

BYLAWS OF TEXAS A&M UNIVERSITY-KINGSVILLE COLLEGE PANHELLENIC COUNCIL

PREAMBLE

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 good scholarship, leadership opportunities, and developments of sisterhood through friendship, and service to the community.

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.

Article I. Name

The name of this organization shall be the Texas A&M University-Kingsville College Panhellenic Council.

Article II. Object

The object of the College Panhellenic Council shall be to:

- A. Conduct the business of the College Panhellenic during the academic year.
- B. Promote the growth of individual chapters and the sorority community.
- C. Encourage the highest possible academic, social, and moral standards by informing the University, Non-Greek Students, and south Texas of the merits and accomplishments of the TAMUK Fraternity and Sorority Life.
- D. Coordinate activities, establish orderly procedures, and provide programming in addition to recruitment.
- E. Adjudicate all matters related to the NPC Unanimous Agreements, College Panhellenic bylaws and/or other governing documents, College Panhellenic membership recruitment rules, College Panhellenic code of ethics, and College Panhellenic standing rules.
- F. Actively support the mission of Texas A&M University-Kingsville.
- G. Promote good public relations.
- H. Give service to the community and campus.
- I. Promote friendship, harmony, and unity among members, chapters, faculty, administrators, and campus groups.

Article III. Membership

Section I. Membership Eligibility

Membership in the College Panhellenic 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 Council as an Associate member.

Section II. Membership Classes

- A. Regular Membership
 - 1. The regular membership of the Texas A&M University-Kingsville College Panhellenic Council shall be composed of all chapters of NPC Sororities at Texas A&M University-Kingsville. Regular members of the College Panhellenic Council shall pay dues as determined by the Panhellenic Council. Each chapter shall have a voice and one vote on all matters.
- B. Provisional Membership
 - 1. The provisional membership of the Texas A&M University-Kingsville College Panhellenic Council shall be composed of all colonies of NPC sororities at Texas A&M University-Kingsville. Provisional members shall automatically become a regular member upon being installed as a chapter of an NPC sorority.
- C. Associate Membership
 - 1. Local sororities or inter/national or regional non-NPC member organizations may apply for associate membership of the Texas A&M University-Kingsville College Panhellenic Council. The membership eligibility requirements and the process for applying and approval of the application shall be determined by the Panhellenic Council. Associate members shall pay dues as determined by the Panhellenic Council. An associate member shall have a 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, establishment, or modification of the Panhellenic Council. An associate member shall not be entitled to vote on the question of its expulsion.

Section III. Membership Status

- A. Good Standing
 - 1. 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 College Panhellenic Council Bylaws, and is currently meeting the minimum expectations outlined in Section IV of this Article.
- B. Good Standing on Probation
 - 1. A member organization shall be deemed in Good Standing on Probation if it is currently operating under non-status sanctions and currently meets the minimum expectations outlined in Section IV of this Article.
- C. Bad Standing
 - 1. A member organization shall be deemed in Bad Standing if it has been placed under suspension by the Panhellenic Council or has currently failed to meet the minimum expectations outlined in Section IV of this Article.

Section IV. Suspension

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

Section IV. Minimum Expectations

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

- A. Shall comply with all policies set forth by:
 1. The College Panhellenic Bylaws, Code of Conduct, and other policies.
- B. Shall maintain a minimum all-chapter and all-new member cumulative GPA of 2.50 each semester.
- C. Fulfill all financial obligations to the College Panhellenic (dues, fees, and fines).
- D. Shall submit the required membership rosters to the College Panhellenic President and Fraternity and Sorority Life Coordinator as follows:
 1. Active Member Roster: Shall be submitted within one week of the beginning of each semester.
 2. New Member Roster: Shall be submitted within one week of extending a bid to any New Member.
- E. Shall comply with the attendance policies for the College Panhellenic Council, General Body, and Panhellenic Judicial Committee, as outlined within these Bylaws.
- F. Participate in all events and activities sponsored by the College Panhellenic Council which require sorority representation.
- G. Refrain from using tobacco products or alcohol at any Panhellenic or Texas A&M University Kingsville Fraternity and Sorority Life-sponsored mandatory events.

Section V. 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 refer or notify the Fraternity and Sorority Life Advisor and schedule an event that creates conflict, the associated Chapter(s) will be fined \$50.

