

# **Bylaws, Standing Rules, Code of Ethics**

## University of Southern California

### Collegiate Panhellenic Association

Updated November 16, 2022

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## BYLAWS OF THE UNIVERSITY OF SOUTHERN CALIFORNIA COLLEGE PANHELLENIC ASSOCIATION

### Article I. Name

The name of the organization shall be the University of Southern California College Panhellenic Association.

### Article II. Purpose

The University of Southern California College Panhellenic Association is committed to fostering a unified, multifaceted, and inclusive community that empowers members to discover their fullest potential through academic achievement, campus involvement, community service, and interfraternal collaboration. We as a community encourage all chapter members to commit to their own personal growth while recognizing themselves as part of a broader, diverse sisterhood dedicated to acting for the greater good of the Panhellenic, the University of Southern California, and the surrounding Los Angeles community.

### Article III. Object

The object of the USC College Panhellenic Association shall be to:

- Conduct the business of the College Panhellenic only during the undergraduate academic year.
- Promote the growth of membership in individual chapters and the Panhellenic community.
- Organize and sponsor a women's\* membership recruitment program.
  - \*Pursuant to 20 U.S.C. 1681(a)(6)(A), social fraternities and sororities may limit membership on the basis of sex. Nevertheless, the USC Panhellenic Council and its chapters are committed to limiting individual membership on the basis of gender identity rather than sex. Any student that self-identifies as a woman is eligible for recruitment, regardless of any other gender identities, so long as they fulfill all necessary academic requirements.
- Encourage the highest possible academic, social, and moral standards.
- Coordinate activities, establish orderly procedures, and provide programming in addition to recruitment.
- 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.
- Actively support the mission of the University of Southern California to promote the "development of human beings and society as a whole through the cultivation and enrichment of the human mind and spirit."
- Promote good public relations with USC and the surrounding Los Angeles community.
- Service the community and campus, including other student organizations.
- Sponsor Junior Panhellenic, if appropriate, for specialized programming efforts.
- Promote friendship, harmony, unity, and growth among members, chapters, faculty, administrators, and campus groups.

### Article IV. Organization Membership

#### Section 1. Membership Classes

There shall be three classes of membership for organizations: regular, provisional, and associate.

- A. **Regular Membership.** The regular membership of the University of Southern California College Panhellenic Association shall be composed of all installed chapters of National Panhellenic Conference (NPC) sororities at the University of Southern California. Regular member organizations of the College Panhellenic Association shall pay dues as determined by the Panhellenic Council.
- B. **Provisional Membership.** The provisional membership of the University of Southern California College Panhellenic Association shall be composed of all newly established NPC sororities at the University of Southern California. Provisional member organizations shall pay no dues to the College Panhellenic Association and shall have a voice but no vote on all matters. A provisional member organization shall automatically become a regular member upon being installed as a chapter of an NPC sorority.

- C. **Associate Membership.** The associate membership of the University of Southern California College Panhellenic Association shall be composed of women’s-only\* local sororities or inter/national or regional non-NPC member organizations. The membership eligibility requirements and the process for submitting an application and approval of the application shall be determined by the Panhellenic Council. Associate member organizations shall pay dues as determined by the Panhellenic Council. An associate member organization shall have a voice and one vote on all matters except extension-related matters. If they do not participate in the primary recruitment process, they shall not have a vote on recruitment rules and the establishment or the modification of Panhellenic total. An associate member organization may be expelled for cause by a majority vote of the Panhellenic Council. An associate member organization shall not be entitled to vote on the question of its expulsion.
- a. **Consideration:** The Panhellenic Council will consider an organization for associate member status in the event that the organization is defined as a local, social sorority and meets the needs of a specific student population not currently represented by the mission of other social sororities on the University of Southern California’s campus.
  - b. **Probationary Period:** Each organization desiring associate status must submit an application to the Office for Fraternity and Sorority Leadership Development (FSLD). Upon review and completion of the application, each organization desiring associate status must make a presentation to the Panhellenic Council and be accepted by a two-thirds vote of the Panhellenic membership. If accepted, the organization will be placed in a probationary period for no less than one academic year.
    - i. During this period, the organization must meet the following criteria:
      1. Attend all Panhellenic meetings,
      2. Pay all Panhellenic dues on time and in full,
      3. Achieve a chapter cumulative and semester GPA of 3.0 or higher,
      4. Complete a minimum of 100 documented service hours each semester, and
      5. Understand and follow all university, NPC, and the University of Southern California College Panhellenic Association’s policies.
    - ii. Any instance of being sent to Student Judicial Affairs and Community Standards will result in a review of probationary status and possible termination of the probationary period.
    - iii. After one year of the probationary period, the Panhellenic Council will vote whether to accept the organization’s associate member status. A two-thirds majority is needed to gain associate member status. If a two-thirds majority is not achieved, the probationary period will be extended for one semester. After each probationary extension, a two-thirds vote will decide to either continue the probationary period or to accept associate member status.
  - c. **Membership Requirements:** The following are requirements for an organization to maintain associate member status:
    - i. Follow all university responsibilities set forth by FSLD such as the Minimum Standards, Hazing Policy, Group Responsibility, annual chapter self-evaluation, party notifications, etc., as well as abide by the Panhellenic Constitution and Bylaws;
    - ii. Pay the same dues as regular member organizations of the Panhellenic Council; and
    - iii. Remain in good standing with FSLD. Any associate member organization not in good standing with FSLD may have their associate membership placed in a probationary period by a two-thirds vote of Panhellenic members.

## Section 2. Privileges and Responsibilities of Membership

- A. **Duty of Compliance.** All member organizations, without regard to membership class, shall comply with all NPC Unanimous Agreements and be subject to the University of Southern California College Panhellenic Association Bylaws, Recruitment Rules, Panhellenic Community Plan for Diversity, Equity, and Inclusion, Code of Ethics, and any additional rules this College Panhellenic Association may adopt unless otherwise

prescribed in these bylaws. Any rules adopted by this Association in conflict with the NPC Unanimous Agreements shall be void.

