BYLAWS OF THE UNIVERSITY OF NORTHERN IOWA
COLLEGE PANHELLENIC ASSOCIATION

Article I. Name
The name of this organization shall be the University of Northern Iowa Panhellenic Association.

Article II. Object
The object of the Panhellenic Council shall be to develop and maintain women’s fraternity life and Interfraternity relations at a high level of accomplishment and in so doing to:

- Conduct the business of the College Panhellenic only during the campus academic year.
- Promote the growth of individual chapters and the sorority community.
- Organize and sponsor a women’s only membership recruitment program.
- 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 and College Panhellenic membership recruitment rules.
- Actively support the mission of its host institution.
- Promote good public relations.
- Give service to the community and campus.
- Promote friendship, harmony and unity among members, chapters, faculty, administrators, and campus groups.

Article III. Membership
Section 1. Membership Classes
There shall be three classes of membership: regular, provisional and associate.

A. Regular membership. The regular membership of the University of Northern Iowa Panhellenic Association shall be composed of all chapters of NPC sororities at the University of Northern Iowa. Regular members of the College Panhellenic Association shall pay dues as determined by the College Panhellenic Council. Each regular member shall have a voice and one vote on all matters.

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

C. **Associate membership.** The associate membership of the University of Northern Iowa College Panhellenic Association shall be composed of women’s-only local sororities or inter/national or regional non-NPC member organizations.

- The Panhellenic Council shall determine the membership eligibility requirements and the process for applying and approval of the application.
- Associate members shall pay dues as determined by the College Panhellenic Council.
- An associate member shall have a voice and one vote on all matters except extension-related matters and, if they are not participating in the Primary Recruitment process, they shall not have a vote on recruitment rules and establishment or modification of Panhellenic total.
- An associate member may be expelled for cause by a majority vote of the Panhellenic Council. An associate member shall not be entitled to vote on the question of its expulsion.

---

**Section 2. Privileges and Responsibilities of Membership**

**Duty of compliance.** All members, without regard to membership class, shall comply with all NPC Unanimous Agreements and be subject to these University of Northern Iowa College Panhellenic Association bylaws, code of ethics and any additional rules this Panhellenic Council may adopt unless otherwise prescribed in these bylaws. Any rules adopted by this Panhellenic Council in conflict with NPC Unanimous Agreements shall be void.

**Section 3. Dues**

**A.** NPC College Panhellenic dues shall be paid yearly as invoiced by the NPC office.

**B.** College Panhellenic Association dues shall be an assessment of $20 per member and new member.

- **Determination:** The amount of such dues for the next academic year shall be determined by the Panhellenic Council no later than February of that year.
- **Time of Payment:** Each University of Northern Iowa Panhellenic Council member sorority shall receive the bill each semester as follows:
  - **Fall Semester:** The bill will be sent out by the second Monday of the semester, and will be due two weeks later. New member dues will be sent out six weeks after Fall Primary recruitment concludes and will be due two weeks later.
  - **Spring Semester:** Rosters will be due by the second Monday of the semester. The bill will be sent out the third Monday of the
semester and will be due two weeks later. New member dues will be sent out six weeks into the semester and will be due two weeks later.

**Article IV. Officers and Duties**

**Section 1. Officers**

The officers of the University of Northern Iowa Panhellenic Association shall be President, Vice President of Administration, Co-Vice Presidents of Recruitment, Vice President of Public Relations and Marketing, and Vice President of Community Enrichment and Inclusion.

**A. The Executive Board shall:**

- Administer routine business between meetings of the University of Northern Iowa Panhellenic Council when advisable and such other business as has been approved by the University of Northern Iowa Panhellenic Council member sorority vote.
- Report all actions at the regular meetings of the University of Northern Iowa Panhellenic Council.
- Attend all regular meetings of the University of Northern Iowa Panhellenic Council Executive Board, unless 24-hour notice is given to the President. Special circumstances will be handled on a case-by-case basis.
- Successfully transition the incoming officer.
- Attend the officer’s retreat.
- Attend all University of Northern Iowa Panhellenic Council sponsored events.
- Be held responsible for fulfilling and complying with all officer requirements and stipulations as listed in Article IV, Section 2.D.
- Support NPC Unanimous Agreements, policies and procedures.
- Understand local College Panhellenic Association policies and procedures.
- Disassociate during the entire Fall Primary Recruitment process and be accessible over the summer.