Section VI. Removal

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

- A. A chapter whose charter has been revoked from its 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 College Panhellenic may recommend to the University to remove recognition status should a chapter defy the College Panhellenic and or university and or state/federal laws, rules, and

guidelines. The College Panhellenic shall need to have a 2/3 majority vote to make the recommendation.

Article IV. The Executive Board

Section I. Composition

The composition of the Texas A&M University – Kingsville College Panhellenic Council Executive Board 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. Vice President of Academic Excellence
- G. Treasurer
- H. Secretary.

Section II. Duties of the Executive Board

The Executive Board shall administer routine business between meetings of the College Panhellenic Council and such other business as has been approved for action by College Panhellenic Council through the Secretary. The Executive Board shall also report all actions 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 and Advisor twenty-four (24) hours before the meeting, along with a report.

Section IV. Special Meetings

Special meetings of the Executive Board may be called by the President or Advisor when necessary and shall be called by them upon the written request of three members of the Executive Board.

Section V. Quorum

Two-thirds of the members of the Texas A&M University-Kingsville College Panhellenic Council Executive Board shall constitute a quorum for the transaction of business.

Section VI. Duties of Officers

The duties of the College Panhellenic Council Executive Board are as follows:

- A. The President shall:
 - 1. Call and preside at all meetings of the College Panhellenic Council as well as the Executive Board.

2. May call special meetings as deemed necessary.
 3. Co-conduct monthly president's roundtables with chapter presidents.
 4. Responsible for regular communication with presidents of the governing councils to coordinate joint business meetings, and discuss other concerns.
 5. Maintain overall responsibility for the operations of the College Panhellenic Council and serve as the collegiate representative to the campus and community.
 6. Plan, oversee, and present any information for the College Panhellenic Council officer training/transition.
 7. Meet weekly with Panhellenic Advisor to remain current on issues and matters of importance to the fraternity and sorority community.
 8. Maintain an 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.
 9. Update the College Panhellenic Council constitution and bylaws each fall semester.
 10. Review, approve, and sign Panhellenic contracts involving the College Panhellenic Council.
 11. Assist with recruitment and aid in Recruitment counselors.
 12. Complete applications for NPC and Conference awards.
 13. Be familiar with the NPC Manual of Information and all governing documents of the College Panhellenic Council.
 14. Perform all other duties pertaining to this office, or as called upon by the Panhellenic Advisor.
- B. The Vice President of Recruitment shall:
1. Coordinate and administer the Recruitment process.
 2. Represent the College Panhellenic Council during all orientation sessions (Hoggie Days, Preview Days, etc.).
 3. Supervise any revisions of Recruitment Rules.
 4. Hold round tables with the chapter Recruitment Chairs and Recruitment Advisors.
 5. Aid in the selection of Recruitment Counselors.
 6. Create a Recruitment schedule with Panhellenic Advisor.
 7. 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.
 8. Keep updated information on all sororities and women fraternities' events during Informal Recruitment during Fall and Spring semesters proceeding Formal Recruitment.
 9. Preside over meetings in the absence of the College Panhellenic Council President.
 10. Be familiar with the NPC Manual of Information and all governing documents of the College Panhellenic Council.
 11. 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:
1. Coordinate and collaborate with organizations within the Texas A&M University-Kingsville and Kingsville communities.
 2. Coordinate at least one philanthropic/service and/or educational function each semester.
 3. Present service and scholarship opportunities to chapters.

