CONSTITUTION OF THE PANHELLENIC ASSOCIATION AT TEXAS STATE UNIVERSITY

Article I- Name

The name of this organization shall be the Panhellenic Association at Texas State University (Hereinafter "Texas State").

Article II- Objective

The object of the Panhellenic Association shall be to develop and maintain 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 continually applicable to campus and personal life.
2. Promote superior scholarship as basic to intellectual achievement.
3. Cooperate with member fraternities and the university administration in concern for and maintenance of high social and moral standards.
4. Act in accordance with the National Panhellenic Conference (Hereinafter NPC) Unanimous Agreements and policies.
5. Act in accordance with such rules established by the Panhellenic Council that do not violate the sovereignty, rights and privileges of an individual member fraternity.
6. Act in accordance with the Texas State University's policies and procedures

Article III- Membership

There shall be two classes of membership: Regular and Associate.

1. The Regular membership of the Panhellenic Association at Texas State shall be composed of all chapter members in good standing of National Panhellenic Conference fraternities at Texas State.
    1. The Panhellenic Council shall be composed of one Senior Delegate and one Junior Delegate from chapter.
    2. A Junior Delegate has voice, but no vote.
    3. No sorority chapter president may serve as the Senior or Junior Delegate.
2. The Associate membership of the Panhellenic Association located at Texas State shall be composed of all members in good standing of National Panhellenic Conference colonies/active chapters (upon approval of the council).
    1. Associate members shall serve as delegates only.
    2. Associate members have a voice, but no vote.
3. It is strongly recommended that each chapter holds their members accountable to a GPA minimum of a 2.5 while holding their officers to an even higher standard.
4. Chapter delegates possess the following powers
    1. Delegates to the Panhellenic Council shall be selected by their respective fraternity chapter and shall be required to serve a term of one year from January to December.

2. When a delegate vacancy occurs, it is the responsibility of the fraternity concerned to select a replacement within two weeks.

Article IV- Panhellenic Council

The administrative body of the Panhellenic Association shall be the Texas State Panhellenic Council. The council shall oversee all business related to the overall welfare of the Panhellenic Council -- including recruitment and new membership -- which does not violate the sovereignty, rights or privileges of member fraternities.

The officers of the Panhellenic Council shall serve on the Executive Board. They shall have such powers as are prescribed in the Bylaws of the Texas State Panhellenic Association.

Article V- Officers

1. The officers of the Panhellenic Association, also known as the Panhellenic Council, located at Texas State shall be President, First Vice President, Vice President of Judicial, Vice President of Recruitment, Vice President of Scholarship, Vice President of Member Development, Vice President of Finance, Vice President of Public Relations, Vice President of Service and Philanthropy.
2. The officers shall be delegates from fraternities holding regular membership in the Panhellenic Association.
3. Delegates from fraternities holding associate membership shall not be eligible to hold office.
4. No fraternity shall have more than two officers on the Executive Board.
5. The Panhellenic Executive Board will try and have each chapter represented on the next board. However, the most qualified candidate will be slated.
6. The officers shall serve for a term of one year to begin no later than the second Panhellenic Council meeting of the spring semester.
7. No executive officer of the Panhellenic Council may concurrently hold an executive office in her chapter without prior approval from the Panhellenic Council Executive Board.
8. Any officer failing to perform her duties as outlined in the Constitution and Bylaws, (failing to maintain her minimum GPA requirement or violating the Student Code of Conduct,) shall be removed from office by the Greek Affairs Coordinator.
9. If a position vacancy were to occur the Panhellenic Council Executive Board reserves the right to leave a position vacant. If the Executive Board decides to fill the position the following process will be followed:
    a. The Panhellenic Council Executive Board will announce the vacancy and election during a Panhellenic Council meeting.
    b. Interested parties must submit a letter of interest to the Panhellenic Council prior to the next Council meeting.
    c. Eligible candidates will give a speech to the community during the meeting immediately after the election is announced. Letters of interest will be distributed to the Senior Delegates to share with their chapter.
    d. The Senior Delegates will vote the meeting following speeches.
10. Any abuse of Panhellenic funds shall result in immediate removal of office.

Article VI- Meetings

The Panhellenic Council shall hold bi- weekly meetings starting at the beginning of each semester.

