

CONSTITUTION AND BYLAWS OF TEXAS A&M UNIVERSITY – KINGSVILLE PANHELLENIC ASSOCIATION

PREAMBLE

In order to promote and perpetuate the best interest of Texas A&M University-Kingsville and the Greek letter sororities and women's fraternities therein, to encourage the good scholarship, leadership opportunities and developments of sisterhood through friendship, and service to the community. The Texas A&M University-Kingsville Panhellenic Association does not discriminate on the basis of age, color, race, national or ethnic origin, religion, gender or disability.

MISSION STATEMENT

We the Panhellenic Council of Texas &M University-Kingsville seek to enrich our college and sorority experience by providing an environment that fosters growth, higher education, inspiration and cooperation.

Basic Expectations

We, the undergraduate members of women's sororities/fraternities at Texas A&M University-Kingsville, in order to create and agree to promote honesty, respect, sisterhood and cooperation with College Panhellenic, University, and our respective chapters and in our daily lives. This code of ethics is designed to inspire our members, reinforce exemplary conductive and values-based leadership, and perpetuate lifelong leadership to enrich the sorority and University experience. the following Basic Expectations of sorority membership have been established:

1. I will know and understand the ideals expressed in my sorority ritual and will incorporate them in my life.
2. I will strive for academic achievement and practice academic integrity.
3. I will respect the dignity and worth of all persons. I will not physically, mentally, psychologically, or sexually abuse or haze any human being.
4. I will respect my property and the property of others; therefore, I will neither abuse nor tolerate the abuse of property.
5. I will meet my financial obligations in a timely manner.
6. I will neither use nor support the use of illegal drugs; I will neither abuse nor support the abuse of alcohol.

ARTICLE I. Name

The name of this organization shall be the Texas A&M University – Kingsville Panhellenic Association.

ARTICLE II. Object

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

1. To provide a sovereign governance structure for its Member Sororities;
2. To promote the interests of its Member Sororities and the University, which include scholarship, leadership and responsible citizenship;
3. Act in accordance with such rules established by the Panhellenic Council as to not violate the sovereignty, rights and privileges of member sororities.
4. To promote the interest of Texas A&M University-Kingsville;
5. To promote mutual cooperation between the Panhellenic Association, fellow governing councils, and student organizations at Texas A&M University-Kingsville; and
6. To provide a Judicial Board for matters concerning one or more Member Sororities which involve other member sororities or the University;
7. To help coordinate a variety of events for the Member Sororities, such as recruitment, Greek Week, and guest speakers;
8. To promote a Greek system by informing the University, non-Greek students and the South Texas community of the merits and accomplishments of the TAMUK Greek System.

ARTICLE III. Membership

Section I. Membership Eligibility

Membership in the Panhellenic Association is open to chapters and colonies of sororities at Texas A&M University-Kingsville as follows:

- A. Any chapter or colony of the National Panhellenic Conference (NPC) member organization or Inter/National recognized organization
- B. Any chapter or colony of a local, state, or regional sorority, which is not a member of NPC, NPHC, MGC, NALFO or Inter/National recognized organization, may hold membership in the Panhellenic Association as an Associate member.

Section II. Minimum Expectations

Each Member Sorority shall adhere to and abide by the following minimum expectations:

1. Each Member Sorority shall comply with all policies set forth by:
 1. The Panhellenic Council Constitution, Bylaws, Code of Conduct, and other policies.

2. The rules and regulations of Texas A&M University-Kingsville.
2. Each Member Sorority shall maintain a minimum all chapter and all new member cumulative GPA of 2.50 each semester
3. Fulfill all financial obligations to the Panhellenic Council (dues, fees, and fines).
4. Each Member Fraternity shall submit required membership rosters to the Panhellenic President and Fraternity and Sorority Life Coordinator as follows:
 1. Active Member Roster: Active Member Rosters shall be submitted within one week of the beginning of each semester.
 2. New Member Roster: New Member Rosters shall be submitted within one week of extending a bid to any New Member.
5. Each Member Sorority shall comply with the attendance policies for the Panhellenic Council, General Body and Panhellenic Judicial Committee, as outline within this Constitution.
6. Participate in all events and activities sponsored by the Panhellenic Council which require sorority representation.
7. Refrain from using tobacco products or alcohol at any Panhellenic or Texas A&M University-Kingsville Greek Life sponsored mandatory events.