4. Coordinate all Greek events (Greek Week, Hazing Prevention Week, Library Relief Station, etc.) along with the Interfraternity Council Representative.
 5. Manage all College Panhellenic Council events (Month of the Scholar, International Badge Day, Advisor Appreciation Month, National Women’s Health Week, etc.).
 6. Aid in the selection of Recruitment Counselors.
 7. Be familiar with the NPC Manual of Information and all governing documents of the College Panhellenic Council.
 8. Perform all other duties pertaining to this office and assigned by the President and/or the Panhellenic Advisor.
- D. The Vice President of Judicial Affairs shall:
1. Serve as committee chair of the Judicial Board, holding roundtables once a semester with each chapter’s judicial and risk management chair.
 2. Keeping contact with all Chapters’ Judicial proceedings and ensuring that they are receiving all necessary information.
 3. Maintain knowledge of proper risk management policies and procedures for the Panhellenic Council.
 4. Maintain knowledge of all NPC’s policies and procedures.
 5. Select and train Judiciary Board representatives.
 6. Update and review the Bylaws and all other documents which rule over the College Panhellenic Council.
 7. Aid in the selection of Recruitment Counselors
 8. 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:
1. Attend all Panhellenic and Executive Board meetings.
 2. Report directly to the President.
 3. Work with the Fraternity and Sorority Life Coordinator to coordinate and design publications to be distributed to incoming as well as current students.
 4. Work with the Vice President of Recruitment to coordinate and design the recruitment guide.
 5. Design marketing materials (e.g., flyers, banners) to promote council events.
 6. Maintain all social media platforms representing the Panhellenic Council.
 7. Be responsible for maintaining records of Panhellenic events through files and archives.
 8. Serve as the Liaison to The South Texan.
 9. Coordinate, design, update, and maintenance of the Panhellenic Website.
 10. Work with the Vice President of Recruitment to develop, maintain, and update helpful recruitment information on the website.
 11. Maintain correspondence with chapter public relations chairs and hold roundtables when necessary.
 12. Undertake or assist in special projects or assignments delegated by the President.
 13. Perform all other duties pertaining to this office and assigned by the President and/or the Panhellenic Advisor.
- F. The Vice President of Academic Excellence shall:
1. Host monthly roundtable meetings with the academic committee that includes the academic chair from all Panhellenic chapters.

2. Publish important academic dates and deadlines.
 3. Provide each academic chair with resources to help their chapter members achieve academic success.
 4. Keep a record of the current academic status of each chapter.
 5. Collaborate with the VP of Programming to prepare an academic-based program and/or event annually.
 6. Recognize Panhellenic scholars and outstanding and/or improved academic performance.
 7. Support the Fraternity and Sorority Life community to improve the overall FSL GPA.
 8. Be familiar with the NPC Manual of Information and all governing documents of this Council.
 9. Perform all other duties pertaining to this office and assigned by the President and/or the Panhellenic Advisor.
- G. The Treasurer shall:
1. Supervise the finances of the College Panhellenic Council.
 2. Prepare a budget each fiscal year with the approval of the College Panhellenic Executive Board, a copy must be provided for each chapter when asked.
 3. Maintain up-to-date financial records including all sorority fines, recruitment fees/fines, and give monthly financial reports to the College Panhellenic Executive Board and delegates.
 4. Responsible for the prompt payment of all bills, and the collection of all payments including, but not limited to fines, dues, and fundraisers of the Panhellenic Council.
 5. Aid in the selection of Recruitment Counselors.
 6. Be familiar with the NPC Manual of Information and all governing documents of the Council.
 7. Perform all other duties pertaining to this office and assigned by the President and/or Panhellenic Advisor.
- H. The Secretary shall:
1. Keep records and minutes of all meetings (Panhellenic Council Executive Board, Council, etc.).
 2. Type minutes of each weekly meeting and distribute copies to all delegates, Executive Board officers, Panhellenic Advisor, and Panhellenic Area Advisor by 5:00 p.m. the following Friday.
 3. Maintain and update all contact lists as needed.
 4. Make, confirm, and check all reservations and room setups for College Panhellenic Council meetings, Executive Board or Panhellenic Advisor.
 5. Aid in the selection of Recruitment Counselors.
 6. Maintain communications between Executive Board and delegates.
 7. Be familiar with the NPC Manual of Information and all governing documents for the College Panhellenic Council.
 8. Perform all other duties pertaining to this office and assigned by the President and/or the Panhellenic Advisor.

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.

Article V. Voting and Election Policies

Section I. 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, Vice President of Academic Excellence, Treasurer, and Secretary of the Texas A&M University-Kingsville College Panhellenic Council shall be elected by ballot, except if there is only one nominee for an office that nominee shall be declared elected.