1. A special meeting of the Panhellenic Association may be called by the President when necessary, or upon written request of any regular or associate member fraternity at Texas State.
2. If the senior delegate must miss a meeting, the junior delegate will fill her role. If the junior delegate cannot attend the meeting, it is the chapters requirement to find a replacement attendee that is a member of their executive board.
3. The delegate from each regular or associate member fraternity shall be responsible for notifying her chapter members of all regular and special meetings of the Panhellenic Association at Texas State, then having the Chapter President report back to the Panhellenic President or Panhellenic Vice President verifying the information they have received
4. A Panhellenic Delegate and/or a Panhellenic Executive Board Member shall introduce new Business to the Panhellenic Association.
5. All Panhellenic Association Roundtables are mandatory for each sorority's respective officer. If the respective officer cannot be in attendance, they must find a replacement.
6. If there are excessive absences, the Panhellenic Association will handle it on a case-by-case basis.

Article VII- Voting

Majority of the member fraternities shall constitute a quorum for the transaction of business.

1. The voting members of the Panhellenic Council shall be the Senior Delegates. If the Senior Delegate is absent, its Junior Delegate shall cast the vote of her fraternity. If both are of the fraternity may cast the vote, providing her credentials have been presented in writing to the Council President 24 hours prior to the meeting.
    a. Notifications under 24 hours will be handled on a case by case basis.
2. A majority vote shall be required to carry out business.
3. Majority of the voting members of Panhellenic Council shall be required to establish recruitment rules, and to allow another NPC organization on the campus of Texas State.
4. Majority rules for any Panhellenic Executive Board vote.
    a. All Panhellenic Executive Boards have voting rights.
5. The timeline for voting shall be:

Week One

1. Monday: The item(s) shall be presented and tabled for two weeks so that any questions or concerns may be discussed at the following Panhellenic Council meeting.
2. Tuesday: The Panhellenic Delegate shall introduce the matter(s) to her chapter and ask for any questions.

Week Two

1. Monday: The Panhellenic Council shall discuss the matter(s) to answer any questions from chapters.
2. The Panhellenic Council shall vote on the matter(s).

6. A Panhellenic Executive Board Member or Senior Delegate may call for an emergency vote on any New Business that demands immediate attention. This process would call for the chapter to vote the following day and the Panhellenic Council to vote the following week (Week Two).
7. Panhellenic Executive Board members have an equal voice in their respective chapters.

Article VIII- Committees

Committees and special officers may be necessary to carry out special duties of the Panhellenic Council. These positions shall be appointed by the Executive Board and shall serve during the tenure of office of the board that appointed them.

1. The Judicial Board, a standing committee, consists of appointed Board Members, and is chaired by the VP Judicial.
2. Fraternity and Sorority Review Board, a standing committee, consists of appointed members that represent each Greek council at Texas State University. Chaired by a rotating VP Judicial from each council on a case by case basis.
3. All other committees will be made on an as-needed basis.

Article IX- Unanimous Agreements and Policies

All members of the Panhellenic Association shall act in accordance with Panhellenic rules and policies as established by the NPC in the Unanimous Agreements. All rules and policies of the Panhellenic Association shall be in harmony with those currently endorsed by the NPC.

Article X- Panhellenic Inclusivity Act

The purpose of the Panhellenic Inclusivity Act is to prohibit recruitment and general membership discrimination on the basis of race, religion, national origin, disability, age, veteran status, or sexual orientation/identification.

Be it enacted by Panhellenic Executive Board at Texas State University.

A. This Act may be cited as the "Panhellenic Inclusivity Act".
B. The purposes of this act are-
    i. To ensure no Panhellenic woman experiences discrimination on the basis of race, religion, nation origin, disability, age, veteran status, or sexual orientation
    ii. To ensure no potential member of any Panhellenic sorority experiences discrimination on the basis of race, religion, national origin, disability, age, veteran status, or sexual orientation.
    iii. To ensure Panhellenic women guaranteed the highest quality experience in their organization and discrimination does not hinder their ability to positively contribute to the Panhellenic community.
    iv. To ensure all members are guaranteed the same treatment and taught the highest ideals of Panhellenic sisterhood.

