Panhellenic Association Constitution  
of  
Lafayette College

ARTICLE I: NAME
The name of this organization shall be the Lafayette College Panhellenic Association.

ARTICLE II: Purpose
The purpose of the Panhellenic Association shall be:

1. To develop and maintain sorority life and inter-sorority relations within our College.
2. Facilitate an integrated intellectual environment that promotes intellectual accomplishment and sound scholarship.
3. To support the Colleges administration’s maintenance of high College standards.
4. Display a strong public image for the women’s sorority community, both inside and outside the greater Lafayette College community, in alignment with the strong values and activities of its members.
5. To be a forum for the exploration of questions of interest to the college and sorority communities.
6. Provide a unified voice and direction emphasizing cooperation amongst our community and collaborative efforts with the college.
7. Promote and support leader training and member education opportunities for our members.
8. To compile and enforce policies and procedures governing recruitment, new member periods and initiation at Lafayette College.
9. To understand and act in accordance with the National Panhellenic Conference UNANIMOUS AGREEMENTS and policies.
10. Hold our community accountable to itself by using fair and consistent judicial processes when necessary, establishing rules in the best interest of all, and maintaining support and legitimacy.
11. Be a leading student governing body that has college-wide programming and impact and establishes positive relationships with the college and its diverse student organizations.
12. Maintain a high level of operations that reflects our values and responsibility.
13. Strive for continuous improvement by examining the goals, progress, and vision of the community in order to maintain alignment with the needs and values of members and the greater mission of this council as a whole.
14. Act in accordance with such rules established by Panhellenic Council as to not violate the sovereignty, rights and privileges of member fraternities.

ARTICLE III. ORGANIZATION

1. The Lafayette College Panhellenic Association shall be composed of all sorority chapters in the Lafayette College community whose sororities are members of the National Panhellenic Conference and are approved as Regular, Associate or Suspended sorority chapters. The standing of each sorority chapter will be defined by its obligations and privileges.

a. The REGULAR membership of the Lafayette College Panhellenic Association shall include all chapter members in good standing of National Panhellenic Conference fraternities at Lafayette College. Regular members shall receive full privileges in all Panhellenic and Sorority Life Community wide endeavors.

b. The ASSOCIATE membership of the Lafayette College Panhellenic Association shall be composed of all chapter members in good standing of National Panhellenic Conference colonies as Lafayette College.

a. Criteria for Associate membership listed in Resource section, Membership Statuses.

b. Privileges and Responsibilities listed in Resource section, Membership Statuses.

c. The AFFILIATE membership of the Lafayette College Panhellenic Association shall be composed of all non National Panhellenic Conference members in good standing of their own Inter/Nationals. A Panhellenic associate is entitled to one non-voting seat on the Panhellenic Council and to participate, without a vote, in all cohorts, committees, and discussions that directly affect the Lafayette College Fraternity and Sorority Community.
d. The SUSPENDED membership of the Lafayette College Panhellenic Association shall be composed of all regular and affiliate members in poor standing of National Panhellenic Conference fraternities at Lafayette College. Recognition as a Suspended member may occur as a result of failure to fulfill chapter responsibilities to the Lafayette College Panhellenic Association or Lafayette College as outlined in this constitution (e.g. failure to pay membership dues and/or fines, failure to meet recognition requirements of Lafayette College Office of Fraternity and Sorority Life, inadequate attendance at mandatory events, inadequate cooperation with Inter/National affiliate), or on the recommendation of the Panhellenic Association Judicial Board

Suspended Members may:
I. Appeal their status to the Panhellenic Council no more than twice per year (see Appeal for Membership Status Change: Suspended to Regular or Affiliate, Appendix D of Bylaws).
II. Attend Panhellenic Council meetings without voice or vote.
III. Appeal to keep chapter members on the Panhellenic Executive Council, should they already hold positions.

Suspended Members may not:
I. Participate in Formal Recruitment or Panhellenic sponsored COR events.
II. Attend Panhellenic or Fraternity and Sorority Community wide sponsored events without permission from the Panhellenic Council.
III. Apply for Panhellenic Executive Council positions without permission from the Panhellenic Council.

2. The Lafayette College Panhellenic Council shall be the governing body of the Association. The council shall be composed of one delegate from each chapter represented in the Lafayette College Panhellenic Association.

3. Delegates to the Council shall be elected by their representative sorority chapters to serve for a term of one year that officially commences 1st day of annual year.

4. Executive officers are assigned to cohorts comprised of identified roles or responsibility in cooperation with the Interfraternity council executive team. Each cohort is comprised of the designated officer from each Panhellenic Association member group. Each cohort is assigned advisement from the Office of Fraternity and Sorority Life. (e.g. Academic officers, Philanthropy and Service officers, New Member Education officers, Finance officers, Risk Management & Standards officers, Public Relations & Media Development officers, Recruitment officers, Fraternity & Sorority of Excellence Coordinators, Social and Programming officers)

5. Lafayette College shall appoint members of the Administration to serve as the Panhellenic Advisor. The Panhellenic Advisor is invited to attend any and all meetings of the Panhellenic Association.

6. The President, or other member authorized by the President, of each sorority represented on the Lafayette College Panhellenic Council shall be required to attend all Presidents’ meetings.

7. All sororities of Lafayette College must be jointly recognized and approved by the Lafayette College Panhellenic Council and Lafayette College.

ARTICLE IV. COUNCIL OFFICERS AND DUTIES

1. The Executive officers (8) of the Lafayette College Panhellenic Association shall be: President; Executive Vice President; Vice President of Membership; Vice President of Public Relations & Media; Director of Administration and Finance; Director of Civic Engagement; Director of Programming & Special Events; Director of Values Integration.

2. The Staff officers (2) of the Lafayette College Panhellenic Association shall be: Director of Publications & Media.

3. The Appointed officers (1) of the Lafayette College Panhellenic Association shall be: Recruitment Counselor Director.

4. The officers shall be delegates from fraternities holding Regular membership in the Lafayette College Panhellenic Association. Delegates from fraternities holding Associate membership shall not be eligible to hold office unless such privileges are granted in the Constitution and Bylaws.

5. The Executive officers shall serve for a term of one year, the term of office to begin no later than four weeks before the end of the Fall Academic semester.

6. The Staff officers shall serve for a term of one semester. Elections will be hosted two weeks prior to the end of each semester.

7. The Appointed officers shall serve for the designated term assigned to the position description and shall be appointed by the Lafayette College Panhellenic Council upon recommendation by the Executive Officers.
8. The procedure to be followed in the election of the officers shall be the regular Election process of the Lafayette College Panhellenic Association as set forth in Article II of the By-laws of this Constitution.
9. There shall be one additional officer: Director of the Recruitment Counselor pool. This officer shall be appointed by the Lafayette College Panhellenic Council upon recommendation by the Executive Officers.
10. There shall be additional officers: Chairs of special projects. These officers shall be appointed by the Lafayette College Panhellenic Council upon recommendation by the Executive Officers.
11. With the majority vote of the Panhellenic Council, a new office may be established within the Executive Board. The President of the Panhellenic Council shall decide if the vacancy shall be filled by an appointment made by the Executive Board, or by means of a special election.
12. Any officer failing to perform her duties as outlined shall resign and a successor be designated by election or as provided in Article VI, Section 3.
13. An officer is unable to complete her term her successor shall be designated by election or as provided in Article VI, Section 3.
14. The duties of each officer are as follows:

**President:**
The President shall act as chairwoman of the Executive Board of the Panhellenic Council. She must schedule weekly or bi-weekly meetings with the Executive Board and the Panhellenic Representatives. She must organize meetings with the sorority presidents as requested. The purpose of these meetings is to discuss relevant Panhellenic concerns such as housing, College policies, philanthropic initiatives, recruitment and overall council relations related to the purpose and mission of the Panhellenic Association. She will be familiar with all College and Panhellenic rules and regulations of the Panhellenic Association and the Unanimous agreements of the NPC. The President is, most importantly, a link between the administration, faculty, trustees and Women’s issues. The President assumes a major role on College policy committees and plays an expanded role in overall college life. She is the official information source about sororities for every group on campus, although other more specialized executive officers can be asked to supplement her information.

Another important role of the President is as a liaison between Panhellenic and the Interfraternity Council (IFC). Time devoted to this endeavor should not be underestimated. This position has extensive responsibility and cannot hold any executive role on their respective affiliated sorority. Investment of time and authority is great and must have a fully focused leader.

Most importantly, the President must lead the future direction of the Panhellenic Association. Panhellenic addresses issues that are of relevance to sororities as well as the larger Lafayette community. The amount of time and thought while this consumes is tremendous. The President must ensure that the Panhellenic Association adopts a suitable role on campus.

