

University of Manitoba/Winnipeg Panhellenic Constitution & Bylaws

CONSTITUTION

ARTICLE ONE - NAME

The name of the organization shall be University of Manitoba and University of Winnipeg Panhellenic Council.

ARTICLE TWO - OBJECT

The object of the Panhellenic Council shall be to develop and maintain fraternity life and interfraternity relations at a high level of accomplishment and in so doing to:

- (1) Consider the goals and ideals of member groups as continually applicable to campus and personal life.
- (2) Promote superior scholarship as basic to intellectual achievement.
- (3) Cooperate with member fraternities and the university administration in concern for and maintenance of high and moral standards.
- (4) Act in accordance with National Panhellenic Conference Unanimous Agreements and policies.
- (5) Act in accordance with such rules established by Panhellenic Council as do not violate the sovereignty, the rights and privileges of member fraternities.

ARTICLE THREE - MEMBERSHIP

There shall be one class of membership: Regular.

The regular membership of the Universities of Manitoba and Winnipeg Panhellenic Council shall be composed of all members in good standing of National Panhellenic Conference Fraternities at the Universities of Manitoba and Winnipeg.

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ARTICLE FOUR - OFFICERS

- (1) The officers of the Universities of Manitoba and Winnipeg Panhellenic Council shall be President, Recruitment/Recording Secretary, and Treasurer.
- (2) The officers shall be delegates from fraternities holding regular membership in the Universities of Manitoba and Winnipeg Panhellenic Council.
- (3) The officers shall serve for a term of one year, the term of office to begin on April 1st of the year.
- (4) Any officer failing to perform her duties as outlined shall resign. The Panhellenic President will contact the sorority member's President to designate another person as voted on by Council.
- (5) When there is a volunteer available, a Panhellenic Adviser shall work with the Council to be a resource and a guide to the Panhellenic Council & Association. The Panhellenic Adviser shall be a alumna member of any NPC or local sorority not currently in operation at the University of Manitoba/Winnipeg campuses.

ARTICLE FIVE - MEETINGS

- (1) Regular. The Universities of Manitoba and Winnipeg Panhellenic Council shall hold at least one regular meeting per month.
- (2) Special. A special meeting of the Panhellenic may be called by the President when necessary and shall be called by her upon the written request of any regular member of the Panhellenic Council.
- (3) If the delegate can not make the meeting then she will be represented by the Panhellenic Junior Member, the Recruitment Vice President, or the President of the member's sorority.
- (4) Quorum: The voting will reflect the attendance at the meetings. Voting will be as follows:
2 of 3
2 of 2

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ARTICLE SIX - THE PANHELLENIC COUNCIL

The administrative body of the Universities of Manitoba and Winnipeg Panhellenic Association shall be the Universities of Manitoba and Winnipeg Panhellenic Council.

It shall be the duty of the Panhellenic Council to administer all business related to the overall welfare of the Universities of Manitoba and Winnipeg Panhellenic Council and compile rules governing the Panhellenic Council, including recruitment and pledging which do not violate the sovereignty, rights and privileges of member fraternities.

(1) Voting

- (a) The voting body of the Universities of Manitoba and Winnipeg Panhellenic Association shall be its Panhellenic Council.
- (b) The voting members of the Panhellenic Council shall be the delegates of each fraternity holding regular membership. If a delegate is absent, the vote of her fraternity shall be cast by its alternate. If both delegate and alternate are absent, the vote may be cast by a member of the fraternity, providing her credentials have been presented in writing to the Council President prior to the meeting.
- (c) Two-thirds of the voting members of Panhellenic Council shall be required to establish recruitment rules, to determine quota and to establish total chapter size, to set the date for pledging and to add a chapter. A majority vote shall be required to carry all other questions.

(2) Voice

- (a) The alternate delegates and alumnae advisors to Panhellenic Council shall have voice but no vote.

ARTICLE SEVEN - UNANIMOUS AGREEMENTS AND POLICIES

- (1) All the members of the Universities of Manitoba and Winnipeg Panhellenic Council shall act in accordance with fundamental Panhellenic policies established by National Panhellenic Conference in the Unanimous Agreements (the Panhellenic Compact, Standards of Ethical Conduct, College Panhellenics Agreements, Agreement on Questionnaires and Constitutions and the Jurisdiction of the College Panhellenic Council).
- (2) All Universities of Manitoba and Winnipeg Panhellenic Council rules and policies shall be in harmony with those currently established by National Panhellenic Conference.