2. No Panhellenic sorority shall create merchandise specifically designed for men. All merchandise shall be created solely for Panhellenic women or chapter-related events.

Article XI- Violations

Violations of any regulations of this Constitution, or its related Bylaws, Recruitment Rules or the NPC Unanimous Agreements shall be the occasion for penalties established by the Panhellenic Association in conformity with those recommended by the NPC.

1. All member and associate member fraternities shall abide by university, state, federal and city rules and regulations.
2. Any dispute growing out of a violation of the Panhellenic Association rules and regulations shall be adjusted through arbitration principles of the NPC.

Article XII- Fraternity Sorority Review Board

THE FRATERNITY/SORORITY REVIEW BOARD of TEXAS STATE UNIVERSITY

For access to the complete document, please go to: http://greekaffairs.dos.txstate.edu/resources-forms.html. After clicking on this link, click on the Fraternity and Sorority Review Board tab, followed by our downloadable documents

ARTICLE I: NAME

This organization will be known as the Fraternity/Sorority Review Board (FSRB) of Texas State University.

ARTICLE II: PURPOSE

Through self-governance, accountability and education, the FSRB will enforce the policies set forth by these "Rules of Operation;" Interfraternity Council (IFC), Multicultural Greek Council (MGC), Panhellenic Council (PHC), and National PanHellenic Council (NPHC) Constitutions and Bylaws; SA/PPS No. 07/10 Fraternity and Sorority Use of Alcohol at Social Events; University Hazing Policies for all Recognized Student Organizations (RSO's); and, other related documents and forms.

ARTICLE III: JURISDICTION

Section 1. The FSRB has authority in dealing with violations of any of the above stated documents, unless their authority is superseded by a higher body (i.e. The Office of Student Involvement, Dean of Students Office, Vice President for Student Affairs).

Section 2. Exception: Violations of Council Specific Policy Violations. *(Example: PHC Recruitment Policies will be adjudicated using the procedures provided by the National Panhellenic Conference (NPC), as outlined in the NPC Manual of Information. The Fraternity/Sorority Review Board does not have jurisdiction over PHC recruitment violations.)*

Section 3. Upon referral by the Office of Student Involvement and/or the Dean of Students Office, the FSRB may handle cases of violations of the Student Code of Conduct involving chapters.

Section 4. The FSRB will not adjudicate any cases of individual students violating the Student Code of Conduct.

Section 5. This Board reserves the right to hold a chapter accountable for the actions of an individual of that chapter.

ARTICLE IV: COMPLAINTS

Section 1. Any individual or organization may file a complaint with FSRB by filling out a "Complaint against an IFC/MGC/PHC/NPHC Chapter" Form, or submitting either a hand-written or typed letter, signed and dated, as evidence of complaint. No anonymous complaints will be accepted. However, a chapter president or University staff member may serve as witness or informant for a member who wishes to remain anonymous.

Section 2. Any legitimate complaint is reviewed by the FSRP Chairs and the FSRB advisors. If deemed necessary, a review will be scheduled.

Section 3. Concerning all violations of the above stated documents, a person(s) having reasonable cause to believe a Fraternity/Sorority organization or a member has violated the provisions must notify the Dean of Students Office – Greek Affairs or the Office of Student Involvement, within three working days after the incident occurred.

Section 4. Complaints can only be filed against an organization. Complaints may not be filed against individual members. Complaints that indicate individual responsibility will be referred to the Dean of Students – Student Justice Office.

ARTICLE V: MEMBERSHIP

Section 1. ADVISORS: The Fraternity/Sorority Review Board Advisors (FSRB advisors) shall be designated by the Assistant Dean of Students – Greek Affairs.

Section 2. The FSRB Chairs will be the elected judicial officers of the four Greek governing councils. These officers shall act in the capacity as non-voting members. These are elected executive positions on each council.

Section 3. The FSRB will be comprised of no more than one (1) member from each IFC, MGC, PHC and NPHC organization. Each chapter will nominate one member to serve on the FSRB.
Members of the FSRB must meet the following minimum requirements to serve on the Board:

- Must be an active member, in good standing, of their fraternity/sorority. May not serve on the board during their first semester of membership in their organization.
- Must have a minimum 2.50 cumulative grade point average (GPA).
- Must be in good disciplinary standing with the University.
- Must be able to serve for the entire academic year.

