• Oversee transfer of responsibilities to the newly elected Panhellenic Executive Board.
• Represent the Panhellenic Council in the Greek Life Excellence Review Board for the Vanderbilt University Fraternity & Sorority Standards.

B. The Vice President of Recruitment shall:
• Perform the duties of the president in her absence.
• Shall be familiar with the NPC Manual of Information and all governing documents of this association.
• Manage the Membership Recruitment process to ensure the growth of the Panhellenic community.
• Uphold confidentiality and an unbiased and Panhellenic perspective of the Membership Recruitment process at all times.
• Maintain a complete and up-to-date Membership Recruitment Chair's file, which shall include but not be limited to recruitment guidelines, schedules, statistics, and minutes from recruitment committee meetings.
• Work in partnership with the Assistant Vice President of Recruitment in assisting tasks for Recruitment preparation and Recruitment event planning.
• Coordinate with the Assistant Vice President of Recruitment in Gamma Chi and PNM management

C. The Assistant Vice President of Recruitment shall:
• Serve as an assistant to the VP of Recruitment, participating in recruitment related task in accordance to the direction and discretion of the VP of Recruitment.
• Distribute Gamma Chi applications, conduct interviews, lead selection, and notify applicants of their position, coordinate meetings and training.
• In the Fall semester, plan and coordinate a training as well as bi-weekly group meetings with the Gamma Chis.
• Take attendance at meetings and mandatory events, and maintain frequent correspondence with the Gamma Chis to ensure a high level of communication.
• Act as a liaison between the Panhellenic Council and the Gamma Chis.
• In the Spring semester, hold at least one follow up meeting with all Gamma Chis to ensure active participation post the completion of the formal Recruitment process
• Attend all Panhellenic recruitment meetings with VP of Recruitment

D. The Vice President of Judicial Affairs shall:
• Educate the Panhellenic Association about the NPC rules and regulations, the Vanderbilt University Panhellenic Association Code of Ethics, Recruitment Standing Rules, and the Panhellenic Judicial Guidelines
• Attend mediations for all infractions.
• Serve as chairman of the Judicial Board and organize and attend meetings of the Judicial Board hearings.
• Compose memorandums of Initial CPH Violation Report forms, Mediation/Hearing Data Sheets, memorandums.
• Maintain contact with cited chapters and oversee enforcement of sanctions.
• Comply with the outlined procedures and duties in the Judicial Guidelines.
• Promote and maintain academic excellence in the Panhellenic community.
• Maintain current copies of the following: Vanderbilt University Panhellenic Association bylaws and standing rules; contracts executed on behalf of the Panhellenic Association; correspondence and materials received from the NPC area advisor; all College Panhellenic reports to NPC; and other pertinent materials.

E. The Vice President of Programming shall:
• Take an active role in the coordination of the Panhellenic Executive Council for campus wide events that the Panhellenic Executive Council would sponsor.
• Work in conjunction with a representative from Interfraternity Council and a representative of the NPHC council to coordinate Greek community wide events including but not limited to Greek Week, community service and philanthropy events.
• Facilitate and coordinate all other Panhellenic-sponsored events in the Nashville and Vanderbilt University communities.
• Organize the benefit schedule and rules with the Philanthropy Chairs of the individual Panhellenic chapters.

F. The Vice President of Administration shall:
• Keep an up-to-date roll of the members of Panhellenic Council.
• Record minutes of all meetings of the Vanderbilt University Panhellenic Council and the Executive Board.
• Maintain a complete and up-to-date file that includes the minutes of all meetings from the date of organization and current correspondence.
• Send meeting minutes to the NPC area advisor.
• Supervise the finances of the Vanderbilt University Panhellenic Association.
• Prepare the annual budget and, after its approval by the Panhellenic Council, provide a copy to each Vanderbilt University Panhellenic Association member fraternity.
• Receive all payments due to the Panhellenic Association, collect all dues and give receipts.
• Pay promptly the annual NPC dues and all bills of the Vanderbilt University Panhellenic Association.
• Maintain up-to-date financial records; give a financial report at each regular meeting of the Panhellenic Council and an annual report at the close of her term of office.
• Facilitate Panhellenic Scholarship process including applications and selections.
• Responsible for creation and management of Panhellenic Executive Board applications and slating in conjunction with Panhellenic Advisor.
G. The Vice President of Member Development shall:
- Serve as the primary person responsible for the overall enhancement of the Vanderbilt Panhellenic membership experience including but not limited to educational and career-focused programming.
- Work with Sisterhood Chairs to identify further opportunities for member experience improvement, especially in the time surrounding recruitment.
- Work to review all New Member Education programs with the Panhellenic Advisor and each chapter’s New Member Educator.
- Work with chapter New Member Educators throughout the education process.
- Work to review all New Member Education plans with the Panhellenic Advisor and chapter New Member Educators.
- Organize and Execute Vanderbilt Panhellenic Bid Day in January including but not limited to collecting bid day plans, organizing bus schedules, and more.
- Assist Greek Life Office in identifying Greek Member Experience opportunities.