**The President shall:**

1. Have overall responsibility for the operation of the Panhellenic Council.
2. Serve as a Role Model for respective community.
3. Sign an agreement as a Panhellenic Association Executive officers expectations and learning contract in conjunction with the Panhellenic Association and the Office of Fraternity and Sorority Life.
4. Participate and all training and education requirements.
5. Participate and complete in annual Governing Councils Orientation and Planning Retreat.
6. Participate and Assist the Executive V.P. in the mid-year 360 peer review process of performance and feedback for all Executive, Staff, Appointed, and Delegates of the Panhellenic Association.
7. Meet bi-weekly with Panhellenic Adviser.
8. Schedule regular office hours and availability with the Panhellenic Association and the Office of Fraternity and Sorority Life.
9. Call and preside at all regular and special meetings of the Lafayette College Panhellenic Association.
10. Train and certify that all Panhellenic Officers are competent in Panhellenic Constitution, bylaws, policies, and NPC Unanimous agreements.
11. Verify and confirm that all Chapters have copies and access to all Panhellenic Constitution, bylaws, policies, and NPC Unanimous agreements.
12. Review, approve, and sign all Panhellenic contracts involving the Lafayette Panhellenic Association.
13. Serve as ex-officio member of all Fraternity and Sorority Leader Cohorts.
14. Serve as ex-officio member of all Panhellenic Council Committees.
15. Report as required to the National Panhellenic Conference Area Advisor.
16. Maintain a complete and up-to-date President’s file that will include a copy of the current Lafayette College Panhellenic Association Constitution, Bylaws, and Standing Rules; the current NPC Manual of Information and related materials; copies of the College Panhellenic Reports to the Area Advisor; and other pertinent materials.
17. Co-organize an annual governing councils orientation and planning retreat in cooperation with the Panhellenic Advisor.
18. Attend all Presidents’ meetings as the representative of the Panhellenic Council.
19. Attend all Lafayette College Student Government meetings as the representative of the Panhellenic Council and its member groups.
20. Create an attendance policy for Panhellenic Executive Board and for the Panhellenic Council which will then be voted on by the Panhellenic Council.
21. Ensure executive officers are effectively engaging and reporting the initiatives of their respective leader cohorts.
22. Meet each semester with the V.P. of Campus Life.
23. Meet annually with the President of Lafayette College.
24. Serve as co-chair to the Bylaws Committee.
25. Provide staffing and project support to all membership initiatives.
26. Provide staffing and project support to all special projects of the Panhellenic Association.
27. Perform all other duties usually pertaining to this office.

Executive Vice President:
The Executive Vice President’s most important role is as the oversight of all the leader cohort initiatives. As the oversight, she must work with the other executive officers as well as men’s Interfraternity councils executive officers to organize effective consolidation of initiatives, communication, and effective accountability to their respective councils. She will be familiar with all College and Panhellenic rules and regulations of the Panhellenic Association and the Unanimous agreements of the NPC.
The Executive Vice President will be an active participant and provide representative to the Lafayette Intercultural Network Council (LINC). Women’s sororities aim to be engaged in diversity and social justice issues, to broaden cultural awareness and understanding and to foster an inclusive environment that advocates for cultural sensitivity, mutual respect, and personal growth. Her role is to provide direction and facilitation of cross-cultural and intercultural exchange and those considerations in all cohort initiatives. She will provide effective implementation and consideration for partnership, collaboration, and communication.
The Executive Vice President will be an active participant and provide representative to the Lafayette Colleges Sorority & Fraternity of Excellence annual review program. Her role is to provide direction and support to the annual review process. She will provide direction and leadership to the chapter officers assigned as the coordinators.
This position has extensive responsibility and cannot hold any executive role on their respective affiliated sorority. Investment of time and authority is great and must have a fully focused leader.
The Executive Vice President is also the co-chair of the Panhellenic Conduct Board that hears conduct matters affecting the entire community. She is also responsible for any Constitutional changes made to conduct policies. Overall, the Executive Vice President serves as a structural support for the President. She monitors and oversees the very important leader cohorts and must take this responsibility accordingly.

The Executive Vice President shall:
1. Perform the duties of the President in her absence, inability to serve, or at her call.
2. Serve as a Role Model for respective community.
3. Sign an agreement of Panhellenic Association Executive officers expectations and learning contract in conjunction with the Panhellenic Association and the Office of Fraternity and Sorority Life.
4. Complete a learning contract component with the Panhellenic Advisor.
5. Participate and all training and education requirements.
7. Coordinate and conduct a mid-year 360 peer review process of performance and feedback for all Executive, Staff, Appointed, and Delegates of the Panhellenic Association. The President will assist you in the organization and data consolidation.
8. Meet bi-weekly with Panhellenic Adviser.
9. Participate and all training and education requirements.
11. Meet bi-weekly with Panhellenic Adviser.
12. Schedule regular office hours and availability with the Panhellenic Association and the Office of Fraternity and Sorority Life.
13. Call and co-preside at all regular and special meetings of the Lafayette College Panhellenic Associations affiliation in Lafayette College Fraternity and Sorority Leader Cohorts.
14. Attend all Lafayette Intercultural Networking Council (LINC) meetings.
15. Call and co-preside at all regular and special meetings of the Lafayette College Marquis Fraternity and Sorority of Excellence Meetings.
16. Attend all Lafayette Marquis Coordinator Meetings (Sorority & Fraternity of Excellence)
17. Serve as chair of the Judiciary Committee.
18. Serve as co-chair to the Bylaws Committee.
20. Provide staffing and project support to all membership initiatives.
21. Provide staffing and project support to all special projects of the Panhellenic Association.

Vice President of Membership:
The VP Membership is in charge of every aspect of Women’s membership recruitment. Her responsibilities include: scheduling women’s recruitment cohort meetings; participating in the selection and appointment of the Recruitment Counselor Director(s); planning the recruitment schedule; assisting the Recruitment Counselor Director in the selection and training of recruitment counselors, and collecting information for the all Recruitment publications and media tools.

This position has extensive responsibility and cannot hold any executive role on their respective affiliated sorority. Investment of time and authority is great and must have a fully focused leader. She will be familiar with all College and Panhellenic rules and regulations of the Panhellenic Association and the Unanimous agreements of the NPC

The VP Membership also has direct contact with the potential new members through the recruitment registration and recruitment process, and chairs any recruitment reform committees. She monitors and oversees a ethical membership recruitment initiative on behalf of all the Panhellenic Association members. She must balance her time effectively and take this on a timeline responsibility accordingly.

The Vice President of Membership shall:

1. Coordinate all membership selection activities, including all informal recruitment and formal recruitment.
2. Serve as a Role Model for respective community.
3. Sign and agree to a Panhellenic Association Executive Offices expectations and learning contract in conjunction with the Panhellenic Association and the Office of Fraternity and Sorority Life.
4. Complete a learning contract component with the Panhellenic Advisor
5. Participate and all training and education requirements.
7. Participate and complete a 360 peer review process of performance and feedback.
8. Meet bi-weekly with Panhellenic Adviser.
9. Schedule regular office hours and availability with the Panhellenic Association and the Office of Fraternity and Sorority Life.
10. Following each membership selection period, present a full report including recommendations to the Panhellenic Council.
11. Lead and facilitate annual evaluation of recruitment method and total.
12. Serve as chair to the Women’s Recruitment Leader Cohort.
a. Identify behaviors, actions and attitudes of excellence of individuals and Panhellenic Association member groups and provide positive recognition.
13. Coordinate all publications and media strategies related to membership with the Vice President of Public Relations & Media, and Director of Publications & Media.
15. Coordinate an annual meeting with the V.P. of Public Relations & Media; a meeting with the Lafayette College Admissions Office to coordinate information and clarity of Women’s Sororities and the Panhellenic Associations membership process, membership requirements, and appropriate resources for reference.
16. Provide oversight and direction to the Recruitment counselor Director.
17. Coordinate a recognition and awards component for Recruitment Counselors in conjunction with the Director of Programming and Special Projects at annual Officer Transition Reception and Recognition.
18. Assist the recognition and awards process with the Director of Programming and Special Projects.
19. Provide staffing and project support to all special projects of the Panhellenic Association.
20. Perform all other duties usually pertaining to this office.

**Director of Administration and Finance:**
The Director of Administration and Finance is in charge of all administrative responsibilities pertaining to the Panhellenic Association, as well as all Constitutional issues and concerns. She must know the Panhellenic Association comprehensively as she is the ultimate reference on questions that have Constitutional bearing, and she helps orchestrate Constitutional changes. She oversees the voting process at Council meetings and helps organize elections, beginning no less than one month before the end of the fall semester, as outlined in Article II of the By-laws. She will be familiar with all College and Panhellenic rules and regulations of the Panhellenic Association and the Unanimous agreements of the NPC.
The Director of Administration and Finance also keeps minutes of the Executive Council and Delegate meetings. These minutes must be copied to their respective record books. Her notes are the most detailed history of the Panhellenic interest and actions every year. She is also primarily responsible for maintaining sorority membership records, chapter leadership records, and Panhellenic numbers. She is responsible for creating and updating Panhellenic leader e-mail accounts (Panhellenic Executive Council, Representatives and Presidents). The Director of Administration and Finance is responsible for Panhellenic funds. She must draw up a budget by January 30th of the semester she takes office. The Panhellenic Council must approve this budget. Most importantly, the Director of Administration and Finance must keep accurate records of funds, both on- and off-campus. She is responsible for writing and cashing Panhellenic checks and for issuing monthly financial reports to the Executive Council and the Panhellenic Representatives.
This position has extensive responsibility and cannot hold any executive role on their respective affiliated sorority. Investment of time and authority is great and must have a fully focused leader.
Finally, the Director of Administration and Finance works with the university administration to develop adequate office, storage and meeting space for the Panhellenic Council and the member sororities of the Panhellenic Association. She must also work with the office of Fraternity and Sorority life, Residence Life and Facilities to help the VP Membership secure rooms for recruitment.

