

Recruitment Bylaws of the Panhellenic Council

Updated May 2016

Article 1. Purpose

- A. The emphasis of all Membership Recruitment functions should be the interactions between chapter members and potential members rather than elaborate decorations, entertainment, or atmosphere.

Article II. Authority

- A. All university regulations supersede individual chapter regulations.
- B. All chapter must adhere to all NPC Unanimous Agreements/Rules concerning formal and informal Membership Recruitment.
- C. All members (including alumni and new members) are responsible for knowing and observing recruitment rules.

Article II. Eligibility

- A. A woman is eligible to participate in Membership Recruitment if she:
 - a. Is accepted to attend and is in good standing with Houston Baptist University as a regular undergraduate student and is not on probation or admitted in a provisional status.
 - b. Is currently enrolled in twelve (12) semester credit hours.
 - c. Has never been an initiated member of any NPC group.
 - d. Has not pledged an NPC group on campus within the last calendar year.
 - e. Has achieved a 2.5 high school or cumulative college GPA. (The college GPA will be used if the student has 12 or more college hours not including dual credit.)

Article IV. Disaffiliation

- A. For Rho Gammas and Panhellenic Council Executive Officers:
 - a. Disaffiliation begins on June 1 and will continue through the end of Bid Day.
 - b. There will be two (2) Rho Gammas from each NPC chapter.
 - c. No contact with any chapter member during the Formal Recruitment Process.
 - d. May not attend any chapter meetings, workshops or programs.
 - e. Rho Gammas and Panhellenic Council Executive Officers may not participate in any phase of chapter recruitment. This includes recruitment preparation, actual events, playing a part in events including reading, and attending any "membership" sessions or discussions.
 - f. Rho Gammas may not be questioned by their chapters about potential members. They must give recruitment chairs no information concerning what events potential new members are attending, or what sororities are of interest to the potential new members.
 - g. May not have any stickers on vehicles, no key chains, wallets, book bags, jewelry, or attire with chapter letters or symbols alluding to chapter affiliation.
 - h. Affiliation must be removed from all social media accounts or hidden all together.

- B. For chapter members and affiliates
 - a. Anyone not initiated in a chapter is considered a potential new member.
 - b. May wear letters on campus
 - c. May talk about Greek Life in a general manner with a positive “Go Greek” attitude. Members may only discuss the sorority that they are a part of.
 - d. All chapter members must delete any item in reference to a Panhellenic Council Executive Officer and Rho Gammas on social network sites.
 - e. Chapter must update their websites and delete names and pictures of any Panhellenic Council Executive Officer and Rho Gamma.
- C. For Potential New Members
 - a. No chapter member any guarantee you receiving a bid. This includes the chapter president, recruitment chair or alumnae, or advisor. The entire chapter decides on bid selection.
 - b. No chapter member may talk with you at the conclusion of the Preference event until the time of bid celebration.
- D. For Orientation Leaders
 - a. If participating in orientation, Greek individuals working these events are not allowed to make oral or written bids, or invite students to any recruitment activities. If a student inquired about Greek Life, they can be directed to the Student Involvement Office to learn about Greek Life and recruitment.
 - b. During Orientation, Leaders may not have or wear key chains, wallets, book bags, jewelry, or attire with chapter letters or symbols that reveal their affiliation on social media.

Article V. Silence and Strict Silence

- A. Silence is the period of time in which normal social contact and conversation shall be allowed between chapter members and potential members, conversations should be centered on an “all sorority spirit, with a ‘GO GREEK’” attitude. Silence starts the last day of classes in the spring semester and runs through the last recruitment event.
- B. There shall be no derogatory statements said about another sorority at ANY time during Member Recruitment Process (in conversation, video/slide shows, songs, etc.) or Silence Period. This includes telling potential members that another sorority is sanctioned, on probation, or any of its history.
- C. Strict Silence is the period in which there will be no conversation or contact between chapter members and potential members. Strict Silence begins at the end of the last open house a chapter hosts and ends at the beginning of Bid Day activities.
- D. Potential members may not accept anything from chapter members during the period of silence/strict silence. This includes leaving recruitment parties with any sort of item. Nor may chapter members accept anything from potential members during the period of silence/strict silence.
- E. Chapter members cannot give an oral or written bid, not communicate in any manner that may imply the promise of a bid during the period of silence through the conclusion of bid signing.

- F. Chapter members and alumni may not visit any potential new member at her place of residence during silence. Nor is a potential new member permitted to enter the place of residence of a chapter member.
- G. Chapter members are to follow the ratio of one potential new member to three chapter members (1:3) in social situations.
- H. Chapter members may not initiate communication or interactions with the potential new member. If they are approached they are permitted to be polite and engage with the potential new member, but conversation should not revolve around recruitment.
- I. No collegiate members are to be present at the location of Membership Recruitment Acceptance Agreement signing or Bid Matching.
- J. Only Rho Gammas and Panhellenic Executive Officers may be present for Bid Acceptance prior to Bid Day celebrations.

Article VI. Recruitment Tables

- A. Only Panhellenic Executive Board Members, Rho Gammas, and Assigned chapter members will be allowed to work the Recruitment Table during the designated times.
- B. Each shift must include at least one (1) PHC executive officer.
- C. Chapter members not working the recruitment tables must not loiter within 5 feet of the Recruitment table unless bringing a potential member to the table for more information.

Article VII. Dry Recruitment

- A. During recruitment (and until initiation) alcohol is not permitted by the chapter members and potential new members.
- B. At no time are illegal substances permitted to be used by chapter members and potential new members.
- C. If noncompliance occurs then the chapter member or potential member who violated this policy will be removed from recruitment immediately.