H. The Vice President of Community Outreach shall:
- Work to increase awareness, understanding, and support of Panhellenic’s vision, mission, and accomplishments.
- Collaborate with respective Panhellenic officers on the creation of marketing, advertising strategies, and materials for the Panhellenic Council and its member chapters including but not limited to flyers, banner, posters, table tents, social media etc. to promote council events (i.e. Recruitment, Greek Week, and other community wide events) and responsible for said materials to be distributed in various venues on Vanderbilt’s campus and social media.
- Serve as a liaison to The Hustler by inviting newspaper staff to council events and writing press releases as needed.
- Work with Panhellenic Vice President of Administration to communicate with collaborators regarding co-sponsorships to ensure the proper usage of Panhellenic’s name.
- Serve as the primary panhellenic officer on community initiatives at the discretion of the President.
- Work in conjunction with a representative from Interfraternity Council and a representative of the NPHC council to coordinate Greek community wide newsletter.
- Work in conjunction with OGL Social Media Interns to ensure proper coverage of Panhellenic Council Executive Board and member chapter events.
- Work with the Office of Greek Life to coordinate and design publications and informational materials to be distributed to incoming students.
- Serve as Panhellenic photographer for council-wide events.
- Design and Order Panhellenic Apparel (including Gamma Chi, Executive Board, and Panhellenic Preview Day apparel).
- Assist chapters in properly publicizing open chapter events in accordance with Panhellenic and University policies.
Article V. Elections

Section 1. Application and Slating Process

A. Members from any NPC fraternity chapter at Vanderbilt may apply for any or all of the positions on the Vanderbilt Panhellenic Council Executive Board.

B. The current members of the Panhellenic Executive Board, the Panhellenic delegates of the chapters not represented on the Executive Board and the Greek Advisors shall individually interview applicants. Following the review of applications and interviews of all candidates, the Panhellenic Executive Board, delegates from chapters not represented on Executive Board and the Greek Advisors shall decide upon a recommended slate.

C. No chapter shall hold the position of Panhellenic Council President for two consecutive years.

D. Any applicant to the Executive Board must have participated in at least one year of recruitment with their member chapter.

Section 2. Voting Process

A. A proposed slate shall be presented to the chapter Presidents and the Panhellenic Delegates within one (1) week of the creation of the slate, and the slated women shall speak in favor of their candidacy at the designated Delegates' meeting.

B. Each Panhellenic Delegate shall submit their chapter vote on the slate at the regular Panhellenic Delegates meeting, two weeks after the presentation of the slate.

C. A two-thirds (2/3) majority of the voting members of the Panhellenic Council Delegates shall be required to adopt the slate for the following year.

D. In the event that the slate fails to pass, a meeting shall be held with chapter Presidents, Panhellenic Delegates, the current Panhellenic Council Executive Board, and all interested participants. At this meeting:
   ○ Nominations shall be taken from the floor for each position.
   ○ Each chapter President and the current Panhellenic Council Executive Board member shall have one vote.
E. The order of selection shall be as follows: President, Vice President of Recruitment, Vice President of Judicial Affairs, Vice President of Administration, Vice President of Programming, Assistant Vice President of Gamma Chis, Vice President of Member Development, and Vice President of Community Outreach.