### **Section 3. Definition of an Individual Member**

- A. Student
  - a. A person enrolled at the University of Southern California for an undergraduate degree.
  - b. A student can either be part-time, enrolled in less than 12 units, or full-time, enrolled in at least 12 units.
- B. Potential New Member
  - a. Students who self-identify as women, regardless of the sex assigned to them at birth, are eligible for participation in Panhellenic recruitment.
  - b. Academics. The University of Southern California determines students' academic eligibility requirements for participating in recruitment, as outlined below.
    - i. A Potential New Member (PNM) must be registered as a full-time student at the University of Southern California (enrolled in at least 12 units) during the semester they participate in recruitment. They must also have a minimum grade point average of 2.5.
    - ii. First-year, Fall Admits. Students beginning their first semester at the University of Southern California (non-transfers) must wait until the spring semester to participate in recruitment.
    - iii. Transfers. A transfer student with at least one year of coursework and a minimum GPA of 2.5 from a previous university is eligible to participate in recruitment. Sophomore, junior, and senior Spring transfers are eligible to participate in Spring primary recruitment.
    - iv. Spring Admits. First-year students admitted in the Spring are eligible to participate in recruitment after completing a minimum of 12 academic units and earning a minimum 2.5 GPA at USC. Thus, a first-year student admitted in the Spring must wait until the Fall to participate in Continuous Open Bidding and until the following Spring to participate in primary recruitment.
  - c. A student who is or has ever been an initiated member of an existing NPC member organization shall not be eligible for membership in another NPC organization.
- C. New Member
  - a. A PNM who submits a Membership Recruitment Acceptance Binding Agreement (MRABA) and receives and accepts a bid from an NPC member organization but is not yet a fully initiated member of their organization.
- D. Active Member
  - a. A fully initiated member of a NPC member organization, meeting all membership requirements of their organization.

### **Section 4. Dues**

- A. NPC College Panhellenic Council dues shall be paid yearly as invoiced by the NPC office.
  - a. The purpose of such dues are for organizations to hold membership within the USC College Panhellenic.
- B. Membership dues to the USC College Panhellenic Association shall be an 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. The Panhellenic delegates shall vote to approve the budget at the start of each semester.
  - b. Membership payments are applicable from the fiscal year beginning July 1 and ending June 30 on a semester-by-semester basis.
  - c. Membership payments are made through the member's individual chapter.

**Article V. Officers and Duties of the Panhellenic Executive Board**

**Section 1. Panhellenic Officers**

The officers comprising the University of Southern California College Panhellenic Association Executive Board shall consist of:

- A. President
- B. Executive Vice President
- C. Vice President of Recruitment
- D. Vice President of Judicial Affairs
- E. Vice President of Diversity, Equity, and Inclusion
- F. Vice President of Member Education
- G. Vice President of Public Relations
- H. Vice President of Finance
- I. Director of Recruitment Counselors
- J. Directors of Recruitment (x2)
- K. Director of Service and Philanthropy
- L. Director of Health and Wellness
- M. Director of Scholarship and Professional Development

**RECRUITMENT POD**

The Recruitment Pod shall consist of the Vice President of Recruitment, Director of Recruitment Counselors, and the two Directors of Recruitment.

**A. *The Overall responsibilities of the Recruitment Pod:***

- a. Lead the planning, development, and implementation of formal recruitment and continuous open bidding processes. This includes all marketing, informational sessions, recruitment-related events, and the Recruitment Counselor program.
- b. Serve as the primary contacts for all recruitment related questions.

**PROGRAMMING POD**

The Programming Pod shall consist of the Vice President of Member Education, the Director of Service and Philanthropy, the Director of Health and Wellness, and the Director of Scholarship and Professional Development.

**A. *The Overall responsibilities of the Programming Pod:***

- a. Planning and executing:
  - i. All diversity, equity, and inclusion education, training, and consultations, in collaboration with the Vice President of Diversity, Equity, and Inclusion.
  - ii. The New Member Education Series with a focus on Panhellenic core values including but not limited to: diversity, equity, and inclusion, social choices, healthy relationships, community, and wellness.
  - iii. Panhellenic Service Day, or an alternative Panhellenic-wide philanthropy, in both Spring and Fall semesters.
  - iv. At least two health and wellness-focused events per semester.
  - v. Academic resources and events including Month of the Scholar and Finals Study Days.
  - vi. At least one professional development workshop per semester.

**Section 2. Eligibility**

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

- A. **Regular Membership.** Members from women's\* sororities holding regular membership in the University of Southern California College Panhellenic Association shall be eligible to serve as an officer.
- B. **Provisional Membership.** Members from women's\* sororities holding provisional membership in the University of Southern California College Panhellenic Association shall not be eligible to serve as an officer.
- C. **Associate Membership.** Members from women's\* sororities holding associate membership in the University of Southern California College Panhellenic Association shall be eligible to serve as an officer with the exception of President or Vice President of Recruitment.

### Section 3. Selection of Panhellenic Officers

- A. The requirements for holding a Panhellenic Executive Board office or appointed position shall be:
  - a. Each officer must be an active member in good standing of a member sorority;
  - b. Each officer must have and maintain a cumulative 3.0-grade point average;
  - c. The President and Vice President of Recruitment shall be juniors in good standing by the beginning of their term in office;
  - d. The President is *encouraged* to either have:
    - i. Previous Panhellenic experience as an executive officer, a delegate, or an alternate delegate or;
    - ii. Previous Chapter President experience with Panhellenic involvement and a community mindset.
    - iii.
  - e. The Vice President Recruitment is *encouraged* to either have:
    - i. Previous Panhellenic experience as an executive officer, a delegate, or an alternate delegate or;
    - ii. Previous Chapter Recruitment Leadership experience.
  - f. Applicants are required to have participated in the sister side of primary recruitment as a member within their sorority. If an applicant has not completed this requirement and has been slated, their executive position is contingent upon participating in the sister side of the upcoming spring primary recruitment.
- B. Application Procedure
  - a. Applications shall be distributed no less than four weeks prior to candidate interviews and shall be due no less than one week prior to candidate interviews.
  - b. All chapters are expected to have a minimum of three members apply for positions on the Executive Board.
  - c. Each applicant shall be interviewed by the Panhellenic Executive Board and the Panhellenic Delegates.
  - d. The present Executive Board and Panhellenic Delegates must be present for all interviews unless they are applying to be on the incoming Executive Board. If a Panhellenic Delegate is applying for the incoming Executive Board or unable to attend interviews for any other reason, they must send a chapter representative to help conduct interviews.
  - e. There shall be no campaigning.
- C. Voting Procedure
  - a. Each chapter shall have one vote, cast by each Delegate, to approve or reject the slate.
  - b. After all candidates' interviews are completed, the Executive Board will provide its recommendations to the Delegates who will then vote to form a slate.
  - c. The Executive Board and Delegates aim to have as many chapters represented as possible in the slate of candidates for the Panhellenic Executive Board. However, selection will be based on the quality of the applicant, and chapter affiliation will not be a significant factor taken into consideration.
- D. Challenging the Slate



- a. Any applicant who was not slated for their desired position may challenge the slate, providing they have gone through an interview with the Panhellenic Executive Board and Delegates.
- b. The time period in which the slate can be challenged shall be announced by the President, along with the entire election process timeline.
- c. Applicants whose position on the slate has been challenged and applicants who have challenged the slate will be asked to present a speech to the Executive Officers and Delegates at the next board meeting.
- d. The Panhellenic Executive Board and Delegates will vote after each applicant has given their speech. If a delegate cannot attend, a representative from that chapter must attend.
- e. The position will be awarded to the applicant who receives a majority vote.