**Section 2. Duties of Officers**

**A. President shall:**

- Have overall responsibility for the operation of the University of Northern Iowa Panhellenic Council.
- Call and preside over all regular and special meetings of the University of Northern Iowa Panhellenic Council and the Panhellenic Executive Council.
- Sign all contracts involving the University of Northern Iowa Panhellenic Council.
- Serve as an ex-officio member of all Panhellenic Council Committees with voice, but no vote.
● Maintain a complete and current President’s file which will include a copy of the current University of Northern Iowa Panhellenic Association Constitution, Bylaws and Standing Rules, the current Panhellenic Association budget, the current NPC Manual of Information (Manual of Information Link), current correspondence and materials received from her NPC Area Advisor, her copies of the College Panhellenic Reports to the Area Advisor and other pertinent materials.
● Serve on the nominating committee with voice but no vote, unless in the case of a tie, in which she will cast the tie-breaking vote.
● Schedule weekly executive meetings for executive officers.
● Assist any executive council members if the need arises.
● Serve as point of contact for chapter delegates, while holding meetings as needed.
● Assist the FSL Advisor and the Interfraternity Council President in scheduling and presiding over an all-Executive Retreat (including chapter executive boards, as well as Interfraternity and Panhellenic Executive Councils) to discuss goals and expectations or issues that might need to be addressed.
● Be familiar with the NPC Manual of Information and all governing documents of this Panhellenic Council.
● Host Presidential Roundtables.
● Ensure that the NPC annual report is complete and communicate regularly with the NPC area advisor.
● Attend all regularly scheduled Panhellenic Meetings, including but not limited to all-council meetings, executive meetings, and public Panhellenic Council meetings.
● Serve as a member of the Panhellenics of Iowa Committee and plan a yearly event with the other members at participating schools.
● Perform all other duties as assigned.

B. Vice President of Administration shall:
● Serve as chairperson of the Panhellenic Judicial Board and hold Judicial Board meetings each semester.
● Perform duties in the absence of the President.
● Revise any documents she deems necessary (Bylaws, etc.) each year.
● Preside over the Social Roundtables in collaboration with the IFC Counterpart, each semester, which shall consist of the Social chairs of each fraternity/sorority on campus.
● Create and update FSL Social Calendar with the IFC counterpart to avoid overscheduling.
Select the Outstanding Panhellenic Woman award weekly to promote Panhellenic values and give recognition to outstanding members of our community. Work with the Vice President of Public Relations to post the winner each week.

Be responsible for the general supervision of the finances of the University of Northern Iowa Panhellenic Council, including preparing and revising a budget to be voted on by the Panhellenic Council each semester.

Maintain up-to-date financial record and give a monthly financial report (concerning checking and saving account balances) at the first regular meeting of the University of Northern Iowa Panhellenic Council and an annual report at the close of her term.

Pay annual NPC dues and all bills of the UNI Panhellenic Council.

Work with the Vice President of Community Enrichment and Inclusion to develop and present an event monitor training event each year.

Collect dues and fines from Panhellenic delegates.

Keep full minutes of the University of Northern Iowa Panhellenic Council and Panhellenic Executive Council meetings and distribute minutes to members of the Panhellenic Council and delegates.

Maintain a complete up-to-date file, which includes the minutes of the University of Northern Iowa Panhellenic Council and its Executive Board from the date of its organization and monetary transactions. Including copies posted on FS Central.

Maintain attendance records and order of events documentation for all-sorority and all-Fraternity and Sorority Life events for Fraternity and Sorority Life Awards as well as AFLV Awards.

Prepare and submit an annual NISG budget request, if deemed necessary by the Executive Board.

Attend all regularly scheduled Panhellenic Meetings, including but not limited to all-council meetings, executive meetings, and public Panhellenic Council meetings.

Host financial roundtables as deemed necessary.

Perform all other duties as assigned.