**The Vice President of Administration and Finance shall:**

1. Maintain an up-to-date roll of the members of the Panhellenic Council.
2. Serve as a Role Model for respective community.
3. Sign and agree to a Panhellenic Association Executive Officer expectations and learning contract in conjunction with the Panhellenic Association and the Office of Fraternity and Sorority Life.
4. Complete a learning contract component with the Panhellenic Advisor.
5. Participate and all training and education requirements.
7. Participate and complete a 360 peer review process of performance and feedback.
8. Meet bi-weekly with Panhellenic Adviser.
9. Schedule regular office hours and availability with the Panhellenic Association and the Office of Fraternity and Sorority Life.
10. Maintain current statistics concerning the number of initiated members and new members of each Panhellenic Association member fraternity.
11. Maintain the coordination of the online rota reporting system of the Panhellenic Association.
12. Maintain and disseminate full minutes of all meetings of the Lafayette College Panhellenic Association, the Panhellenic Council, and a record of all action taken by the Executive Board to Executive Board, Delegates, President of member chapters, Panhellenic Advisor, and National Panhellenic Conference Area Advisor.
13. Maintain copies of all contracts made by the Panhellenic Council and current correspondence.
14. Review all contracts and agreements with the Panhellenic Advisor and President before all signatory is enacted or approved.
15. Be responsible for the preparation of the annual budget and, following its approval by the Panhellenic Council, for providing a copy of each Lafayette College Panhellenic Association member fraternity.
   a. Maintain a dual signature accounting and check authority process.
   b. Complete and certify an annual audit has been completed of financials at the beginning of the office and prior to departure.
   c. Receive all payments due to the Panhellenic Association, collect all dues, and approve all reimbursements with supporting paperwork.
   d. Be responsible for the prompt payment of all bills of the Lafayette College Panhellenic Association.
   e. Be responsible for the preparation of the annual budget and, following its approval by the Panhellenic Council, for providing a copy of each Lafayette College Panhellenic Association member fraternity.
   f. Maintain up-to-date financial records; give a financial report at each regular meeting of the Panhellenic council, and give an annual report at the end close of her term of office.
17. Serve as the co-chair of the Fraternity & Sorority Finance Leader Cohort.
18. Attend and Participate in all Finance Leader Cohort meetings and initiatives.
   a. Coordinate all joint investment opportunities. (e.g. cost savings on composites, t-shirts, food purchases, and housing)
19. Maintain adequate office, storage and meeting space for the Panhellenic Council and the member sororities of the Panhellenic Association.
20. Coordinate with the office of Fraternity and Sorority life, Residence Life and Facilities to help the VP Membership and Recruitment Counselor Director secure rooms for recruitment initiatives.
21. Coordinate with the office of Fraternity and Sorority life, Residence Life and Facilities on all issues related to facilities and housing selection process.
   a. Organize and spearhead the housing selection and the process with the Office of Fraternity and Sorority Life, Residence Life, and Sorority Residence Assistants.
   b. Coordinate the completion of housing agreements bi-annually with Lafayette College Residence Life.
21. Assist the recognition and awards process with the Director of Programming and Special Projects.
22. Provide staffing and project support to all membership initiatives.
23. Provide staffing and project support to all special projects of the Panhellenic Association.
24. Perform all other duties usually pertaining to this office.

**Director of Civic Engagement**

The Director of Civic Engagement (Community Service & Philanthropy) is in charge of Panhellenic initiatives, as it relates to philanthropy and community service. This job includes Panhellenic-wide initiatives that focus on particular interests such as women’s health, and Sorority and Fraternity wide service and/or philanthropy. Additionally, she coordinates an ongoing audit of all Panhellenic Association members civic engagement initiatives (Community Service & Philanthropy). She should maintain a formal relationship with the Lafayette College Landis Community Center and its staff. She should work closely with the Vice President of Public Relations & Media, and Director of Publications & Media and the Executive Vice President to make sure all initiatives are promoted, communicated, and coordinated to maximize initiatives. This position has extensive responsibility and cannot hold any executive role on their respective affiliated sorority. Investment of time and authority is great and must have a fully focused leader.
The Director of Civic Engagement (Philanthropy and Community Service) is also expected to work with each individual sorority’s philanthropy officers via the Civic Engagement Cohort in order to supplement chapter initiatives. She must work with the Director of Values Integration (Risk Management and Standards) and the respective Cohort to alert of special weeks when sororities are required to have programming (i.e. Eating Disorders Awareness Week: Sexual Assault Awareness Week). She should meet with these Public Relations, Risk Management, Philanthropy and Service leaders as necessary to coordinate events. She will be familiar with all College and Panhellenic rules and regulations of the Panhellenic Association and the Unanimous agreements of the NPC.

The Director of Civic Engagement also keeps record of all activities and initiatives reported of the Fraternity and Sorority Civic Engagement Leader Cohort meetings. Her notes are the most detailed history of the Panhellenic interest and actions every year with regard to civic engagement initiatives. She is also primarily responsible for maintaining sorority service and philanthropy activities, stats, fundraising, hours volunteered, and type of initiatives. She is responsible for creating, updating, and reporting of philanthropy, service, and women’s civic initiatives on an ongoing basis via a registration, reporting, and data collection process.

**The Director of Civic Engagement shall:**

1. Serve as the coordinator of all volunteer, philanthropy, and fundraising data, dates, activities, initiatives, programs, and projects of women’s sororities.
3. Serve as a Role Model for respective community.
4. Sign and agree to a Panhellenic Association Executive Officer expectations and learning contract in conjunction with the Panhellenic Association and the Office of Fraternity and Sorority Life.
5. Complete a learning contract component with the Panhellenic Advisor.
6. Participate and all training and education requirements.
7. Participate and complete in annual Governing Councils Orientation and Planning Retreat.
8. Participate and complete a 360 peer review process of performance and feedback.
10. Participate in Landis training opportunities.
11. Attend all Landis meetings as the representative of the Panhellenic Association.
12. Work in conjunction with the Landis Community Center, member fraternities, and other campus organizations for Service and Philanthropy and service integration, partnerships, and collaboration.
13. Serve as co-chair of the Fraternity & Sorority Civic Engagement Cohort (Service and Philanthropy). Provide staffing and project support to all membership initiatives.
   a. Assist the Panhellenic Advisor in a skills and competency self assessment process and identify needs for training, education, and leader development of cohort members.
   b. Coordinate opportunities for leader development for cohort members.
   c. Identify behaviors, actions and attitudes of excellence of individuals and Panhellenic Association member groups and provide positive recognition.
   d. Provide clear updates and coordinated efforts of Civic Engagement Cohort between the Public Relations & Media Cohort, Values Integration (Risk Management and Standards).
14. Provide staffing and project support to all special projects of the Panhellenic Association.
15. Maintain an attendance policy for all Panhellenic Civic Engagement Initiatives approved through council vote.
16. Perform all other duties usually pertaining to this office.
17. Provide staffing and project support to all membership initiatives.
18. Provide staffing and project support to all special projects of the Panhellenic Association.
19. Meet bi-weekly with Panhellenic Adviser.
20. Meet each semester with the Director and Associate Director of the Landis Community Center.
21. Meet each monthly with the Director of Programming and Special Events with a designated staff member of the Counseling Center to identify opportunities and initiatives related to women’s issues to include sexual assault, eating disorders, and healthy lifestyle opportunities.
22. Alert and verify a Risk and Standards review is completed for each civic engagement initiative reported via the Director of Values Integration (Risk Management and Standards) and the respective Cohort.
23. Alert and verify a Public Relations and Media plan is reviewed and initiated for each civic engagement initiative coordinated via the V.P. of Public Relations & Media and the respective Cohort.

24. Alert of special weeks when sororities are required to have programming (i.e. Eating Disorders Awareness Week: Sexual Assault Awareness Week). And meet with Public Relations, Risk Management, and programming coordinators as necessary.


26. Coordinate a recognition and awards component for Civic Engagement initiatives in conjunction with the Director of Programming and Special Projects at annual Officer Transition Reception and Recognition.
   a. This shall include individual recognition for Panhellenic Association members for initiatives.
   b. This shall include Panhellenic Association member group’s initiatives.
   c. This shall include a presentation of significant Panhellenic Association statistical contributions to Lafayette College, the local community, and Inter/national initiatives.

27. Assist the recognition and awards process with the Director of Programming and Special Projects.

28. Provide staffing and project support to all membership initiatives.

29. Provide staffing and project support to all special projects of the Panhellenic Association.

30. Perform all other duties usually pertaining to this office.

### Director of Programming and Special Events

The Director of Programming and Special Events is responsible for organizing three primary Panhellenic events. First, she plans the Officer Transition Reception and Annual Awards Programs; second she organizes special initiatives (e.g. Take Back the Night, Eating disorders, healthy lifestyles). She coordinates the organization and submission of Inter/national Award initiatives.

**This position has extensive responsibility and cannot hold any executive role on their respective affiliated sorority. Investment of time and authority is great and must have a fully focused leader.**

Additionally, she is in charge of other events that may arise (such as Awards applications, inter-Greek events, etc.). To successfully plan these events, the Director of Programming and Special Events will be in close contact with Lafayette Catering, Lafayette Scheduling (Space Reservations) and the Panhellenic Representatives.

Finally, she is the Panhellenic representative for the organization and planning of the campus-wide Greek Week. She will be familiar with all College and Panhellenic rules and regulations of the Panhellenic Association and the Unanimous agreements of the NPC.