#### **Section 4. Term**

- A. The officers shall serve for a term of one calendar year or until their successors are elected.
- B. The term of office will begin at the end of the fall semester after the final transition meeting set by the Executive Board.

To accommodate primary recruitment in the spring, the outgoing Executive Board will be expected to plan and execute the recruitment after the official end of their terms. The outgoing Executive Board will relinquish all other responsibilities to the incoming Executive Board at the end of the fall semester after the final transition meeting.

- A. Those on the outgoing Executive Board who are studying abroad in the spring semester or who are graduating in December are excused from executing recruitment.
- B. The following incoming Executive Board positions: President, Executive Vice President, Vice President of Recruitment, Director of Recruitment Counselors, Directors of Recruitment (x2), and Vice President of Judicial Affairs, are expected to shadow the outgoing Executive Board and help execute in primary spring recruitment unless:
  - a. They have not yet completed the sister side of recruitment or;
  - b. They are currently holding an Executive Position in their chapter that is required in the execution of primary spring recruitment.
- C. The following incoming Executive Board positions: Vice President of Diversity, Equity, and Inclusion, Vice President of Member Education, Vice President of Finance, Vice President of Public Relations, Director of Service and Philanthropy, Director of Health and Wellness, Director of Scholarship and Professional Development; may be asked to serve as Recruitment Counselors or as shadows of the outgoing Executive Board to help execute spring primary recruitment unless:
  - a. They have not yet completed the sister side of recruitment or;
  - b. They are currently holding an Executive Position in their chapter that is required in the execution of primary spring recruitment.
- D. The pending roles that the above positions will play during spring recruitment depend on:
  - a. The number of outgoing and incoming Executive Board Officers available to execute recruitment and;
  - b. The number of Recruitment Counselors who are chosen but are no longer able to serve in this role during recruitment for various reasons.

#### **Section 5. Removal**

Just cause must be shown in order to remove an Executive Board Officer from their position. A review will be held with the Panhellenic President and Panhellenic Advisor, who will make a recommendation to be voted on by a  $\frac{3}{4}$  vote of the Panhellenic Council. In the event of a removal of the President, the Executive Vice President will fill the President's role in this procedure.

- A. Violation(s) of the Panhellenic Code of Ethics, the University of Southern California Panhellenic Community Plan for Diversity, Equity, and Inclusion, the University of Southern California/National Panhellenic

Conference Bylaws, or the USC Student Code of Conduct by an officer of the Panhellenic Executive Board could result in removal from office, depending on the severity of the offense.

### **Section 6. Vacancies**

Vacancies that arise on the Executive Board shall be filled depending on the date and nature of the removal.

- A. If the position becomes vacant within two months following the original election, another election will be held.
- B. Should the position become vacant after two months, the Panhellenic Executive Board will open an application for the position and hold interviews to nominate a replacement, who must then be elected by the Delegates.
- C. Should the Presidency be vacated, the Executive Vice President will automatically assume the position.
- D. Should the Vice President of Recruitment position be vacated, the Panhellenic President and Panhellenic Advisor shall make a recommendation, to be voted on by the Panhellenic Council, for one of the two Recruitment Chairs to fill the position.

### **Section 7. Duties of the Panhellenic Executive Board**

The Executive Board shall administer routine business between the Panhellenic Council meetings and such other business as has been approved for action by Panhellenic Council votes. The Board shall report all action taken place by the Executive Board at the next regular meeting of the Panhellenic Council through the Executive Vice President and record the action in the minutes of that meeting.

The Executive Board shall be composed of officers who actively serve each of the nine NPC sororities on the University of Southern California's campus to foster a unified, multifaceted, and supportive community that empowers individual members to discover their fullest potential through academic achievement, campus involvement, community service, and inter-fraternal collaboration.

The Executive Board is expected to, but not limited to, the following:

- A. Attend and actively participate in weekly meetings as determined by the President, attend Panhellenic hosted events, and other student involvement and Fraternity & Sorority Leadership Development (FSLD) events deemed mandatory.
- B. Exercise and maintain an unbiased mindset that seeks the good for the entire Panhellenic community.
  - a. Adhere to the President's expectations for the logistical piece of disaffiliation.
- C. Strive to implement all diversity, equity, and inclusion initiatives, as outlined in any standing documents and participate in continuous learning.
- D. Promote diversity, equity, and inclusion in all aspects of the Panhellenic membership experience.
- E. Practice an innovative and flexible leadership style.
- F. Foster a culture of respect for ideas and each other.
- G. Build professional working relationships.
- H. Promote transparency and honesty in all interactions, including clearly communicating expectations of members and officers.
- I. Prepare comprehensive transition notes and meet with their respective incoming/outgoing Executive Board Officer(s) to provide mentorship and guidance.
- J. Work and collaborate within their designated pods.
- K. Attend the Spring Retreat as set by the President.
- L. Adhere to the Panhellenic budget as set forth by the Financial Vice President.

### **Section 8. Duties of the Panhellenic Executive Officers**

#### **A. President**

- a. Serve as the Official Collegiate Panhellenic representative.

- i. Responsible for all communication with the University and National Panhellenic Conference.
  - ii. Speak on behalf of the Panhellenic Council to all media outlets.
- b. Lead weekly Executive Board meetings, weekly Chapter President meetings, and any other meetings that seem fit.
- c. Mentor and provide visionary guidance for all Panhellenic Executive Officer positions and Panhellenic Community as a whole.
- d. Act as a liaison between the University, Chapter Presidents, Executive Board, and other Greek Councils.
- e. Conduct one-on-one meetings with Chapter Presidents, Executive Board Officers, Fraternity Sorority Leadership Development Advisors, and University Stakeholders and Administration.
- f. Serve as an ex-officio member on all committees.
- g. Plan and conduct officer hiring, transition, and training, including planning a Spring Executive Board Retreat.
- h. Establish and conduct any special committee or task forces which may arise.
- i. Manage any awards applications on behalf of the University of Southern California Panhellenic Council.

#### **B. Executive Vice President**

- a. Perform the duties of the President in their absence, inability to serve, or at their call.
- b. Serve as a logistical and managerial aid to all Vice President positions with guidance and oversight of the President.
- c. Work in collaboration with the President and Vice President of Public Relations to facilitate a positive and interactive relationship between the Panhellenic Community, the Panhellenic Delegates, the Panhellenic Executive Board, and the University of Southern California student body.
- d. Write and distribute all Panhellenic Executive Board and Delegate meeting minutes each week.
- e. Lead relations with Delegates through weekly Delegates meetings.
- f. Continuously innovate delegate programming, including Sister Sororities and Executive Board Buddies.
- g. Coordinate House Director appreciation and event initiatives.
- h. Work with the Vice President of Diversity, Equity, and Inclusion to conduct a Community Climate survey for the Panhellenic Community annually.