C. Co-Vice Presidents of Recruitment shall:

- Review and propose revisions with chapter delegates to recruitment rules annually.
- Preside over the Recruitment Team (Panhellenic Executive members and Recruitment Counselors).
- Coordinate the Recruitment Counselor program, (application, interviews, selection of recruitment counselors, training and any additional planning).
● Be responsive to any PNM’s needs and try to accommodate their needs.
● Create and edit all Recruitment Counselor tabling schedules.
● Arrange for members of the Recruitment Team to be present at all summer orientation sessions or other recruitment activities.
● Arrange for members of the Recruitment Team to be present at all possible tabling sessions for prospective students in the Fall and Spring semesters.
● Hold information sessions on Recruitment Counselor material prior to interviews and selection.
● Uphold all recruitment rules ethically.
● Meet with chapter Recruitment representatives, at a minimum of monthly during the school year and at minimum once over the summer.
● Update interest form as needed and send recruitment information to interested potential new members.
● Hold information sessions on recruitment, at least once in the fall preceding recruitment for potential members.
● Keep chapters informed in any change concerning Recruitment and/or events that pertain to them.
● Compile recruitment statistics for Panhellenic records.
● Reserve all rooms and facilities needed for recruitment (rooms, equipment, and supplies).
● Develop and assist in creating a marketing plan with the Vice President of Public Relations that promotes Fall Primary Recruitment.
● Provide recruitment evaluations to chapter recruitment teams, chapter presidents, recruitment counselors, potential new members and advisors to provide feedback regarding recruitment and compile the results to promote the constant improvement of recruitment.
● Aid chapters with “Continuous Open Bidding (COB)” by providing a list of COB names to chapters who have not met chapter total, be informed of chapter totals, and be aware of chapters holding COB recruitment events.
● Propose a recruitment budget prior to Fall Primary Recruitment.
● Responsible for creating and maintaining transition documents.
● Attend all regularly scheduled Panhellenic Meetings, including but not limited to all-council meetings, executive meetings, and public Panhellenic Council meetings.
● Perform all other duties as assigned.

D. Vice President of Public Relations and Marketing shall:
● Ensure that all documents are available on the Fraternity and Sorority Life website. (including Mission Statement, By-Laws, Code of Ethics and Judicial Policies).
● Act as the Public Relations correspondent. In charge of responding to any and all Public Relations situations that may arise with the assistance of the Panhellenic President and FSL Advisor. At her discretion, she may organize a Public Relations committee.
● Develop and assist in making a marketing plan with the Vice President of Recruitment that promotes Fall Primary Recruitment.
● Create and distribute PR materials for all speakers and special events.
● Hold Public Relations Roundtables to talk about public relations ideas, issues, and to provide chapters with more public relations resources when necessary.
● Monitor any use of the Fraternity and Sorority Life logo by the individual chapters. Communicate with University Relations on all PR regarding the UNI logo and UNI FSL logo or any PR regarding sorority life.
● Post on social media regarding all of sorority life and oversee what is being posted and tagged within the UNI FSL community.
● Attend all regularly scheduled Panhellenic Meetings, including but not limited to all-council meetings, executive meetings, and public Panhellenic Council meetings.
● Perform all other duties as assigned.

E. Vice President of Community Enrichment and Inclusion shall:
● Plan all-Sorority or all-Greek events. These could include alumni, diversity/inclusion, academic, or services events.
● Serve as a resource to chapters that are looking for sisterhood/mixer ideas.
● Host roundtables with the following chapter executives during the semester, if deemed necessary: New Member Education and Programming and community relations
● Work with delegates and chapter new member education chairs to teach new members about Panhellenic and NPC.
● Serve as a Panhellenic liaison for the Greek Week Committee by attending meetings. If another Panhellenic Executive is already on the Greek week executive committee, then this task will fall to her.
● Inform all sororities of campus events.
● Assist the recruitment team in planning recruitment activities, planning Potential New Member Orientation, and planning off-event activities.
● Oversee All-Greek Event and Campus Engagement Committees and host meetings with committees as needed.
● Attend all regularly scheduled Panhellenic Meetings, including but not limited to all-council meetings, executive meetings, and public Panhellenic Council meetings.
● Open Panhellenic Academic Scholarship applications each semester and oversee that a third party selects the recipients.
● Oversee Scholarship and promote Month of the Scholar as deemed necessary.
● Advocate for all persons regardless of their race, religion, sexual orientation, ability, socio-economic status, national origin, disability, age, etc.
● Collaborate with the Vice President of Public Relations to ensure that FSL social media accounts reflect our values.
● Partner with other student organizations to bridge the divide between sorority life and other student organizations with the goal of building relationships and trust with individuals of different organizations.
● Collaborate with the Co-Vice Presidents of Recruitment to assess the recruitment process and identify how to make recruitment processes more inclusive.
● Provide resources to chapter women and executive teams on Diversity, Equity, and Inclusion.
● Facilitate and host programming and educational events relating to Diversity, Equity, and Inclusion. (Can be integrated with other FSL programming)
● Ensure that the Panhellenic Community is upholding the highest standards of Diversity Equity and Inclusion.
● Foster positive relationships with the Office of Diversity, Inclusion, and Social Justice.
● Perform all other duties as assigned.

