

ARTICLE I. FORMAL RECRUITMENT (Revised 2002)

- a. Sororities may not solicit fraternities to promote individual chapters.
- b. All organizations must openly acknowledge that academics are of the highest priority.

Article II. POTENTIAL MEMBER ELIGIBILITY

1. During a formal recruitment period, no student may participate in recruitment who has not properly registered by the deadline set by the Panhellenic Recruitment Chair and whose name does not appear on the recruitment list. Late registration will be considered but not guaranteed.
2. There will be one formal recruitment period during the school year; this will be in the fall unless a change is voted on by the Panhellenic Council.
3. Only students who are fully matriculated at Linfield may participate in recruitment.
4. A woman shall not be, or even have been, an initiated member of an NPC group.
5. Any woman who considers going through recruitment and is currently on academic probation is not eligible to participate unless approved by the Greek Advisor and sorority presidents. Any woman must have a GPA of 2.5 to be considered for membership.
6. A woman is ineligible for membership recruitment if she has been a new member of an LPC fraternity/sorority on this campus within the same calendar year.

Article III. QUOTA AND TOTAL

1. Panhellenic, and the Panhellenic Advisor, will set the chapter total during spring semester, and quota after the second night of Formal Recruitment events. Quota will be the number of fully participated potential members (after the second night of recruitment) divided by the number of sororities belonging to Linfield College Panhellenic unless advised otherwise by NPC (i.e. Area NPC advisor).
2. Seniors and one semester study abroad women will not be counted in Quota-Total system.
 - a. Seniors and one or two semester study abroad women will be counted in a separate quota-total system set by Panhellenic.

Article IV. CONTINUOUS OPEN BIDDING

The purpose of Continuous Open Bidding is to enable those chapters which did not pledge Quota, or pledged Quota but did not reach Total, to take additional new members immediately following the designated formal membership recruitment period. The intent of Continuous Open Bidding is to provide maximum opportunities for membership to the greatest number possible.

1. Each LPC chapter has the right to COB to reach Quota or its total allowable chapter size during the regular school year as defined by the school calendar. To accommodate the colonization of a chapter or to allow a chapter to build its membership, the College Panhellenic Council may vote to suspend COB for a period not to exceed three weeks.
 - a. Chapter(s) who were not able to reach quota may start COBing at 12:00 PM the day after bid day.
 - b. Chapter(s) pledging quota may not COB until one week after Bid Day.
 - c. Chapters at or above chapter total will not be able to participate in COB, unless they have not reached quota.
2. The total number of members “formally initiated into the sorority” and new members in each sorority must be decided when determining how many potential members to take during COB. All members will be counted in your chapter total.
3. During a COB event, no gifts or favors of any type may be given out to perspective members.
 - a. Nothing may be taken out of the rooms by prospective members.
4. During Continuous Open Bidding, a prospective member may be extended a bid orally or in writing . **However, a signed Continuous Open Bidding Acceptance must be filed with the College Panhellenic within 24 hours after a woman accepts an invitation to membership.**
 - a. If the signed form is not turned in within the allotted time frame, a \$40.00 fine will be given to the organization.

ARTICLE V. SORORITY REGULATIONS

1. There shall be no undue pressure permitted during any Panhellenic recruitment period, formal or informal. Some examples are:
 - a. Isolating a potential member from the activities from the recruitment events.
 - b. Making statements on behalf of the chapter regarding future invitations.
 - c. Giving information to a potential member about her specific status with the sorority.