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ARTICLE EIGHT - VIOLATIONS

- (1) Violation of any regulations of this Constitution or its related Bylaws, of recruitment rules, of rules concerning matters other than recruitment, of the National Panhellenic Conference Unanimous Agreements shall be the occasion for penalties established by the Universities of Manitoba and Winnipeg Panhellenic Council in conformity with those recommended by National Panhellenic Conference (see College Panhellenic Agreements).
- (2) Any dispute growing out of the violation of Panhellenic Council rules and regulations shall be adjusted through arbitration principles of the National Panhellenic Conference.

ARTICLE NINE - AMENDMENTS

This constitution may be amended by two-thirds vote of the voting members of the Universities of Manitoba and Winnipeg Panhellenic Council, provided notice of the proposed amendment has been given in writing at the preceding regular meeting.

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BYLAWS

ARTICLE ONE - FINANCE

- (1) Fiscal year. The fiscal year of the Universities of Manitoba and Winnipeg Panhellenic Council shall be from April 1st to March 31st.
- (2) Contracts. The signatures of the President and the Treasurer shall be required to bind the Universities of Manitoba and Winnipeg Panhellenic Council.
- (3) Cheques. All cheques issued on behalf of the Universities of Manitoba and Winnipeg Panhellenic Council shall be signed by the President and the Treasurer.
- (4) Payments. All payments due to the Universities of Manitoba and Winnipeg Panhellenic Council shall be made to the Treasurer, who shall record them. Cheques for payments shall be made payable to Panhellenic Council.
- (5) Membership Dues
 - (a) Amount. Dues of each Panhellenic Council member fraternity shall be an assessment per member and pledge. The amount of such dues shall be determined annually by the Panhellenic Council at its first meeting.
 - (b) Time of payment. The dues of each Panhellenic Council member fraternity shall be payable on or before October 15.

ARTICLE TWO - SELECTION OF OFFICERS

- (1) The office of President of the Universities of Manitoba and Winnipeg Panhellenic Council shall be held in rotation by each National Panhellenic Conference fraternity chapter in order of its installation at the Universities of Manitoba and Winnipeg.

Example: President: Alpha Phi
 Recruitment/Secretary: Alpha Gamma Delta
1999 Treasurer: Alpha Delta Pi

 President: Alpha Delta Pi
2000 Recruitment/Secretary: Alpha Phi
 Treasurer: Alpha Gamma Delta

In using the rotation plan, the positions held from year to year will be in the upward motion.

- (2) The offices of Recruitment/Secretary and Treasurer also shall be held in rotation by each National Panhellenic Conference fraternity chapter.

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ARTICLE THREE - OFFICER DUTIES

The President shall:

- (1) Have overall responsibility for the operation of the Panhellenic Council.
- (2) Call and preside at all regular and special meetings of the Universities of Manitoba and Winnipeg Panhellenic Council.
- (3) Review, approve, and sign all Panhellenic Council cheques and contracts involving the Universities of Manitoba and Winnipeg Panhellenic Council.
- (4) Report as required to National Panhellenic Conference Area Advisor.
- (5) Maintain a complete and up-to-date President's file which will include a copy of the current Universities of Manitoba and Winnipeg Panhellenic Council Constitution and Bylaws; the current Panhellenic Council Budget; the current NPC Manual of Information and related materials; 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.
- (5) Perform all other duties usually pertaining to this office.

The Recruitment/Secretary shall:

- (1) Keep an up-to-date roll of the Panhellenic Council and call it at all Council meeting.
- (2) Keep current statistics concerning the number of initiated members and pledges of each Panhellenic member fraternity.
- (3) Keep full minutes of all meetings of the Universities of Manitoba and Winnipeg Panhellenic Council and a record of all actions taken.
- (4) Maintain a complete and up-to-date file which will include the minutes of the meeting of the Universities of Manitoba and Winnipeg Panhellenic Council from date of its organization; copies of all contracts made by the Panhellenic Council; current correspondence.
- (5) Be responsible for the official correspondence of the Panhellenic Council.
- (6) Shall be responsible for the Panhellenic Council matter related to Recruitment. In the way of reviewing and developing Recruitment rules, submitting them for discussion and approval to the Universities of Manitoba and Winnipeg Panhellenic Council (before the end of the term preceding the formal rush), and distributing copies of them when approved to the delegates of the member fraternities.
- (7) Perform all other duties usually pertaining to this office.

