



RECRUITMENT RULES OF UNIVERSITY OF NORTHERN IOWA COLLEGE PANHELLENIC ASSOCIATION

RECRUITMENT CODE OF ETHICS

We, the members of women's sororities at the University of Northern Iowa, agree to promote honesty, 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 sorority and Panhellenic experience.

We, as Panhellenic women of the University of Northern Iowa, agree on and commit 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.
- Avoid disparaging remarks about any sorority or collegiate woman and refrain from discussing Panhellenic matters with non-members, in accordance with the dignity and good manners of sorority women.
- Recognize friendly relations with all collegiate women, both sorority members, and nonmembers, realizing the importance of creating and building friendships.
- Plan recruitment events that provide opportunities for the greatest possible number of women to become sorority members while protecting the rights and privileges of individuals and the chapters.
- Provide a safe, positive, and enriching recruitment experience, understanding that membership is a social experience arrived at by mutual selection.
- Strive to be truthful, honorable, open, and friendly to all potential new members (PNMs) during all recruitment events.
- Be respectful of the rights of every potential new member to make her own choices, including the right not to join the women's sorority community.

- Refrain from limiting a potential new member's chances of becoming a member of the Panhellenic community by encouraging her to make a single intentional preference or to limit her choices.

We, as Panhellenic women of the University of Northern Iowa, also agree on and commit to:

- Respectfully adhere to the bylaws and recruitment rules of the University of Northern Iowa Panhellenic Association.
- Abide by all local and federal laws and NPC inter/national member organization bylaws.
- Hold one another accountable to these standards, remembering at all times that we represent not only our individual chapters but also the Panhellenic community as a whole.

As Panhellenic women of the University of Northern Iowa, these are the tenets by which we strive to live.

I. Statement of Positive Panhellenic Contact and Promotion of the Sorority Experience

We, the College Panhellenic members, will actively promote the overall sorority experience to potential new members, at all times, year-round, through personal and informative Panhellenic-spirited contact. We will do this through all forms of communication.

Positive Panhellenic contact and promotion of the sorority experience does not mean creating an unfair advantage for a particular chapter. It does mean being friendly and responding to questions potential new members might ask of Panhellenic members. It does mean promoting sorority membership in general, not a particular organization. It also means current and alumnae members do not have to hide their sorority affiliation or be forced to delete social media accounts, cover up their association or be penalized for talking about their association.

II. Strict Silence

Strict silence will begin at 9:00 p.m. on Saturday, September 16, 2023 and last until bid distribution (11:20 a.m. Sunday, September 17, 2023.). No sorority member, including alumnae and new members, may communicate with potential new members during this period. It is the only period when positive Panhellenic contact is restricted. Strict silence is defined as oral, nonverbal, written, printed, text message and electronic communication or communicating through a third party about the recruitment process.

III. Statement of Adherence to NPC Unanimous Agreements and Policies Regarding Recruitment

All NPC member organizations represented at The University of Northern Iowa adhere to NPC Unanimous Agreements and policies. All organizations will follow these valued and non-negotiable policies during the recruitment process.

IV. Statement of Values-Based Recruitment

All NPC member organizations represented at The University of Northern Iowa will engage in the following practices that align with the Values-Based Recruitment policy during membership recruitment:

- Focus on conversations between chapter members and potential new members about organizational values and member organizations.
- Establish guidelines for membership recruitment budgets and set a cap on membership recruitment expenses, including the value of all donated goods and services.
- Keep decorations to a minimum and confined to the interior space used for recruitment rounds.
- Eliminate gifts, favors, letters and notes for potential new members.
- Eliminate all forms of bid promising, oral or written, to join a certain sorority before bids are distributed by Panhellenic.

V. Statement of Membership Recruitment Acceptance Binding Agreement (MRABA)

The College Panhellenic Association will uphold and use the membership recruitment acceptance binding agreement (MRABA) for each potential new member interested in joining a sorority, whether during primary recruitment or continuous open bidding. We agree to all policies and steps pertaining to the MRABA.

VI. Statement of Automatic Reset of Total

Total is the allowable chapter size as determined by the College Panhellenic and includes both new members and initiated members. A College Panhellenic should evaluate total every term. In the academic term that primary recruitment is held, total will be automatically adjusted no later than 72 hours following bid distribution.

If a College Panhellenic hosts a fall primary recruitment and resets total in the academic term(s) in which primary recruitment is not held, then total must be reset within one week (no more than 7 days) from the start of the academic term(s), and cannot be set to less than 95% of the total that resulted from the automatic adjustment in the most recent academic term in which primary recruitment was held.]