- Cannot serve as a Greek Council Executive Officer and it is recommended that they not serve as Chapter President, at the time of appointment.

- Attendance is required at all meetings, including training sessions. Two (2) excused (prior approved) absences are allowed per justice. Exceeding the limit will be grounds for dismissal from the FSRB.

- Attire for FSRB meetings and training is business casual**.** Business attire is appropriate for hearings.
- The FSRB materials binder, which a member of the board receives, is property of the Dean of Students Office – Greek Affairs. The binder is on loan to the FSRB member for the duration of time they serve on the board. In the event the binder is lost, destroyed or not returned, the FSRB member will be charged for the cost of the binder itself and the copying of its contents.

Section 4. Ex-Officio Members: The ex-officio, or non-voting members may be, but are not limited to 1) the FSRB advisors; and, 2) designated graduate assistants working with the Dean of Students Office – Greek Affairs. All ex-officio members, with the exception of the FSRB advisors**,** wishing to attend a review must receive prior permission from the FSRB advisors.

Article XII- Amendments

1. This Constitution and Recruitment Rules may be amended by a two-thirds vote of the voting members of Panhellenic Council.
    a. Amendments will be voted by ays/nays or raising of hands.
2. Amendments should be proposed by the Senior Delegate of any member fraternity and/or Panhellenic Executive Board Member in writing and submitted to the VP Judicial 24 hours prior to the business meeting.
3. Panhellenic Executive Board may make grammatical and formatting corrections to the Constitution and Recruitment Rules without being presented, discussed, or voted on, as long as they do not change the meaning or content value of a section.
    a. Changes must be presented in the business meeting immediately following.

BYLAWS OF THE PANHELLENIC ASSOCIATION
AT
TEXAS STATE UNIVERSITY

Article I- Selection of Officers

Eligibility and Nominations

1. In order to be eligible for an Executive Officer position, and to maintain their position, an individual must be an initiated member of a fraternity that holds regular membership to the Panhellenic Association and must have a 2.5 GPA. If their semester GPA falls below a 2.5, the officer may remain in their position if they have a cumulative Texas State GPA of a 2.7.
2. Any woman that is qualified is eligible to apply.
3. All Panhellenic officers must be in good standing with the university and their fraternities, having fulfilled all financial and scholastic obligations.

Applications

1. Applications shall go out no later than the last Monday of October.
2. Each woman interested in running for a Panhellenic Executive Board position shall submit an application into the current board.
3. The applications shall be made available at the Panhellenic Council meetings and in the Panhellenic office two weeks prior to the due date.
4. When turning in the application, the candidate shall sign up for an interview.
5. Applications shall have a set due date, determined by the Panhellenic Executive Board.

Interview and Elections

Interviews and Elections shall be done on the following timeline:

Week One

1. The outgoing Panhellenic Executive Board will conduct an interview with each candidate.
2. When selecting the slate, each candidate will receive a phone call asking her permission to be posted on the slate for any office.
3. The Panhellenic Executive Board shall notify the women who did not make the slate prior to the next Panhellenic Council meeting.

Week Two

1. The outgoing Panhellenic Executive Board will present a new slate of new officers to the Panhellenic Delegates during the next Panhellenic Council meeting and will post it in the Panhellenic office for one week.
2. Any candidate that was not slated in a position during week one of the posted slate is eligible to be nominated from the floor by her respective chapter and must be present to accept her nomination.

Week Three

1. During the following meeting after the presented slate, each Senior Delegate will vote on the entire posted slate.

2. If there was a candidate nominated from the floor, every slated position will be voted on separately by the Senior Delegates. At this meeting, each woman that has a position challenged will present her platform for the position that she is running for.
3. If there is a tie, the Panhellenic Executive Board shall vote as a tiebreaker.
    a. If after the Panhellenic Executive Board has voted and there is still a tie, the current Panhellenic President will decide vote.
4. Voting will be conducted by secret ballot.