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The Treasurer shall:

- (1) Be responsible for the general supervision of the finances of the Universities of Manitoba and Winnipeg Panhellenic Council.
- (2) Be responsible for the preparation of the annual budget and, following its approval by the Panhellenic Council, for providing a copy to each member fraternity.
- (3) Receive all the payments due to the Panhellenic Council and collect all dues.
- (4) Be responsible for the prompt payment of all bills of the Universities of Manitoba and Winnipeg Panhellenic Council.
- (5) Maintain up-to-date financial records, give a financial report at each regular meeting of the Panhellenic Council and an annual report at the close of her term in office.
- (6) Sign Panhellenic Council contracts when authorized to do so.
- (7) Perform all other duties usually pertaining to this office.

The Panhellenic Adviser shall:

- (1) Provide guidance, counsel, and support, assisting the College Panhellenic to function effectively in accordance with NPC and university policy.
- (2) Attend at all regular and special meetings of the Universities of Manitoba and Winnipeg Panhellenic Council.
- (3) Report as required to National Panhellenic Conference Area Advisor.
- (5) Maintain a complete and up-to-date Advisor's file which will include a copy of the current Universities of Manitoba and Winnipeg Panhellenic Council Constitution and Bylaws; the current Panhellenic Council Budget; the current NPC Manual of Information and related materials; 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.
- (5) Assist in mediation any disputes between groups that arise as needed.

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ARTICLE FOUR - ADMINISTRATION OF RECRUITMENT

- (1) An early fall recruitment shall be held.
- (2) The National Panhellenic Conference quota-total system shall be followed.
- (3) The preferential bidding system shall be used.
- (4) Except during the formal recruitment period, continuous open bidding shall be in effect during the school year (Fall through Spring) for all eligible woman students.
- (5) Chapters which do not reach total during formal recruitment may continue to bid and pledge to total in continuous open bidding.
- (6) Every regularly enrolled pledge and initiate of the chapter shall be counted in the chapter total.
 - (a) A list of initiated and affiliated members shall be filed with the President of the Panhellenic Council on the first day of classes in each semester.
 - (b) And termination or other change in membership shall be reported to the President of the Panhellenic Council no later than one month after it has occurred.

ARTICLE FIVE - PLEDGING AND INITIATION

- (1) Any full time university woman is eligible for recruitment and pledging.
- (2) A Panhellenic Council member fraternity may not issue an invitation to membership or formally pledge a woman during summer recess.
- (3) A pledge may be initiated whenever she has met the requirements of the fraternity to which she is pledged.

ARTICLE SIX - HAZING

All forms of hazing shall be banned.

Hazing is defined as any action taken or situation created, intentionally, whether on or off fraternity premises, to produce mental or physical discomfort, embarrassment, harassment or ridicule. Such activities and situation include creation of excessive fatigue; physical and psychological shocks; wearing, publicly, apparel which is conspicuous and not normally in good taste; engaging in public stunts and jokes; morally degrading or humiliating games and activities; late night sessions which interfere with scholastic activities; and any other activities which are not consistent with the regulations and policies of the educational institution.

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ARTICLE SEVEN - VIOLATIONS

- (1) Any dispute arising out of the violation of Panhellenic Council rules and regulations shall be adjusted through a conference of delegates of the fraternities involved, chaired by the President.
- (2) If the conference of delegates cannot reach an amicable solution, the matter shall be referred to a judiciary committee.
- (3) If the decision of the judiciary committee is not acceptable, the matter may be appealed. Notice of intention to appeal shall be given to the Panhellenic Council President. All requirements as stated in the NPC Manual of Information shall be met.

ARTICLE EIGHT - RULES OF ORDER

The Universities of Manitoba and Winnipeg Panhellenic Council shall be governed by Robert's Rules of Order Newly Revised except in matter specifically provided for in the Constitution and Bylaws.

ARTICLE NINE - AMENDMENT

The bylaws may be amended by two-thirds vote of the voting members of the Universities of Manitoba and Winnipeg Panhellenic Council, provided that notice of the proposed amendment has been given at the preceding regular meeting.