Total will be automatically adjusted by the NPC Area Advisor and Campus Fraternity and Sorority Life Coordinator by using one of the approved total setting methods from NPC.

VII. Recruitment Finances

1. The Panhellenic Recruitment Team has established guidelines to form the recruitment budget, however, Chapter Recruitment Teams are responsible for creating their own budget following the guidelines below. Recruitment expenses include the values of all donated goods but excludes the cost of furniture rental.
 - a. These budget guidelines will be equal for all chapters participating in recruitment.
 - b. Each chapter's budget may not exceed \$900.
 - c. The recruitment budget from each chapter is due by Monday, April 24th, 2023 at 5:00 pm.
 - d. Itemized lists of items purchased or donated must be submitted to the Panhellenic Recruitment Team within 7 days of the conclusion of Primary Recruitment (September 24, 2023) via email.
2. The 2023 chapter Primary Recruitment budget will be set at \$900. Any chapter that exceeds the set forth budget will have the following penalty:

a. \$ 1 - \$25 over budget:

- Only one social event with alcohol in the Fall 2023 semester

AND

- Only one social event with alcohol in the Spring 2024 semester

b. \$ 26 - \$80 over budget

- Only one social event with alcohol during the entire 2023-2024 school year.

c. \$ 81+

- No social events with alcohol for the entire 2023-2024 academic year.

VIII. Social Media

1. Any conversations through social media that pressure a potential new member, imply she would receive a bid (bid promising), or encourage her not to keep an open mind through the recruitment process are not allowed.
2. Chapter social media should be used to build an inclusive community. Social media posts and hashtags that promote exclusivity are not allowed.
 - a. Examples of an *inclusive* post include but are not limited to: #sororitylife, #sororitiesUNITE, #sisterhood, #UNIFSL, #panhellenicpanthers, #UNIBelong, #whyfsl, as well as other posts/hashtags promoting recruitment and recruitment themes.
 - b. Examples of social media that promotes *exclusivity* includes, but are not limited to: #wearethebest, #dontgoAlphaAlpha, #wearesuperior
 - i. Use your own judgment and common sense when choosing your captions and hashtags - keeping positive panhellenic contact in mind.
 - c. The Panhellenic Recruitment Team reserves the rights to monitor and seek changes within all chapters' social media.
3. Chapter Recruitment Videos: Should center around a values-based recruitment. Videos should promote our Panhellenic Four Pillars of scholarship, service, leadership, and sisterhood. Guidelines, including those potentially related to COVID-19, will be presented to recruitment heads to avoid miscommunication.
 - a. Recruitment videos must be approved by the Panhellenic Recruitment Team before being released

IX. Primary Recruitment Schedule and Logistics

1. The Primary Recruitment schedule for a fully in-person structured recruitment is as follows:
 - September 13, 2023 - Round 1A: Meet the Chapters
 - September 14, 2023 - Round 1B: Meet the Chapters
 - September 15, 2023 - Round 2: Philanthropy & Service
 - Chapter's list deadline: Saturday, September 16, 2023 at 6:00 AM
 - September 16, 2023 - Round 3: Preference
 - Bid list deadline: Sunday, September 17, 2023 at 6:00 AM
 - September 17, 2023 - Bid Day
2. Recruitment Guides will be responsible for escorting potential new members to and from events.
3. If the Recruitment Guides are late with the potential new members to an event, the time by which they are late will be added to the allotted event time.
4. There will be a \$35 recruitment fee to be paid before the potential new member attends Round 1A and 1B: Meet the Chapters
5. Nametags will be provided for potential new members by the Panhellenic Recruitment Team and are to be worn at all Primary Recruitment events.
6. Chapter members must wear name tags at all times throughout recruitment events.
7. Depending on the current climate of COVID-19, all recruiters may be required to wear masks during events, only when potential new members are present. This applies to any members interacting with potential new members, but not all women in the facility overall. Examples of people who do not need to be wearing a mask would be those in the other rooms where potential new members are not present.
8. Chapters must have an in-person recruitment plan and/or alternative plan that is inclusive for both physical and sensory limitations a potential new member may have.

X. Recruitment Guides

Recruitment Guides will remain affiliated throughout their entire term as a Recruitment Guide. While affiliated, Recruitment Guides are expected to promote the entire sorority experience keeping positive panhellenic contact as a priority.