Section 3. Eligibility
Eligibility to serve as an officer shall depend on the class of membership:

A. **Regular membership.** Members from women’s only sororities holding regular membership in the University of Northern Iowa College Panhellenic Association shall be eligible to serve as any officer.

B. **Provisional membership.** Members from women’s only sororities holding provisional membership in the University of Northern Iowa Panhellenic Association shall not be eligible to serve as an officer.

C. **Associate membership.** Members from women’s only sororities holding associate membership in the University of Northern Iowa Panhellenic Association shall be eligible to serve as an officer but should not serve as president or the officer in charge of recruitment.

To be eligible, a woman must be:

A. A member of a Panhellenic sorority with a 2.80 cumulative grade point average
B. An initiated member and in active status of a Panhellenic chapter at the University of Northern Iowa. No one on alumna status for her chapter may hold a Panhellenic Executive Office. She must have been a member of a chapter for at least one full semester at the time of taking office.
C. Enrolled as a full-time student during the entire period of service as a Panhellenic Council Officer.

Section 4. Selection of Officers

A. The offices of President, Vice President of Administration, Co-Vice Presidents of Recruitment, Vice President of Public Relations and Marketing, and Vice President of Community Enrichment and Inclusion of the University of Northern Iowa Panhellenic Council shall be elected by ballot, except if there is only one nominee for an office that nominee shall be declared elected.

Section 5. Office-holding limitations

A. No more than three members from the same women’s only sorority shall hold office during the same term
   ● It is ideal to have each chapter be equally represented, if possible on the Panhellenic Executive Council.
B. The Panhellenic President and recruitment officers should have a minimum of one year and of College Panhellenic experience participated in at least one Fall Primary Recruitment period as an active member prior to serving.

Section 6. Nomination procedure

A. Selection of Nominating Committee
   ● Composition: The nominating committee will consist of eight individuals. Each chapter will be required to select one individual who will serve on the nominating committee. Members of the Panhellenic Council can act as members of the nominating committee if necessary. The current Panhellenic President will serve as the seventh member of the nominating committee and the FSL-Advisor will be the eighth, if necessary. It is recommended that the chapters choose an individual with knowledge of the Panhellenic Executive Council.
   ● Restrictions: The chapter may only choose those members who have been active for two semesters to serve on the nominating committee and who are not running for Panhellenic offices to serve on the nominating committee. It is recommended that the first members asked to fulfill this duty be the current Panhellenic Executive member, Panhellenic Delegate, or the President as they should be knowledgeable of the Panhellenic community.
• **Duties:** It is the nominating committee’s responsibility to review the applications, interview the candidates, and create a slate. Each chapter representative will have one vote. The Panhellenic President and the FSL Advisor will have a voice but no vote. In the event of a tie, the Panhellenic President will cast the tie-breaking vote. The Panhellenic President will also be present for the presentation of the slate in order to answer any questions concerning their slating decisions.

**B. Application Process**

• **Applications:** Each member of Panhellenic who is running for an office must complete an application. This application will be compiled by the current Panhellenic President and approved by the FSL Advisor. The application must be completed by the due date set by the Panhellenic President. Late applications will not be accepted. If the slate is not filled or passed applications will be reopened at the discretion of the Panhellenic Executive Board.

• **Interview Procedures:** The nominating committee will interview each applicant prior to elections. The interview process will consist of a 10-15 minute formal interview.