F. The Panhellenic Advisor shall count votes and announce the winner, position by position.

Article VII. The Executive Board

Section 1. Composition
The composition of the Executive Board shall be the President, Vice President of Recruitment, Vice President of Judicial Affairs, Vice President of Administration, Vice President of Programming, Assistant Vice President of Gamma Chis, Vice President of Member Development, and Vice President of Community Outreach.

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 the next regular meeting of the Panhellenic Council, the Executive Board shall also report all action it has taken and record the action in the minutes of that meeting.

Section 3. Regular Meetings
Regular meetings of the Executive Board shall be held at a time and place established at the beginning of each academic term.

Section 4. Special Meetings
Special meetings of the Executive Board may be called by the president when necessary and shall be called by her upon the written request of three members of the Executive Board.

Section 5. Quorum
A majority of Executive Board members shall constitute a quorum for the transaction of business.

Article VIII. The Panhellenic Advisor

Section 1. Appointment
The Panhellenic advisor of the Vanderbilt University Panhellenic Association shall be appointed by the Vanderbilt University administration.

Section 2. Authority
The Panhellenic advisor shall serve in an advisory capacity to the Vanderbilt University Panhellenic Association. The Panhellenic advisor shall have voice but no vote in all meetings of the Panhellenic Executive Board and Panhellenic Council.

Article IX. Committees

Section 1. Standing Committees

A. The standing committees of the Vanderbilt University Panhellenic Association shall be the Judicial Board, Committee of Presidents, and Committee of Recruitment Chairs.

B. Term. The standing committees shall serve for a term of one year, which shall coincide with the term of the officers.

C. Quorum. Two-thirds of the committee members shall constitute a quorum for the transaction of business.

Section 2. Appointment of Committee Membership
The Panhellenic Council shall appoint members and chairmen of all standing and special committees, except as provided otherwise in these bylaws, and, in making these appointments, recognize fair representation from all member women fraternities as much as possible. The president shall be ex officio a member of all committees except the Judicial Board.

Section 3. Judicial Board
The judicial board shall consist of the Vice President of Judicial Affairs as chairman, three representatives from the Panhellenic Council, and the Panhellenic advisor shall serve as a nonvoting ex-officio member. The judicial board members shall participate in training to be educated about the purpose of the board, the rules and regulations the judicial board will monitor, the procedures to be followed, proper questioning techniques, the rights of the charged organizations, evaluating evidence, and deliberations and sanctioning. The judicial board shall educate member fraternities about the Panhellenic judicial procedure. It shall be the judicial board’s duty to hold a hearing to adjudicate all alleged violations of the NPC Unanimous Agreements and the bylaws, code of ethics, standing rules and membership recruitment regulations of the Vanderbilt University Panhellenic Association that are not settled informally or through mediation. The hearing shall be conducted by the entire judicial board unless Panhellenic Council adopts rules for the hearing to be conducted by a committee of the judicial board. The members of the judicial board shall maintain confidentiality throughout and upon completion of the judicial process.

Section 4. The Committee of Presidents
The Committee of Presidents shall consist of the Panhellenic President as chairman and each chapter president from each regular, provisional, and associate member. This committee shall
discuss the state of affairs of the community, make necessary decisions regarding the welfare of the community, etc.

Section 6. The Committee of Recruitment Chairs
The Committee of Recruitment Chairs shall consist of a chairman and one representative from each regular and provisional 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 7. Other Committees
Other such committees, standing or special, shall be appointed as deemed necessary by the Panhellenic Council.

Article X. Finances

Section 1. Fiscal Year
The fiscal year of the Vanderbilt University Panhellenic Association shall be from June 1st to June 1st inclusive.

Section 2. Contracts
Any Contracts would be executed by the University and Office of Greek Life Staff members. No executive board members may handle contracts.

Section 3. Payments
All payments due to the Vanderbilt University Panhellenic Association shall be received by the Office of Greek Life office assistant, who shall record them. Checks for payments shall be made payable to the Vanderbilt University Panhellenic Association.

Section 4. Dues

A. NPC College Panhellenic dues shall be paid yearly as invoiced by the NPC office.

B. Panhellenic Association membership dues shall be an assessment per member and new member.
   - The amount of such dues for the next academic year shall be determined by the Panhellenic Council no later than February of that year.
Article XI. Extension

Section 1. Extension is the process of adding an NPC women’s fraternity. The Vanderbilt University Panhellenic Association shall follow all NPC Unanimous Agreements and NPC extension guidelines found on the NPC website and in the Manual of Information.

