

CONSTITUTION OF THE  
**WHITMAN COLLEGE PANHELLENIC ASSOCIATION**

Revised: Spring 2017

**ARTICLE I - NAME**

The name of this organization shall be the Whitman College Panhellenic Association, which includes every sorority member on Whitman College's campus.

**ARTICLE II – OBJECT**

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

- A. Represent the issues and concerns of the Whitman College Panhellenic Association to College and community representatives.
- B. Compile and implement rules governing the actions of Whitman College Panhellenic Association members on issues such as recruitment, pledging, initiation, social functions, alcohol use, and maintaining inter-fraternal and inter-sorority relations on campus.
- C. Support the goals and ideals of member groups including friendship, leadership and academic achievement as continually applicable to campus and personal life.
- D. Act in accordance with National Panhellenic Conference UNANIMOUS AGREEMENTS and policies.

**ARTICLE III – MEMBERSHIP**

There shall be two classes of membership: Regular and Provisional

- A. The **Regular** membership of the Whitman College Panhellenic Association shall be composed of all chapter members in good standing of National Panhellenic Conference sororities -at Whitman College.
- B. The **Provisional** membership of the Whitman College Panhellenic Association shall be composed of all chapter members in good standing of National Panhellenic Conference new chapters at Whitman College.

**ARTICLE IV – OFFICERS**

- A. The officers of the Whitman College Panhellenic Association shall be President, Vice President Judicial, Vice President Programming, Vice President Inter-Sorority Relations, Vice President Recruitment, Vice President Recruitment, Counselors, Vice President Communications, and Secretary/Treasurer.
- B. The President may create additional officer positions as needed to support the interests of the Whitman College sorority system.
- c. Officers shall be from sororities holding Regular membership in the Whitman College Panhellenic Association.
- C. The officers shall serve for a term of one year, with the term of office beginning on January 1<sup>st</sup> and ending on December 31<sup>st</sup>.
- D. Any officer unable to complete her duties as outlined shall resign and a successor may be designated as provided in Article VI, C
- E. If an officer is unable to complete her term her successor may be designated as provided in Article VI, C.

#### **ARTICLE V – MEETINGS**

- A. The Whitman College Panhellenic Association shall hold at least one regular meeting each spring.
- B. A special meeting of the Whitman College Panhellenic Association may be called by the President when necessary and shall be called by the President upon the written request of any Regular member sorority at Whitman College.
- C. The delegates from each Regular and Provisional member sorority shall be responsible for notifying their chapter members of all regular and special meetings of the Whitman College Panhellenic Association.

#### **ARTICLE VI - THE PANHELLENIC COUNCIL**

The administrative body of the Whitman College Panhellenic Association shall be the Whitman College Panhellenic Council. It shall be the duty of the Panhellenic Council to administer all business related to the overall welfare of the Whitman College Panhellenic Association and to compile rules governing the Panhellenic Association which do not violate the sovereignty, rights and privileges of member sororities.

##### **A. MEMBERSHIP**

The Whitman College Panhellenic Council shall be composed of the Panhellenic Officers and one delegate from each Regular and Provisional member group at Whitman College as identified in Article III.

##### **B. OFFICERS**

The officers of the Whitman College Panhellenic Association shall serve as the officers of its Panhellenic Council. These officers shall serve as the Executive Board of the Panhellenic Council and have the power and duties as prescribed in the Bylaws of the Whitman College Panhellenic Association.

#### C. OFFICER VACANCIES

When an officer vacancy occurs, it shall be the responsibility of the Panhellenic Officers to determine if the position will be replaced. In the case that the Panhellenic President vacates the office, the Vice President Judicial shall fulfill the duties of President.

#### D. SELECTION OF DELEGATES

Delegates to the Panhellenic Council shall be selected by their respective sorority chapters to serve for a term of one year, beginning in January and ending when the semester concludes in December. Unless otherwise designated by a chapter.

#### E. DELEGATE VACANCIES

When a delegate vacancy occurs, it shall be the responsibility of the sorority concerned to select a replacement within two weeks and to notify the Panhellenic President of the new delegate's name. If a meeting of the Panhellenic Council occurs while delegate vacancy exists, an alternative delegate shall be appointed by the sorority concerned to fulfill the duties of the delegate.

#### F. MEETINGS

1. *Regular* meetings of the Panhellenic Council shall be held at a time and place established at the beginning of each semester.
2. *Special* meetings of the Panhellenic Council may be called by the President when necessary and shall be called by the President upon the written request of any member delegate of the Panhellenic Council.
3. *Quorum*. A majority of the member sororities shall constitute a quorum for the transaction of business.

#### G. VOTING

1. The voting body of the Whitman College Panhellenic Association shall be its Panhellenic Council.
2. The voting members of the Panhellenic Council shall be the delegates of each sorority holding Regular membership. If a delegate is absent, the vote of that sorority shall be cast by the chapter president.
3. A majority vote of member groups shall be necessary to carry all questions. In the case of a tied vote, the matter does not pass.