To ensure an unbiased recruitment process for PNMs, affiliated recruitment guides are expected to:

- Keep positive panhellenic contact in mind when participating in on campus organizations outside of the FSL community

- Promote the sorority experience as a whole, not specific chapters
- When promoting the sorority experience online, repost *all* chapters' content
- While in chapter facilities, no discussion regarding PNMs or recruitment logistics with chapter members will be permitted.
- Chapter letters or symbols can be worn at all times other than recruitment week. This does include clothing and jewelry but does not include laptop/waterbottle stickers.

In all cases, each recruitment guide should continue to execute her role with a Panhellenic mindset to carry out her duties. Recruitment guides should be educated and appropriately trained by the College Panhellenic. All expectations listed in the affiliation rules should be applied.

XI. Alumnae Involvement

Chapters may have alumni members return for the Primary Recruitment period. However, the following restrictions will apply:

- a. The alumni members must be identified to the potential new member verbally and by nametag.
- b. Each chapter must submit a list of names that includes all returning alumni to the Recruitment Team by Sunday, July 30th, 2023 at 5:00pm.
- c. Any alumnae, including returning members, regional, or national consultants, are allowed on the chapters facilities during Primary Recruitment but should be reserved as a behind the scenes role to assist and/or donate and never actively participate in the recruitment process.

XII. Infractions and Rules for All Formats

1. Chapters are encouraged to resolve alleged infractions through informal discussion with the involved parties. Should the informal discussions be unsuccessful, the judicial process will be set in motion by the filing of a report of an alleged violation.
2. All infractions must be filed in writing with the Panhellenic President within a timely manner but no more than thirty (30) calendar days after the alleged infraction occurred.
3. Written complaint forms can be obtained from the Panhellenic President or FSL Advisor or found on the UNI FSL website.
4. Only the members of the Judicial Board and the Panhellenic Recruitment Team shall see recruitment violation forms. After submission of a Violation Report, the Judicial Board and Panhellenic Recruitment Team will determine the appropriate fine for each incident.
5. Detailed instructions concerning judicial matters will be in compliance with the College Panhellenic Judicial Board policies set forth by the National Panhellenic Conference.
6. No direct or oral bidding is permitted. Oral bidding is defined as the intentional or unintentional actions that lead a potential new member to perceive she will be receiving a bid to a particular chapter. Examples prohibited may include, but are not limited to: statements to a

potential new member, such as “we want you here;” departing phrases, such as “see you tomorrow.”

7. Men are not to have any part in the Primary Recruitment process. Men are not to be on sorority property from 12:01 am September 11th - September 17th at 11:59 pm, 2023. Any exceptions to this should be brought to the attention of the Panhellenic Recruitment Team in advance.

8. No sorority member may attend a fraternity event or be on fraternity property for any reason during the period of 8:00am on Monday, September 11th, 2023 - 8:00am Monday, September 18th, 2023. Any exceptions to this should be brought to the attention of the Panhellenic Recruitment Team in advance.

9. No alcoholic beverages may be served at any recruitment events or Bid Day.

10. No woman from the Panhellenic community is allowed in any establishment whose *main source of revenue* is alcohol (i.e. Social House, Voodoo, The Stuffed Olive, etc.) past 8:00 pm on Tuesday, September 12, 2023 - 8am Monday, September 18th, 2022. The Recruitment Team also requires a list of members from each chapter that will be working at any of these establishments during the restricted period. The list will be submitted via email to the Panhellenic Co-Vice Presidents of Recruitment by Sunday, August 13th 2023 at 5:00pm.

11. No woman of the Panhellenic community may consume alcohol from 8:00 am on Tuesday September 12th, 2023 - 8:00 am Monday, September 18th, 2022.

12. Any time-related infraction will result in automatic fines. Total time over the set time limit during the Primary Recruitment week *includes* fines from late invite lists and will be assessed as follows:

- i. 0 - 30 seconds over \$0
- ii. 31 seconds - 2 minutes over \$10
- iii. 2:01 - 4 minutes over \$20
- iv. 4:01- 6 minutes over \$30
- v . 6:01 - 8 minutes over \$40
- vi. 8:01 - 10 minutes over \$50
- vii. 10:01 - 12 minutes over \$60

viii. Any further time over will result in a continual fine list as above and will correspond in the same format as above (Additional \$10 per 2 minutes over)

ix. Allowing potential new members into the Zoom room earlier than five minutes prior to the start of the event will result in a monetary fine corresponding to the list above.

x. Any singing for in-person rounds longer than 2 minutes prior to the rounds starting will result in a monetary fine corresponding to the list above.