

BYLAWS OF LEHIGH UNIVERSITY COLLEGE PANHellenic ASSOCIATION

Article I. Name

The name of this organization shall be the Lehigh University College Panhellenic Association.

Article II. Object

The object of the College Panhellenic Association shall be to develop and maintain sorority life and campus relations at a high level of accomplishment and in so doing to:

- Consider the goals and ideals of member groups as continually applicable to campus and personal life.
- Promote superior scholarship and basic intellectual development.
- Cooperate with member sororities and the university/college administration in concern for and maintenance of high social and moral standards.
- Act in accordance with National Panhellenic Conference (NPC) Unanimous Agreements, resolutions and policies.
- Act in accordance with such rules established by the Panhellenic Council so as not to violate the sovereignty, rights and privileges of member sororities.

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 Lehigh University Panhellenic Association shall be composed of all chapters of NPC sororities at Lehigh University. Regular members of the College Panhellenic Association shall pay dues as determined by the College Panhellenic Council. Each regular member shall have a voice and one vote on all matters.
- B. **Provisional membership.** The provisional membership of the Lehigh University Panhellenic Association shall be composed of all newly established chapters of NPC sororities at Lehigh University. Provisional members shall pay no dues and shall have voice but no vote on all matters. A provisional member shall automatically become a regular member upon being installed as a chapter of an NPC sorority.
- C. **Associate membership.** Local sororities or national or regional non-NPC women's member groups may apply for associate membership of the Lehigh 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 primary 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 policies and be subject to these Lehigh University College Panhellenic Association bylaws, code of ethics and any additional rules this College Panhellenic Association may adopt, unless otherwise prescribed in these bylaws. Any rules adopted by this Association in conflict with the NPC Unanimous Agreements shall be void.

Section 3. Dues

- A. NPC College Panhellenic dues shall be paid yearly as invoiced by the NPC office.
- B. College 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.
 - The dues of each College Panhellenic Association member is to be paid by the due date set by the Panhellenic Council. *NOTE: Date set may be on an annual or academic term basis.*
 - Chapters who do not pay College Panhellenic dues by their invoice date will receive a \$10 late fine per day communicated by the VP of Finance via email.

Section 4. Fees and assessments

The Panhellenic Council shall have the authority to determine fees and assessments as may be considered necessary. No Panhellenic funds may be used for the sole purpose of social functions, gifts or benefits benefiting the Panhellenic Executive Board without a two-thirds approval.

Article IV. Officers and Duties

Section 1. Officers

The officers of the Lehigh University Panhellenic Association shall be President, Vice President of Administration, Vice President of External Recruitment, Vice President of Internal Recruitment, Vice President of Finance, Vice President of Judicial Affairs, Vice President of Greek Relations, Vice President of Campus Relations, Vice President of Intellectual Development, Vice President of Marketing and Communications, and Vice President of Access and Advocacy.

Section 2. Duties of officers

A. Responsibilities of all Exec Members:

- Attend weekly Council and Executive Board meetings
- Support and represent Panhellenic to the Lehigh community
- Maintain regular contact with the Panhellenic advisor
- Applicable NPC duties

- Disaffiliate for the Fall semester and primary recruitment; Meet the same requirements of Rho Gammas

B. President:

- Oversees and manages all of the functions of the Panhellenic Executive Board
- Sets the tone for the community and works to foster the mission of the Panhellenic Association by underwriting initiatives that launch and sustain leaders
- Serve on any committee involving joint programming of the Panhellenic Association
- Act as official Panhellenic representative to all University bodies-liaison between the Panhellenic Community and the greater Lehigh University community
- Meet regularly with the Panhellenic advisor and Director of OFSA
- Work closely with the CGC and IFC presidents to foster Greek unity
- Communicate consistently with NPC area advisor

C. VP Executive Administration

- Manage Panhellenic Executive communications
- Plan and update calendar
- Create and distribute Panhellenic Executive Board meeting minutes to Executive officers, Panhellenic Advisor, and NPC area advisor.
- Create and distribute Panhellenic Council meeting agendas and minutes to Executive officers, Panhellenic delegates, chapter presidents, IFC president, CGC president, Panhellenic advisor, director of OFSA, and NPC area advisor.
- Act as liaison between Panhellenic delegates and Panhellenic Executive Board
- Ensure bylaws are up to date and educate chapters on their contents
- Manage Panhellenic email account; respond accordingly
- Facilitate election procedure
- Upload Panhellenic Council minutes to the database in a timely manner