• **Presentation of the Slate:** The President will present the slate to the Panhellenic Council member sororities.

• **Nominations from the Floor:** Nominations from the floor will happen when the slate is presented. Those nominated from the floor must have applied and meet eligibility requirements listed in section 2, A.

• **Voting on Slate:** The Panhellenic President will open the floor for questions and discussion on the slate. Each Panhellenic Council member sorority must vote to pass each individual officer by a majority vote. In the case of only one nominee, that office will be declared elected.

• **Restrictions in Voting:** In the case that a chapter’s Panhellenic Delegate is running for an office, then she shall not be allowed to vote. Instead, the chapter’s Alternate Panhellenic Delegate will cast the vote. In case the Alternate Panhellenic Delegate is also running for an office then she shall not be allowed to vote. Instead, the chapter’s President will cast the vote. No one who is running for an office will be eligible to cast a vote.

**Section 7. Term Requirements**

A. The officers shall serve for a term of one year or until their successors are selected.

B. The term of office will begin upon election.

C. **Grade Requirements:** Panhellenic Council officers must maintain throughout the term of office, at least a 2.80 cumulative GPA
D. **Time Requirements:** Panhellenic Council officers must attend all regular and special meetings of the UNI Panhellenic Council and PHC meetings every Monday of the academic school year. Also, the Panhellenic Council will meet for an hour as a council every week. In addition to their individual executive officer duties, Panhellenic Council officers will also be required to attend Panhellenic Council and Interfraternity Executive Council meetings when determined by the President of both councils during the academic school year. Panhellenic Executive Council officers will also be required to hold two weekly office hours between 8:00am and 5:00pm Monday through Friday. Any scheduling conflicts should be addressed with the Panhellenic President. Panhellenic Officers are required to host Roundtables and meet with the FSL Advisor, as deemed necessary by the FSL Advisor, for a one-on-one meeting.

**Section 8. Removal**

A. Any officer may be removed for cause by a vote of two-thirds of the Panhellenic Council.

B. An officer will automatically be removed from office for a grade deficiency.

**Section 9. Vacancies**

A. Vacancies shall be filled in the same manner of selection as provided in Section 4 of this article.

---

**Article V. The Panhellenic Council**

**Section 1. Authority**

The governing body of the University of Northern Iowa 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 Northern Iowa College Panhellenic Association including, but not limited to: review and adjust total every academic term, as outlined in Article XI; determine dues; approve the annual budget; consider extension; set a calendar of events; determine programming; and establish recruitment rules and recruitment style. The Panhellenic Council shall also have the authority to adopt rules governing the College Panhellenic Association that do not violate the sovereignty, rights and privileges of member women’s sororities.

**Section 2. Composition and privileges**

The University of Northern Iowa Panhellenic Council shall be composed of one delegate and one alternate delegate from each regular, provisional, and associate member group at the University of Northern Iowa 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. An 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 member of the sorority may cast the vote, providing her credentials have been presented to the Panhellenic Council President.

**Section 3. Selection of delegates and alternates**
Delegates and alternates to the Panhellenic Council shall be selected by their respective women's sorority chapters to serve for a term of one year commencing upon selection of the chapter.

**Section 4. Delegate vacancies**
When a delegate vacancy occurs, it shall be the responsibility of the sorority affected to select a replacement within two weeks and to notify the Panhellenic President of her name, email address and telephone number.

**Section 5. Duties and responsibilities**
Panhellenic delegate duties and responsibilities

- Attend all Panhellenic meetings
- Support NPC Unanimous Agreements, policies and procedures
- Understand local Panhellenic policies and procedures
- Attend relevant area conferences and workshops
- Know when to consult her sorority's NPC chief Panhellenic officer for assistance and advice regarding Panhellenic concerns
- Present regular Panhellenic reports at chapter meeting and a weekly emailed report to all chapter members of the Panhellenic Meeting Minutes. These are to be sent out by midnight on the Monday night of the Panhellenic Meeting.
- Serve as their chapter's representative on the Judicial Board Committee.

**Section 6. Regular Meetings**
Regular meetings of the Panhellenic Council shall be held at a time and place established at the beginning of each academic term.