Section III. Membership Classes

A. Regular Membership

- a. The regular membership of the Texas A&M University – Kingsville Panhellenic Association shall be composed of all chapters of NPC sororities at Texas A&M University – Kingsville. Regular members of the College Panhellenic Association shall pay dues as determined by the Panhellenic Council. Each chapter shall have voice and one vote on all matters.

B. Provisional Membership

- a. The provisional membership of Texas A&M University – Kingsville Panhellenic Association shall be composed of all colonies of NPC sororities at Texas A&M University – Kingsville. Provisional members shall pay no dues and shall have voice but no vote on all matters. A provisional member shall automatically become a regular member upon being installed as a chapter of an NPC sorority.

C. Associate Membership

- a. Local sororities or inter/national or regional non-NPC member organizations may apply for associate membership of the Texas A&M University – Kingsville Panhellenic Association. The membership eligibility requirements and the process for submitting an application and approval of the application shall be determined by the Panhellenic Council. Associate members shall pay dues as determined by the Panhellenic Council. As associate member shall have voice and one vote on all matters except extension-related matters. If they are not participating in the primary recruitment process, they shall not have a vote on recruitment rules and establishment or modification of Panhellenic

Council. An associate member shall not be entitled to vote on the question of its expulsion.

Section IV. Membership Status

- A. Good Standing: A member organization shall be deemed in Good Standing if it is not currently operating under non-status sanctions or status sanctions, as defined by the Panhellenic Association Bylaws, and is currently meeting the minimum expectations outlined in Section II of this Article.
- B. Good Standing on Probation: A member organization shall be deemed to be in Good Standing on Probation if it is currently operating un non-status sanctions and currently meets the minimum expectations outlines in Section II of this Article.
- C. Bad Standing: A member organization shall be deemed to in Bad Standing if it has been placed under suspension by the Panhellenic Association or has currently failed to meet the minimum expectations outlined in Section II of this Article.

Section V. Suspension

A member organization may be suspended from the Panhellenic Association for financial indebtedness or misconduct by decision of the Panhellenic Judiciary Board. Suspensions will entail loss of all Panhellenic Association privileges.

Section VI. Removal from Panhellenic Association

For a member organization to be removed from the Panhellenic Association the following procedure shall be followed:

- A. A chapter whose charter has been revoked from their national organization shall no longer be eligible to hold membership.
- B. A chapter whose recognition has been removed from the University shall not be eligible to hold membership.
- C. The Panhellenic Association may recommend to the University to remove recognition status should a chapter defy the Panhellenic Association and or university and or state/federal laws, rules, and guidelines. The Panhellenic Association shall need to have a 2/3 majority vote in order to make the recommendation.

ARTICLE IV. The Executive Board

Section I. Composition

The composition of the Executive Board shall be the President, Vice President of Recruitment, Vice President of Programming and Relations, Vice President of Judicial Affairs, Vice President of Public Relations, Treasurer, and Secretary.

Section II. Duties

The Executive Board shall administer routine business between meetings of the Panhellenic Association and such other business as has been approved for action by Panhellenic Association through the secretary, the Executive Board shall also report all action it has taken and record the action in the minutes of the meeting.

Section III. Regular meetings

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

- A. If it is necessary for an Executive Board member to miss any meeting, a written (email or text) must be submitted to the president twenty-four (24) hours prior to the meeting, along with report.

Section IV. Special meetings.

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

Section V. Quorum

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

ARTICLE V. Panhellenic Association Executive Board and Duties

Section I. Officers

The officers of the Texas A&M University – Kingsville Panhellenic Association shall be:

- A. President
- B. Vice President of Recruitment
- C. Vice President of Programming and Relations
- D. Vice President of Judicial Affairs
- E. Vice President of Public Relations
- F. Treasurer
- G. Secretary.