Section 2. Voting rights
Only regular members of the Panhellenic Council shall vote on extension matters.

Article XII. 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 Vanderbilt University Panhellenic Association shall be considered a violation.

Section 2. Informal resolution
Members are encouraged to resolve alleged violations through informal discussion with the involved parties.

Section 3. Judicial process
If informal discussions are unsuccessful, the judicial process will be set in motion by filing a report of the alleged violation. The Vanderbilt University 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 Vanderbilt University Panhellenic Association shall follow all NPC Unanimous Agreements concerning the judicial process found in the Manual of Information.

B. Judicial Board hearing. When a violation is not settled informally or through mediation, the Judicial Board shall resolve the issue in a judicial board hearing. The Panhellenic Council shall adopt procedures in the standing rules for this purpose that are consistent with the NPC Unanimous Agreements.

C. Appeal of Judicial Board decision. A decision of the Judicial Board may be appealed by any involved party to the NPC College Panhellenics Judicial Appeal Committee. The Vanderbilt University Panhellenic Association shall follow all NPC Unanimous Agreements concerning the appeals process found in the Manual of Information.
Article XIII. Hazing

Section 1. Hazing
Per the Unanimous Agreements, the National Panhellenic Conference supports all efforts to eliminate hazing. All forms of hazing shall be banned.

Section 2. Definition of Hazing
The National Panhellenic Council Definition of Hazing: Hazing is defined as any action or situation with or without consent which recklessly, intentionally or unintentionally endangers the mental or physical health or safety of a student, or creates risk of injury, or causes discomfort, embarrassment, harassment or ridicule or which willfully destroys or removes public or private property for the purpose of initiation or admission into or affiliation with, or as a condition for continued membership in a chapter or colony of an NPC member fraternity. Such activities and situations include, but are not limited to, creation of excessive fatigue; physical and psychological shocks; wearing, publicly, apparel which is conspicuous and not normally in good taste; engaging in public stunts and jokes; participating in treasure or scavenger hunts; morally degrading or humiliating games and activities; late night sessions which interfere with scholastic activities and normal sleep patterns; and any other activities which are not consistent with fraternal law, ritual, or the regulations and policies of the member fraternity, Vanderbilt University and Tennessee State Law. And all member groups will affirm their policies on hazing and inform their membership of this NPC position on hazing through mailings and through their inter/national magazines.

Section 3. Vanderbilt University Definition of Hazing
State law requires each college and University in Tennessee to adopt a policy prohibiting hazing. Hazing is defined in the law as “any intentional or reckless act in Tennessee on or off the property of any [college or University] by one (1) student acting alone or with others which is directed against any other student, that endangers the mental or physical health or safety of that student, or which induces or coerces a student to endanger his or her mental or physical health or safety. ‘Hazing’ does not include customary athletic events or similar contests or competitions, and is limited to those actions taken and situations created in connection with initiation into or affiliation with any organization.”

While including the statutory limitations of hazing above (i.e., student acts directed at students on or off campus), the University expands its definition of hazing to include any act that may produce, or is intended to produce, mental or physical discomfort, embarrassment, harassment, or ridicule, or any acts that are humiliating, intimidating, or demeaning, or that endangers the health and safety of another person. Such acts include—but are not limited to—paddling in any form, inducement of excessive fatigue, or physical or psychological shocks; personal servitude;
implementing or participation in treasure hunts, scavenger hunts, or road trips that are not pre-approved by the appropriate University office; publicly wearing apparel which is conspicuous and not normally in good taste; engaging in public stunts, morally degrading or humiliating games and activities; drinking games, or, other organized activities, late work sessions, and other obligations which interfere with scholastic purposes of the organization; and any other activity inconsistent with the purposes of the organization’s constitution, by-laws, standing rules and policies, or University policy. Students are subject to federal, state and local laws, and policies and regulations of the University.

Article XIV. Parliamentary Authority

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

Article XV. Amendment of Bylaws

These bylaws may be amended at any regular or special meeting of the Vanderbilt University Panhellenic Council by a two-thirds vote, provided that the proposed amendment has been announced and submitted in writing at the previous regular meeting allowing an opportunity for chapter input.