In the event a complete slate is not selected by the Panhellenic Council, the vacancy will be filled following the procedures outline in the Constitution Article V – 9.

a. The Panhellenic Council Executive Board will announce the vacancy and election during a Panhellenic Council meeting.

b. Interested parties must submit a letter of interest to the Panhellenic Council prior to the next Council meeting.

c. Eligible candidates will give a speech to the community during the meeting immediately after the election is announced. Letters of interest will be distributed to the Senior Delegates to share with their chapter.

d. The Senior Delegates will vote the meeting following speeches.

Article II- Officer Duties

<u>President</u>

1. Preside over all regular and special meetings of the Panhellenic Council as well as the Panhellenic Executive Board.
2. May call special meetings NPC Area Advisor.
3. Represent the Panhellenic Association upon all requests.
4. Conduct monthly President's Roundtables with chapter presidents.
5. Responsible for regular communication with the presidents of the governing councils (IFC, NPHC, MGC) to coordinate joint business meetings, and to discuss other concerns.
6. Panhellenic officer training/transition shall be the responsibility of the current president. She shall plan, oversee and present an information transition meeting.
7. Meet weekly with the Panhellenic Advisor to remain current on issues and matters of importance to the Fraternity and Sorority community.
8. Meet weekly with presidents of the governing councils (IFC, NPHC, MGC), Greek Affairs Coordinators and Assistant Dean of Students.
9. Maintain a complete and up-to-date file that includes a copy of the current Constitution, Bylaws, Recruitment Rules, budget, NPC Manual of Information and other pertinent materials.
10. Oversee Panhellenic Constitution and Bylaw updates each fall semester.
11. Review, approve and sign Panhellenic contracts involving the Panhellenic Association.
12. Assist with Formal Recruitment preparation during summer.
13. Must be available for the second half of summer to aid in recruitment preparation.
14. Aid in the selection of Recruitment Counselors.
15. Perform all other duties pertaining to this office, or as called upon by the Panhellenic

Advisor.

16. It is recommended that the president is a woman who has served as a officer on the Panhellenic council prior to serving in this office.
17. Prohibited from serving as a Resident Assistant, Cat Camp counselor, or Bobcat Preview employee during their term

First Vice President

1. Perform the duties of the President in her absence, during her inability to serve or at her call.
2. Keep records and minutes of all meetings (i.e. Panhellenic Council meetings, Panhellenic Executive Board meetings, roundtables). Type minutes of each week's meeting distribute copies to all delegates, Executive Board officers, the Panhellenic Area Advisor and the Panhellenic Advisor by 5:00 PM the following day after the Panhellenic meeting and make them readily available on the Panhellenic server.
3. Maintain and update all Panhellenic contact lists as needed.
4. Create and maintain an internal calendar of deadlines and expected projects for the Panhellenic Executive Board.
5. Collect and monitor all fraternity activities on the Panhellenic Calendar each semester.
6. Make, confirm and check all reservations and room setups for Panhellenic Council meetings, Panhellenic Executive Board meetings, and special events at the request of the Executive Board or Panhellenic Advisor.
7. Aid in the selection of Recruitment Counselors.
8. Maintain communication between Executive Board and chapter delegates.
9. Perform all other duties pertaining to this office and assigned by the President and/or the Panhellenic Advisor.
10. Create and maintain a schedule of office hours for the Executive Board, while ensuring 4 weekly hours are being completed by each Panhellenic Council Executive Officer.
11. Remaining current with Association of Fraternal Leadership and Values tasks and requirements as well as communicating them to the other council members on their areas of improvement.

VP Judicial

1. Serve as committee chair of the Judicial Board, holding roundtables once a semester with each chapter's judicial and risk management chair.
2. Keep in contact with all Chapters' Judicial proceedings and ensure that they are receiving all necessary information.
3. Maintain knowledge of proper risk management policies and procedures for the Panhellenic Association.
4. Maintain knowledge of all NPC's policies and procedures.
5. Aid in the selection of Recruitment Counselors.
6. Edits recruitment rules in the spring semester and releases Constitution edits prior to council applications being released in the fall semester.
7. Fulfills all of the necessary requirements laid out in the guidelines for the Fraternity Sorority Review Board as a chair member.