2. A potential member shall not be given a promise, oral or written, to join a certain sorority before Formal Membership Recruitment Acceptances are issued through Panhellenic.
3. All NPC UNANIMOUS AGREEMENTS shall be upheld.
 - a. Each College Panhellenic Association shall prohibit the use of alcoholic beverages in membership recruitment and Bid Day activities.
 - b. Each College Panhellenic Association shall prohibit the participation of men in membership recruitment and Bid Day activities.
 - c. National Panhellenic Conferences Fraternity/Sorority members shall not suggest to any potential member that she refuse a bid from one group in order to wait for a bid from another group or suggest that a potential member list only one choice on her Membership Recruitment Acceptance.
 - d. It is in accord with the dignity and good manners of fraternity/sorority women:
 - A. To avoid disparaging remarks about any Fraternity/Sorority or college woman;
 - B. To create friendly relations between affiliated and non affiliated women;
 - C. To avoid negative publicity on Panhellenic matters.
4. Beginning on the first day of orientation through the last day of recruitment, sorority affiliates may greet potential new members in general terms. Discussing classes and answering general questions concerning Linfield Greek life and recruitment are acceptable. They may not:
 - a. Buy anything for a potential member (meals, soft drink, etc.) no potential member may buy anything for a sorority member, unless they are a blood relative.
 - b. Talk about specific sororities, only Greek Life in general.
 - c. If absolutely necessary, a sister of a woman in a sorority may be an exception.
 - d. If absolutely necessary, an affiliated RA may be an exception when limited to non-Greek related issues.
 - e. Nor may a potential member visit an affiliated sorority member, unless it is for academic purposes.
 - f. Visit a potential member in her place of residence during formal recruitment, nor meet them anywhere off campus during formal recruitment, unless for academic purposes. Sisters and RA's are an exception.

5. Affiliated women may wear sorority insignia and emblems, prior to, and during Fall Formal Recruitment.
6. Strict Silence is the period in which there will be no conversations or contact with potential members by Fraternity/Sorority members, new members and alumnae. This includes all references to Fraternity/Sorority-verbal, written, printed or typed. Strict Silence is designated as the period of time from the end of the woman's last event until she reports to the Fraternity/Sorority from which she accepts a bid.
7. All members (including alumni and new members) are responsible for understanding and observing the recruitment rules.
8. College chapters will be held responsible for any infraction of recruitment rules by their respective alumnae groups and individual college and alumnae chapters.

ARTICLE VI. PUBLICITY

Absolutely no form of recruiting or publicity, (no newspaper ads, no banners, no flyers, etc.) other than specified events, is to take place from the end of spring semester through bid day. Daily Dope publications are allowed only for general information to all the chapter members. Door signs allowed on personal property only.

Article VII. BUDGET

has not been decided yet

ARTICLE VIII. RECRUITMENT EVENT REGULATIONS

1. Sorority members and new members only may participate in recruitment events. Alumnae and members visiting from other chapters of the respective sorority must be clearly identified as such and may participate.
2. Panhellenic Executive members are not allowed to participate in their respective sorority's events, unless LPC determines otherwise.
3. Under no circumstances shall a member or new member of a sorority attend another sorority's events.
4. Themes, decorations, or favors (napkins, place cards, etc.) are allowed at formal recruitment but can not be taken from the chapter room by potential members until formal recruitment has ended. Philanthropy night is excluded.

5. Costumes and props are permitted at any time, but must be proper public attire and worn in good taste. Philanthropy night is excluded.
6. Uniform dress is permitted at recruitment events.
7. Refreshments are permitted at recruitment events.
8. The use of alcoholic beverages in recruitment shall be prohibited.
9. The participation of men in recruitment functions shall be prohibited.
10. All formal recruitment events shall be held in the sorority rooms only.
11. Time limits must be strictly observed. A \$5 fine will be given for every minute the potential members are kept in the room after the allotted time.
12. The maximum amount a sorority may spend on recruitment is \$400.00.
13. Sorority members are allowed to leave the rooms during parties, but absolute silence must be maintained at all times.
14. A member of Panhellenic will be in the hall at all times to answer questions.
15. Greek advisor must be present during Rush activities.
16. Saying things such as, "I think you would fit in well here," or "I could really see you as a Kappa Delta," is prohibited due to the implication of bid associated with such statements.
17. "Feeling out" a potential member is prohibited.

Article IX. PHILANTHROPY NIGHT REGULATIONS

1. Active members may wear nametags.
2. No themes, décor or costumes allowed.
3. Uniform dress will be permitted upon approval of the Panhellenic Vice-president and the Greek advisor.
4. No singing is permitted.
5. Back ground music is allowed (i.e. radio).