Section II. Eligibility to Serve

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

- A. Regular membership. Members of the College Panhellenic holding regular membership in the Texas A&M University-Kingsville College Panhellenic Council is eligible to serve as an officer.
- B. Provisional membership. Members of the College Panhellenic holding provisional membership in the Texas A&M University-Kingsville College Panhellenic Council is not eligible to serve as an officer.
- C. Associate membership. Members of the College Panhellenic holding associate membership shall be eligible to serve as an officer but are not eligible to serve as President or the Vice President of Recruitment.
- D. Be an Active Member in good standing, or any member sorority of the Panhellenic Council.
- E. Have a minimum 2.5 cumulative GPA
- F. Be in good standing with their chapter, financially.

Section III. 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 Council Executive Board member shall have one vote.
- B. The Panhellenic Council President should refrain from casting her vote except for in the event of a tie.
- C. In such instances, the Panhellenic Council President shall cast the deciding vote.
- D. The Panhellenic Council Executive Board shall make decisions deemed necessary and proper for the betterment of the College Panhellenic Council.
- E. Applications for office will be available at the beginning of November.
 1. Nominations will occur the third to the last meeting.
 2. Elections will be held second to the last meeting.
 3. 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 IV. Special Elections

In the case of a special election, the Panhellenic Council Executive Board shall follow all policies as stated in this Article, *Section I. Selection of Officers* through *Section VIII. Vacancies in Office*. Examples of Special Elections include but are not limited to:

- A. If no active member of tenure is eligible or runs for the position, then newly initiated members may run for a position.
 - 1. I.e. This position does not include the President or Vice President of Recruitment as stated in *Section V. Office-Holding Limitations*.

Section V. Office-Holding Limitations

- A. 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 Panhellenic Advisor.
- B. The President and Vice President of Recruitment should have a minimum of one year of College Panhellenic Executive Board experience before serving.

Section VI. Term of Office

The officers shall serve for a term of one year. The term of office will begin one week upon election.

Section VII. Removal from Office

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

Section VIII. Vacancies in Office

Vacancies shall be filled in the same manner of selection as provided in *Section II. Eligibility to Serve* and *Section V. Office-Holding Limitations*, of this Article.

Article VI. The Panhellenic Council

Section I. Authority

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

Section II. Composition and Privileges

The Texas A&M University-Kingsville Panhellenic Council shall be composed of one delegate and one alternate delegate from each regular, provisional, and associate women’s-only member organization at Texas A&M University-Kingsville. The delegates shall be the voting members of the Panhellenic Council unless noted otherwise. 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, a designated member of the specific sorority may cast the vote, provided the credentials of this individual have been previously presented to the Panhellenic Council president.

Section III. Selection of Delegates and Alternates

To serve as the Panhellenic Council 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 Council, as defined within this Constitution.
- D. Have a working knowledge of the Panhellenic Council Constitution and Bylaws and Texas A&M University-Kingsville policies.
- E. Not be a current member of the Panhellenic Council Executive Board.

Section IV. Delegate Vacancies

When a delegate vacancy occurs, it shall be the responsibility of the sorority affected to select a replacement within one week and to notify the College Panhellenic Secretary of the name, address, email, and telephone number of the new delegate.

Section V. Duties and Responsibilities

Panhellenic delegate duties and responsibilities are as follows:

- A. Must attend all Panhellenic Council meetings.
- B. Must support NPC Unanimous Agreements, policies, and procedures.
- C. Must understand local College Panhellenic Council policies and procedures.
- D. Should know when to consult member sorority's chief Panhellenic officer for assistance and advice regarding College Panhellenic concerns.
- E. Should be prepared and knowledgeable about College Panhellenic concerns, the views of the member organization and chapter, and how to voice concerns to the Panhellenic Council.
- F. Should present regular College Panhellenic Council reports at chapter meetings.

Section VI. Regular Meetings

Regular meetings of the Panhellenic Council 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 VII. Annual Meeting

The annual meeting of the Panhellenic Council shall be held in 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 VIII. Special Meetings

Special meetings of the Panhellenic Council may be called by the Panhellenic Council 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 Council. Notice of each special meeting of the Panhellenic Council shall be sent to each member of the Panhellenic Council at least 24 hours before convening the meeting; however, such notice may be waived, and attendance at such meeting shall constitute waiver of said notice.

Section IX. Means of Communication

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

Section X. Quorum

Two-thirds of the delegates from the member sororities of the Texas A&M University-Kingsville College Panhellenic Council 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.