Section II. Eligibility

Eligibility to serve as an officer shall depend on the following requirements:

- A. Be an Active Member in good standing, of any member sorority of the Panhellenic Association.
- B. Candidate's sorority must have regular or associate membership to be eligible.
- C. Have a minimum of a 2.5 cumulative GPA
- D. The President of a Chapter may not run for Panhellenic Association President but may run for any other Executive Board chair.
- E. An Associate member may not run for President or Vice President of recruitment.
- F. Be in good standing with their chapter financially.
- G. Have an understanding of the Panhellenic Association Bylaws, Texas A&M University-Kingsville policies, NPC Standards and Unanimous Agreements.
- H. Must be able to complete and attend the Executive Board retreat and training held in the summer.

Section III. Selection of Officers

The offices of President, Vice President of Recruitment, Vice President of Programming and Relations, Vice President of Judicial Affairs, Vice President of Public Relations, Treasurer, Secretary of the Texas A&M University – Kingsville Panhellenic Association shall be elected by ballot, except if there is only one nominee for an office that nominee shall be declared elected.

Section IV. Voting and Election Policies

The Panhellenic Association Executive Board shall operate utilizing the following voting policies during Panhellenic Association Executive Board meetings:

- A. Each Panhellenic Association Executive Board member shall have one vote.
- B. The Panhellenic Association President should refrain from casting her vote except for in the event of a tie.
- C. In such instances, the Panhellenic Association President shall cast the deciding vote.
- D. The Panhellenic Association Executive Board shall make decisions deemed necessary and proper for the betterment of the National Panhellenic Council.
- E. Applications for office will be available at the beginning of November.
 - a. Nominations will occur the third to the last meeting.
 - b. Elections will be held second to the last meeting.
 - c. Transition and installation of officers will be held at the last meeting.
- F. Term of office shall begin the week following the conclusion of elections and end once officers are elected the following November.
- G. Each chapter may cast one vote for each position.

Section V. Office-holding limitations

No more than 2 members from the same women's sorority shall hold office during the same term except in special cases as decided by the Greek Coordinator.

Section VI. Term

The officers shall serve for a term of one year or until their successors are selected. The term of office will begin one week upon election.

Section VII. Executive Board Cord Recognition

An officer of the Executive Board may be eligible to receive a cord upon completion of a full year term for their respected graduation date.

Section VIII. Removal

Any officer failing to perform her duties shall be removed from office by two-thirds vote from Panhellenic Council.

Section IX. Vacancies.

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

Section X. Duties of officers

A. The President shall:

- a. Call and preside at all meetings of the Panhellenic Association as well as the Executive Board.
- b. May call special meetings as deems necessary.
- c. Co-conduct monthly president's roundtables with chapter presidents.
- d. Responsible for regular communication with presidents of the governing councils to coordinate joint business meetings, and to discuss other concerns.
- e. Maintain overall responsibility for the operations of the Panhellenic Association and serve as the collegiate representative to the campus and community.
- f. Plan, oversee, and present any information for the Panhellenic Association officer training/transition.
- g. Meet weekly with Panhellenic Advisor to remain current on issues and matters of importance to fraternity and sorority community.
- h. Maintain up-to-date file that includes a copy of the current constitution and bylaws, recruitment rules, budget, National Panhellenic Council of Information and other pertinent materials.
- i. Update Panhellenic Association constitution and bylaws each fall semester.
- j. Review, approve and sign Panhellenic contracts involving the Panhellenic Association.
- k. Assist with recruitment and aid in Recruitment counselors.
- l. Complete applications for NPC and Conference awards.
- m. Be familiar with the NPC Manual of Information and all governing documents of this Association.
- n. Perform all other duties pertaining to this office, or as called upon by the Panhellenic Advisor

B. The Vice President of Recruitment shall:

- a. Coordinate and administer the Recruitment process.
- b. Represent the Panhellenic Association during all orientation sessions (New student orientation, Transfer Thursdays, Preview Days, etc.).
- c. Supervise any revisions of Recruitment Rules.
- d. Hold round tables with the chapter Recruitment Chairs and Recruitment Advisors.
- e. Aid in the selection of Recruitment Counselors.
- f. Create Recruitment schedule with Panhellenic Advisor.
- g. Maintain up-to-date files on yearly Recruitment statistics including the number of initiated members and new members of each chapter, along with retention rates.
- h. Keep updated information on all sororities and women fraternities' events during Informal Recruitment during Fall and Spring semesters proceeding Formal Recruitment.
- i. Preside over meetings in the absence of the Panhellenic Association President.