**Director of Programming and Special Events Shall:**

1. Serve as a Role Model for respective community
2. Sign and agree to a expectations and learning contract in conjunction with the Panhellenic Association and the Office of Fraternity and Sorority Life.
3. Participate and all training and education requirements.
4. Participate and complete in annual Governing Councils Orientation and Planning Retreat.
5. Meet bi-weekly with Panhellenic Adviser.
6. Complete a learning contract with the Panhellenic Advisor
7. Participate and complete a 360 peer review process of performance and feedback.
8. Plans the Officer Transition Reception and Annual Awards Programs.
9. Coordinates the organization and submission of National Awards initiatives.
10. Co-Chair the organization and planning of the campus-wide Greek Week.
   a. Greek Week will have 50% of its activities open to all students
   b. Greek Week will have a Civic Engagement Component
   c. Greek Week will have a Academic Integration Component
   d. Greek Week will have a Intercultural Competency Development Component
11. Meet Monthly with the Director of Civic Engagement and with the a staff representative of the Lafayette College Counseling Center to identify opportunities and initiatives related to women’s issues to include sexual assault, eating disorders, and healthy lifestyles.
   a. Organize special initiatives and coordinate special partnerships (e.g. Take Back the Night, Eating disorders, healthy lifestyles).
12. Alert and verify a Risk and Standards review is completed for each special project and programming initiative with the Director of Values Integration (Risk Management and Standards) and the respective Cohort.
13. Alert and verify a Public Relations and Media plan is reviewed and initiated for each special project and programming initiative with the V.P. of Public Relations & Media and the respective Cohort.
14. Alert of special weeks when sororities are required to have programming (i.e. Eating Disorders Awareness Week: Sexual Assault Awareness Week). And meet with Public Relations, Risk Management, and programming coordinators as necessary.
15. Provide Panhellenic Council Association, Panhellenic Advisor, Cohorts, and Delegates weekly report of current statistics, projects, initiatives, and programmatic efforts related to programs and special events.
16. Seek assistance in organizing the recognition and awards process with the Vice President of Membership is the secondary officer responsible for recognition and awards. The Director of Civic Engagement shall provide additional assistance to the recognition and awards process.
17. Coordinate a monthly check with Lafayette Catering, Lafayette Scheduling (Space Reservations) on all reservations and facilities use scheduled and provide to cohorts and the Panhellenic Association.
18. Provide staffing and project support to all membership initiatives.
19. Provide staffing and project support to all special projects of the Panhellenic Association.
20. Perform all other duties usually pertaining to this office.

**Vice President of Public Relations & Media Development:**
The Vice President of Public Relations & Media Development greatest responsibilities involve interaction with other groups on campus. She must create and consistently reach out to campus, community, and college entities. She must become familiar with the leadership of student groups and work to design and foster cooperative activities with them.
She is also responsible for organizing publicity for Panhellenic-sponsored events. She must create a public relations and media strategic plan and track progress and execution. She must be at the center of communication and communication outflow. She must reach out to all our stakeholders and provide a clarity of our mission, values, initiatives, and contributions.
This position has extensive responsibility and cannot hold any executive role on their respective affiliated sorority. Investment of time and authority is great and must have a fully focused leader.
Overall, she must provide constant support for the other executive, staff, and appointment officers and all the Lafayette College Fraternity and Sorority Leader cohorts. A strong relationship with the Lafayette College Communications is imperative for mentorship, training, education, and for the Panhellenic Association to be congruent with Lafayette College. She will be familiar with all College and Panhellenic rules and regulations of the Panhellenic Association and the Unanimous agreements of the NPC.
Finally, the Vice President Public Relations & Media Development works up to two staff officers of the Panhellenic Association and the Public Relations and Media Leader Cohort to develop a consistent, clear, and collaborative media presence via a strategic plan and effective execution.

**The Vice President of Public Relations & Media Development shall:**
1. Serve as a Role Model for respective community
2. Sign and agree to a Panhellenic Association Executive Officer expectations and learning contract in conjunction with the Panhellenic Association and the Office of Fraternity and Sorority Life.
3. Participate and all training and education requirements.
4. Participate and complete in annual Governing Councils Orientation and Planning Retreat.
5. Meet bi-weekly with Panhellenic Adviser.
6. Complete a learning contract with the Panhellenic Advisor
7. Participate and complete a 360 peer review process of performance and feedback.
8. Oversees and directs the initiatives of the Panhellenic Association Director of Publications & Media staff officers.
9. Co-chair the Public Relations & Media Leader Cohort.
   a. Develop and execute a Public Relations & Media Development Strategic Plan.
   b. Organize a bi-weekly (minimum) Public Relations & Media Cohort meeting with the Office of Fraternity and Sorority Life.
   c. Assist the Panhellenic Advisor in a skills and competency self assessment process and identify needs for training, education, and leader development of cohort members.
d. Coordinate annual orientation and training opportunity with designated staff representatives of the Lafayette College Communications Department focused on competency training in public relations, social media development, multi-media, and marketing.
e. Coordinate opportunities for leader development for cohort members.
f. Host a semester luncheon with designated Lafayette College Communication staff representatives and Public Relations & Media Leader Cohort.
g. Provide clear updates and coordinated efforts of Civic Engagement Cohort between the Public Relations & Media Cohort, Values Integration (Risk Management and Standards),
10. Meet Monthly with designated Lafayette College Communications staff representatives to keep updated on college initiatives, competency development, mentorship, and additional advisement.
11. Coordinate the reporting and collection of all initiatives that demands Public Relations, Media, and Marketing of Panhellenic Association, Member Groups, and Leader Cohorts.
12. Seek Alerts and appropriate planning of Public Relations, Media and marketing is reviewed approved by Panhellenic Association, Member Groups, and Leader Cohorts.
13. Seek Alerts of special weeks when sororities are required to have programming (i.e. Eating Disorders Awareness Week: Sexual Assault Awareness Week). And meet with Public Relations, Risk Management, and programming coordinators as necessary to support effective public relations, media, and marketing components.
15. Oversee the recognition and awards process with the Vice President of Membership is the secondary officer responsible for recognition and awards. The Director of Civic Engagement shall provide additional assistance to the recognition and awards process.
16. Coordinate a monthly check with Lafayette Catering, Lafayette Scheduling (Space Reservations) on all reservations and facilities use scheduled and provide to cohorts and the Panhellenic Association.
17. Provide staffing and project support to all membership initiatives.
18. Provide staffing and project support to all special projects of the Panhellenic Association.
19. Plans the Officer Transition Reception and Annual Awards Programs.
20. Perform all other duties usually pertaining to this office.

**Director of Values and Standards:**
The Director of Values and Standards oversees Panhellenic risk management and new member education. This job includes events that focus on particular interests such as women’s health, appropriate alcohol use, and hazing. She will coordinate bi-weekly meetings with the Executive V.P. of each chapter’s Risk Manager to discuss women’s issues on campus and coordinate programming events that deal with these issues. She will be familiar with all College and Panhellenic rules and regulations of the Panhellenic Association and the Unanimous agreements of the NPC. She will coordinate bi-weekly meetings with each chapter’s new member educators and membership development officers.

**This position has extensive responsibility and cannot hold any executive role on their respective affiliated sorority. Investment of time and authority is great and must have a fully focused leader.**
The Risk Manager will be familiar with all College and Panhellenic rules and regulations in order to work towards a healthy and safe environment for women on campus. She will work with the Director of Programming and Special Events to provide educational experiences relevant to women’s issues on campus.

**The Director of Values and Standards shall:**
1. Serve as a Role Model for respective community
2. Sign and agree to a Panhellenic Association Executive Officer expectations and learning contract in conjunction with the Panhellenic Association and the Office of Fraternity and Sorority Life.
3. Participate and all training and education requirements.
4. Participate and complete in annual Governing Councils Orientation and Planning Retreat.
5. Meet bi-weekly with Panhellenic Adviser.
6. Complete a learning contract with the Panhellenic Advisor
7. Participate and complete a 360 peer review process of performance and feedback.
8. Co-chair the New Member Educator and Membership Development Leader Cohort.
   a. Develop and execute an audit of all new member programs.
   b. Organize a bi-weekly (minimum) New Member Educators and Membership Development Officers Cohort meeting with the Office of Fraternity and Sorority Life.
c. Assist the Panhellenic Advisor in a skills and competency self assessment process and identify needs for training, education, and leader development of cohort members.
d. Co-coordinate annual orientation and training programmatic opportunities with the Director of Programs and Special Events that serve new member education and member development.
e. Coordinate opportunities for leader development for cohort members.
f. Provide clear updates and coordinated efforts of New Member Educators Cohort between the Values and Standards Cohort.
g. Organize the Values and Standards Cohort and the New Member Education Cohort National Hazing Awareness & Prevention Week.

9. Organize The Lafayette College National Hazing Awareness & Prevention Week
10. Provide Alerts of special weeks when sororities are required to have programming (i.e. Eating Disorders Awareness Week: Sexual Assault Awareness Week). And meet with Public Relations, Risk Management, and programming coordinators as necessary to support effective public relations, media, and marketing components.
11. Provide Panhellenic Council Association, Panhellenic Advisor, Cohorts, and Delegates weekly report of current statistics, projects, initiatives, and programs organized by the new member education and membership development Cohort.
12. Provide executive team assistance to the recognition and awards process.
13. Provide staffing and project support to all membership initiatives.
14. Provide staffing and project support to all special projects of the Panhellenic Association.
15. Work to promote the positive image of the Panhellenic Association and Lafayette Fraternity and Sorority Community.
16. Perform all other duties usually pertaining to this office.

