COLLEGE PANHELLENIC CONSTITUTION AND BYLAWS

BYLAWS OF KNOX COLLEGE PANHELLENIC ASSOCIATION AND COUNCIL

# Article I. Name

The name of this organization shall be the Knox College Panhellenic Association.

# Article II. Object

The object of the College Panhellenic Association shall be to develop and maintain sorority life at a high level of accomplishment and in so doing to:

* + Conduct the business of the College Panhellenic during the academic year.
  + Promote the growth of individual chapters and the sorority community.
  + Organize and sponsor a 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, College Panhellenic membership recruitment rules, College Panhellenic code of ethics and College Panhellenic standing 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.

(Refer to the Knox College FSL Relationship Statement and Addendum for more information)

National Panhellenic Conference Creed

We, as undergraduate members of NPC fraternities, stand for good scholarship, for guarding of good health, for maintenance of fine standards, and for serving, to the best of our ability, our college community. Cooperation for furthering fraternity life, in harmony with its best possibilities, is the ideal that shall guide our fraternity activities. We, as fraternity members, stand for service through the development of character inspired by the close contact and deep friendship of individual fraternity and Panhellenic life. The opportunity for wide and wise human service, through mutual respect and helpfulness, is the tenet by which we strive to live.

# Article III. Membership

## Section 1. Membership classes

There shall be three classes of membership: regular, provisional and associate.

1. **Regular membership.** The regular membership of the Knox College College Panhellenic Council shall be composed of all installed chapters of NPC sororities at Knox College. Regular members of the College Panhellenic Council shall pay dues as determined by the Panhellenic Council.
2. **Provisional membership.** The provisional membership of the Knox College Panhellenic Council shall be composed of all newly established chapters of NPC sororities at Knox College. Provisional members shall pay no dues and shall have 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.
3. **Associate membership**. The associate membership of the Knox College Panhellenic Council shall be composed of local sororities or inter/national or regional non-NPC member organizations. The membership eligibility requirements and the process for submitting an application and approval of the application shall be determined by the Panhellenic Council. Associate members shall pay dues as determined by the Panhellenic Council. An associate member shall have voice and one vote on all matters except extension-related matters. If the associate chapter does not participate in the primary recruitment process, the associate chapter shall not have a vote on recruitment rules and the establishment or the modification of 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 policies and be subject to these College Panhellenic Council bylaws, code of ethics and any additional rules this College Panhellenic Association may adopt, unless otherwise prescribed in these bylaws. Any rules adopted by this Council in conflict with the NPC Unanimous Agreements shall be void.

Knox College Panhellenic Council Standards of Ethical Conduct

1. Members of Knox College Panhellenic Council sororities shall respect NPC Unanimous Agreements as well as the Community Values of Knox College Fraternity and Sorority Life.
2. In times of stress within the Panhellenic Community, all chapters shall do their utmost to restore harmony and to have discretion, both on the campus and in the community.
3. It is in accord with the dignity and good manners of sorority members to:
   1. Avoid disparaging remarks about any sorority member or non-affiliated student.
   2. Create friendly relations between sorority members and the general campus community.
   3. Avoid negative publicity on Panhellenic matters.
4. Chapter members interact in ways that promote unity and respect within the community, including interactions outside of official Panhellenic and chapter activities.
5. Sororities shall place high value on respect for others, human dignity, and self-worth.
6. In matters of conduct, member sororities shall consider what is best for all involved parties, including the Panhellenic Community at large.
7. Chapters shall strive to be as inclusive as possible to current and potential new members.
8. Knox College Panhellenic Council supports the effort to eliminate hazing (Refer to Article XII)

## Section 3. Dues

1. NPC College Panhellenic dues shall be paid yearly as invoiced by the NPC office.
2. College Panhellenic Council membership dues shall be an assessment per member and new member.
   1. The amount of such dues for the next academic year shall be determined by the Panhellenic Council no later than April each year.
   2. The dues of each Panhellenic Council member sorority shall be payable two weeks after the invoice is distributed, which will be no later than week four of each term
      1. When chapters are average 20 members: If dues are not paid within the given time period, the delinquent chapter will be fined an additional 5% interest per week until the payment is received unless a payment plan is coordinated between the chapter and Council.