Article XVI. Dissolution

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

Article I. Recruitment

Section 1. Requirements
Any potential new member (PNM) must have completed a minimum of 12 hours at Vanderbilt University and have achieved a GPA of over 2.5. Any woman who does not meet these requirements may submit an appeal to the Vice President of Recruitment, which will be looked over and decided on by the Panhellenic Executive Board. No woman currently on disciplinary probation may participate in Formal Recruitment.

Section 2. Residence Halls
Active members and PNM’s may not enter one another’s personal residences (e.g., Commons dorm room, Towers suite) at any time, except in the case of biological sisters. However, if a biological sister lives in a sorority residence, the PNM may not enter.

Section 3. Money
Active members may not spend money, nor give or receive gifts from PNMs.

Section 4. Men
Men may not be used, in any way, to persuade PNMs to join or not join a specific chapter. Men may not wear recruitment shirts for any chapter. No organized PR efforts may be made by any fraternity to support or represent any sorority.

Section 5. Social Media
The use of Facebook is not to be used between active members and PNMs, with the exception of relationships established prior to a potential new member’s acceptance to Vanderbilt University.

Section 6. Substances
The distribution of alcohol, drugs, and fake IDs in a public or private setting is strictly prohibited.

Section 7. Hotboxing
Hotboxing or intentionally intimidating a PNM to join or not join a specific chapter is strictly prohibited. Hotboxing is defined as 3 or more active members communicating with a PNM at one single time.

Section 8. Vehicles
The joint use of personal cars or cabs between active members and PNMs is strictly prohibited. This includes trips to and from bars, airports, stores, malls, etc. However, rides for academic or extracurricular purposes and rides to and from school to one’s permanent home address are acceptable.

Section 9. Fraternity Chapter Houses
No active members or PNMs are to be on fraternity property at any point during Formal Recruitment and the following week, until the first registered event.

Section 10. The Gap
During the Gap in Formal Recruitment, a hi-by relationship between the active members and PNMs is to be maintained. A hi-by relationship is defined as a casual greeting on a superficial level. Active members and potential new members should not be text messaging during the Gap. No chapter house is to organize a collective PR effort during the Gap. This includes but is not limited to t-shirts, social media campaigns, etc. No active members are to loiter on Commons campus except in the case of classes or dining. No PNMs are to “go out” during the Gap. This includes but is not limited to bars, fraternities, residence hall parties, etc. No PNMs are to consume alcohol during the Gap.

Section 11. Panhellenic Chapter Total
Panhellenic Chapter Total will be the average chapter size and will be set each semester. During the fall semester, it will be set on the 10th day of classes after rosters have been finalized. During the spring semester, it will be set on Bid Day at the conclusion of all Bid Day activities.

Section 12: Etiquette after Bid Day
All Panhellenic Chapters will abstain from alcohol for 48 hours starting at the end of all chapters Bid Day event.

Section 13: Recruitment Lists
All Panhellenic Chapters will be held accountable to turn their recruitments lists in at the previously agreed upon times after each round. The due dates and times of the lists will be notified and agreed upon before the start of formal recruitment. Failure to turn recruitment lists in on time will result in fine of $10 a minute.

Article II. Philanthropy Events

Section 1. Alcohol
There is a NO ALCOHOL policy at all benefits and philanthropy events; anyone found to be under the influence of alcohol or carrying alcohol into a benefit event will be required to leave and forced to submit themselves to the judicial process of their respective council. If the individual is not affiliated, the matter will be turned over to Student Conduct.

Section 2. University Guidelines
Follow University guidelines/regulations regarding publicity and special reservations. If a chapter is holding outside amplification (i.e., outside bands, speakers, etc.), they must go to special events reservation to get permission.

Section 3. Posting
All organizations must comply with university posting guidelines, which are located in the Student Organization Handbook. This includes, but is not limited to, flyers, posters, banners. Chalking is also not allowed anywhere on the Vanderbilt University campus. For the full list of regulations, please refer to pages 12 and 13 of the Student Organization Handbook.