8. Perform all other duties pertaining to this office and assigned by the President and/or the Panhellenic Advisor.
9. Will organize planning of the National Hazing Prevention Week in September in collaboration with the other councils' judicial chairs

VP Recruitment

1. Coordinate and administer the Recruitment process.
2. Represent the Panhellenic Association during the summer orientation sessions.
3. Be responsible for processing all PNM information in an efficient and timely manner.
4. Supervise any revisions of the recruitment rules.
5. Hold roundtables with the respective chapter recruitment chairs.
6. Communicate with local Panhellenic Alumnae concerning Formal Recruitment updates of information.
7. Aid in the selection of Recruitment Counselors.
8. Create the recruitment schedule.
9. Must be available all summer prior to recruitment for recruitment preparation and communication purposes.
10. Holds monthly meetings with the Panhellenic advisor.
11. Perform all other duties pertaining to this office and assigned by the President and/or the Panhellenic Advisor.
12. Prohibited from serving as a Resident Assistant, Cat Camp counselor, or Bobcat Preview employee during their term

VP Scholarship

1. Coordinate all scholarship opportunities made available to members of the Panhellenic Association.
2. Hold roundtables with each chapter's respective scholarship chair once a semester.
3. Manage "Month of the Scholar" during February.
4. Keep NPC updated with fall and spring scholarship standings, located on the NPC dashboard.
5. Aid in the selection of Recruitment Counselors.
6. Perform all other duties pertaining to this office and assigned by the President and/or the Panhellenic Advisor.

VP Membership Development

1. Coordinate New Member Educator roundtables.
2. Coordinate open forums with chapter members for the improvement of the Panhellenic community each semester.
3. Plan and implement the Recruitment Counselor selection process and Work Week.
4. Perform all other duties pertaining to this office and assigned by the President and/or the Panhellenic Advisor.
5. It is recommended that the VP of Membership Development be a woman who has gone through recruitment as a potential new member, chapter recruiter, and a recruitment counselor prior to holding this office.
6. Must be available all summer prior to recruitment to assist recruitment counselors as well as PNM's with questions and communication.
7. Responsible for setting the calendar for RC workshops as well as the deadline for RC applications.

8. Prohibited from serving as a Resident Assistant, Cat Camp counselor, or Bobcat Preview employee during their term

VP Finance

1. Supervise the finances of the Panhellenic Council.
2. Prepare a budget each fiscal year. Upon its approval by the Panhellenic Executive Board, a copy must be provided for each sorority.
3. Maintain up-to-date financial records including all sorority fines, Recruitment fees and fines and give monthly financial reports to the Panhellenic Executive Board and delegates.
4. Responsible for the prompt payment of all bills, the collection of all payments including, but not limited to, fines, dues and fundraisers of the Panhellenic Council.
5. Aid in the selection of Recruitment Counselors.
6. Perform all other duties pertaining to this office and assigned by the President and/or the Panhellenic Advisor.

VP Public Relations

1. Prepare all publicity releases involving the Panhellenic Association, maintain a current up-to-date file containing everything released and pass it down to your successor.
2. Maintain all media channels to promote the positive image of the Greek community.
3. Coordinate all publicity for Recruitment in conjunction with the VP Recruitment (i.e. Recruitment Blog and social media)
4. Organize and hold a PR roundtable once (if not twice) a year.
5. Aid in the selection of Recruitment Counselors.
6. Perform all other duties pertaining to this office and assigned by the President and/or the Panhellenic Advisor.
7. Coordinate a committee to assist with the maintenance of social media channels.
8. Must be available the second half of the summer prior to recruitment to handle t shirt orders and PR guidelines for recruitment.

VP Service and Philanthropy

1. Coordinate at least one philanthropic and service function each semester (ie. spring dodgeball and fall food drive.)
2. Organize and hold at least one roundtable per semester.
3. Coordinate and collaborate with organizations within the Texas State and San Marcos communities.
4. Present service opportunities to chapters.
5. Aid in the initiative for women's empowerment within Greek communities and on campus.
6. Aid in the selection of Recruitment Counselors.
7. Collaborate with other councils as well as the Greek Programming Board to schedule events and fundraisers.
8. Perform all other duties pertaining to this office and assigned by the President and/or the Panhellenic Advisor.