6. Serving of food and drink is prohibited.
7. Rules from Article VIII must be upheld.

Article X. POTENTIAL MEMBER REGULATION

1. Potential members are required to accept the maximum number of invitations possible on all invitational rounds.
2. Prospective members must attend at least one recruitment event. Non attendance may drop them from recruitment.
3. Prospective members may miss nights of Formal recruitment for reasons beyond their control (sports events, classes, etc.). They must have attended other events in order to attend a sorority's preference evening. All absences must be approved in advance by a Membership Recruitment Counselor and the Panhellenic Advisor.
4. Potential members shall only be in the chapter rooms during the allotted party time.
5. The potential member will sign a Formal Membership Recruitment Acceptance Card immediately after the last preference event she attends. Under special circumstances, women may sign a Formal Membership Recruitment Acceptance Card without attending preference night. If a potential member signs a Formal Membership Recruitment Acceptance Card and does not accept a bid, then that potential member is ineligible to join any other Linfield College sorority for one calendar year. Potential members who do not sign a Formal Membership Recruitment Acceptance Card are immediately eligible to accept a COB acceptance from any Linfield College Panhellenic sorority.
6. A potential member must attend the entire length of each recruitment party she is invited back to. If she cannot attend an entire party, she must sit that party out. A potential member must attend the minimum number of parties each night unless she is excused.
7. Strict Silence is the period in which there will be no conversations or contact with potential members by fraternity/sorority members, new members and alumnae. This includes all references to fraternity/sorority -verbal, written, printed or typed. Strict Silence is designated as the period of time from the end of the woman's last event until she reports to the fraternity/sorority from which she accepts a bid.
8. A woman shall not give a promise, verbal, written, to join a certain fraternity/sorority before formal bids are issued through Panhellenic.

9. A woman shall consult her membership recruitment counselor before withdrawing from membership recruitment. In the event the woman feels she must withdraw from membership recruitment she shall go to the Panhellenic Advisor or her Rho Chi and sign an official withdrawal form.
10. From the beginning of orientation to the end of formal membership recruitment, no potential member may visit a women's fraternity/sorority chapter room except to attend invitation events.
11. No women's fraternity/sorority member may buy anything for a potential member (meal, soft drink, etc.), unless it is a blood relative and no potential member may visit a women's Fraternity/Sorority chapter except to attend invitational events.
12. A woman shall fill out the Membership Recruitment Acceptance immediately after the last event she attends. Once a Membership Recruitment Acceptance has been signed, **no change may be made**.

ARTICLE XI. MEMBERSHIP RECRUITMENT COUNSELOR

1. Starting at the beginning of orientation through the last day of recruitment, membership recruitment counselors may not affiliate themselves with any sorority. This includes: letters, jewelry, composite pictures, door signs, etc. However, the Panhellenic council will purchase a membership recruitment counselor T-shirt for them, but instead of naming their specific sorority, it will identify them as membership recruitment counselors.

a. **The Membership Recruitment Counseling Program**

1. Membership Recruitment Counselors shall be disassociated from their own chapter's membership recruitment procedures.
 2. Membership Recruitment Counselors shall escort women to the events but not attend the events.
 3. The Membership Recruitment Counselors should be available to their potential members at all times.
 4. Explain membership recruitment schedule, rules and procedures. **Thoroughly go over the section on Potential Member Regulation.**
 5. Answer any questions the potential members may have.
2. Membership recruitment counselors are responsible for meeting with or counseling with any potential member before her withdrawal from formal recruitment.

2a. **Specific Goals of the Membership Recruitment Counseling Program**

1. Provide potential members with support and a channel of communication with Greek women who are well trained in Panhellenic procedures.
 2. Provide understanding and explanation of mutual selection.
 3. Provide an objective liaison between the chapters and the potential members as an aid to communication.
 4. Promote membership recruitment retention and pledging by lessening disappointments and disillusionment's.
3. Membership recruitment counselors will be chosen with equal representation from all LPC recognized sororities, unless a sorority has less than half the campus total. Sororities with less than half the campus total may be given the option of not providing a membership recruitment counselor.

a. Qualifications of Membership Recruitment Counselors

...Because collegiate membership recruitment counselors function as a committee of the local College Panhellenic during membership recruitment, they shall be in good standing in their member groups, be active participants in the collegiate chapter and shall be enrolled in the institution where the chapter is located.