Section 4. Dates
In coordination with the Panhellenic Vice President of Programming, dates for fall benefits shall be set. Once the dates are set, chapters will be allowed to alter their benefit dates until May 1 of the preceding spring semester. All newly selected dates must be announced to the Panhellenic delegates and the Office of Greek Life within one week of the change. Changes after May 1 will be allowed only under extraneous circumstances.

Section 5. Information on Philanthropy
At least one table or centerpiece presenting information regarding your benefit’s philanthropic organization must be present at the event.

Section 6. Admission
Council Members, Chapter Presidents, and Gamma Chis will be given free admission to any fall benefit.

Section 7. Nametags
Nametags shall be worn only by members of the host organization(s).

Section 8. Advertising
Chapters may NOT begin advertising for their benefit until two weeks prior to the event (this includes posters, selling tickets, and facebook events; however, t-shirts may be worn anytime). Tickets may be sold on the Wall, in Sarratt, or by an active member. Chapters may only hang banners advertising their benefit on their own facility or at Sarratt Student Center and Rand Dining Center. No one can sell tickets on Commons.

Section 9. Outdoor Venue
Chapters wishing to hold their benefit outdoors are required to reserve an indoor venue in case of weather concerns or have a tent.

Section 10. Venue
No chapter may hold their benefit inside the chapter facility for any reason.

Section 11. Etiquette at Events
All chapters should be respectful of other chapters’ individual benefit. Chapters may not hold campus-wide philanthropic events on that same day. Chapter members may not wear their own sorority paraphernalia at another Panhellenic chapter’s benefit.

Section 12. Price of Events
Each chapter may hold one benefit on their own, in which attendees will be ticketed. The cap for the price of individual benefit tickets will be set at $5 in cash and $6 on the card, i.e. portable card reader or at Sarratt Box Office.

Section 13. Collaboration
Each chapter may hold an unlimited number of ticketed collaborative events with other campus organizations, IFC, NPHC, and other Panhellenic Chapters.

Section 14. Posting on Commons
Posting on Commons: No Panhellenic Chapter will sell tickets for benefits or place table tents for benefits in or on the Commons. A Chapter can post flyers for their benefit on Commons four days prior to their event. Chapters must follow Vanderbilt posting guidelines.

Section 15. Venue on Commons
No Panhellenic Chapter will hold events on the Commons.

Section 16: Men
Men may only be involved in a sorority's fall philanthropy benefit as an attendee, a member of a contracted or hired group that is available to the public, or as a qualified professional speaker.

Section 17: Advisor Partnership
In an effort to ensure a successful philanthropic effort, the newly elected chair or member responsible for planning the fall and/or spring philanthropy benefits will schedule no less than one pre-event and one post-event meeting to review the Philanthropy event plan with the Panhellenic Advisor from the Office of Greek Life. It is encouraged for this meeting to include a
chapter advisor (if available), the Panhellenic Advisor, chapter member responsible for planning, chapter president, and the Panhellenic Director of Programming.

Agenda for this meeting would all details for the annual philanthropic event plan include but is not limited to: theme(s), location, time, advertising plan, rain location, and action plans.

Article III. Fraternity Philanthropy Events

Section 1. Schedule Submission
All fraternity philanthropy events must be on the Greek Life calendar no later than ten (10) days after the first day of classes of the semester in which they will occur.

Section 2. Time Frame
The Panhellenic Community will not participate in any fraternity philanthropy event that lasts longer than three consecutive days worth of events. Fraternity parties are not included within the three day limit.

Section 3. NPHC Participation
Instances in which National Pan-Hellenic Council philanthropy events exceed three days, the Panhellenic Council will only participate in three days of the event or week.

Section 4. Banners
The Panhellenic Community will not participate in any fraternity philanthropy event that includes a banner competition. Individual chapters may create and hang banners to support the event, but no points will be allocated nor will that sorority receive an advantage in the competition.

Section 5. Penny Wars
The Panhellenic Community will not participate in any fraternity philanthropy event that includes a penny war competition.

Section 6. Fraternity Apparel
The Panhellenic Community will not participate in any fraternity philanthropy event that allocates competitive points to a sorority in exchange for the purchase of shirts or other fraternity memorabilia. The fraternity will not be allowed to increase the charge of the items in order to procure a profit from the items.
Section 7. Online Donations
The Panhellenic Community will not participate in any fraternity philanthropy event that solicits online donations or ad sales as a part of the competition amongst Vanderbilt Greek.