Article III- Executive Board Responsibilities

1. Attendance at all Panhellenic Council and Executive Board meetings is required, unless given prior authorization by the Panhellenic President.
2. If it is necessary to miss any meeting, notify the Panhellenic President and/or the Panhellenic Advisor.
3. The Executive Board shall meet weekly to plan the next Panhellenic Council meeting.
4. Each Executive Board officer shall maintain a notebook pertaining to her office.
5. Each member of the Panhellenic Executive Board shall maintain at least four scheduled office hours per week during her term.
6. Each member must maintain objectivity in dealing with fraternity and sorority affairs.
7. If minimum semester GPA requirements for the chapter and for the Panhellenic Council are in conflict, the higher requirement stands.

Article IV- Judicial Board

1. The Judicial Board shall consist of the VP Judicial and a representative from every chapter that has been appointed by her chapter to serve on the Fraternity Sorority Review Board as well as the Panhellenic Judicial Board.
    a. Members shall vote on the discussion of each grievance brought before the Board.
        i. An Associate shall vote only to break a tie.
2. All Fraternity issues shall be first addressed in the mediation and judicial process as outlined by the Unanimous Agreement XII in the NPC Manual of Information.
3. It is the duty of the Judicial Board to deal with violations of the Constitution/Bylaws and Standing Recruitment Rules.
4. Judicial Board representatives will not engage in a hearing that involves their own Panhellenic chapter.
5. All Panhellenic Judicial Board meetings shall be confidential.
    a. Any representative that violates the confidentially shall be removed from the Judicial Board and must be replaced by her chapter within one week.
6. The Judicial Board shall not prevent a sorority from participating in a philanthropic activity.
7. All representatives shall attend the Judicial Board training held by the VP Judicial.
8. Panhellenic delegates from the Fraternity Sorority Review Board will be used concurrently on the Panhellenic Judicial Board as well.
    a. In order to sit on the Judicial Board, a representative must have attended the mandatory training

Article V- Finance

1. The fiscal year of the Panhellenic Association shall be from September 1- August 31.
2. The VP Finance shall present the annual budget for the coming year in writing at the third meeting of the semester.
3. All check requests shall be approved by the President or the VP Finance, and signed by the Panhellenic Advisor
4. Checks to Panhellenic Association shall be made payable to the Texas State Panhellenic Council

5. The dues of each member and associate member fraternity shall be $25.00 per new member and initiated member. These dues shall be payable on or before the date stated on the Panhellenic Council invoice.
    a. Chapters who participated in Continuous Open Recruitment will receive a second invoice within one month of their bid distributions for the dues of the New Members
    b. Payments made after the stated due date will incur a fine of $25.00 per day it is late.

Article VI- Administration of Membership Selection

1. Formal Recruitment shall be held in the fall.
2. NPC Quota-Total system shall be followed.
3. Total Chapter Size shall be re-evaluated twice, once in the fall and once in the spring. To allow groups to achieve parity as quickly as possible at the conclusion of primary recruitment, the Texas State University Panhellenic Association shall automatically reset Total upon the completion of snap bidding; with the timing as determined by the Panhellenic President as long as it is accomplished within 72 hours after the completion of the primary recruitment period in the fall or the third class day in the spring semester. Total will be determined by the median chapter size (ACS) rounded down to the nearest whole number.
4. The preferential bidding system shall be used.
5. Except during Formal Recruitment, Continuous Open Recruitment (COR) shall be in effect during the college year for all eligible students who identify as women. (fall and spring semester)
6. If a chapter has not filled quota during Formal Recruitment, or remains under the established total chapter size, they may conduct COR.
7. All membership selection events during Formal Recruitment shall be held in the locations designated by the Panhellenic Council.
8. Every regularly enrolled new member, holdover, initiate or affiliate of a chapter shall be counted in Chapter Total.
9. Other matters related to membership selection shall be specified in the Standing Recruitment Rules

Article VII- Recruitment Counselor Responsibilities

1. Recruitment counselors must adhere to the guidelines and schedule provided to them when they submitted their applications.
2. If a recruitment counselor forfeits their privileges prior to the first workshop their removal will result in no consequences.
3. If a recruitment counselor forfeits their privileges after the first workshop, their fines will be sent to the chapter as follows:
    a. Workshop 1: $20
    b. Workshop 2: $30
    c. Workshop 3: $40
    d. Workshop 4: $50
    e. Within 30 days of recruitment: $100

4. If a recruitment counselor forfeits her privileges in any of the windows that require a fine, she will also not be allowed to participate in recruitment for her chapter.
5. A recruitment counselor may be excused from her position if there is extenuating circumstances or an emergency that are subject to review.