- j. Be familiar with the NPC Manual of Information and all governing documents of the Association.
- k. Perform all other duties pertaining to this office and assigned by the President and/or the Panhellenic Advisor

C. The Vice President of Programming and Relations shall:

- a. Coordinate and collaborate with organizations within the Texas A&M University – Kingsville and Kingsville communities.
- b. Coordinate at least one philanthropic/service and/or educational function each semester.
- c. Present service and scholarship opportunities to chapters.
- d. Coordinate all Greek events (Greek Week, Hazing Prevention Week, Library Relief Station, etc.) along with the Interfraternity Council Representative.
- e. Manage all Panhellenic Association events (Month of the Scholar, International Badge Day, Advisor Appreciation Month, National Women’s Health Week, etc.).
- f. Aid in the selection of Recruitment Counselors.
- g. Be familiar with the NPC Manual of Information and all governing documents of the Association.
- h. Perform all other duties pertaining to this office and assigned by the President and/or the Panhellenic Advisor

D. The Vice President of Judicial shall:

- a. Serve as committee chair of the Judicial Board, holding roundtables once a semester with each chapter’s judicial and risk management chair.
- b. Keeping contact with all Chapters’ Judicial proceedings and ensure that they are receiving all necessary information.
- c. Maintain knowledge of proper risk management policies and procedures for the Panhellenic Association.
- d. Maintain knowledge of all NPC’s policies and procedures.
- e. Select and train Judiciary Board representatives.
- f. Update and review the Constitution, Bylaws, and all other documents, which rule over the Panhellenic Association.
- g. Aid in the selection of Recruitment Counselors
- h. Perform all other duties pertaining to this office and assigned by the President and/or the Panhellenic Advisor.

E. The Vice President of Public Relations shall:

- a. Attend all Panhellenic and Executive Board meetings.
- b. Report directly to the President.
- c. Work with the Fraternity and Sorority Life Coordinator to coordinate and design publications to be distributed to incoming as well as current students.
- d. Work with the Vice President of Recruitment to coordinate and design the recruitment guide.

- e. Design marketing materials (e.g. flyers, banners) to promote council events.
- f. Maintain all social media platforms representing the Panhellenic Council.
- g. Be responsible for maintaining records of Panhellenic events through files and archives.
- h. Serve as the Liaison to *The South Texan*.
- i. Coordinate, design, updates and maintenance of the Panhellenic Website.
- j. Ensure contact information is present and updated for Collegiate Council officers and Panhellenic Advisor.
- k. Work with the Vice President of Recruitment to develop, maintain, and update helpful recruitment information on the website.
- l. Maintain correspondence with chapter public relations chairs and hold roundtables when necessary.
- m. Undertake or assist in special projects or assignments delegated by the President.

F. The Treasurer shall:

- a. Supervise the finances of the Panhellenic Association.
- b. Prepare a budget each fiscal year with the approval of the College Panhellenic Executive Board, a copy must be provided for each chapter.
- c. Maintain up-to-date financial records including all sorority fines, recruitment fees and fines and give monthly financial reports to the College Panhellenic Executive Board and delegates.
- d. Responsible for the prompt payment of all bills, the collection of all payments including, but not limited to fines, dues and fundraisers of the Panhellenic Association.
- e. Aid in selection of Recruitment Counselors.
- f. Be familiar with the NPC Manual of Information and all governing documents of the Association.
- g. Perform all other duties pertaining to this office and assigned by the President and/or Panhellenic Advisor

G. The Secretary shall:

- a. Keep records and minutes of all meetings (Panhellenic Association Executive Board, Council, etc.).
- b. Type minutes of each weekly meetings, distribute copies to all delegates, Executive Board officers, Panhellenic Advisor, and Panhellenic Area Advisor by 5:00 p.m. the following Friday.
- c. Maintain and update all contact list as needed.
- d. Make, confirm and check all reservations and room setups for Panhellenic Association meetings, Executive Board or Panhellenic Advisor.
- e. Aid in the selection of Recruitment Counselors.
- f. Maintain communications between Executive Board and delegates.
- g. Be familiar with the NPC Manual of Information and all governing documents for the Association.