### **ARTICLE VII - PANHELLENIC ADVISER**

The Associate Dean of Students/Student Programs shall serve in an advisory capacity to the Whitman College Panhellenic Association and its Council.

### **ARTICLE VIII - UNANIMOUS AGREEMENTS AND POLICIES**

- A. All members of the Whitman College Panhellenic Association shall act in accordance with the fundamental Panhellenic policies established by the National Panhellenic Conference in the UNANIMOUS AGREEMENTS.
- B. The Whitman College Panhellenic Association rules and policies shall be in harmony with those currently established by the National Panhellenic Conference.

### **ARTICLE IX - VIOLATIONS**

Violations of the National Panhellenic UNANIMOUS AGREEMENTS, any regulations of this Constitution or Bylaws, and membership recruitment rules shall be adjudicated through the NPC Judicial Procedure as presented in the NPC Manual of Information. Also, any violations of school policy will be delegated to the Panhellenic Council as stated in the student handbook.

### **ARTICLE X - AMENDMENTS**

This constitution may be amended by a majority vote of the voting members of the Whitman College Panhellenic Association, provided notice of the proposed amendment has been given in writing at the preceding regular meeting.

## **BYLAWS OF THE WHITMAN COLLEGE PANHELLENIC ASSOCIATION**

Revised: Spring 2017

### **ARTICLE I - MEMBERSHIP TOTAL**

- A. The Whitman College Panhellenic Association total for all chapters shall be eighty-eight (88) members.
- B. Members who are studying abroad or on leave for two (2) or more semesters shall not be counted in the total of eighty-eight (88).

### **ARTICLE II - TRANSFER STATUS**

If a student transfers to Whitman College who is a member from a chapter represented in the Whitman College Panhellenic Association and chooses to affiliate with that group, the transfer student shall not be included in the recruitment quota. If chapter membership exceeds total, the transfer student may still affiliate with the chapter.

### **ARTICLE III - FINANCE**

#### **A FISCAL YEAR**

The fiscal year of the Whitman College Panhellenic Association shall be from July 1, to June 30 of the following year.

#### **B CONTRACTS**

The signatures of the President and Treasurer shall be required to bind the Whitman College Panhellenic Association.

#### **C. CHECKS**

All checks issued on behalf of the Whitman College Panhellenic Association shall be signed by the Treasurer and approved by the President.

#### **D. PAYMENTS**

All payments due to the Whitman College Panhellenic Association shall be made to the Treasurer, who shall record them. Checks for payments shall be made payable to the Whitman College Panhellenic Association. When seeking reimbursement from the Secretary/Treasurer, a receipt must be presented as proof of purchase.

#### **E. DUES.**

1. NPC College Panhellenic dues are paid yearly as invoiced by the NPC Office.
2. Panhellenic Association membership dues shall be an assessment per member and new member.
  - a. The amount of fall dues will be assessed at \$15 per member and new member. The amount of spring dues will be assessed at \$5 per member and new member.
  - b. Panhellenic Association dues will be payable within two weeks of chapters receiving a bill from the Panhellenic Treasurer each semester.

#### **F. BUDGET**

The Secretary/Treasurer, with assistance from the Panhellenic Officers, shall establish a budget for the upcoming fiscal year each semester that must then be approved by the Panhellenic Council.

#### **G. RECORDS**

1. An update on the Panhellenic Association checking account shall be announced monthly at a Panhellenic Council meeting.

2. The financial records of the Panhellenic Association must be audited each December by the Panhellenic Officers prior to being turned over to the new Secretary/Treasurer.

#### **ARTICLE IV - SELECTION OF OFFICERS**

Panhellenic Officers will be selected each November/December using the following process:

- A. Applications for the Panhellenic President position will be made available to regular initiated member of the Whitman College Panhellenic Association in early November. Interviews will be conducted by current officers and delegates and a candidate will be proposed to the chapters for approval. Once approved, the Panhellenic President elect will participate in the interviews and selections of the other officers.
- B. Officer positions will be made available to Regular initiated members of the Whitman College Panhellenic Association.
- C. Current Panhellenic Officers and chapter delegates will review the applications and conduct an interview with each candidate. Candidates will be slated for each Panhellenic Officer position.
- D. The proposed slate will be posted and made available to members of the Panhellenic Association for review.
- E. If there is a challenge to the slate, it must be made by a chapter president on behalf of the chapter to the Panhellenic President within five (5) days of the slate being posted. Only candidates who completed an application and interview will be eligible to be nominated and added to the slate.
- E. A final slate will be posted two (2) days after the challenge period ends, and all chapters will vote on the slate at the next chapter meeting. In cases where a challenge has resulted in two or more candidates being nominated for the same position, chapters will vote on the challenged positions first and then vote on the remainder of the slate. Each chapter has one (1) vote for each challenged position and one (1) vote for the remainder of the slate.

#### **ARTICLE V - OFFICER DUTIES**

*The President shall:*

- A. Have overall responsibility for the operation of the Panhellenic Council, serving as the official spokesperson.