**Section 7. Special Meetings**
Special meetings of the Panhellenic Council may be called by the president when necessary and shall be called by her upon the written request of no less than one-fourth of the member women's sororities of the University of Northern Iowa Panhellenic Council. Notice of each special meeting of the Panhellenic Council shall be sent to each member of the Panhellenic Council at least 24 hours prior to convening the meeting; however, such notice may be waived, and attendance at such meeting shall constitute a waiver of said notice.
Section 8. Quorum
Two-thirds of the delegates from the member sororities of the University of Northern Iowa College Panhellenic Association shall constitute a quorum for the transaction of business.

Section 9. Vote Requirements
A. All other votes, unless specified in these bylaws, shall require a majority vote for adoption.
B. A two-thirds vote of the Panhellenic Council shall be required to approve a recolonization plan and for all extension-related votes.
C. Proposed motions on issues that impact a chapter as a whole must be announced at a previous meeting to allow the opportunity for chapter input before a vote may be taken on the issue. Exceptions may be granted for special circumstances.

Article VI. The Panhellenic Advisor
Section 1. Appointment
The University of Northern Iowa shall appoint the Panhellenic advisor of the University of Northern Iowa.

Section 2. Authority
The Panhellenic advisor shall serve in an advisory capacity to the University of Northern Iowa College Panhellenic Association. The Panhellenic advisor shall have voice but no vote in all meetings of the Panhellenic Council. The Panhellenic Advisor shall also advise the Recruitment Team.

Article VII. Committees
Section 1. Standing committees
A. The standing committees of the University of Northern Iowa Panhellenic Council shall be: Judiciary and Recruitment.

Section 2. Committee Requirements and Stipulations
A. Committee members shall have at the time of election and maintain throughout the term of office at least a 2.50 GPA (cumulative or high school).
B. Committee Member Removal: If a committee member is not fulfilling her duties or if her actions are questioned, then a request to an executive officer to call a vote to remove the officer from her office can occur. The committee member shall be removed by a majority vote of the delegates.
C. The term for each committee member shall be from spring semester through the fall semester unless otherwise specified.
D. Committee members shall attend all committee meetings.

Section 3. Judicial Board Committee
A. Membership: The Judicial Board Committee will consist of the Panhellenic Vice President of Administration, appointed Judicial members of each chapter, and the FSL Advisor (ex-officio). The appointed Judicial members of each chapter will be the Panhellenic Delegates.
B. It shall be the Judicial Board Committee’s duty to deal with violations of the Constitution, By-Laws, Standing Rules, NPC Unanimous Agreements and Membership Recruitment regulations of the University of Northern Iowa’s Panhellenic Association in line with NPC Unanimous Agreement VII concerning Judicial Procedure.

Section 4. Recruitment Committee
A. Membership: Recruitment Committee will consist of the Co-Vice Presidents of Recruitment, Vice President of Administration, the Panhellenic President, and Recruitment Chairs appointed by each chapter.
B. It shall be the duty of this committee to review and revise recruitment rules and help improve all aspects of Fall Primary Recruitment and Continuous Open Bidding.
C. Alumnae advisors may attend meetings of the committee. The alumnae advisors shall have voice but no vote.
D. 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, each member organization and chapter advisor.

Section 5. Campus Engagement Committee (Optional)
A. Appoint two to five chapter women to this committee based on the application and selection process.
B. The committee should be appointed no later than February 1st.
C. Provide the Vice President with updated campus activities every week to present at the Panhellenic meeting at 4 pm every Monday.
E. Seek out co-sponsorships with other student organizations.
F. Overseen by the Vice President of Community Enrichment and Inclusion.
Section 6. All-Greek Committee (Optional)
   A. Appoint three to five chapter women to this committee based on the application and selection process.
   B. The committee should be appointed no later than February 1st.
   C. Plan alumni/senior event in the spring semester.
   D. Plan any all-sorority mixers or events.
   E. Plan any other social or service events for Greek life.
   F. Overseen by the Vice President of Community Enrichment and Inclusion.

Article VIII. Finances

Section 1. Fiscal Year
The fiscal year of the University of Northern Iowa Panhellenic Council shall be from July 1 through June 30.