- h. Perform all other duties pertaining to this office and assigned by the President and/or the Panhellenic Advisor

ARTICLE VI. The Panhellenic Association

Section I. Authority

The governing body of the Texas A&M University – Kingsville Panhellenic Association shall be the Panhellenic Association. It shall be the duty of the Panhellenic Association to conduct all business related to the overall welfare of the Texas A&M University – Kingsville Panhellenic Association including, but not limited to: biannually review the parameters as adopted in the recruitment rules for the automatic adjustment of total, annually determine dues, approve the annual budget, consider extension, set a calendar of events, determine programming and establish recruitment rules and recruitment style. The Panhellenic Association shall also have the authority to adopt rules governing the Panhellenic Association that do not violate the sovereignty, rights and privileges of member women’s sororities.

Section II. Composition and privileges

The Texas A&M University – Kingsville Panhellenic Association shall be composed of one delegate and one alternate delegate from each regular, provisional and associate member organization at Texas A&M University – Kingsville as identified in Article III of these bylaws. The alternate delegates shall have voice but no vote. The alternate delegate shall act and vote in the place of the delegate when the delegate is absent. If both delegate and alternate are absent, the vote may be cast by a member of the sorority, providing her credentials have been presented to the Association president.

Section III. Panhellenic Association Representative and Alternate Representative Eligibility

In order to serve as the Panhellenic Association Representative or Alternative Representative for a Member Sorority, individuals must meet the following requirements:

- A. Be an Active Member or New Member, in good standing, of a Member Sorority.
- B. Maintain good academic standing with Texas A&M University-Kingsville.
- C. Be devoted to the general ideals and principles of sorority life and conduct herself in a professional manner consistent with the Mission and Purpose of the Panhellenic Association, as defined within this Constitution.
- D. Have a working knowledge of the Panhellenic Association Constitution and Bylaws and Texas A&M University-Kingsville policies.
- E. The Panhellenic Association Executive Board or currently serve as his
- F. Member Sororities Panhellenic Association Judicial Committee Justice.

Section IV. General Duties

- A. To support the philosophy that sororities are a positive contribution to the development and education of college students;
- B. To honestly endeavor to fulfill the expectations of their position while working within the structure of a Panhellenic Association team;

- C. To work together to promote the best interest of the Greek system, its member chapters, the other social Greek governing bodies and the University;
- D. To be familiar with and uphold the Constitution and Bylaws of the Panhellenic Association;
- E. To attend all Council meetings and their own chapter meetings;
- F. To attend special programs and events that Panhellenic Association may sponsor, organize, cosponsor, or see specific benefit to attending;
- G. To keep a notebook of program ideas, positions duties and resource materials;
- H. To perform all other duties as may be appropriate to their office.

Section V. Selection of delegates and alternates

Delegates and alternates to the Panhellenic Association shall be selected by their respective women’s sorority chapters to serve for a term of one year commencing upon selection by the chapter.

Section VI. Delegate vacancies

When a delegate vacancy occurs, it shall be the responsibility of the sorority affected to select a replacement within one (1) week and to notify the Panhellenic Association secretary of her name, email and telephone number.

Section VII. Regular meetings

Regular meetings of the Panhellenic Association shall be held at a time and place established at the beginning of each academic term.

- A. A delegate or alternate from each chapter must be represented at each meeting.
- B. A five-dollar (\$5) fine will be levied for each member absent from each meeting.

Section VIII. Annual meeting

The annual meeting of the Panhellenic Association shall be held during the month of November. The purpose of the annual meeting shall be for the election of officers and any other business that may properly come before the delegates.