Article VII. The Panhellenic Advisor

Section I. Appointment

The Panhellenic advisor of the Texas A&M University-Kingsville Panhellenic Council 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 Council. The Panhellenic Advisor shall have a voice but no vote in all meetings of the Panhellenic Council and the Executive Board.

Article VIII. Committees

Section I. Standing Committees

The standing committees of the Texas A&M University – Kingsville Panhellenic Council shall be the Judicial Board, Membership Recruitment, Academic Excellence Committee, and all other committees will be made on an as-needed basis.

- A. Term: The standing committees shall serve for a term of one year, which shall coincide with the term of the officers.

Section II. Appointment of Committee Membership

- A. 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.
- B. The president shall be an ex-officio member of all committees except the Judicial Board.

Section III. Judicial Committee

A. Judicial Board

- 1. The Judicial Board shall consist of the vice president as chairman and a delegate from every chapter. The Panhellenic advisor shall serve as a 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.

B. Judicial Committee Jurisdiction

- 1. The Panhellenic Council 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 Council 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.

C. Judicial Committee Duties

- 1. The Judicial Committee shall be entrusted with the authority to amend policies of the Panhellenic Council pertaining to the Judicial Committee.
- 2. The Committee shall be the disciplinary body of the Panhellenic Council. 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.

D. Judicial Committee Eligibility

- 1. To serve as the Panhellenic Council 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 yourself 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 Council 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 before serving on a Panhellenic Council Judicial Board hearing.

E. Judicial Committee Term of Office

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

Section IV. 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 a voice but no vote. This committee shall review and develop membership recruitment rules and submit them for discussion and approval to the Panhellenic Council before the end of the academic term preceding the membership recruitment period. After each membership recruitment period, the chairman of this committee shall present a full report including recommendations, to the Panhellenic Council based on an analysis of the recruitment statistics and recruitment evaluations from new members, potential new members who withdrew, each member organization, and chapter advisor.

Section V. Academic Excellence Committee

The Panhellenic Academic Committee shall consist of a chairman and one academic chair from each Panhellenic chapter. Alumnae advisors may attend meetings of the committee. This committee shall evaluate the chapter and all new members' cumulative GPA each semester and submit them for approval to the Panhellenic Council before the end of the academic term. The committee chairman should present a full report including recommendations and term goals to chapters.

Section VI. Other Committees

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

Article IV. Finances

Section I. Fiscal Year

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

Section II. Dues

- A. NPC College Panhellenic dues shall be paid yearly as invoiced by the NPC office.
- B. Panhellenic Council membership dues shall be issued with a chapter charge from the National Panhellenic Conference and a per-member charge from the College Panhellenic Council.
 - a. The amount of 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 Council member sorority shall be payable on or before September 15 and February 15.

Section III. 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 Council 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, scholarships, and intramurals.
- C. A service charge of \$30 will be added to all returned checks.
- D. 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 Council.
- E. A regular or associate-member sorority is not required to pay for New Members/ Associate Members. If a regular 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 Council-sponsored events including any Panhellenic mandatory events.

Section IV. Contracts

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

Section V. Checks

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

Section VI. Payments

All payments due to the Texas A&M University-Kingsville Panhellenic Council 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 Council.

Article X. Extension

Section I. Extension

Extension is the process of adding an NPC women’s sorority. The Texas A&M University-Kingsville Panhellenic Council 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 Council shall vote on extension matters.

Article XI. Violation Resolution

Section I. Violation

Chapters shall be held accountable for the conduct of their 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 Council 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 Council shall follow all judicial procedures found in NPC Unanimous Agreement VII.

A. Mediation

- a. Mediation is the first step of the judicial process. The Texas A&M University – Kingsville Panhellenic Council shall follow all NPC Unanimous Agreements concerning the judicial process.

B. Judicial Board Hearing

- a. 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. 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 Council shall follow all NPC Unanimous Agreements concerning the appeals process.

Article XII. Hazing

Per the Unanimous Agreements, NPC supports all efforts to eliminate hazing.

Article XIII. Inclusion Statement

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

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

Article XIV. 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 College Panhellenic Council 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 College Panhellenic Council may adopt.

Article XV. Amendment of Bylaws

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

Article XVI. Dissolution

This College Panhellenic Council 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 Council shall be distributed

to any members of the Council, but after payment of all debts, its assets shall be given to NPC unless otherwise required by state law.