D. VP of External Recruitment

- Oversees the Rho Gamma selection process
- Creates the Rho Gamma training schedule
- Responsible for meeting with Rho Gammas and conducting training them prior to meetings with PNMs
- Oversees all logistics of Rho Gammas for fall semester and spring semester
- Assist VP Internal Recruitment with coordinating fall semester recruitment information events
- Assist VP Internal Recruitment during primary recruitment
- Meet with recruitment committee to coordinate all aspects of primary recruitment

E. VP of Internal Recruitment

- Oversee the technical aspects of recruitment and organize the primary recruitment process
- Run primary recruitment
- Coordinate fall semester pre- recruitment events (Panhel Preview, Panhellenic Pride Week, 5x10s, tabling for registration publicity, etc.)

- Maintain contact with potential new members (PNMs) throughout the fall semester in order to effectively distribute information including collaborate with the VP Marketing and Publicity to publicize fall semester events and primary recruitment registration
- Meet with all recruitment chairs on bi-weekly basis leading up to primary recruitment
- Meet with recruitment team weekly to coordinate all aspects of primary recruitment
- Communicate chapter eligibility for Continuous Open Bidding (COB)
- Oversee Continuous Open Bidding (COB)
- Maintain accurate recruitment statistics and gather feedback from chapter presidents and new members to assess primary recruitment
- Review recruitment rules as needed and share with NPC area advisor prior to any voting

F. VP of Finance

- Inform all Executive Board Members of their budget and oversee their spending
- Create Panhellenic budget and present to chapter delegates for approval
- Manage reimbursements
- Provide financial report at each Panhellenic Council meeting
- Give annual report at Panhellenic meetings
- Be responsible for the prompt payment of all bills of Panhellenic
- Set recruitment budget cap and collect receipts to ensure chapters are following the budget cap
- Collect chapter dues on a semester basis

G. VP of Judicial Affairs

- Serve as chair of the Panhellenic Council Judicial Board
- Oversee the selection and training of sorority representatives for training each semester
- Continue to improve the evolving protocols for Judicial procedures (recruitment, university alcohol policy)
- Provide educational workshops regarding recruitment rules and recruitment violations
- Send out applications for judicial board and select at least one representative from each chapter
- Collaborate with IFC and CGC to promote Hazing Prevention Week

H. VP of Greek Relations

- Promote Panhellenic/Greek unity through programming, discussions, or committees. (Greek Week Committee, Letter Day, Panhellenic Pride Week, etc.)
- Attend IFC and CGC meetings
- Promote Greek leadership opportunities
- Organize New Member Orientation
- Meet with and oversee new member educators

I. VP of Campus Relations

- Represent Panhellenic in various on campus events and activities (e.g. Relay for Life)
- Attend various committees on behalf of Panhellenic

- Act as liaison with Community Service Office and promote community service opportunities to the Panhellenic community
- Promote a greater student involvement in the South Bethlehem community aside from service
- Collaborate with campus partners on behalf of Panhellenic and bring new initiatives to the community

J. VP of Intellectual Development

- Serve as chair of the Academic Excellence Committee
- Offer scholastic assistance to chapter or individual chapter members regarding scholarship performance
- Oversees Sorority Woman of the Month
- Meet with and maintain contact with Panhellenic Scholarship Chairs
- Present a yearly program on the promotion of study skills to Panhellenic Association members
- Promote academic excellence and achievement in February during the Month of the Scholar
- Publicize and celebrate the academic achievements of our Panhellenic community through a Scholarship Banquet or other type of academic excellence recognition event.
- Promote and partner with other organizations to promote scholarship across campus (such as the Center for Academic Success)
- Maintain, update, and continue to collect statistics on the Panhellenic community (fall) and new members (spring)
- Highlight the achievements of individual Panhellenic members and celebrate, award, or publicize them
- Head Chair of Mental Health Liaison Coalition