Article IX. Panhellenic Pre-Recruitment Events (Open House)

- A. The Panhellenic Council will host one (1) Open House event prior to the start of Fall Recruitment.
- B. The Panhellenic Council will open each event with a brief orientation about Fall Recruitment.
- C. All current chapter members are expected to attend unless they have class.
- D. Open Houses will be a “no frill” event.
 - a. “Frills” are defines as the use of elevated stage, floor coverings, wall coverings, balloons, tape, glitter, confetti, candles, streamers, skirts, banners, and food and/or drinks. No flowers of any kind, even if donated or sent by alumnae or parents.

Article X. Recruitment Events

- A. The Panhellenic Council will determine the order and length of the Recruitment events.
- B. No Chapter may have events with potential members during the time that another chapter has a scheduled event.
- C. All chapter event details must be submitted to the Panhellenic Council two (2) weeks prior to the beginning of recruitment.

- D. All potential members must sign up online before Open House begins in order to attend recruitment events.
- E. Scholastic requirements and financial obligations for membership must be provided at one event of the chapters choosing during recruitment.
- F. If slide shows are used, pictures should focus on sisterhood and should not have alcohol or men.
- G. Only chapter members whose names appear on the official chapter roster on file with the Student Involvement office are eligible to actively recruit during Recruitment.
- H. Any chapter member holding inactive status, where a woman is not included on the chapter roster, shall not participate in Fall Recruitment as an active member. Inactive members are treated as alumnae and must follow alumnae rules in regards to Membership Recruitment.
- I. Alumni, Headquarters Staff, and visiting members of other chapters may be in attendance at recruitment events.
 - a. They may not have communication with any potential new member at any time.
 - b. They may help serve and remove refreshments.
- J. Men are prohibited in or near the Recruitment event rooms beginning an hour prior to the events.
- K. Men are prohibited from participating in any recruitment events and Bid Day activities.
- L. All potential members must attend at least one chapter recruitment event for all NPC groups in order to be invited to a preference event.
- M. A potential new member must attend all Preference events she is invited to unless absences are requested and approved prior to the recruitment process beginning. Failure to do so may result in the potential new member being removed from recruitment.
- N. All chapter events prior to preference events are open to all eligible women on campus.
- O. Rho Gamma and Panhellenic Executive Board Members may not be identified in Recruitment paraphernalia (i.e. Slide shows, composites, scrapbooks, videos, etc.). Pictures of the Rho Gammas and Panhellenic Executive Board Members must be covered or removed from the event room by the chapters.
- P. All items (excluding attendance, invite, and bid lists) requested by the Panhellenic Advisor that are not turned in by an established deadline will incur a fine of \$25 per business day passed the deadline that the items are late.
- Q. The Recruitment event schedule shall be as followed:
 - a. Round One of Formal Recruitment
 - i. The first round will be defined as “sisterhood.”
 - ii. Each chapter may have a slideshow or video.
 - iii. Each chapter may have not more than two trifolds and brag tables.
 - iv. Each chapter will be permitted to serve only water (bottled or in cups) with only one garnishment.
 - b. Round Two of Formal Recruitment
 - i. The second round of events will be defined as “philanthropy.”
 - ii. Each chapter may have a craft, but the craft but not leave with the potential new member.
 - iii. Each chapter may have a slideshow or video.
 - iv. Each chapter may have not more than two trifolds and brag tables.

- v. Each chapter will be permitted to serve only water (bottled or in cups) with only one garnishment.
- c. Round Three of Formal Recruitment
 - i. The third and final round of recruitment will be defined as “preference.”
 - ii. Each chapter may have one beverage and one dessert item.
 - iii. No brag tables or trifolds will be permitted.

Article XI. Budget and Inventory

- A. Each chapter may determine its own membership recruitment budget according to its needs, but may not exceed \$1,000.00.
- B. An accurate expense report with receipts must be turned into the Panhellenic Executive Council no later than two weeks following the conclusion of Formal Membership Recruitment. Penalty for tardiness is \$25 per day. If a chapter exceeds the recruitment budget, the chapter’s recruitment budget will be reduced by that amount the following year.

Article XII. Invitations, Bids, Quota, Total

- A. No woman shall be asked to join a chapter during any school recess.
- B. The chapter may not change invitations or bid lists once they have been submitted to the Panhellenic Advisor.
- C. All women who attend a chapter’s preference event must be on their bid list.
- D. All event attendance lists are due by 11 am following the event. Penalties for tardiness of attendance lists will be assessed by a fine of \$40 for the first 1-29 minutes the list is late. At 30 minutes the fine will increase to \$80, for every 30 minutes after that \$40 will be added to the fine.
- E. Preference invitation lists are due by 8 am the day of preference events. Penalties for tardiness of attendance list will be assessed by a fine of \$40 for the first 1-29 minutes the list is late. At 30 minutes the fine will increase to \$80, for every 30 minutes after that \$40 will be added to the fine.
- F. The Panhellenic Council will provide envelopes for invitations and bids.
- G. Refusal to accept a bid extended by a group that a potential new member has preferenced on her Membership Recruitment Acceptance Agreement, makes the potential new member ineligible to join any other NPC chapter on campus for one calendar year.
- H. During Continuous Open Bidding, a binding agreement card (membership card) must be completed and returned to the Panhellenic Advisor within 24 hours after the potential member accepts the invitation to membership.
- I. Quota will not be set until Preference occurs.
- J. Total, the allowable chapter size, will be set following the formal recruitment time.

Article XIII. Infractions

- A. The most current policies, from *The National Panhellenic Conference*, on handling infractions of rules will governs all recruitment infractions for membership recruitment.