Director of Publications & Media (2):
The Director of Publications & Media greatest responsibilities involve the production and organization of marketing and media materials to support membership and general production of materials that supports women’s sororities. She must create and quality materials that will support membership exploration initiatives and overall public relations of women’s sororities. She must become familiar with the needs of Lafayette admissions, Lafayette ambassadors and work to design and foster cooperative activities with them.
This is designed as a one semester term and obligation. Senior student leaders who have advanced capacity to impact materials, promotions, and media are encouraged to take on this leadership role.
She is also responsible for organizing any written materials, handouts, promotions, banners, and programmatic needs for Panhellenic-sponsored initiatives. The development of multi-media methods and strategies are imperative. She must manage a public relations and media strategic plan with the V.P. of Public Relations & Media Development officer. She must track progress and execution. She must be at the center of communication and communication outflow. She must reach out to all our stakeholders and provide clarity of our mission, values, initiatives, and contributions through all publications, articles, and materials. A Style guide must be maintained and distributed effectively. Overall, she must provide constant support for the other executive, staff, and appointment officers and all the Lafayette College Fraternity and Sorority Leader cohorts. This is especially important to be working under the direction of the V.P. of Public Relations & Media Development Officer.
A strong relation with the Lafayette College Communications team is imperative for mentorship, training, education, and for the Panhellenic Association to be congruent with Lafayette College.
Finally, she works with up to two staff officers of the Panhellenic Association and the Public Relations and Media Leader Cohort to develop a consistent, clear, and collaborative media presence via a strategic plan and effective execution.

The Director of Publications & Media shall:
1. Serve as a Role Model for respective community
2. Sign and agree to a Panhellenic Association Executive Officer expectations and learning contract in conjunction with the Panhellenic Association and the Office of Fraternity and Sorority Life.
3. Participate and all training and education requirements.
4. Participate and complete in annual Governing Councils Orientation and Planning Retreat.
5. Meet bi-weekly with Panhellenic Adviser.
6. Complete a learning contract with the Panhellenic Advisor.
7. Participate and complete a 360 peer review process of performance and feedback.
8. Oversees and directs the publication and media materials initiatives of the Panhellenic Association.
9. Confirms all publications and multi-media materials initiatives of the Panhellenic Association with the V.P. of Public Relations & Media Development and the Panhellenic Advisor.
10. Participate as a member Public Relations & Media Leader Cohort.
   a. Develop and execute a Public Relations & Media Development Strategic Plan.
   b. Assist the Panhellenic Advisor in a skills and competency self assessment process and identify needs for training, education, and leader development of cohort members.
   c. Co-coordinate annual orientation and training opportunity with designated staff representatives of the Lafayette College Communications Department focused on competency training in public relations, social media development, multi-media, and marketing.
11. Meet Monthly with designated Lafayette College Communications staff representatives to keep updated on college initiatives, competency development, mentorship, and additional advisement.
12. Provide clear updates and established work plan deadlines for all publications and multi-media projects.
13. Coordinate the reporting and collection of all initiatives that demands Public Relations, Media, and Marketing of Panhellenic Association, Member Groups, and Leader Cohorts.
14. Seek Alerts and appropriate planning of Publications, multi-media and marketing is reviewed approved by Panhellenic Association, Member Groups, and Leader Cohorts.
15. Seek Alerts of special weeks when sororities are required to have programming (i.e. Eating Disorders Awareness Week: Sexual Assault Awareness Week). And meet with Public Relations, Risk Management, and programming coordinators as necessary to support effective publications, multi-media, and marketing components.
17. Provide multi-media and publications support to recognition and awards.
18. Provide staffing and project support to all membership initiatives.
19. Provide staffing and project support to all special projects of the Panhellenic Association.
20. Work to promote the positive image of the Panhellenic Council and Lafayette Fraternity and Sorority community.
22. Perform all other duties usually pertaining to this office

**Recruitment Counselor Director:**
The Recruitment Counselor Director (2) is an appointed Panhellenic Association position for one year. Her responsibilities include: co-scheduling women’s recruitment cohort meeting; select and train the Recruitment Counselors through the application process; and execute a comprehensive training program through the Spring semester. She will provide leadership and coordinate the ongoing training and operations of this group throughout the fall semester. She will be familiar with all College and Panhellenic rules and regulations of the Panhellenic Association and the Unanimous agreements of the NPC.

This position has extensive responsibility and cannot hold any executive role on their respective affiliated sorority. This person will have to role model true ‘Panhellenic spirit” via her disaffiliation. She will work under the direction of the V.P. of Membership Development. She cannot be the same affiliation of the V.P. of Membership Development in order to secure a balanced team environment on behalf of the Panhellenic Association. Finally, it will be important that all communications and training are consistent with the publications, multi-media, and presentations coordinated by the V.P. of Membership Development, V.P. of Public Relations & Media Development, and the Director of Publications and Media. Spring participation of the Director and her Recruitment Counselor staff will be vital to a clear and transparent presentation of the women’s membership process of Lafayette students.

**The Recruitment Counselor Director shall:**

1. Co-coordinate all membership selection activities, including all informal recruitment and formal recruitment.
2. Serve as a Role Model for respective community.
3. Sign and agree to a Panhellenic Association Executive Offices expectations and learning contract in conjunction with the Panhellenic Association and the Office of Fraternity and Sorority Life.

4. Complete a learning contract component with the Panhellenic Advisor.

5. Participate and all training and education requirements.


7. Participate and complete a 360 peer review process of performance and feedback.

8. Meet bi-weekly with Panhellenic Adviser.

9. Schedule regular office hours and availability with the Panhellenic Association and the Office of Fraternity and Sorority Life.

10. Following each membership selection period, present a full report including recommendations to the Panhellenic Association on the Recruitment Counselor program.

11. Participate in the Women’s Recruitment Leader Cohort.
   a. Identify behaviors, actions and attitudes of excellence of individuals and Panhellenic Association member groups and provide positive recognition.

12. Develop a written recruitment counselor training and schedule that supports the objectives and goals of the Panhellenic Associations membership initiatives.

13. Coordinate all publications and media strategies related to membership with the Vice President of Membership Development, Vice President of Public Relations & Media, and Director of Publications & Media.


15. Coordinate an annual meeting with the V.P of Membership Development, V.P. of Public Relations & Media; a meeting with the Lafayette College Admissions Office to coordinate information and clarity of Women’s Sororities and the Panhellenic Associations membership process, membership requirements, and appropriate resources for reference.

16. Provide oversight and direction to the Recruitment counselors.

17. Establish and execute a clear and concise expectations and standards contract with each Recruitment counselor.

18. Coordinate a recognition and awards component for Recruitment Counselors in conjunction with the Director of Programming and Special Projects at annual Officer Transition Reception and Recognition.

19. Assist the recognition and awards process with the Director of Programming and Special Projects.

20. Provide staffing and project support to all special projects of the Panhellenic Association.

21. Perform all other duties usually pertaining to this office.

ARTICLE V. MEETINGS

1. Regular meetings of the Panhellenic Council shall take place at least on a bi-weekly basis. The Panhellenic Executive Committee shall meet on a weekly basis. These meetings will occur on a day and time agreed upon by each council.

2. Special. A special meeting of the Lafayette College Panhellenic Association may be called by the President when necessary and shall be called by her upon the written request of any Regular or Associate member fraternity at Lafayette College

3. The order of business shall conform to that set forth in Robert’s Rules of Order.

4. The delegate from each regular, provisional, or associate member fraternity shall be responsible for notifying her chapter members of all regular and special meetings of the Lafayette College Panhellenic Association.

ARTICLE VI. THE PANHELLENIC COUNCIL

The administrative body of the Lafayette College Panhellenic Association shall be the Lafayette College Panhellenic Council.

It shall be the duty of the Panhellenic Council to administer all business related to the overall welfare of the Lafayette College Panhellenic Association and to compile rules governing the Panhellenic Association, including membership
recruitment and new member education, which do not violate the sovereignty, rights, and privileges of member fraternities.

1. MEMBERSHIP
   a. The Lafayette College Panhellenic Council shall be composed of one delegate and one alternate delegate from each Regular, Provisional, and Associate member group at Lafayette College as identified in Article III.
   b. The Lafayette College Alumnae Advisory Council shall be composed of one alumna advisor from each Regular, Provisional, and Associate member group at Lafayette College as identified in Article III.

2. SELECTION OF DELEGATES AND ADVISORS. Delegates and alumnae advisors to Panhellenic Council shall be selected by their respective fraternity chapters to serve for a term of one year commencing no later than six weeks before the end of the school year. Whenever possible, the alternative delegate of one year shall be the delegate for the succeeding year.

3. DELEGATE VACANCIES. When a delegate vacancy occurs, it shall be the responsibility of the fraternity concerned to select a replacement within two weeks and to notify the Panhellenic Council Secretary/Treasurer of her name, address, and telephone number. When a meeting of Panhellenic Council occurs while a delegate vacancy exists, the alternate delegate of the fraternity concerned shall fulfill the duties of the delegate in all cases, except that of President. The Vice President shall fulfill the duties of the President.

4. OFFICERS. The officers of the Lafayette 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 shall have such powers and duties as are prescribed in the Bylaws of the Lafayette College Panhellenic Association.

5. MEETINGS. Regular meetings of the Panhellenic Council shall be held at a time and place established NLT than the last week of classes of the ending semester for the establishment for the next college term or semester.

   SPECIAL MEETINGS of the Panhellenic Council may be called by the President when necessary and shall be called by her upon the written request of any member delegate of the Panhellenic Council.

   QUORUM. Two-thirds of the member fraternities shall constitute a quorum for the transaction of business.