K. VP of Communications & Marketing

- Implements marketing strategy for all Panhellenic activities, including recruitment and COB events.
- Coordinate all large scale public relations for recruitment
- Organize First-Year Move-In in conjunction with IFC and CGC
- Responsible for marketing all Panhellenic/Chapter Events
- Maintain all social media platforms (Instagram, Twitter, Facebook)
- Responsible for taking pictures at Panhellenic events and posting to website and social media in a timely fashion
- Create provisions for social media usage across community
- Maintain Panhellenic's website [www.lehighpanhel.squarespace.com]

L. VP of Access and Advocacy

- Promote Panhellenic's dedication to supporting and enabling an inclusive, empowering, and beneficial environment for our members as well as the broader Lehigh community
- Represent Panhellenic on all pertinent campus-wide committees concerning issues of multiculturalism, diversity, and gender issues

- Inform the Panhellenic community about various issues going on within the university as well as the surrounding community
- Support and oversee Panhellenic involvement in advocacy on campus that aligns with Panhellenic values
- Collaborate with the Panhellenic President and Panhellenic Advisor for any possible scholarship opportunities for members of the Panhellenic community if financially possible

Section 3. Eligibility

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

- Regular membership.** Members from NPC sororities holding regular membership in the Lehigh University Panhellenic Association shall be eligible to serve as any officer.
- Provisional membership.** Members from NPC sororities holding provisional membership in the Lehigh University Panhellenic Association shall not be eligible to serve as an officer.
- Associate membership.** Members from NPC sororities holding associate membership in the Lehigh University Panhellenic Association shall not be eligible to serve as an officer.

Section 4. Selection of Officers

The offices of President, Vice President of Administration, Vice President of External Recruitment, Vice President of Finance, Vice President of Judicial Affairs, Vice President of Greek Relations, Vice President of Campus Relations, Vice President of Intellectual Development, Vice President of Internal Recruitment, Vice President of Marketing and Communications, and Vice President of Access and Advocacy of the Lehigh University Panhellenic Association shall be elected by ballot.

- The Slating Committee shall consist of at least one representative per chapter, qualified either as a past or present Panhellenic Executive Board member, Panhellenic delegate, or chapter executive board leadership. Those serving on the Slating Committee are ineligible to run for office. The Panhellenic Advisor will also serve on this committee with no vote.
- All interested and qualified members will submit an application and chapter form of support to the current Panhellenic Vice President of Administration no later than the date specified by the Panhellenic Executive Board.
- All qualified selected candidates will sign-up for an interview time with the Slating Committee upon notification.
- The Slating Committee will meet to determine an agreed upon recommended Slate.
- The Slating Committee will present the Slate to the Council at a regular business meeting two weeks prior to the scheduled elections.
- Nominations from the floor will be taken at both the meeting in which the slate is presented and the following business meeting. Nominations will close thereafter.
Applicants who completed a Panhellenic Executive Board application and attended an interview with the Slating Committee, but were not placed on the Slate for voting, are eligible to be nominated from the floor.
 - Applicants slated for a position who choose to reject said position before the slate is announced are eligible to run from the floor.
- Elections shall take place two weeks following the presentation of the Slate. The Slate

shall be approved by a two-thirds vote. Each regular member of the Council has the power to cast one vote.

- If the Slate is not approved in its entirety, each position will be voted upon individually in top down order and elected by a majority vote.
- All candidates must give a speech no more than three minutes in length
- If no candidate receives a majority of the votes under the first ballot, a runoff ballot shall be held between the two candidates receiving the highest number of votes.

Section 5. Office-holding limitations

- A. No more than two (2) members from the same sorority shall hold office during the same term.
- B. In order to hold a Panhellenic Executive position, one must have a cumulative 2.7 GPA or have maintained a 2.9 GPA for their previous two consecutive semesters.
- C. The Vice President of External Recruitment and Vice President of Internal Recruitment may not be from the same chapter.
- D. No chapter president shall be allowed to serve as an officer on the Panhellenic Executive Board at the same time.
- E. Candidates must be initiated members and full-time students at Lehigh University at the time of election.
- F. Every Panhellenic regular member chapter that has a member submit an application before the deadline will be highly considered. While it is preferred that at least one representative from each chapter serve in an executive board position, it is not guaranteed.
- G. Must be available to serve two consecutive semesters on campus (i.e. study abroad, participating in co-op, etc.) will not be permitted.