#### **C. Vice President of Recruitment**

- a. Serve as the visionary leader in fostering a values-based and inclusive primary recruitment and continuous open bidding process.
- b. Plan, implement, and manage all planning and execution of recruitment activities for every Panhellenic chapter.
- c. Collaborate with the Vice President of Diversity, Equity, and Inclusion to strive towards an inclusive, values-based, and relaxed primary recruitment by implementing all initiatives in the University of Southern California Panhellenic Community Plan for Diversity, Equity, and Inclusion and working with Recruitment Chairs to build upon this plan.
- d. Organize and lead recruitment Roundtable meetings, Recruitment Pod meetings, and any other necessary recruitment meetings.
- e. Serve as the main contact for Recruitment Chairs to ensure each chapter's preparation and success during the recruitment process.
- f. Master and revise the Recruitment Rules in conjunction with one collegiate representative from all chapters that participate in primary recruitment during Roundtable meetings.

- g. Educate the Panhellenic Executive Board and Panhellenic Community on the Recruitment Rules and processes.
- h. Manage the Recruitment Pod: Director of Recruitment Counselors and Directors of Recruitment:
  - i. Distribute and delineate tasks to each Director of Recruitment based on interests throughout the year.

**D. Vice President of Judicial Affairs**

- a. Facilitate and oversee accountability enforcement procedures for the NPC Unanimous Agreements and the Bylaws, Code of Ethics, Standing Rules, the Diversity, Equity, and Inclusion Community Plan, and Recruitment Rules utilizing the National Panhellenic Conference Judicial Process.
- b. Educate the Panhellenic Community on the NPC Unanimous Agreements and the Bylaws, Code of Ethics, Standing Rules, the Diversity, Equity, and Inclusion Community Plan, and Recruitment Rules.
- c. Foster a healthy community of peer accountability expectations through education initiatives for all chapter members.
- d. Serves as chairperson of the Judicial Board and is responsible for recruiting, onboarding, and educating one chapter representative from each chapter to serve on the board for Judicial Hearings.
- e. Collaborate with the Office for Fraternity and Sorority Leadership Development to provide mediators for all scheduled mediations.
- f. Assist the President in handling any Panhellenic-wide standards concerns.
- g. Master and serve as a resource for all University of Southern California College Panhellenic Association specific rules and National Panhellenic Conference specific rules and expectations.

**E. Vice President of Diversity, Equity, and Inclusion**

**Note:** It is strongly recommended to have direct experience in social justice work such as leadership experience, volunteer work, academic coursework and/or professional experiences.

- a. Lead the Panhellenic Diversity, Equity, and Inclusion Action Committee to evaluate all aspects of the Panhellenic member experience through an equity lens and to ensure chapters' diversity, equity, and inclusion initiatives align with the University of Southern California Panhellenic Community Plan for Diversity, Equity, and Inclusion.
- b. Leads development efforts of community Diversity, Equity, and Inclusion Action Plan for how the community and council executive board will continue working towards creating a community that is a more welcoming and inclusive space for all students.
- c. Update and review the University of Southern California Panhellenic Community Plan for Diversity, Equity, and Inclusion once a semester via the Panhellenic Delegates meeting to best fit the community's needs.
- d. Provide resources and mentorship for Chapter Diversity, Equity, and Inclusion Chairs.
- e. Collaborate with the Programming Pod to create education diversity, equity, and inclusion programming that benefits the Panhellenic community:
  - i. Develop and execute mandatory educational diversity, equity, and inclusion trainings and workshops for members and officers.
  - ii. Evaluate all programming events with a diversity, equity, and inclusion lens.
- f. Promotes DEI-related activities and events and incorporates them into the council calendar. External activities and events can be hosted by university student organizations, groups, departments, or local communities.
- g. Serve actively on the Recruitment Pod to create inclusively, and values-based formal and informal recruitments centered on diversity, equity, and inclusion.
- h. Collaborate with the Panhellenic Vice President of Public Relations:

- i. To publish a chapter and Panhellenic Executive Board University of Southern California Panhellenic Community Plan for Diversity, Equity, and Inclusion progress on the Panhellenic website to ensure accountability measures are met.
- ii. Ensure all cultural and religious holidays and celebrations are respected by the Panhellenic Calendar.
- iii. Collaborate with the Vice President of Finance to develop and maintain scholarships for members in the Panhellenic Community.

**F. Vice President of Community Programming and Member Education**

- a. Serve as the visionary leader of the Programming Pod to implement all Programming Pod themes.
  - i. Develop a programming plan each semester in collaboration with the Programming Pod to ensure all programming themes and topics are accomplished.
- b. Lead the implementation of all programming and educational events.
- c. Foster strong working relationships with campus partners, including other student organizations.
- d. Create relationships with leaders from various organizations to increase awareness and enhance collaboration between the Panhellenic Community and the greater University of Southern California student body.
- e. Plan sponsorships and involvement opportunities for College Panhellenic Association members.
- f. Review University and Panhellenic rules and best practices on hazing, safe alcohol consumption, and personal development with all members.
- g. Organize and host Member Educator roundtables with the Member Educators from all chapters to plan the strategic goals of the Panhellenic Community's Member Education initiatives.
- h. Act as a resource for all Chapter Member Educators throughout the year.
- i. Develop a community-wide event calendar by collecting all chapter events: these events include but are not limited to education programs, social events, scholarship dinners, and philanthropy events. Schedule all Panhellenic Executive Board events on the community calendar.
  - i. This calendar should be completed within the first two weeks of each semester.
  - ii. Share the calendar with the Vice President of Public Relations for marketing purposes.
  - iii. Work in collaboration with the Executive Vice President to finalize this calendar.

**G. Vice President of Public Relations**

- a. Work in collaboration with the President and Executive Vice President to facilitate a positive and interactive relationship between the Panhellenic Community, the Panhellenic Delegates, and the University of Southern California student body.
- b. Design and create a consistent brand strategy and marketing materials aligned with the Panhellenic Council's goals and values from an equity lens.
- c. Develop a Fall, Spring, and Summer marketing calendar in line with Panhellenic Council goals.
- d. Organize and host Public Relations Chair roundtables with the Public Relations and Social Media Chairs from all chapters to devise the strategic goals of the Panhellenic Community's marketing.
- e. Create and distribute a weekly Panhellenic Newsletter that caters to the entire Panhellenic Community highlighting chapter and Panhellenic-wide events.
- f. Update the College Panhellenic Association website and social media accounts on a regular basis.
  - i. Collaborate with the Vice President of Diversity, Equity, and Inclusion to publish chapter progress on the University of Southern California Panhellenic Community Plan for Diversity, Equity, and Inclusion.
  - ii. Promote chapter events on Panhellenic platforms to the rest of the Panhellenic Community and the University of Southern California student body.
  - iii. Advertise and promote involvement in University of Southern California opportunities including academics, service, professional development, and leadership.