- B. Call and preside at all regular and special meetings of the Whitman College Panhellenic Association.
- C. Preside at all regular meetings of the Panhellenic Council and call and preside at its special meetings.
- D. Review and approve (or sign) all checks and contracts involving the Whitman College Panhellenic Association.
- E. Assist with the completion of the NPC Annual Report and send it to the NPC Area Adviser.
- F. Maintain a complete and up-to-date President's file, which will include a copy of the following current items: Whitman College Panhellenic Association Constitution, By-Laws, budget, recruitment rules, NPC Manual of Information, current correspondence from the NPC Area Adviser, copies of reports to the area adviser and other pertinent materials.

*The Vice President Judicial shall*

- A. Handle all reported Panhellenic violations, including recruitment violations.
- B. Serve as the chair of the Judicial Committee, which is composed of one chapter-elected member to deal with judicial issues that arise.
- C. Act as a liaison between Residence Life and Panhellenic.
- D. Fill in for the President in when absent.
- E. Work in conjunction with the IFC president/officer in charge of social events on all matters concerning the Whitman College Greek system, including the enforcement of the social policy and the scheduling and monitoring of social functions.

*The Vice President Programming shall:*

- A. Co-coordinate non-recruitment sponsored events between the fraternity and sororities including Greekend.

*The Vice President Inter-Sorority Relations shall:*

- A. Coordinate events and activities between the four Whitman sorority chapters.
- B. Handle Panhellenic correspondence such as thank yous and congratulations.

*The Vice President Recruitment shall:*

- A. Work with chapter recruitment chairs to plan and execute all aspects of membership recruitment.
- B. Work with the Assistant Recruitment Coordinator on the Recruitment Counselor program.

*The Vice President Recruitment Counselors shall:*

- A. Assist the Vice President Recruitment with all aspects of the recruitment process.

- B. Coordinate the interview and selection process for Recruitment Counselors.
- C. Train the Recruitment Counselors and supervise their efforts.

*The Vice President Communications shall:*

- A. Maintain and update as necessary the Panhellenic website and any other social media
- B. Assist Panhellenic officers as necessary with marketing and promotion

*The Secretary/Treasurer shall:*

- A. Take minutes at all Panhellenic meetings and distribute minutes to the Panhellenic
- C. Keep track of Panhellenic financial records including creating and balancing the budget, collecting dues and paying bills.

*Officers selected to fill specific Vice Presidents appointment shall:*

- A. Meet with the Panhellenic President to determine specific officer duties.

## **ARTICLE VI – INVITATIONAL REPRESENTATIVES**

Any member of the Whitman College Panhellenic Association as well as alumni advisers to the groups represented in the Whitman College Panhellenic Association are invited to attend Panhellenic Council meetings unless the meeting has been previously designated as a "closed" meeting for confidential purposes.

## **ARTICLE VII - MEMBERSHIP RECRUITMENT**

- A. A fall formal recruitment program shall be held each year, coordinated by the Panhellenic Officers.
- B. There shall be distributed rules on recruitment, and a copy of these rules shall be given to the Panhellenic Officers, Panhellenic Delegates, Chapter Presidents and Recruitment Chairs of the sororities represented in the Panhellenic Association.
- C. It is the responsibility of each chapter to make the current recruitment rules available to their membership and to provide education on these rules.
- D. It is the responsibility of the Panhellenic Officers and the Recruitment Counselors to explain all pertinent recruitment rules to potential new members.
- E. Alcohol shall not be present at any recruitment activity.
- F. Fraternities shall not participate in sorority recruitment and sororities shall not participate in fraternity recruitment.



## **ARTICLE VIII - PLEDGING AND INITIATION**

- A. A new member must be a regularly matriculated student to be eligible for membership recruitment and pledging.
- B. A Panhellenic Association member sorority may not issue an invitation to membership or formally pledge a new member during any college recess.
- C. First year students may not be initiated into Greek membership until they have been enrolled for at least one semester as a regular student as required by the Whitman College Faculty Code.
- D. No new member ~~woman~~ who has broken their pledge shall participate in recruitment or be asked to join another group for one calendar year. A record shall be kept of all broken pledges by the Greek Adviser.

## **ARTICLE IX – HAZING**

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; encouraging 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.

This policy pertains to all associate, active, and alumnae members of each respective sorority. Chapters or members who haze will be subject to discipline.

## **ARTICLE X - EXTENSION**

- A. When all NPC Chapters at Whitman College exceed capacity, the Panhellenic Council shall consider adding another chapter.

- B. Such a chapter shall be recruited and selected through the NPC extension process.
- C. Only Regular members of the College Panhellenic Council shall vote on extension matters.

## **ARTICLE XII - VIOLATIONS**

Any dispute arising out of a violation of the NPC UNANIMOUS AGREEMENTS, the Panhellenic Constitution and Bylaws, and membership recruitment rules shall be addressed through the NPC Judicial Procedure as outlined in the NPC Manual of Information.

## **ARTICLE XIII - AMENDMENTS**

These Bylaws may be amended by a majority vote of The Whitman College Panhellenic Council, provided notice of the proposal amendment has been given in writing at the preceding regular meeting.