Section 6. Term

- A. The officers shall serve for a term of one year with an additional transition period of approximately 2 months. The transition period shall consist of a shadowing period that begins upon the installation ceremony in November each year and ending at 5:00pm on Panhellenic Primary Recruitment Bid Day. From that point forward the term begins for the new officer and ends for the outgoing officer.

Section 8. Removal

- A. Any officer may be removed for being in poor standing within their chapter and their headquarters by a vote of two-thirds of the Panhellenic Council.
- B. Any officer may be removed by cause of not fulfilling the specific duties of their position as outlined in these bylaws.
- C. In the event of an investigation, of any kind, into the Panhellenic chapter of serving Executive officer(s), said officer must temporarily step down from their position for the duration of the investigation. Duties will be assigned and/or distributed to another officer or officers, as determined at the discretion of the remaining Executive officers and Panhellenic advisor.

- D. In the event the Panhellenic chapter of serving Executive officer(s) becomes unrecognized by the University or loses its national charter, said Executive officer(s) are required to resign from their position(s), effective immediately. Duties will be reassigned and/or distributed to another officer or officers, as determined at the discretion of the remaining Executive officers and Panhellenic advisor.

Section 9. Vacancies

Vacancies shall be filled in the same manner of selection as provided in Section 4 of this article.

Section 10: Means of Communication

The Panhellenic Executive Board may conduct business at any meeting (regular or special) through the use of any means of communication by which all delegates participating may simultaneously hear one another and participate in the proceedings during the meeting.

Article V. The Panhellenic Council

Section 1. Authority

The governing body of the Lehigh University College Panhellenic Association shall be the Panhellenic Council. It shall be the duty of the Panhellenic Council to conduct all business related to the overall welfare of the Lehigh University College Panhellenic Association including, but not limited to: bi-annually review the parameters as adopted in the recruitment rules for the evaluation and adjustment of total each academic term, annual determination of dues, approval of the annual budget, consideration of extension, setting a calendar of events, determining programming and establishing recruitment rules and recruitment style. The Panhellenic Council shall also have the authority to adopt rules governing the College Panhellenic Association that do not violate the sovereignty, rights and privileges of NPC sororities.

Section 2. Composition and privileges

The Lehigh University Panhellenic Council shall be composed of one delegate and the chapter president from each regular, provisional and associate member group at Lehigh University identified in Article III. The delegates shall be the voting members of the Panhellenic Council except as otherwise provided in Article III of these bylaws. The presidents shall have voice but no vote. The presidents shall act and vote in the place of the delegate when the delegate is absent. If both delegate and president are absent, the vote may be cast by a member of the sorority, providing credentials have been presented to the President.

Section 3. Selection of delegates and alternates

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

Section 4. Delegate vacancies

When a delegate vacancy occurs, it shall be the responsibility of the chapter concerned to select a replacement within two (2) weeks and to notify the Vice President of Administration of their name, email address, and telephone number.

Section 5. Duties and responsibilities

Panhellenic delegate duties and responsibilities:

- Must attend all Panhellenic Council Meetings
- Must support NPC unanimous agreements, policies, and procedures
- Must understand local College Panhellenic Council policies and procedures
- Should know when to consult chapter's sorority's NPC Chief Panhellenic Officer (CPO) for assistance and advice regarding Panhellenic concerns
- Should be prepared and knowledgeable about Panhellenic concerns, the view of their member organization and chapter, and how to voice concerns to the council
- Should present regular College Panhellenic Council reports at chapter meetings

Section 6. 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 7. Annual meeting

The annual meeting of the Panhellenic Council shall be held during the month of March. 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 8. Special meetings

Special meetings of the Panhellenic Council may be called by the President when necessary and shall be called upon the written request of no fewer than one-fourth of the NPC sororities of the Lehigh University Panhellenic Association. Notice of each special meeting of the Panhellenic Council shall be sent to each member of the Panhellenic Council at least 24 hours prior to convening the meeting; however, such notice may be waived, and attendance at such meeting shall constitute a waiver of said notice.

Section 9: Means of Communication

The Panhellenic Council may conduct business at any meeting (regular or special) through the use of any means of communication by which all delegates participating may simultaneously hear one another and participate in the proceedings during the meeting.