- g. Manage and respond to all communication from the website, Instagram, and other communication outlets.
- h. Collaborate with the Recruitment Pod to develop marketing materials for informal Fall and formal Spring Recruitment.

**H. Vice President of Finance**

- a. Responsible for managing accounts, reimbursements, payments, and all Panhellenic Council expenditures and budgeting.
- b. Collaborate with the Vice President of Recruitment in managing the Recruitment Account and Budget.
- c. Collect chapter dues, fines, and other sums of money owed to the College Panhellenic Association from all chapters during the Fall and Spring.
- d. Continuously evaluate semester and yearly expenditures to ensure that dues requests accurately align with necessary spending.
- e. Keep a record of income/expenditure sources and create a bi-semester report of income/expenditure details accessible to all College Panhellenic Association members.
- f. Hire and work with proper business advisors or other legal, professional representatives.
- g. Host finance roundtables with Chapter Treasurers to provide financial transparency and assist chapters in reducing their budgets to lower dues or reallocate funds to diversity, equity, and inclusion and philanthropic initiatives.
- h. Coordinate and execute College Panhellenic Association scholarships and provide resources for Panhellenic members to explore other options for financial assistance.

**I. Director of Recruitment Counselors**

- a. Work in collaboration with the Recruitment Pod and report directly to the Vice President of Recruitment.
- b. Coordinate Recruitment Counselor applications and selection processes.
- c. Design and lead a comprehensive values-based and diversity, equity, and inclusion-focused hiring and training program for Recruitment Counselors with the Vice President of Recruitment and the Vice President of Diversity, Equity, and Inclusion to ensure an inclusive experience for Potential New Members, Recruitment Counselors, and College Panhellenic Association members.
  - i. Training includes but is not limited to: identity education, implicit bias training, and prosocial bystander training.
- d. Organize and manage all logistical pieces for Recruitment Counselors during the primary recruitment process; including but not limited to, day of recruitment check-ins and debriefs, collection of Recruitment Counselor supplies, and distribution of attendance sheets.
- e. Create Recruitment Groups for the Potential New Members, to be led by pairs of Recruitment Counselors, in conjunction with the Vice President of Recruitment.
- f. Provide Recruitment Counselors with detailed education on Panhellenic expectations as outlined in the Recruitment Counselor Expectations in the Recruitment Rules.
  - i. Work with the Vice President of Judicial Affairs to ensure these expectations are followed.
- g. Manage collection and analysis of post-recruitment Recruitment Counselor feedback surveys.

**J. Directors of Recruitment (x2)**

- a. Work in collaboration with the Recruitment Pod and report directly to the Vice President of Recruitment.
- b. Assist the Vice President of Recruitment in organizing and executing the logistics of recruitment.
- c. Master Campus Director software for conflict scheduling and recruitment process management.
- d. General University of Southern California Community focused tasks:

- i. Collaborate with the Vice President of Public Relations to develop a comprehensive and strategic social media marketing plan for recruitment.
- ii. Brainstorm and execute a series of educational and social events geared towards garnering interest in joining the Panhellenic Community.
- iii. Organize Involvement Day materials for the University of Southern California involvement fair and logistics in conjunction with the Executive Vice President and Delegates.
- iv. Design and distribute a thorough Potential New Member withdrawal survey to collect feedback for improving the recruitment experience.
- e. Execute community-focused tasks:
  - i. Devise strategic planning with the Vice President of Judicial Affairs and the Vice President of Public Relations to educate the community about Recruitment Rules and Expectations.
  - ii. Design and distribute a thorough chapter constituent survey to collect feedback for improving the recruitment experience.
  - iii. Assumes the duties of the Vice President of Recruitment in their absence or inability to serve.

**K. Director of Diversity, Equity, and Inclusion**

- a. Assist and work in direct collaboration with the Vice President of Diversity, Equity, and Inclusion.
- b. Required to attend weekly meetings of Panhellenic Diversity, Equity, and Inclusion Action Committee and lead these meetings when the VP of DEI cannot be there.
- c. Be in Charge of updating the Diversity, Equity, and Inclusion Accountability Tracker
- d. Help the VP DEI with the update and review of the University of Southern California Panhellenic Community Plan for Diversity, Equity, and Inclusion.
- e. Create a calendar of chapter's DEI- centered events and work with the programming pod to help facilitate DEI centered events.
- f. Send out meeting notes after Action Committee Meetings.
- g. Attend Recruitment Meetings with the VP DEI.

**L. Director of Health and Wellness**

- a. Plan and execute at least two health and wellness focused events each semester through interactive programming open to the entire Panhellenic Community.
- b. Launch strategic initiatives that promote and ensure the overall wellness of all members of the Panhellenic Community.
- c. Maintain a positive working relationship with all campus resources regarding wellness and mental health awareness; establish partnerships with these resources as seen fit.
- d. Coordinate and execute Inter-Sorority Intramural Sports Program.

**M. Director of Service and Philanthropy**

- a. Organize and host Philanthropy Roundtables with the Philanthropy Chairs from all chapters to devise the strategic goals of the Panhellenic Community's service and philanthropy initiatives.
- b. Act as a resource for chapter Philanthropy Chairs throughout the year.
  - i. Review and approve chapter philanthropies.
  - ii. Coordinate the process of selecting philanthropy event dates with chapters.
- c. Work with the Vice President of Diversity, Equity, and Inclusion to conduct semesterly Panhellenic-wide philanthropy events.
- d. Plan, coordinate, and execute a Panhellenic Service Day during both Spring and Fall semesters.
- e. Plan, coordinate, and execute additional service events for the Panhellenic Community as seen fit.
- f. Manage Master Calendar scheduling of Philanthropy Events for each chapter.
- g. Promote each chapter's philanthropy and service events to the rest of the Panhellenic Community.



#### **N. Director of Scholarship and Professional Development**

- a. Execute programming to encourage a more enriching academic life for members, including but not limited to, events during Month of the Scholar and Finals Study Days.
- b. Plan, coordinate, and execute professional and academic development events.
- c. Reward chapters and individuals for high academic performance through the USC Greek Awards.
- d. Assist the VP Finance in coordinating panhellenic scholarship selections.
- e. Manage the scheduling of Scholarship Dinners for each chapter.

### **Article VI. The Panhellenic Council**

#### **Section 1. Authority**

The governing body of the University of Southern California College Panhellenic Association shall be the Panhellenic Council. It shall be the duty of the Panhellenic Council to conduct all business related to the overall welfare of the University of Southern California College Panhellenic Association, 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 University of Southern California College Panhellenic Association that do not violate the sovereignty, rights, and privileges of the member sororities.