6. VOTING.
   a. The voting body of the Lafayette College Panhellenic Association shall be its Panhellenic Council.
   b. The voting members of the Panhellenic Council shall be that delegates of each fraternity holding Regular membership. The delegate from each group holding Associate membership shall be a voting member if the right is granted by the College Panhellenic Council as outlined in Article III. If a delegate is absent, the vote of her fraternity shall be cast by its alternate. If both delegate and alternate are absent, the vote may be cast by a member of the fraternity, providing her credentials have been presented in writing to the Council President prior to the meeting.
   c. Two-thirds of the voting members of the Panhellenic Council shall be required to establish membership recruitment rules, to establish total chapter size, to set the dates for the new member education period and to add a chapter. A majority vote shall be required to carry all other questions.
   d. VOICE. The alternate delegates and members of the Alumnae Advisory Council shall have voice but no vote. Any committee chairwomen, non-council committee members, and all Executive Officers shall have voice, but no vote.

ARTICLE VIII. STANDING COMMITTEES

The Panhellenic Association standing committees are the Fraternity and Sorority leader cohorts. Panhellenic Association officers and chapter officers are assigned to said cohorts in representation as our standing committees. This shall be a joint entity between the Panhellenic Association and the Interfraternity Council of Lafayette College. The following Cohorts are established as standing committees to carry out the work of the Panhellenic Council and its Association:
a. **Values & Standards Cohort:** This shall be made up of all risk management and standards officers of all Panhellenic Association chapter officers. It shall be co-chaired by the Executive V.P. of the Panhellenic Association. The Office of Fraternity and Sorority Life will provide advisement and support. This cohort shall meet bi-weekly.

b. **Intellectual Integration Cohort:** This shall be made up of all Academic and Scholarship officers of all Panhellenic Association chapter officers. The Office of Fraternity and Sorority Life will provide advisement and support. This cohort shall meet bi-weekly. *A student program assistant coordinate jointly through the Office of Fraternity and Sorority Life and the Dean of the College will provide coordination and support to cohort initiatives.*

c. **New Member Education & Membership Development Cohort:** This shall be made up of all New Member Education and Membership Development officers of all Panhellenic Association chapter officers. The Office of Fraternity and Sorority Life will provide advisement and support. This cohort shall meet bi-weekly.

d. **Public Relations & Media Development Cohort:** This shall be made up of all public relations, community relations, and media officers of all Panhellenic Association chapter officers. The Office of Fraternity and Sorority Life will provide advisement and support. This cohort shall meet bi-weekly.

e. **Civic Engagement Cohort:** This shall be made up of all philanthropy and service officers of all Panhellenic Association chapter officers. The Office of Fraternity and Sorority Life will provide advisement and support. This cohort shall meet bi-weekly.

f. **Finance Cohort:** This shall be made up of all finance and administrative officers of all Panhellenic Association chapter officers. The Office of Fraternity and Sorority Life will provide advisement and support. This cohort shall meet monthly.

g. **Women’s Membership Recruitment Cohort:** This shall be made up of all membership and/or recruitment officers of all Panhellenic Association chapter officers. The Office of Fraternity and Sorority Life will provide advisement and support. This cohort shall meet bi-weekly and as needed for effective planning and execution of membership initiatives. *This cohort is women’s recruitment only and is a separate cohort from men’s fraternities. This is not a joint cohort.*

**ARTICLE IX. UNANIMOUS AGREEMENTS AND POLICIES**

1. All members of the Lafayette College Panhellenic Association shall act in accordance with fundamental Panhellenic policies established by National Panhellenic Conference in the UNANIMOUS AGREEMENTS.

2. All Lafayette College Panhellenic Association rules and policies shall be in harmony with those currently established by National Panhellenic Conference.

**ARTICLE X. REGULATIONS VIOLATIONS**

1. Violations of any regulation of the Constitution or its related By-laws, or the Code of Ethics, or recruitment rules concerning matters other than recruitment, or the National Panhellenic Conference Unanimous Agreements (the Panhellenic Compact, the Standards of Ethical Conduct, College Panhellenic Agreements, Agreements on Questionnaires and Constitutions, and the jurisdiction of a College Panhellenic Council) shall be dealt with using the penalties established by the Lafayette College Panhellenic Council in conformity with those recommended by the National Panhellenic Conference (see College Panhellenic Agreements) as described in Article VI of the Bylaws.

2. Any dispute growing out of violation of Panhellenic Association rules and regulations shall be adjudicated through arbitration principles of the National Panhellenic Conference.

**ARTICLE XI. AMENDMENTS**

This Constitution may be amended by two-thirds vote of the voting members of the Lafayette College Panhellenic Council, provided notice of the proposed amendment has been given in writing at the preceding regular meeting.
Article XII. Rules of Order

This Constitution may be amended by a two-thirds vote of the voting members of the Lafayette College Panhellenic Council; notice having been given to all delegates at least one week prior to the date set for the meeting called to amend the Constitution.

Lafayette College
Panhellenic Council
Bylaws

ARTICLE 1. FINANCE

(1) **FISCAL YEAR.** The fiscal year of the Lafayette College Panhellenic Association shall be from August 20 to May 20 inclusive.

(2) **CHECKS.** All checks issued on behalf of the Lafayette College Panhellenic Association shall be signed by two of the following: President, Vice President, Secretary/Treasurer.

(3) **PAYMENTS.** All payments due to the Lafayette College Panhellenic Association shall be handled by the Vice President of Administration & Finance, who shall record them. Checks for payment shall be made payable to the Lafayette College Panhellenic Association.

(4) **BUDGET.** A budget for the fiscal year should be created by the Treasurer/Secretary and voted on by the Panhellenic Council. No money should be allocated for purchasing alcohol.

(5) **MEMBERSHIP DUES.**

a. **Amount.** The dues of each Panhellenic Association member fraternity shall be an assessment per active member and new member. The amount of such dues shall be $17.00 per member. The amount of such dues shall be determined each semester by the Panhellenic Council at its first meeting.

b. **Time of payment.** The dues of each Panhellenic Association member fraternity shall be payable on or before September 30 (first semester) and February 28 (second semester), or as decided and announced by the Panhellenic Council at its first meeting.

c. **Unpaid dues.** When a member sorority has failed to pay dues, that sorority is in bad standing with the Panhellenic Association and shall have no voice at Panhellenic Association meetings and shall have no voting rights until such dues are paid. The member sorority with unpaid dues may be called before the Panhellenic Judicial process to settle the matter.

d. If a sorority fails to pay membership dues by 5:00pm on the due date, a one-dollar per day, per member fine shall be added to the amount of the membership dues, after allowing for a one-day grace period.

ARTICLE II: SELECTION OF OFFICERS

(1) Election Procedures shall begin not less than one month before the end of the fall semester and shall be completed by the end of the fall semester.

(2) No individual may hold the same office for more than two years.

(3) Officers will be elected by the Panhellenic Delegates.

a. **Eligibility**

i. A candidate for an officer position must be an initiated member in good standing of a chapter holding regular membership in the Lafayette College Panhellenic Association.

ii. Candidates for the offices of the President, Executive Vice-President and Vice President of Membership must have served as members of the Panhellenic Council or as officers of their sorority.

iii. The Executive officers (8) of the Lafayette College Panhellenic Association: President; Executive Vice President; Vice President of Membership; Vice President of Public Relations & Media;
Director of Administration and Finance; Director of Civic Engagement; Director of Programming & Special Events; Director of Values Integration Can not serve in executive officer positions in their affiliated chapters.

iv. An officer of the Panhellenic Council may not concurrently serve as President of her Chapter or the Recruitment Chair of her Chapter.

v. A candidate for an officer position must maintain a minimum cumulative grade point average of 2.8

vi. The President and V.P. of Membership may not be held by the same sorority simultaneously.

vii. The V.P. of Membership and Recruitment Counselor Director may not be held by the same sorority simultaneously.

viii. Recruitment Counselor Director cannot serve as an executive officer position of their affiliated chapter.

ix. No individual sorority may have more than three officers serving on the Executive Board at one time, unless running unopposed.

b. Election Procedures

i. A “Position Description” packet shall be available for those interested in running for a Panhellenic Association executive officer position. Each candidate must meet with the outgoing officer of the position(s) for which she applies to discuss the role and commitments of the position(s).

ii. Each candidate must complete a “Panhellenic Council Executive Board Applications” which describes her goals and qualifications for the office(s) she is interested in. Applications will be submitted to the President.

iii. At the meeting prior to the election, the completed “Panhellenic Council Executive Board Application” will be distributed to each Panhellenic Delegate in order for them to become acquainted with the candidates.

iv. Each candidate will present her qualifications before the Panhellenic Delegates and Panhellenic Executive Board during a scheduled applicant interview session prior to the scheduled night of elections.

v. Elections will be scheduled and managed by the President.

vi. Election ballots will be prepared and distributed by the Executive V.P. and the Vice President of Administration and Finance.

vii. Election ballots will be certified by the President, Executive V.P. and the Vice President of Administration and Finance.

b. Elections

i. Each chapter should grant its Delegate the power to vote in the best interest of the Panhellenic Community as perceived by the Delegate after conference with chapter executive board.

ii. Quorum must be present to proceed with the election process.

iii. Officers shall be elected by the following order: President; Executive Vice President; Vice President of Membership; Vice President of Public Relations & Media; Director of Administration and Finance; Director of Civic Engagement; Director of Programming & Special Events; Director of Values Integration, Director of Publications & Media.

iv. A majority, by secret ballot, is required to elect officers. In the event that more than two candidates run for an office and the election is not resolved in the first round of voting, the candidate with the fewest votes shall be dropped from the ballot. In the case of a tie, the Panhellenic President shall vote in consultation with the Executive Board.

v. Replacement of Officers shall be filled by special elections or appointment as determined by the Panhellenic President in consultation with the Executive Board.

c. Vacancies

In the case of a vacancy in an executive position at any time during the year, the President of the Panhellenic Council shall decide if the vacancy shall be filled by an appointment made by the Executive Council or by means of a special election.
d. **Installation**

i. The newly elected Panhellenic Officers shall be installed by the out-going President.
ii. Newly elected officers shall be installed by the Panhellenic Installation Ceremony and the taking of an Oath of Office.
iii. Newly elected officers shall attend one Panhellenic Council Meeting prior to installation.
iv. Newly elected officer shall complete an initial one on one meeting with the Panhellenic Adviser prior to installation.