Section 10. Quorum

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

Section 11. Vote Requirements

- A. All other votes, unless specified in these bylaws, shall require a majority vote for adoption. (See the Article on Amendment of Bylaws for specific voting requirements for the amendment of these bylaws.)
- B. A two-thirds vote of the Panhellenic Council shall be required to approve a re-establishment plan and for all extension-related votes.

- C. Proposed motions on issues that impact a chapter as a whole must be announced at a previous meeting to allow opportunity for chapter input before a vote may be taken on the issue.

Article VI. The Executive Board

Section 1. Composition

The composition of the Executive Board shall be the President, Vice President of Administration, Vice President of External Recruitment, Vice President of Internal Recruitment Vice President of Finance, Vice President of Judicial Affairs, Vice President of Greek Relations, Vice President of Campus Relations, Vice President of Intellectual Development, Vice President of Marketing and Communications, and Vice President of Access and Advocacy.

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 through the Vice President of Administration, 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 upon the written request of three members of either the Executive Board, chapter presidents or delegates.

Section 5. Quorum

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

Article VII. The Panhellenic Advisor

Section 1. Appointment

The Panhellenic advisor of the Lehigh University College Panhellenic Association shall be appointed by The Office of Fraternity and Sorority Affairs.

Section 2. Authority

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

Article VIII. Committees

Section 1. Standing committees and special committees

- A. The standing committees of the Lehigh University Panhellenic Council shall be the Judicial Board, Membership Recruitment Committee, Academic Excellence Committee, and Community Service/Philanthropy Committee.
- B. Special committees may be created as needed and will be made up of Panhellenic chapter volunteers.
- C. The standing committees shall serve for a term of one semester with the exception of the Panhellenic Judicial Board, which will serve for two semesters, granted the members elected are within good standing and will be on campus for both semesters (i.e. study abroad, participating in co-op, etc.)
- D. Those volunteering to serve on special committees must be in good standing with their respective chapter and NPC sorority Headquarters

Section 2. Appointment of committee membership

The members of the Panhellenic Chapters holding the position most applicable to the committee will be the representative on the standing committee. These committees will be chaired by the most applicable Executive Board position from the Panhellenic Executive Board.

The Executive Board shall appoint members and chair of all standing and special committees, except as provided otherwise in these bylaws, and, in making these appointments, shall recognize fair representation from all NPC sororities 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 Vice President of Judicial Affairs as the chair and at least one representative from each chapter. The Panhellenic advisor shall serve as a non-voting 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.

In accordance with the NPC Unanimous Agreement VII. College Panhellenic Association 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 Lehigh University 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. Membership Recruitment Committee

The Membership Recruitment Committee shall consist of the Vice President of Intellectual Development as the chair and at least one representative from each chapter. It is recommended that

the Vice President of Recruitment or Recruitment Chair from each chapter serve as the representative. 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 chair of this committee shall present a full report, including recommendations, to the Panhellenic Council based on an analysis of the recruitment statistics and recruitment evaluations from new members, potential new members who withdrew, each member group and chapter advisor.

Section 5. Academic Excellence Committee

The Academic Excellence Committee shall consist of the Vice President of Intellectual Development as chair and one representative from each chapter. It is recommended that the scholarship chair for each chapter serve as the representative. The academic Excellence Committee shall be responsible for all matters pertaining to the promotion of superior scholarship as basic to intellectual achievement.

Section 6. Community Service/Philanthropy Committee

The Community Service/Philanthropy Committee shall consist of the VP Campus Relations as the chair and one representative from each regular member. It is recommended that the community service chair for each regular member serve as the representative. The Community Service/Philanthropy Committee shall be responsible for all matters pertaining to the promotion of community service/philanthropy.

Section 7. Diversity, Equity and Inclusion Committee

The Diversity, Equity, and Inclusion Committee shall consist of the VP of Access and Advocacy as the chair and one representative from each chapter. The Diversity, Equity, and Inclusion Committee shall be responsible for all matters pertaining to the promotion of supporting and enabling an inclusive, empowering, and beneficial environment for all members of the Panhellenic Community.

Section 8. Other committees

Special committees shall be appointed as deemed necessary by the Panhellenic Council.