#### **Section 2. Composition and Privileges**

The University of Southern California Panhellenic Council shall be composed of one delegate and one alternate delegate from each regular, provisional, and associate women's member organization at the University of Southern California as identified in Article III. The delegates shall be the voting members of the Panhellenic Council except as otherwise provided in Article III of these bylaws. The 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 chapter may cast the vote, provided the credentials of this individual have been previously presented to the Panhellenic President.

#### **Section 3. Selection of Delegates and Alternates**

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

#### **Section 4. Delegate Vacancies**

When a delegate vacancy occurs, it shall be the responsibility of the chapter affected to select a replacement within two weeks and to notify the University of Southern California Panhellenic Council President of their name, email address, and telephone number.

#### **Section 5. Regular Meetings**

The time and place of Collegiate Panhellenic Council meetings shall be established at the beginning of each semester. Regular meetings of the Panhellenic Executive Board and the Panhellenic Delegates shall be held at least once a week, at a time arranged by the current Executive Board, and in accordance with the university calendar.

#### **Section 6. Quorum**

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



### **Section 7. Vote Requirements**

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

### **Section 8. Duties and Expectations of the Panhellenic Delegates**

The Panhellenic Council represents the nine NPC sororities on the University of Southern California's campus. The Delegates on the Panhellenic Council should not only represent their respective chapters, primarily through the formal voting procedure but simultaneously commit themselves to act for the greater good of the Panhellenic community. In order to promote the well-being of all nine NPC sororities within this community, the Panhellenic Delegates must:

- A. Vote on behalf of their chapter in Formal Delegate meetings, properly taking into consideration the general perspective of their chapter.
- B. Work in direct coordination with the Executive Vice President in all Delegate Programming; ensure positive and efficient communication within this working relationship.
- C. Actively and constructively participate in Delegate meetings. Plan and organize Sister Sorority events in coordination with fellow Delegates.
- D. Effectively market and promote all Panhellenic events to their respective chapter, whether through chapter announcements or other outreach techniques.
- E. Promote an environment of respect and inclusivity amongst all other Panhellenic Delegates.
- F. Bring any concerns, suggestions, insights, etc. from your chapter directly to the Panhellenic Board.
- G. Construct and deliver a detailed transition plan to guide their chapter's incoming Panhellenic Delegate in overtaking the above duties at the end of their term.

## **Article VII. The Panhellenic Advisor**

### **Section 1. Appointment**

The Panhellenic Advisor of the University of Southern California College Panhellenic Association shall be appointed by the University of Southern California administration and will serve in the Office of Fraternity and Sorority Leadership Development.

### **Section 2. Authority**

The Panhellenic Advisor shall serve in an advisory capacity to the University of Southern California College Panhellenic Association. The Panhellenic Advisor shall have a voice but no vote in all meetings of the Panhellenic Council and Executive Board.

## **Article VIII. Committees**

### **Section 1. Standing Committees**

The standing committees of the University of Southern California College Panhellenic Association shall be the Judicial Board, the Membership Recruitment Committee, and the Diversity, Equity, and Inclusion Action Committee. The standing committees shall serve for a term of one year, which shall coincide with the term of the officers.

## **Section 2. Appointment of Committee Membership**

The members of all standing and special committees will include at least one representative from each chapter determined by the chapter. The Panhellenic President shall be an ex-officio member of all committees except the Judicial Board. Every chapter is expected to be in attendance at all committee meetings. If a chapter fails to attend three or more meetings in a semester, this will result in the NPC Judicial Process.

## **Section 3. Judicial Board**

The Judicial Board shall consist of the Vice President of Judicial Affairs as chairperson and one representative from each Panhellenic Council Association member organization. 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 Council judicial procedure.

In accordance with NPC Unanimous Agreement VII., College Panhellenic Association Judicial Procedure, it shall be the Judicial Board's duty to hold a hearing to adjudicate all alleged violations of the NPC Unanimous Agreements and the bylaws, code of ethics, standing rules, the Diversity, Equity, and Inclusion Community Plan, and Recruitment Rules and Expectations of the University of Southern California College Panhellenic Association that are not settled informally or through mediation. The hearing shall be conducted by the entire Judicial Board unless the Panhellenic Council adopts rules for the hearing to be conducted by a committee of the Judicial Board. The members of the Judicial Board shall maintain confidentiality throughout and upon completion of the judicial process.

## **Section 4. Membership Recruitment Committee**

The Membership Recruitment Committee shall conduct Recruitment Rules revisions and discussions during regular roundtables. It shall consist of the Vice President of Recruitment as chairperson and one representative from each regular, provisional, and associate member organization (if they are participating in the primary recruitment process). Alumni advisors may attend meetings of the committee. The alumni advisors shall have voice but no vote. This committee shall review and develop the Recruitment Rules and submit them for discussion and approval to the Panhellenic Council before the end of the academic term preceding the primary membership recruitment period. After each primary 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 from each member organization, and chapter advisor.

## **Section 5. Diversity, Equity, and Inclusion Action Committee**

The Diversity, Equity, and Inclusion Action Committee shall consist of the Vice President of Diversity, Equity, and Inclusion as chairperson and one representative from each member organization. The Diversity, Equity, and Inclusion Action Committee shall be responsible for ensuring implementation of the University of Southern California Panhellenic Community Plan for Diversity, Equity, and Inclusion. The committee shall review and develop the ongoing University of Southern California Panhellenic Community Plan for Diversity, Equity, and Inclusion and submit it for discussion and approval to the Panhellenic Council each semester. The committee is responsible for reporting member organization progress on the University of Southern California Panhellenic Community Plan for Diversity, Equity, and Inclusion to the Vice President of Diversity, Equity, and Inclusion. Progress will be monitored and published on the College Panhellenic website on a monthly basis.

## **Section 6. Other committees**

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

## **Article IX. Finances**

### **Section 1. Fiscal Year**

The fiscal year of the University of Southern California College Panhellenic Association shall be from July 1 to June 30, inclusive for the general budget. The fiscal year of the University of Southern California College Panhellenic Association shall be from January 1 to December 31 for the recruitment budget.

### **Section 2. Contracts**

Approval of the President, Vice President of Finance, Vice President of Recruitment, and Panhellenic Advisor shall be required to bind the University of Southern California College Panhellenic Association on any contract.

### **Section 3. Checks**

All checks issued on behalf of the University of Southern California College Panhellenic Association shall bear dual approval. The following shall be authorized to approve checks, and approved checks require two of the following's approval: President, Vice President of Finance, Vice President of Recruitment, and Panhellenic Advisor.

### **Section 4. Payments**

All payments due to the University of Southern California College Panhellenic Association shall be received by the Vice President of Finance, who shall record them. Checks for payments shall be made payable to the Panhellenic Council at the University of Southern California.