Article IV. Gamma Chis

Section 1. Disassociation
All Gamma Chis will be disassociated from their chapters during the Fall Semester and Formal Recruitment. Disassociation means the Gamma Chi will pledge not to wear their letters in any form, not to be involved with any recruitment activities within their chapters including communicating with chapters about PNM’s.

Section 2. Meetings
All Gamma Chis are expected to hold and facilitate regular meetings with their group members. They also must attend bi-weekly training meetings with the other Gamma Chis and the Assistant Vice President of Recruitment.

Section 3. Important Events
All Gamma Chis must be present for Greek Life Information Session, Training Retreat, Preview Day, any Panhellenic Recruitment Event, Recruitment 101, and Formal Recruitment including Bid Day.

Article V. Alcohol and Apparel

Section 1. Apparel
The consumption of alcohol, drugs, or tobacco products while wearing sorority apparel is strictly prohibited. This includes but is not limited to t-shirts, tanks, sweatshirts, shorts, sandals, fanny packs, coozies, hats, lavaliers, temporary tattoos, etc.

Section 2. Tailgates
During tailgates, active members may wear croakies, sunglasses, stickers, and/or pins. No PNM may wear a tailgating sticker or pin with sorority letters on it. No sticker or pin may be removed from the wearer’s consent.
**Code of Ethics**

This code serves as a guide for all sorority members, financially inactive members, alumnae, and potential new members (PNMs) to promote honesty, respect, and sisterhood. All concerned are responsible for observing the rules proposed by the Vanderbilt University Panhellenic Council and agreed upon by each member organization, and thereby agree to the following:

In agreement with NPC Unanimous Agreements and Vanderbilt University Panhellenic Guidelines:

1. NPC sorority members shall not suggest to any PNM that an invitation or bid is assured from their chapter, nor encourage a PNM to list only one choice on her Preference List.
2. The use of alcoholic beverages and the participation of men in membership recruitment and Bid Day activities are prohibited.

It is in accord with the dignity and good standing of sorority members:

1. To avoid disparaging remarks about any sorority or non-sorority women.
2. To create and encourage friendly relations between sorority and non-sorority women.
3. To lay aside competition and strive for respect, mutual trust, and cooperation amongst Greek organizations.
4. To prevent negative publicity regarding the Greek community.
5. To not exploit personal relationships for recruitment purposes. The best interest of the PNM should be kept in mind at all times.

As sorority women, we will abide by the NPC Unanimous Agreements in addition to the Vanderbilt University Panhellenic Standing Rules. This includes, but is not limited to:
1. PNMs may not enter the personal residence (e.g., Branscomb dorm room, Towers suite) of an active sorority member.
2. Active sorority members may not enter the personal residences (e.g., Commons dorm room) of PNMs.
3. Sorority members may not spend money on PNMs, nor give or accept gifts from PNMs. This includes but is not limited to food, rides, or photos.
4. Off campus meetings between sorority members and PNMs are not permitted, including at locations on the Taste of Nashville Program. VUceptors, Resident Advisors, and Gamma Chis may meet off campus as applicable to their roles.
5. Intentionally separating a PNMs and engaging in inappropriate, intimidating conversation and/or being in a situation where there are 3 or more active members in the same sorority with one PNM is considered hotboxing and is not permitted.
6. The use of Facebook is not to be used between sorority women and PNMs.
7. To clarify, one may not be “Facebook friends” with a PNM unless the Facebook friendship predates the PNMs acceptance to Vanderbilt. VUceptors and Resident Advisors may use Facebook as applicable to their roles.
8. The distribution of alcohol, drugs, and fake IDs is strictly prohibited.

According to the NPC Manual of Information, “NPC believes that normal, social contacts should not be disrupted in the case of long standing friendships by prohibiting all contacts between sorority women and potential [members].” Normal contacts include relatives, friends, neighbors, and co-workers prior to attending Vanderbilt. However, each sorority is charged with the responsibility of seeing that unfair advantage is not taken of such contacts.