Article IX. Finances

Section 1. Fiscal Year

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

Section 2. Contracts

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

Section 3. Checks

All checks issued on behalf of the Lehigh University Panhellenic Association shall be authorized by the President, Vice President of Finance, and the Panhellenic Advisor.

Section 4. Payments

All payments due to the Lehigh University Panhellenic Association shall be received by the Vice President of Finance who shall record them. Checks for payments shall be made payable to the Lehigh University Panhellenic Association and given to the Vice President of Finance to deposit to the Lehigh University Panhellenic Association account.

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.
 - The amount of such dues is \$25/initiated member and \$25/new member. The dues of each Panhellenic Council member sorority shall be payable 3 weeks after Roster Day each semester.
 - The dues structure is based on the number of regular members and the total amount of expenses for the upcoming year.
 - A fine of \$10 per day will be added on for all late payments.

Section 6. Fees and Assessments

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

Article X. Extension

Section 1. Extension

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

The Lehigh University Panhellenic Association shall follow all NPC Unanimous Agreements and NPC extension policies in the current NPC manual of information and the website.

Section 2. Voting rights

Only regular members of the Panhellenic Council 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 Lehigh 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. Informal discussions occur for first time offenses that are minor. A minor violation may include a single instance of inappropriate contact between PNMs and members or a single instance of a minor violation of social media best practices. People present at the informal discussion include: VP of Judicial Affairs, the president of the accused chapter, and any other relevant executive board members of the accused chapter. The Panhellenic Advisor may also be present if necessary. No documentation of the informal discussion is required, other than signing a document acknowledging the discussion did take place. This document will be emailed to the alleged chapter president from the VP of Judicial Affairs. Should there be some specifications of who is present at these meetings and any form of documentation even though it is “informal.”

Section 3. Judicial process

If informal discussions are unsuccessful or the infraction is severe in nature, the judicial process will be set in motion by filing a report of the alleged violation. Examples of informal discussions being unsuccessful would include a situation in which the original violation is repeated or a more severe violation occurring. More severe violations include breaking the Lehigh code of conduct, repeated violations of recruitment rules, and behavior that shows continuous disregard of Panhellenic values. The Lehigh University Panhellenic Association Judicial Board shall follow all mediation guidelines found in the Manual of Information.

- A. Mediation is the first step of the judicial process. The Lehigh University Panhellenic Association shall follow all NPC Unanimous Agreements concerning the judicial process found in the Manual of Information.
- B. Judicial Board hearing happens 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 may be appealed by any involved party to the NPC College Panhellenics Judicial Appeal Committee. The Lehigh University Panhellenic Association shall follow all NPC Unanimous Agreements concerning the appeals process found in the Manual of Information.

Article XII. Inclusion Statement

Lehigh University College Panhellenic Council does not categorically deny membership to an individual, based on race, color, religion, sex*, national origin, age, disability, marital status, military or veteran status or political affiliation.

**Pursuant to 20 U.S.C. 1681(a)(6)(A), social fraternities and sororities may limit membership on the basis of sex.*

Article XIII. Hazing

Per the Unanimous Agreements, the National Panhellenic Conference supports all efforts to eliminate hazing. All forms of hazing shall be banned. Hazing is defined as any action or situation with or without consent that 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 that willfully destroys or removes public or private property.

Such activities and situations include, but are not limited to: creation of excessive fatigue; physical and psychological shocks; wearing apparel that 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 that interfere with scholastic activities or normal sleep patterns; and any other activities that are not consistent with fraternal law, ritual or the regulations and policies of the member sorority or the educational institution. All member groups will affirm their policies or hazing and inform their membership of this NPC position on hazing through mailings and through their inter/national magazines.

Article XIV. Lehigh University Code of Conduct

Collegiate Panhellenic Association at Lehigh University adopts the Lehigh University Student Conduct System.

Article XV. Parliamentary Authority

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

Article XVI. Amendment of Bylaws

These bylaws may be amended at any regular or special meeting of the Lehigh University Panhellenic Council by a two-thirds vote, provided the proposed amendment has been announced and submitted in writing 2 weeks prior at the previous regular meeting, allowing an opportunity for chapter input.

Article XVII. Dissolution

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