### **Section 5. Fees and Assessments**

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

## **Article X. Extension**

### **Section 1. Extension**

Extension is the process of adding an NPC sorority. The University of Southern California Panhellenic Council shall follow all NPC Unanimous Agreements and NPC extension guidelines found on the NPC website and in the Manual of Information.

### **Section 2. Voting Rights**

Only regular member organizations of the Panhellenic Council shall vote on extension matters.

## **Article XI. Violation Resolution**

### **Section 1. Violation**

Chapters shall be held accountable for the conduct of their individual collegiate members. Conduct contrary to the NPC Unanimous Agreements, Bylaws, Code of Ethics, Standing Rules, the Community Plan for Diversity, Equity, and Inclusion, and/or Recruitment Rules and Expectations of the University of Southern California College Panhellenic Association shall be considered a violation. In the case of infractions violating university policy or state or federal law, authority shall be relinquished to the Student Judicial Affairs and Community Standards (SJACS).

## **Section 2. Informal Resolution**

Chapters are encouraged to resolve alleged violations through informal discussion between the involved parties. If appropriate, chapter leadership should communicate with each other and the Panhellenic Council with the aim of taking accountability and achieving a resolution before resorting to the formal judicial process.

## **Section 3. Judicial Process**

If informal discussions are unsuccessful, the judicial process will be set in motion by filing a report of the alleged violation. The University of Southern California Panhellenic Council shall follow all judicial procedures found in the NPC Manual of Information.

### **Article XII. Hazing**

Per the Unanimous Agreements, NPC does not condone hazing. All forms of hazing are banned.

As stated in the University of Southern California's policy statement on defining hazing: "any method of initiation or pre-initiation into a student organization or student body, whether or not the organization or body is officially recognized by an educational institution, which is likely to cause serious bodily injury to any former, current, or prospective student of any school, community college, college, university, or other educational institution in this state. The term hazing does not include customary athletic events or school-sanctioned events."

The USC Panhellenic Community is also committed to preventing any harmful behavior that resembles hazing before and after an individual member's initiation and throughout the entirety of their membership experience. In particular, any action or behavior that threatens the identity, physical and/or mental health, or wellbeing of students shall be strictly prohibited.

### **Article XIII. Parliamentary Authority**

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

### **Article XIV. Amendment of Bylaws**

These bylaws may be amended at any regular or special meeting of the University of Southern California 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 XV. Inclusion Statement**

The member organizations of the University of Southern California College Panhellenic Association may not categorically deny membership to an individual, based on race, ethnicity, religion, sex\*, sexual orientation, socioeconomic status, 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. Nevertheless, the USC Panhellenic Council and its chapters are committed to limiting individual membership on the basis of gender identity rather than sex. Any student that self-identifies as a woman is eligible for recruitment, regardless of any other gender identities, so long as they fulfill all necessary academic requirements.

### **Article XVI. Dissolution**

This College Panhellenic Association shall be dissolved when only one regular member organization exists at the University of Southern California. In the event of dissolution, none of the assets of the Association shall be distributed

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

**Article XVII. Obligation**

The University of Southern California Panhellenic Council rules shall be binding on all member organizations and individual members.

## **STANDING RULES OF THE UNIVERSITY OF SOUTHERN CALIFORNIA COLLEGE PANHellenic ASSOCIATION**

### **Section 1. Health and Safety**

The University of Southern California College Panhellenic Association strives to promote the health and safety of its members. This involves providing resources and programming on physical and mental health. The Panhellenic Council commits to providing education and resources to its members and strives to prevent situations of unnecessary risk.

- A. **Sexual Abuse:** The University of Southern California College Panhellenic Association is a pro-consent and pro-reporting community and takes instances of sexual harassment, assault, and domestic violence very seriously. Survivors will be referred to the University of Southern California Department of Public Safety, Title IX and the Relationship and Sexual Violence Prevention team for professional support. The Panhellenic Council and its chapters are committed to standing by survivors and fostering an environment that is supportive and safe for them.
- B. **Substance Abuse:** The University of Southern California College Panhellenic Association takes substance abuse very seriously and provides education, prevention, and harm reduction resources to its members.
- C. **Mental Health:** The University of Southern California College Panhellenic Association recognizes the importance of its members' mental wellness in the pursuit of achieving Panhellenic ideals. The Panhellenic Council commits to working in collaboration with chapters to provide resources and support in the promotion of mental health.

### **Section 2. Diversity, Equity, and Inclusion**

The University of Southern California College Panhellenic Association recognizes the importance of diversity, equity, and inclusion and condemns acts of discrimination based on race, ethnicity, religion, sexual orientation, gender identity or expression, socioeconomic status, national origin, age, and/or disability. Our commitment to acknowledging both USC's and Greek life/Panhellenic's history, learning from it, and creating a more just future for our community is outlined in the multi-year framework known as The University of Southern California Panhellenic Community Plan for Diversity, Equity, and Inclusion.

- A. The University of Southern California Panhellenic Community Plan for Diversity, Equity, and Inclusion. This is a collaborative document that ensures that the nine National Panhellenic Conference Chapters and the Panhellenic Executive Board take unified and direct action to ensure their diversity, equity, and inclusion efforts to create long-lasting change. Its goal is to push the dismantling of exclusionary systemic policies, both at the chapter and national levels. The Panhellenic Council DEI Action Committee will lead future amendments and revisions to this plan. The document will be reviewed semestery by the Panhellenic DEI Action Committee.
  - a. The University of Southern California Panhellenic Community Plan for Diversity, Equity, and Inclusion shall be a separate document than these bylaws and shall be referred to for matters relating to diversity, equity, and inclusion.

### **Section 3. Philanthropy**

- A. Chapter philanthropy date requests will be submitted to the Director of Service and Philanthropy during the first two weeks of each semester. Chapters that submit their requested dates earlier will receive priority during assignments.
- B. Chapters should incorporate an educational component of the philanthropy to engage participants in the purpose behind their event and increase understanding of their philanthropy.
- A. Chapters should consider how to thoughtfully welcome the Panhellenic, USC, and local communities to support their philanthropic work.

- B. Fundraising food events should be inclusive of the entire University of Southern California's community and publicized as such.
- C. Chapters are encouraged to use their marketing campaigns to focus on their philanthropy. This could include philanthropy t-shirts containing the name of the philanthropy organization or social media promotion focused on the philanthropic organization.
- D. Chapters will adhere to all University, Fraternity & Sorority Leadership Development Office, and Panhellenic regulations, as well as state and federal laws at all philanthropy events.
- E. Chapters are expected to participate in Panhellenic-wide philanthropic initiatives and community service events.

#### **Section 4. New Member Education**

Chapters will be fined per new member who does not attend nor submit an acceptable excuse for required Panhellenic New Member Education event(s).