Section IX. Special meetings

Special meetings of the Panhellenic Association may be called by the Association president when necessary and shall be called by her upon the written request of no fewer than one-fourth of the member women’s sororities of the Texas A&M University – Kingsville Panhellenic Association. Notice of each special meeting of the Panhellenic Association shall be sent to each member of the Panhellenic Association at least 24 hours prior to convening the meeting; however, such notice may be waived, and attendance at such meeting shall constitute waiver of said notice.

Section X. Quorum

Two-thirds of the delegates from the member sororities of the Texas A&M University – Kingsville Panhellenic Association shall constitute a quorum for the transaction of business.

Section XI. Vote Requirements

- A. Proposed motions on issues that impact a chapter as a whole must be announced at a previous meeting to allow opportunity for chapter input before a vote may be taken on the issue.
- B. A two-thirds vote of the Panhellenic Association shall be required to approve a recolonization plan and for all extension-related votes. All other votes, unless specified in these bylaws, shall require a majority vote for adoption.

Section XII. Sorority Events

- A. Member chapters must attend all Panhellenic sponsored functions, as well as any event deemed mandatory by the Fraternity and Sorority Life Coordinator, with at least 70% of the current chapter roster in attendance per semester. Chapters that fail to meet this requirement will be fined \$10.00 per member not present up to the 70%.
- B. When scheduling events all chapters must refer to Fraternity and Sorority Calendar to avoid scheduling events during any event deemed necessary or hosted by the NPC Executive Board. If Chapters fail to make reference or notify the Fraternity and Sorority Life Advisor and schedule an event that creates conflict, the associated Chapter(s) will be fined \$50.

ARTICLE VII. The Executive Board

Section I. Composition

The composition of the Executive Board shall be the president, vice president of judicial, vice president of recruitment, vice president of programming and relations, treasurer and secretary.

Section II. Duties

The Executive Board shall administer routine business between meetings of the Panhellenic Association and such other business as has been approved for action by Panhellenic Association through the secretary, the Executive Board shall also report all action it has taken and record the action in the minutes of the meeting.

Section III. Regular meetings

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

- H. If it is necessary for an Executive Board member to miss any meeting, a written (letter, email or text) must be submitted to the president twenty-four (24) hours prior to the meeting, along with report.

Section IV. Special meetings.

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

Section V. Quorum

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

ARTICLE VIII. The Panhellenic Advisor

Section I. Appointment

The Panhellenic advisor of the Texas A&M University – Kingsville Panhellenic Association shall be appointed by The Texas A&M University – Kingsville administration.

Section II. Authority

The Panhellenic advisor shall serve in an advisory capacity to the Texas A&M University - Kingsville Panhellenic Association. The Panhellenic advisor shall have voice but no vote in all meetings of the Panhellenic Council and the Executive Board.

ARTICLE IX. Committees

Section I. Standing committees

- A. The standing committees of the Texas A&M University – Kingsville Panhellenic Association shall be the Judicial Board, Membership Recruitment Committee, and all other committees will be made on an as needed basis.
 - a. Term: The standing committees shall serve from a term of one year, which shall coincide with the term of the officers.

Section II. Appointment of committee membership

The Executive Board shall appoint members and chairmen of all standing and special committees, except as provided otherwise in these bylaws, and in making these appointments, recognize fair representation from all member women's sororities as much as possible. The president shall be an ex-officio member of all committees except the Judicial Board.

Section III. Membership Recruitment Committee

The Membership Recruitment Committee shall consist of a chairman and one representative from each regular, provisional and associate member. Alumnae advisors may attend meetings of the committee. The alumnae advisors shall have voice but no vote. This committee shall review and develop membership recruitment rules and submit them for discussion and approval to the Panhellenic Association before the end of the academic term preceding the membership recruitment period. After each membership recruitment period, the chairman of this committee shall present a full report including recommendations, to the Panhellenic Association based on an analysis of the recruitment statistics and recruitment evaluations from new members, potential new members who withdrew, each member organization and chapter advisor.

Section IV. Other committees+

Other such committees, standing or special, shall be appointed as deemed necessary by the Panhellenic Council.