**ARTICLE III: OFFICER DUTIES**

Officer duties (as outlined in Appendix A of this Constitution) are as outlined.

**All positions shall:**

1. Officer duties (as outlined in Appendix A of this Constitution) shall begin not less than one month before the end of the fall semester and shall be completed by the end of the fall semester.
2. Hold records of all documents from her term and two terms prior to her installation
3. Transition her successor at the end of her term. This includes providing all documentation to the new officer.
4. Meet Monthly with Panhellenic Adviser or designated special adviser
5. Work with her IFC counterpart on all efforts as applicable to Leader Cohort and program initiatives.

**ARTICLE IV: THE EXECUTIVE BOARD**

The Executive Board shall:

1. Consist of the President; Executive Vice President; Vice President of Membership; Vice President of Public Relations & Media; Director of Administration and Finance; Director of Civic Engagement; Director of Programming & Special Events; Director of Values Integration
2. Appoint all leader cohort assignments and special committees and their Chair and, in making these appointments, recognize representation from all member fraternities.
3. Administer routine business meetings of the Panhellenic Council when advisable and such other business as has been approved for action by Panhellenic Council vote.
4. Report all action taken by the Executive Board and Leader Cohorts at the next regular meeting of the Panhellenic Council through the V.P. of Administration and Finance and record the action in the minutes of that meeting.

The Staff Officers shall:

1. Consist of up to (2) Directors of Publications & Media as deemed necessary.
2. Administer routine business meetings of the Panhellenic Council when advisable and such other business as has been approved for action by Panhellenic Council vote.
3. Report all action taken and Leader Cohort initiatives at the next regular meeting of the Panhellenic Council through the V.P. of Administration and Finance and record the action in the minutes of that meeting.

The Appointed officers shall:

1. Consist of up to (2) Recruitment Counselor Directors as deemed necessary.
2. Administer routine business meetings of the Panhellenic Council when advisable and such other business as has been approved for action by Panhellenic Council vote.
3. Report all action taken and Leader Cohort initiatives at the next regular meeting of the Panhellenic Council through the V.P. of Administration and Finance and record the action in the minutes of that meeting.
ARTICLE V: ADMINISTRATION OR MEMBERSHIP SELECTION

1. A deferred 1st Year (Fall Semester) formal recruitment shall be held.
2. In order to affiliate with a chapter a Potential New Member must have a minimum cumulative GPA of a 2.40.
3. The National Panhellenic Conference Quota-Total system shall be followed, using the Preferential Bidding System (See “How to for College Panhellenics,” Section III: Membership Selection).
4. Chapter total shall be determined annually by vote of the Panhellenic Council. Total should usually consist of the new member quotas of the three previous years plus the current year’s new member quota.
5. Total is set at 75 and should be reevaluated annually.
6. The preferential bidding system and new release figure method should be used.
7. Except during the formal recruitment period, Continuous Open Bidding shall be in effect during the college year (fall through spring) for all eligible women students.
8. Every regularly enrolled new member, initiate or affiliate of a chapter shall be counted in the Chapter total.
   a. A list of new, initiated and affiliated members shall be filed with the Vice President of Administration and Finance of the Panhellenic Association and the Panhellenic Advisor at the second Council meeting of each semester.
   b. Any depledging, termination or other changes in membership shall be reported to the President; Vice President of Administration and Finance of the Panhellenic Association and the Panhellenic Advisor no later than twenty-four hours after it has occurred.
9. If a chapter has not filled basic quota during formal recruitment, they may do so in continuous open bidding.
10. Membership Excludes:
   a. Those Chapter members with Inactive status (See “How to for College Panhellenics,” Section III, Article 7). These inactive members are defined as such if the following requirements are observed:
      i. Regulations of an individual national sorority provides for granting inactive status, and
      ii. That inactive status extends over the period of the entire college year during which inactivity is granted, and
      iii. That inactive member may not participate in recruitment and shall not be counted in membership selection, and
      iv. That grades of inactive members shall not be counted in comparative scholarship ratings, and
      v. That inactive members shall have limited social privileges, and
      vi. When a National Council grants inactive status to any member of a sorority at Lafayette College, that chapter shall place a copy of the permission on file with the Lafayette College Panhellenic Association and the Panhellenic Advisor’s Office.
   b. Women whose pledgeships have been terminated.

NOTE: Vacancies in chapter total are not created by the granting of alumni status to undergraduate members except when a member is recolonizing.

ARTICLE VII: NEW MEMBER EDUCATION AND INITIATION

1. All persons involved with Membership Recruitment shall be responsible for knowing and observing the compacts, policies, and rules.
2. A woman must be a regularly matriculated student who has completed sophomore status by Lafayette College to be eligible for recruitment.
3. A Panhellenic Association member sorority may not issue an invitation to membership or formally bid/pledge a woman during the summer and/or during any school recess.
4. A bid of membership may be initiated whenever she has met the requirements of the sorority and the Lafayette College membership policies.
5. When a woman receives a bid under the preferential system, the signing of the preference card shall be binding to the extent that she shall be considered ineligible for one calendar year for a bid from a sorority other than the one from which she received a bid. The person in charge of the preferential bidding shall be required to safeguard and keep intact for one year all records.
6. Snap bids, may not be used to fill total during bid matchings; they may only be used by a sorority to fill quota during bid matching.
Article VII. Hazing

1. All forms of hazing, bid day and/or pre-initiation publicity stunts which are defined as hazing, shall be banned.
2. Hazing is defined as any action taken or situation created, intentionally, whether on or off fraternity premises, to produce mental or physical discomfort, embarrassment, harassment, or ridicule. Such activities and situations include but are not limited to the creation of excess fatigue, physical and psychological shocks; wearing, publicly, apparel which is conspicuous and not normally in good taste, engaging in public stunts and jokes, morally degrading or humiliating games and activities; late night sessions which interfere with scholastic activities; and any other activities which are not consistent with the regulations and policies of the education institution.

ARTICLE IX: EXTENSION

1. When all sororities at Lafayette are close to or over total the Panhellenic Council shall consider raising total or adding another chapter.
2. An addition of a chapter shall be organized through extension process and put forth as a recommendation to the Lafayette Board of Trustees.
3. Such a chapter shall petition the Lafayette College Board of Trustees for final approval.

ARTICLE X: VIOLATIONS

Violations or recruitment infractions might occur during Informal and/or Formal Recruitment. It should be stressed to all members of the Lafayette Panhellenic Association that accusations be made with common sense and not vindictiveness. The Recruitment Rules are to be made known to all fraternity members. Should the need for a Judiciary hearing arise, all Panhellenic Council Executive/Judiciary members shall act with impartiality, even if their fraternity is accused.

1. When infractions are alleged, the conduct procedures to be followed are outlined in detail in the UNANIMOUS AGREEMENTS (See College Panhellenic Agreement) Violations of the National Panhellenic Conference Unanimous Agreements, any regulations of this Constitution or its related Bylaws, of membership recruitment rules, of rules concerning matters other than membership recruitment, shall be adjudicated through the NPC Judicial Procedure as presented in the NPC Manual of Information.
2. In dealing with the routine mechanics of recruitment, such as turning in lists late, specific and reasonable penalties can be established by Panhellenic vote prior to membership recruitment, and included in the written recruitment policies, compacts, and rules for chapters. Such offenses are to be enforced at the discretion of the President, Executive Council and/or Panhellenic Advisor.
3. In matter of violations of the Panhellenic Creed, by which all chapter women stand “for guarding of good health … through mutual respect and helpfulness” of the entire Panhellenic community, any chapter member may initiate the Lafayette College Panhellenic Standards Procedures.
4. In matter of violations of the Panhellenic Constitution, Bylaws, standing rules and recruitment regulations, and also in cases of appeal, the Panhellenic Judicial Board will review the case and handle matters as stated in the Lafayette College Panhellenic Association Judicial procedures and in the UNANIMOUS AGREEMENTS, Section IX, Articles 5-9.
Appendix A

The following has been adopted to supplement the NPC Manual of Information.

**Lafayette College Panhellenic Judicial Board**

**Organization and Function**

**College Panhellenic Judicial Board Membership**
In accordance with the College Panhellenic Association Bylaws, the Judicial Board is composed of 7 collegiate members and the Panhellenic Advisor (ex-officio member).

Members include:
1. **Chairwomen**- Executive Vice President of the Panhellenic Council- voting member in tie-breaker
   a. If Executive Vice President must recuse herself from Judicial Board the Vice President of Administration and Finance will act as Chairwomen.
2. 6 members, one representing each fraternity, holding Regular or Associate membership in the College Panhellenic Association.
   a. Members should serve on individual chapters Judicial Board, Standards Committee or the chapter equivalent to such committees
   b. Members should not include Presidents of Chapters
3. The Panhellenic Advisor (ex-officio member) – non voting

Panhellenic Executive Board appoint, through application and interview process, all collegiate members.

A Panhellenic Judicial Board member must be an initiated, undergraduate member in good standing according to the definition of her respective chapter, at the time of appointment and throughout her term.