- A. Excuses will be due at least 2 days before the event at a time set by the Panhellenic Vice President of Member Education. Chapter new member educators will collect excuses and review for validity. Valid excuses include class, work, illness, mental health concerns, and family obligations.
  - a. If last-minute situations arise, they will be evaluated by the new member educator and the Panhellenic Vice President of Member Education on a case-by-case basis to ensure fairness and understanding.
- B. The fine per member will be \$50. In addition, every \$100 accrued is a point.
- C. At the end of the new member education period, chapters fines and points will be tallied (summed with recruitment points as well - referenced in the most recent Recruitment Rules); chapters will be placed in ascending order. Chapters will be able to pick their social and philanthropy dates for the following semester in order from the least number of points to the most number of points. If all chapters or remaining chapters are within a point wave, it's first come, first serve for date selection.

#### **Section 5. Sister Sororities**

The Sister Sorority program is designed to foster stronger Panhellenic spirit and more inter-chapter friendships and networking. Each chapter is partnered with sister sorority(ies) for the semester. The Panhellenic Executive Vice President will coordinate the program in conjunction with the Delegates from each chapter.

#### **Section 6. Fraternities**

- A. Fraternity Standing. USC Panhellenic member sororities agree to plan or participate in events with men's fraternities and other student organizations only when those men's fraternities and other student organizations are not suspended for reasons of organizational misconduct and are:
  - a. Men's fraternity chapters or newly established chapters recognized and in good standing with both their inter/national organization and the college/university; or
  - b. Men's fraternity chapters or newly established chapters recognized and in good standing with their inter/national organization, but which have voluntarily withdrawn from recognition by the college/university with no disciplinary action pending, or have had recognition denied or rescinded by the college/university for reasons other than organizational misconduct; or
  - c. Men's fraternity chapters or newly established chapters recognized and in good standing with their inter/national organization, but where the entire Interfraternity Council community lacks recognition from the college/university; or
  - d. Local fraternities and other student organizations recognized and in good standing with the college/university.
- B. Respect of Panhellenic Members. Upon investigation of an incident of a fraternity disrespecting a NPC sorority or a member of a sorority, the Panhellenic Council will determine an appropriate response of solidarity from all Panhellenic chapters.

- C. Joint Recruitment Expectations with the Interfraternity Council and disaffiliated councils.
  - a. The Panhellenic Executive Board will communicate with the Interfraternity Executive Board and disaffiliated councils to establish a set of shared expectations prior to formal recruitment. These will be documented and shared with the community.
- D. Joint Gameday Expectations with the Interfraternity Council and disaffiliated councils.
  - a. The Panhellenic Executive Board will communicate with the Interfraternity Executive Board and disaffiliated councils to establish a set of shared expectations prior to the first game day. These will be documented and shared with the community.

#### **Section 7. Dues**

- A. Panhellenic membership dues are used for all programming as approved by the Vice President of Finance—as stated in officer position description—or as approved by the Panhellenic Council. Payments will be made in a timely manner or fines will be imposed on chapters.
  - a. Payments received after the specified due date will be subject to a \$20 per day late fee assessed by the Panhellenic Executive Board.
  - b. Fees will be assessed to each NPC member sorority, \$11 per active member and \$14 per new member per semester.



## CODE OF ETHICS OF THE UNIVERSITY OF SOUTHERN CALIFORNIA COLLEGE PANHELLENIC ASSOCIATION

We, as College Panhellenic members at the University of Southern California agree to promote honesty, kindness, respect, sisterhood and cooperation within the College Panhellenic and our respective chapters and in our daily lives. This code of ethics is designed to inspire our members, reinforce exemplary conduct and values-based leadership, and perpetuate lifelong membership to enrich the Panhellenic experience.

We, as College Panhellenic members of University of Southern California, accept and pledge to:

- Uphold and demonstrate the Panhellenic spirit in thought, word, and action through our chapters as well as individual members.
- Demonstrate ethical behavior and conduct ourselves in a manner consistent with the mission and values of the College Panhellenic, each inter/national organization and our institution.
- Respectfully adhere to the Unanimous Agreements and all policies established by the National Panhellenic Conference (NPC).
- Uphold and demonstrate positive conversations regarding all student organizations in the USC community and encourage membership in the Panhellenic community. Foster friendly relations with all collegiate students, both Panhellenic members and nonmembers, realizing the importance of creating and building friendships.
- Plan recruitment events that provide opportunities for the greatest possible number of students of the University of Southern California to become Panhellenic members while protecting the rights of individuals and the chapters.
- Provide a safe, positive, inclusive, and enriching recruitment experience, understanding that membership is a social experience arrived at by mutual selection.
- Educate ourselves about implicit biases and microaggressions, and commit to promoting an equitable recruitment experience for all members and non-members.
- Strive to be truthful, honorable, open, and friendly to all potential new members during all recruitment events.
- Be respectful of the rights of every potential new member to make a personal choice, including the right not to join the women's\* Panhellenic community.
  - \*Pursuant to 20 U.S.C. 1681(a)(6)(A), social fraternities and sororities may limit membership on the basis of sex. Nevertheless, the USC Panhellenic Council and its chapters are committed to limiting individual membership on the basis of gender identity rather than sex. Any student that self-identifies as a woman is eligible for recruitment, regardless of any other gender identities, so long as they fulfill all necessary academic requirements.
- Commit to educating PNMs on all of their options during recruitment and refrain from limiting a potential new member's chances of becoming a member of the Panhellenic community by encouraging the potential new member to make an intentional single preference.
- Respectfully adhere to the Bylaws, Recruitment Rules, and the Community Plan for Diversity, Equity, and Inclusion of the University of Southern California College Panhellenic Association.
- Abide by all local and federal laws, as well as the standards, policies and procedures of our respective NPC member organizations, and by the standards, policies and procedures established by USC College Panhellenic.
- Hold one another accountable to the highest standard of behavior, remembering at all times that we represent not only our individual chapters but also the Panhellenic community as a whole.
- Prioritize all personal, chapter-wide, and community wide efforts and actions plans for diversity, equity, and inclusion.
- Participate in philanthropic events in the USC and/or local community, whether it be through efforts led by individual chapters, student organizations, Panhellenic, or classes.

- Respect every individual regardless of their race, ethnicity, national origin, sexual orientation, gender identity or expression, religion, disability, socio-economic status or any other characteristic.
- Hold ourselves accountable for our role in perpetuating systems of injustice and work towards mitigating the harm caused, including educating ourselves on implicit biases and microaggressions in greek life and our daily lives
- Be respectful of the South Central Los Angeles community and its residents, and conduct ourselves in a manner that ensures the wellbeing of the community and its residents.
- Promote the safety and holistic wellness of all Panhellenic members and nonmembers.

As Panhellenic members of University of Southern California, these are the tenets by which we strive to live.

Date adopted: November 16, 2022