ARTICLE X – PANHELLENIC JUDICIAL COMMITTEE

Section I. Panhellenic Association Judicial Committee Jurisdiction

The Panhellenic Association shall be a self-governing organization with an independent Judicial Committee,

Which shall have jurisdiction over cases involving alleged Member Sorority violations, Including but not limited to:

- A. The Panhellenic Association Constitution, Bylaws, Code of Conduct, and other policies.
- B. The rules and regulations of Texas A&M University-Kingsville.
- C. The general values-based conduct of Sorority Women.

Section II. The Judicial Board shall consist of the vice president as chairman and a delegate from every chapter. The Panhellenic advisor shall serve as nonvoting, ex-officio member. The Judicial Board members shall participate in training to be educated about the purpose of the board, the rules and regulations the Judicial Board will monitor, the procedures to be followed, proper questioning techniques, the rights of the charged organizations, evaluating evidence, and deliberations and sanctioning. The Judicial Board shall educate member sororities about the Panhellenic judicial procedure.

Section III. NPC Judicial Committee Duties

A. The Judicial Committee shall be entrusted with the authority to amend policies of Panhellenic Association pertaining to the Judicial Committee.

B. The Committee shall be the disciplinary body of Panhellenic Association. Violations of NPC or

University policies, rules or guidelines will be handled through the Judicial Committee. In some instances, the Fraternity and Sorority Life Coordinator and/or Dean of Students may take disciplinary action without the use of the Committee.

Section IV. Panhellenic Association Justice Eligibility

In order to serve as the Panhellenic Association Justice for a Member Sorority on the Panhellenic Council Judicial Committee, an individual must meet the following requirements:

A. Be an Active Member in good standing of an NPC Member Sorority and the University.

B. Be devoted to the general ideals and principles of sorority life and conduct Herself in a professional manner consistent with the Mission and Purpose of the NPC, as defined within this Constitution.

C. Have a working knowledge of the NPC Constitution and Bylaws and Texas A&M University-Kingsville policies.

D. Not be a current member of the PANHELLENIC ASSOCIATION Executive Board or serve as his Member Sororities NPC Representative or Alternate Representative for the NPC General Body.

E. Must complete formal judicial policies and procedures training prior to serving on a Panhellenic Association Judicial Board hearing.

Section V. Term of Office of Panhellenic Association Justices

The term of office for Panhellenic Association Justices shall be for two (2) full semesters.

Section VI. Panhellenic Association Judicial Policy

The Judicial Committee shall perform all duties and be subject to all regulations contained within the Panhellenic Association Judicial Policy in the Bylaws.

ARTICLE XI. Finances

Section I. Fiscal Year

The fiscal year of the Texas A&M University – Kingsville Panhellenic Association shall be from September 1st to August 31st.

Section II. Contracts

Dual signatures of the President and Panhellenic advisor shall be required to bind the Texas A&M University – Kingsville Panhellenic Association on any contract.

Section III. Checks

All checks issued on behalf of the Texas A&M University – Kingsville Panhellenic Association shall bear dual signatures. The following shall be authorized to be one of the two required signatures, president and Panhellenic advisor.

Section IV. Payments

All payments due to the Texas A&M University – Kingsville Panhellenic Association shall be received by the treasurer, who shall record them. Checks for payments shall be made payable to the Texas A&M University – Kingsville Panhellenic Association.

Section V. Dues

- A. NPC College Panhellenic dues shall be paid yearly as invoiced by the NPC office.
- B. Panhellenic Association membership dues shall be assessment per member and new member.
 - a. The amount of such dues for the next academic year shall be determined by the Panhellenic Council no later than February of that year.
 - b. The dues of each Panhellenic Association member sorority shall be payable on or before September 15th and February 15th

Section VI. Fees and assessments

- A. Each full and associate member sorority shall pay dues each Fall and Spring semester. Dues will be set annually upon approval of the Panhellenic Association Budget.
- B. Chapter rosters are due within two weeks of completing recruitment (formal and informal). If the rosters are late, a \$10 fine will be imposed for each day they are late. Rosters will be used for dues, scholarship, and intramurals.