Section 2. Contracts
The signature of the Advisor and Panhellenic President shall be required to bind the University of Northern Iowa College Panhellenic Association on any contract.

Section 3. Checks
All checks and electronic payments issued on behalf of the University of Northern Iowa College Panhellenic Association shall bear dual signatures. The following shall be authorized to be one of the two required signatures: president, vice president of administration, or vice president of recruitment.

Section 4. Payments
All payments due to the University of Northern Iowa College Panhellenic Association shall be given to the Vice President of Administration who shall record them. Checks for payments shall be made payable to the University of Northern Iowa Panhellenic Council. Any chapter that has outstanding bills will be considered to not be in good standing with the University of Northern College Panhellenic Association. Any chapter that is not in good standing at the time of a vote will not be allowed to participate in the vote. Any chapter not in good standing will also not be allowed to participate in any activities until the day after the payments are made.

Section 5. Required Events
When the Panhellenic Council deems an event All-Fraternity and Sorority Life or All Sorority event and a chapter does not participate, the chapter will be fined as follows:
   A. For events where all members of a chapter are required to attend, chapters will be charged $10 per member that does not participate. Examples include anything that Panhellenic deems and All-Sorority or All-Fraternity and Sorority Life unless otherwise specified. Excuses may be submitted for approval by the date set by the Executive Board.
B. For events where the chapter is represented by only a portion of its members, the chapter will be charged $10 per member that is absent. Examples include but are not limited to: Delegate meetings and all Panhellenic meetings.

C. All-Sorority Event Fines shall be used towards the Panhellenic Council budget where deemed necessary.

Section 6. Funds Request
Any chapter requesting funds from the University of Northern Iowa College Panhellenic Association must adhere to:

A. Present an itemized proposed budget to the Executive Panhellenic Council at the first Executive Panhellenic Council meeting of the semester.

B. Present the itemized proposed budget at the next Panhellenic Council meeting.

C. The chapters will then vote at the following Panhellenic Council meeting.

Article XI: Extension

Section 1. Extension
Extension is the process of adding an NPC women’s sorority. The University of Northern Iowa College Panhellenic Association 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 members of the Panhellenic Council shall vote on extension matters. A majority vote of the College Panhellenic Association shall be required to approve a re-establishment plan and for all extension-related votes. All other votes, unless specified in these bylaws, shall require a majority vote for adoption.

Article XII: Hazing
Per the Unanimous Agreements, the National Panhellenic Conference supports all efforts to eliminate hazing. All forms of hazing (as defined by the Policies and Regulation of the University of Northern Iowa ARTICLE 1, SECTION a: Number 11) shall be banned.

Article XIII: Inclusion Statement
University of Northern Iowa College Panhellenic Association does not categorically deny membership to an individual, based on race, color, religion, sex*, gender identity (she/they), national origin, age, disability, marital status, military or veteran status or political affiliation.

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

Section 1. Violation
Chapters shall be held accountable for the conduct of their individual collegiate and alumnae members. Conduct contrary to the NPC Unanimous Agreements, these bylaws, and the Panhellenic code of ethics, standing rules and/or membership recruitment regulations of the University of Northern Iowa College Panhellenic Association shall be considered a violation.

Section 2. Informal resolution
Members are encouraged to resolve alleged violations through informal discussion with the involved parties.

Section 3. Judicial process
The University of Northern Iowa College Panhellenic Association shall follow all NPC Unanimous Agreements and NPC guidelines for the judicial process found in the NPC Manual of Information.

Article XVII: Parliamentary Authority
The rules contained in the current edition of Robert’s Rules of Order Newly Revised shall govern the University of Northern Iowa Panhellenic Council 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 Northern Iowa Panhellenic Council may adopt.

Article XVIII: Amendment of Bylaws
These bylaws may be amended at any regular or special meeting of the University of Northern Iowa College Panhellenic Association by a two-thirds vote, provided the proposed amendment has been announced and submitted in writing at the previous regular meeting, allowing an opportunity for chapter input.

Article XIX: Dissolution
This Association shall be dissolved when only one regular member exists at the University of Northern Iowa. In the event of the dissolution, none of the assets of the Association shall be distributed to any members of the Association, but after payment of all debts, its assets shall be given to the National Panhellenic Conference.