1. Be dependable, responsible and available to the potential member.
2. Display enthusiasm and a positive attitude toward sorority experiences.
3. Be objective and impartial in her opinions.
4. Represent the best qualities of sorority women as she represents the Greek system.
5. Be a good listener and be aware of the need for confidentiality in her role.
6. Be sensitive and able to receive another's feelings while remaining objective.

ARTICLE XII. PANHELLENIC REGULATION

1. The Panhellenic recruitment chairperson should attend an R.A. meeting prior to formal recruitment and explain to them the basics of recruitment, as well as give them a recruitment booklet.
2. Additional recruitment rules for formal and informal recruitment periods shall be set by the Panhellenic Council preceding the respective periods.

3. Formal recruitment dates will be set the previous semester, and will be followed by all sororities.
4. Panhellenic will provide name tags for potential members.
5. A factual, current financial expense sheet shall be distributed by the sororities to each potential member and explained by the sororities' own treasurers to the potential members on the 'Meet The Greeks' night. These sheets shall list all fees to be incurred by the potential member during her collegiate membership.

ARTICLE XIII. BID LISTS

1. In accordance with the NPC standards of ethical conduct, all potential members invited to a sorority's preference event must appear on that sorority's preference list. If under extraordinary circumstances, it is not possible to include a specific potential member, the sorority will notify the Panhellenic Vice President of that appropriate steps can be taken. These steps include the Panhellenic Executive Council meeting with the LPC Advisor to discuss the specific circumstances involved and reaching a unanimous conclusion to the matter at hand.
2. Turning in lists during recruitment week:
 - a. Bids are to be turned in at the times specified, during the meeting with advisors, president and recruitment chairs.
 - b. Penalties for turning in late lists:
 1. If the lists are turned in late, the sorority shall be fined a \$1.00 per minute past the extended time.
 2. For preference night, lists that are late, the sorority shall be fined \$5.00 per minute past the extended time.

ARTICLE XIV. BID ACCEPTANCE

1. Each sorority will be expected to pay a Panhellenic affiliation fee of \$15.00 for each woman who accepted membership to a sorority through the formal recruitment process. This payment shall be made to the Panhellenic Financial Secretary no later than the Friday following Bid Day.

ARTICLE XV. RECRUITMENT INFRACTIONS/VIOLATIONS

1. Any infraction of these rules should be reported in writing with the specific information, including the names of the persons involved in the offense, within 24 hours of the alleged infractions known, but not more than 10 days after it has occurred, to the Panhellenic office

and will be dealt with by the Panhellenic Council According to the Linfield or NPC recommended procedures.

2. When a member group of the College Panhellenic Association, a membership recruitment counselor, a potential new member, or the Panhellenic Advisor believes there has been an infraction of either the UNANIMOUS AGREEMENTS concerning membership recruitment or the campus Panhellenic membership recruitment rules, a written report signed by the President of the member group or the individual, specifying time, place, and witnesses to the alleged infraction, shall be submitted to the President of the College Panhellenic Association. The written report shall be made on a standard reporting form available from the College Panhellenic Association. The report form must be presented to the President of the College Panhellenic Association within 24 hours or on the first school day after the alleged infraction is known and not more than 10 school days after it has occurred. (Throughout this section, the term “school day” shall exclude Saturdays and Sundays.)
3. Recruitment fines shall be billed in writing by the LPC financial secretary within 24 hours of the fine being issued. Each sorority must pay within one week of their notice. Late fees are \$25.00 per week.
4. Violations will be handled in this manner:
 - (a) Within 24 hours or on the next school day after receiving a report from a member of the College Panhellenic Association or the endorsement of a report from the College Panhellenic Executive Committee, the College Panhellenic Association President shall see that the accused member group and the Panhellenic Advisor receive a copy of the report and shall notify the NPC Area Advisor.
 - (b) Within 24 hours of the receipt of the report involving a membership recruitment violation from a member group or the endorsement from the Executive Committee, the College Panhellenic Association President shall announce the schedule for mediation unless the complaining individual or group involved can reach an amicable solution in the interim. In scheduling the mediation, the College Panhellenic Association President shall select a date and time convenient for the participants and shall allow the mediation to be conducted as soon as possible.