- C. Time of payment:
 - a. The dues of each Panhellenic Association member sorority shall be payable one week after bills have been issued. There will be a \$10 fine for each day they are late.
- D. A service charge of \$30 will be added to all returned checks.
- E. Failure to pay:
 - a. Any chapter that fails to pay dues within 30 days will not be represented in recruitment publications, activities, events, or contracts until its account is paid in full. Additionally, any sorority failing to pay any account owed will lose room reservations, voting privileges, and status in Panhellenic Association.
- F. A full or associate member sorority is not required to pay for New Members/ Associate Members. If a full or associate member sorority wishes to abstain from paying for New Members/Associate Members, then the sororities New Members/ Associate Members are not allowed to participate in any Panhellenic Association sponsored events including any Panhellenic mandatory events

ARTICLE XII. Extension

Section I. Extension

Extension is the process of adding an NPC women's sorority. The Texas A&M University – Kingsville Panhellenic Association shall follow all NPC Unanimous Agreements and NPC extension guidelines found on the NPC website and in the Manual of Information.

Section II. Voting rights

Only regular members of the Panhellenic Association shall vote on extension matters.

ARTICLE XIII. Violation Resolution

Section I. Violation

Chapters shall be held accountable for the conduct of their individual collegiate and alumnae members. Conduct contrary to the NPC Unanimous Agreements, these bylaws, the Panhellenic code of ethics, standing rules and/or membership recruitment regulations of the Texas A&M University – Kingsville Panhellenic Association shall be considered a violation.

Section II. Informal resolution

Members are encouraged to resolve alleged violations through informal discussion with the involved parties.

Section III. Judicial process

If informal discussions are unsuccessful, the judicial process will be set in motion by filing a report of the alleged violation. The Texas A&M University – Kingsville Panhellenic Association shall follow all judicial procedures found in NPC Unanimous Agreement VII.

- A. Mediation. Mediation is the first step of the judicial process. The Texas A&M University – Kingsville Panhellenic Association shall follow all NPC Unanimous Agreements concerning the judicial process.
- B. Judicial Board hearing. When a violation is not settled informally or through mediation, the Judicial Board shall resolve the issue in a Judicial Board hearing. The Panhellenic Council shall adopt procedures in the standing rules for this purpose that are consistent with the NPC Unanimous Agreements.
- C. Appeal of Judicial Board decision. A decision of the Judicial Board may be appealed by any involved party to the NPC College Panhellenic Judicial Appeals Committee. The Texas A&M University – Kingsville Panhellenic Association shall follow all NPC Unanimous Agreements concerning the appeals process.

ARTICLE XIV. Hazing

Hazing and hazing-related activities contradict all expectations of the proper behavior expected of the undergraduate and alumnae members of NPC member organization and associate members. Each NPC member organization has its own set of bylaws, policies and rules condemning hazing and governing the investigation and discipline involving hazing allegations, as is the case with each individual college or university — whether public or private.

ARTICLE XIV. Sexual Assault

NPC deplores the act of sexual assault. We support the rights of not only our members, but all women who are survivors of sexual assault. A woman’s right to report and seek a fair, supportive and timely due process will remain a priority for NPC. We support the collective efforts of our sorority organizations, and those men, women, colleges and university officials who seek substantive change to prevent such conduct and eradicate violence against women. NPC commits to partnering with institutions of higher education to make our campuses safe for all who attend.

ARTICLE XV. Parliamentary Authority

The rules contained in the current edition of Robert’s Rules of Order Newly Revised shall govern the Texas A&M University – Kingsville Panhellenic Association when applicable and when they are not inconsistent with the NPC Unanimous Agreements, these bylaws and any special rules of order the Texas A&M University – Kingsville Panhellenic Association may adopt.

ARTICLE XVI. Amendment of Bylaws

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

ARTICLE XVII. Dissolution

This Association shall be dissolved when only one regular member exists at Texas A&M University – Kingsville. In the event of the dissolution, none of the assets of the Association shall be distributed to any members of the Association, but after payment of all debts, its assets shall be given to the National Panhellenic Conference.