The Panhellenic Advisor shall serve as an ex-officio member of the Judicial Board. If the Panhellenic Advisor is unable to attend a meeting, a non collegiate representative will be chose by a majority vote of the Judicial Board.

In case where the Chairman must be recused, the remaining members of the Judicial Board will select a member to serve as Chairman.

A member of the Judicial Board will serve as secretary and be responsible for taking minutes of hearing and mediations. This responsibility may rotate among the members of the Judicial Board.

**College Panhellenic Judicial Board Duties**

1. Handle all alleged violations of NPC UNANIMOUS AGREEMENTS, the College Panhellenic Constitution and Bylaws, the College Panhellenic Code of Ethics, Membership Recruitment rules/guidelines and the College Panhellenic Standing Rules. (Required by the NPC UNANIMOUS AGREEMENTS)
2. Educate member fraternities about the Panhellenic Judicial Procedure.
3. Participate in training designed to educate Judicial Board members about the purpose of the Judicial Board, the rules and regulation 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.
4. Conduct a fair hearing with impartial Judicial Board members following the NPC UNANIMOUS AGREEMENT VII, College Panhellenic Judicial Procedure.
5. Maintain confidentiality throughout and upon completion of the judicial process. (UA VII)
6. Create and maintain proper documentation. Documentation should be retained by the Chairman of the Judicial Board and the Panhellenic Advisor for a period of three years. (UA VII)

**Duties of the Judicial Board Chairman**
1. Coordinate the training of the Judicial Board members with the Panhellenic Advisor.
2. Implement the NPC UNANIMOUS AGREEMENT VII, the College Panhellenic Judicial Procedure.
3. Determine if any collegiate Judicial Board members need to be excused (recused) from serving because of a conflict of interest.
4. Provide involved chapter(s) with a copy of the “College Panhellenic Judicial Board Guidelines and Procedure”.
5. Preside at judicial hearings.

**Judicial Board Hearing**

The purpose of a Judicial Board hearing is to resolve an alleged violation of the rules of (1) the “parent organization,” in this case, the National Panhellenic Conference. The rules, specifically, are the NPC UNANIMOUS AGREEMENTS and NPA Resolutions, and (2) The College Panhellenic Constitution and Bylaws, Code of Ethics, membership recruitment rules/guidelines and Standing Rules. In all cases, the primary goal is to reach a fair and equitable decision based on the review by peers.

The Judicial Board hearing should be conducted in a manner that adheres to certain guidelines and achieves the goal of reach and fair and equitable decision.

Guidelines established in the NPA UNANIMOUS AGREEMENTS that shall be followed include:

1. Judicial board hearing shall be closed to the public. (UA VII)
2. The participants in the judicial board hearing shall be representatives from each fraternity involved, including a chapter advisor or the complaining party if other than a fraternity, the College Panhellenic President, the Panhellenic Advisor and in case of recruitment infractions, the College Panhellenic Recruitment Chairman. (UA VII)
3. Written minutes must be taken at the times of the judicial board hearing. (UA VII)
4. Penalties should be assessed to fit the nature of degree of the offense. (UA VII)
5. Information on the appeal process shall be presented at the close of the judicial board hearing. (UA VII)
6. The proper notification and reporting forms must be used. (UA VII)
7. All documents associated with an investigation or judicial board hearing shall be kept by the Chairman in a locked file cabinet in the Panhellenic Office for a period of three years. The Panhellenic Advisor will also keep a copy of the hearing minutes and the decision in the Panhellenic files in his or her office. (UA VII)
8. Chapters involved in a hearing have the right to consult with a representative from their inter/national organization.
9. Witnesses will be called one at a time and may remain in the hearing room only during their testimony.
10. Deliberations are confidential and comments are not to be reported outside the room, with the exception of the official written decision recorded on the College Panhellenic Record of Mediation or Judicial Board Hearing Form and the official oral statement given by the Chairman to the parties.
11. The chapter president on her designee and one alumna chapter advisor shall represent each chapter involved.

**Judicial Board Hearings- Order of Events**

1. Call to order by the Chairman
2. Introductions
3. Charges read by Chairman
4. Opening statement by complaining party (up to 10 minutes)
5. Opening statement by accused party (up to 10 minutes)
6. Complaining party calls witnesses one at a time- accused may cross examine any witness.
7. Accused calls witnesses one at a time- complaining party may cross examine any witness.
8. Judicial Board members may, at any time, ask questions of the witnesses.
9. Closing statement by the complaining party (up to 10 minutes)
10. Closing statement by the accused party (up to 10 minutes)
11. Chairman restates charges.
12. Chairman requests motion(s) from member of the Judicial Board
13. Discussion of motion(s)
14. Vote on motion(s)
15. A verdict of guilt requires a majority vote of the Judicial Board members.
16. If a chapter is found guilty of the charges, the Judicial Board must then determine the appropriate sanctions following the guidelines established in the Lafayette College Panhellenic Judicial Procedure.

17. The hearing is reconvened and the decision of the Judicial Board is then read to the complaining and accused parties- witnesses are not in attendance at this time.

18. The verdict and/or sanctions must be put in writing on the Lafayette College Panhellenic Record or Mediation or Judicial Board Hearing Forma and signed by the parties listed on the form.

19. Information regarding the appeals process must be provided using the College Panhellenic Notice of Appeal form at the time the decision is read.

**Appeals Process**

An appeal of the Judicial Board decision may be made by following the Appeals Procedure as outlined in the NPC UNANIMOUS AGREEMENT VII College Panhellenic Judicial Procedure.

**Sanctions for Infractions of Recruitment Rules**

Ethical behavior is expected of all members at all times. Unfortunately, there are times when the recruitment judicial process must be called into place. Sanctions must correspond to the nature and degree of seriousness of the offense for both Major and Minor infractions.

Major infractions include, but are not limited to, recruitment ethics violations such as:

1. Failing to observe formal recruitment silence or contact rules
2. Disparaging remarks about other fraternities
3. Identifying Rho Gammas by fraternity
4. Incurring recruitment PR violations i.e. Illegal advertising/ removal of advertising
5. Extending bid, directly or indirectly, through a third party before time set by Panhellenic.
7. Suggesting pnm refuse a bid from one group to wait for a bid from another group.
8. Serving alcoholic beverages at a recruitment function.
9. Having men present at a recruitment function.
10. Knowingly inviting a woman to engage in the new member period who previously was committed or engaged to another NPC group before one year had elapsed from the date of her original commitment.

Examples of Appropriate Sanctions for Major Infractions:

1. Plan a Panhellenic workshop and pay for travel expenses of NPC Area Advisor
2. Plan and execute a major fund raiser for the Panhellenic scholarship program
3. Plan and sponsor a ‘mini retreat’ for recruitment chairs to talk bout ways to improve relations between chapters.
4. Plan a positive public relations program for Panhellenic
5. Suspension of Social Activities: The deprivation of social privileges involves the suspension of social or intramural participation in varying degrees for specifies periods of time. The suspension must be appropriate to the nature and degree of the infraction. Social probation shall not forbid formal or informal entertainment incident to recruitment or the observance of a fraternity’s founder’s day.

Minor infractions included, but are not limited to, recruitment procedure violations such as:

1. Budget violations
2. Recruitment regulation violations
   a. Decorations
   b. Food/Drink
   c. Entertainment
   d. Recruitment Outfits
3. Gifts of any sort, including personal or preference notes
4. Party extending beyond scheduled closing time

Examples of Appropriate Sanctions for Minor Infractions:
1. Present Academic Enrichment Seminars
2. Set number of community service hours required for each member
3. Provide clerical assistance in Panhellenic office for designated time
4. Plan a workshop for chapter/ Panhellenic dealing with recruitment procedures

**ARTICLE XI: RULES OF ORDER**


**ARTICLE XII: AMENDMENT AND REVISION**

These By-laws may be amended by two-thirds vote of the voting members of the Panhellenic Council, provided notice of the proposed amendment has been given in writing at the preceding regular meeting.

These By-laws shall be reviewed bi-annually under the direction of the Constitution and By-Laws Committee and should comply and reflect all Lafayette College policies and National Panhellenic Conference Unanimous Agreements.

Adopted: September 12, 1980
Revised: September 8, 1982

Addition: Article VI, Section 8, January 24, 1989
Addition: Article III, Section 10, Rush Chair shall
Addition: Article V, Sections 7, 8, 9
Addition: Article II, Section 1a, October 1, 1996
Addition: Article II, Section 1b, October 1, 1996
Addition: Article III, Section “The Public Relations shall” and “the Educational Programmer shall”, October 1, 1996
Addition: Article VI, Section 1, October 1, 1996

Omitted: Article III Section 3 The President shall:
Preside at all regular meetings of the Panhellenic Council
And call and preside at its special meetings.

Article III Section 3 The Vice-President shall:
Serve as Chair of and coordinate all activities of the Junior Panhellenic, including the Panhel Ball.

Revised: April 2009

Omitted: Article V Section 8 the Public Relations Committee shall:
Create a Birthday Board

Article V Section 10 Internal Philanthropy Review Committee

Revised: November 2011

Constitution
Addition: ARTICLE II: Purpose
Addition: ARTICLE III: ORGANIZATION
Addition: ARTICLE IV. COUNCIL OFFICERS AND DUTIES
Addition: ARTICLE VIII. STANDING COMMITTEES

Bylaws
Addition: ARTICLE I. FINANCE, Section 5 Membership Dues, D.
Addition: ARTICLE II: SELECTION OF OFFICERS, Section 3 Eligibility, subsection iii