Mediation of Membership Recruitment Violations. The College Panhellenic Association President shall appoint a *mediator who shall be a neutral party and who shall preside over the mediation. The mediator shall not be an undergraduate student. The purpose of the mediation is to find a solution satisfactory to both the complaining party and the party against whom the complaint is made that is appropriate to the NPC UNANIMOUS AGREEMENTS and the Constitution, Bylaws and Rules of the College Panhellenic Association. The participants in the mediation shall be representatives of each chapter involved, the complaining party if other than a chapter, the president and membership recruitment chairman of the College Panhellenic

Association, and the Panhellenic Advisor, if the Panhellenic Advisor is not serving as a mediator.
*The mediator shall be the Panhellenic Advisor. In their absence, the Director of Housing shall serve as the mediator.

- a. All mediations will be conducted within 48 hours of notice of an alleged infraction.
- b. If the mediation involves a prospective member, the hearing will be conducted within 48 hours after formal membership recruitment has ended.

In the event that mediation does not result in a decision agreed to by all involved, the complaining party may pursue its complaint by forwarding its initial report in either manner described in sub-paragraphs (1) and (2) below, along with a statement that mediation has failed. Reports of violations filed by a member group not involving membership recruitment shall be processed by the College Panhellenic President in either manner described in sub-paragraphs (1) and (2) below.

(1) The report shall be filed with the College Panhellenic Association Judicial Board, established according to the Panhellenic Bylaws. The Judicial Board shall conduct a hearing affording both the complaining party and the accused member group the right to present their case and confront and question one another's witnesses. The Judicial Board shall determine whether or not a violation has occurred and if so what penalty to impose. The Judicial Board shall inform all involved parties of its decision. A decision of the College Panhellenic Association Judicial Board may be appealed by any party to the NPC College Panhellenics Committee Appeals Chairman. The College Panhellenic is not an appeal board.

(2) On those campuses where the small size of the College Panhellenic Association makes a Judicial Board ineffective because of conflicts of interest, the initial report and the failure of mediation may be filed directly with the NPC College Panhellenics Committee Appeals Chairman. It is expected that larger Panhellenics where conflicts of interest will not prevent a Judicial Board from functioning will choose option (1).

In either option, written notice of the intention to pursue the complaint must be given to the President of the College Panhellenic Association within 24 hours or on the first school day after the failure of mediation, or in the case of non-membership recruitment, violations must be filed with the Judicial Board or the NPC College Panhellenics Committee Appeals Chairman by the Panhellenic President within 24 hours of the first school day.

- a. All hearings will be conducted within 48 hours of notice of an alleged infraction.
- b. If the hearing involves a prospective member, the hearing will be conducted within 48 hours after formal membership recruitment has ended.

NPC College Panhellenic Committee Appeals Chairman. If the NPC College Panhellenic Committee Appeals Chairman is unable to resolve the complaint, she shall be responsible for the further conduct of the case, and she shall submit by certified mail, return receipt requested, all

data regarding the complaint to the Inter/National Presidents of the chapters involved, both the complaining chapter and the chapter about whom the complaint has been made.

For further appeals process, refer to the NPC Greenbook 13th Edition, page 29.

Article XVI. AMENDMENTS

These Bylaws may be amended by a simple majority vote (3/4) of the fraternities of Panhellenic Council, provided notice of the proposed amendment has been given in writing at the preceding regular meeting.

Article XVII. RECRUITMENT RULES EDUCATION

1. Each sorority is responsible for educating **ALL** new members on the Recruitment Rules. All members new and old will be held responsible for the rules here in.