Article VIII- Violations

1. Any dispute arising out of the violation of the Panhellenic Association's rules and regulations shall be addressed through a mediation and/or judicial process.
2. The Panhellenic Council shall follow the mediation and judicial process state in Unanimous Agreement XII.

Article IX- Extension

1. When all NPC chapters are close to/over Total, the Panhellenic Council shall consider adding another chapter.
2. Such a chapter shall be organized through the extension process as outlined by NPC. 3. Consideration shall be given to NPC fraternities that have previously had chapters on the campus and to those NPC fraternities.

Article X- Expansion

Section 1

Student organizations desiring Associate membership in the Panhellenic Council must satisfy the following requirements:

1. Subscribe to anti-hazing principles established by Texas State and the state of Texas.
2. Develop an informal association of no fewer than 45 women who are regularly enrolled as Texas State students.
3. Agree to abide by the Constitution and Bylaws of the Panhellenic Association.
4. Satisfy all the requirements set forth in university policy statements.

Section 2

Associate membership shall be lapsed if the petitioning group has not achieved regular membership in the Panhellenic Council within three long semesters after the granting of Associate membership.

Section 3

The Panhellenic Council will work with the colonizing organization to establish a welcoming committee to assist with the organizations entrance into the Greek community. The selection of this committee will be determined jointly by the Panhellenic Council, Greek Affairs, and the National Office of the colonizing chapter. The committee will assist with the following:

1. Answer questions about campus
2. Assist in marketing and/or recruiting members by introducing the organization around campus to other student groups
3. Act as an ambassador for the organization
4. Welcome the New Members on their Bid Day

5. Act as Panhellenic Big Sisters to the New Members of the colonizing organization

Article XI- Rules of Order

The Panhellenic Association and its Council shall be governed by Robert's Rules of Order Newly Revised, except in matters specifically provided for in the Constitution, Bylaws and Standing Recruitment Rules.

Article XII- Risk Management

1. It is absolutely prohibited to use or associate with alcohol, drugs, inappropriate sexual conduct and tobacco, including but not limited to the use of vape pens and juuls, at any chapter or council community service or philanthropic event.
2. The purchase of alcohol for any purpose with chapter funds is prohibited at all times.
3. No chapter may co-sponsor, co-finance, participate or attend an event where the alcohol is purchased by any of the host chapters, groups or organizations.
4. No alcohol shall be present at any new member/novice program, activity or ritual of the chapter. This includes, but is not limited to, activities associated with “bid night,” “big little night” and initiation.
5. It is discouraged that chapters hold social events Monday-Thursday, especially during midterms and finals week.
6. In the event of an emergency situation or a risk management violation that is harmful, the Panhellenic President will respond accordingly and represent the council. If she is unavailable to do so, the council will be represented in preceding order if a statement or public announcement is necessary.
7. Violations of these policies will result in a potential hearing from the Fraternity Sorority Review Board.

Article XII- Unregistered Organizations

Panhellenic sororities at Texas State University will not program with or partake in events hosted by organizations that are no longer recognized by the university. Any allegations of an individual doing so on their own will be brought to judicial process then forwarded to their chapter to be handled internally.

Article XIV- Amendments

1. These Bylaws may be amended by two-thirds vote of the voting members of the Panhellenic Council.
    a. Amendments will be voted by ays/nay or raising of hands.
2. Amendments should be proposed by the Senior Delegate of any member fraternity and/or Panhellenic Executive Board Meeting in writing and submitted to the VP of Judicial Affairs 24 hours prior to the business meeting.
3. Panhellenic Executive Board may make grammatical and formatting corrections to the Bylaws and without being presented, discussed, or voted on, as long as they do not change the meaning or content value of a section.
    a. Changes must be presented in the business meeting immediately following.