## Section 4. Fees and assessments

The Panhellenic Association shall have the authority to determine fees and assessments as may be considered necessary.

## Section 5. Member Chapter Minimum Expectations

Each member chapter shall adhere to and abide by the following minimum expectations:

1. Each member chapter shall comply with all policies set forth by:
   1. The National Panhellenic Council
   2. The CPA Constitution, Bylaws, and other policies.
   3. The rules and regulations of Knox College.
   4. The general values-based conduct of sorority members.
2. Each member chapter shall be current on all CPA dues owed.
3. Each member chapter shall submit required membership rosters to the CPA President, CPA Advisor, and Vice President of Administration.
4. Chapters should utilize the [roster template.](https://docs.google.com/spreadsheets/d/1c-ONofCFh6NrvW5YCDfIWbaHPQu8CA5bqN9eOUPtKqg/edit?usp=sharing) A new roster should be submitted within 48 hours of any roster change, including recruiting new members and initiating new members.
5. Each member chapter shall comply with the attendance policies for the Panhellenic General Council and the Panhellenic Peer Accountability Board, as outlined within this Constitution.
6. Each member chapter is also required to meet the following requirements in order to maintain CPA membership:
   1. Each member chapter shall communicate its values through its Ritual at least once annually.
   2. Each member chapter shall communicate to its Initiated Members and New Members the importance and benefits derived from continuous membership education throughout the undergraduate experience and encourage or require its Initiated Members and New Members to participate in educational programming, whether conducted by the chapter, the Panhellenic Council, Knox College, or independent organizations.
   3. Each member chapter and the CPA shall work with the campus to provide health and safety education for all chapters each term.
   4. Each member chapter shall have and follow risk management policies covering the following areas at the start of each academic year:
      1. Alcohol and Drugs
      2. Hazing
      3. Sexual Violence
      4. Fire, Health, and Safety
   5. Each member chapter shall prohibit the use of alcohol and drugs by all Initiated Members, New Members and Potential New Members during all recruitment activities including, but not limited to, bid day events, sibling or big/little events, and initiation-related activities.
   6. Each member chapter shall prohibit the use of alcohol and drugs by all Initiated Members and New Members during all New Member educational programming/orientation activities.
   7. Each member chapter shall adopt a statement in support of environments that are free of hazing and sexual misconduct, as defined by their inter/national organization and Knox College, within all aspects of formal and informal chapter operations.
7. The CPA and each of its member chapters must carry sufficient liability insurance coverage and provide documentation of this policy to the college each year upon insurance renewal.
   1. CPA is covered by the National Panhellenic Council’s liability insurance and Knox College’s liability insurance.
8. A member chapter which has failed to meet the expectations outlined in this Section shall be referred to the CPA Executive Board for potential accountability review.

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### Section 6. Membership Status for Member Chapters

The membership status of member chapters shall be as follows:

1. Good Standing: A member chapter shall be deemed to be in Good Standing if the member chapter is not currently operating under Non-Status Sanctions or Status Sanctions, as defined within the Panhellenic Bylaws, and is currently meeting the expectations outlined in Section II of this Article.
   1. Member chapters in good standing maintain the full rights and privileges in the Panhellenic Council afforded to them by the Constitution and Bylaws.
2. Good Standing on Probation: A member chapter shall be deemed to be in Good Standing on Probation if the member chapter is currently operating under Non-Status Sanctions and currently meets the expectations outlined in Section II of this Article.
   1. Member chapters on Probation may not attend social events hosted by Panhellenic and may have other loss of privileges as deemed necessary by the Panhellenic Executive Board.
   2. Member chapters who are on Probation must meet/complete their Non-Status Sanctions, or requirements set forth by the Panhellenic Executive Board, before returning to Good Standing.
3. Poor Standing: A member chapter shall be deemed to be in Poor Standing if the member chapter has been placed under Suspension by the Panhellenic Council, has currently failed to meet the minimum outlined in Section II of this Article, or has received Non-Status Sanctions more than one time over the course of two academic terms.
   1. Member chapters in Poor Standing face all loss of privileges afforded to chapters on Probation.
   2. Member chapters in Poor Standing lose their voting privileges until Poor Standing status is removed.
   3. Member chapters may move from Poor Standing to Good Standing on Probation if their sanctions or the requirements set forth by the Panhellenic Executive Board are met.

# Article IV. Officers and Duties

## Section 1. Officers

The officers of the Knox College Panhellenic Council shall be President, Vice President of Recruitment, Vice President of Administration, Vice President of Community Relations, and Vice President of Diversity, Equity, and Inclusion.

* 1. The officers shall be from sororities holding regular membership in the Knox College Panhellenic Council.
  2. The officers shall serve for one year, the term of office to begin the last week of Spring term.
  3. Any officer failing to perform their duties as outlined shall resign and a successor shall be designated by election or as provided in Article VI, Section 3.
  4. If an officer is unable to complete their term, a successor shall be designated by election or as provided in Article VI, Section 3.
  5. Removal: Any officer may be removed for cause by a vote of three-fifths of the Panhellenic Council.
  6. The Executive Board shall:
     + Appoint standing and special committees and their chairpersons, and—in making these appointments—recognize representation from all member fraternities.
     + Administer routine business between meetings of the Panhellenic Council when advisable and such other business as has been approved for action by Panhellenic Council vote.
     + Report all action taken by the executive board to the Panhellenic Council in the minutes.

## Section 2. Duties of officers

**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 Knox College Panhellenic Council.
  3. Call and preside at all Panhellenic Council executive board meetings.
  4. Serve as an ex-officio member of all College Panhellenic Association committees, except the Peer Accountability Board.
  5. Communicate regularly with the Panhellenic advisor.
  6. Be familiar with the NPC Manual of Information and all governing documents of this Association.
  7. Complete the NPC annual report with the Panhellenic advisor and send it to the NPC area advisor.
  8. Communicate regularly with the NPC area advisor.
  9. Maintain current copies of the following: [name of institution] College Panhellenic Association bylaws and standing rules, the College Panhellenic Association budget, contracts executed on behalf of the College Panhellenic Association, correspondence and materials received from the NPC area advisor, all NPC College Panhellenic reports and other pertinent materials.
  10. Perform all other duties as applicable to the office as prescribed by the parliamentary authority adopted by the Association.
  11. Serve as a member of the Peer Accountability Board as needed (if not already designated as the peer accountability officer).

**The Vice President of Recruitment shall:**

* 1. Perform the duties of the president in their absence, inability to serve or at their call.
  2. Oversee all College Panhellenic recruitment activities and events.
  3. Oversee all College Panhellenic recruitment publication efforts.
  4. Submit any revisions to the College Panhellenic recruitment rules to the Panhellenic Council for approval.
  5. Recruit and train College Panhellenic recruitment counselors (if used).
  6. Host all College Panhellenic recruitment wrap-up meetings with recruitment chairs and advisors.
  7. Organize all College Panhellenic recruitment meetings.
  8. Keep complete and accurate records of College Panhellenic recruitment information.
  9. Present a full report, including recommendations, to the Panhellenic Council based on an analysis of the recruitment statistics, recruitment style assessment and recruitment evaluations from new members, potential new members who withdrew, each member organization and chapter advisors.
  10. Perform all other duties as applicable to the office as prescribed by the parliamentary authority adopted by the Association.
  11. Serve as a member of the Peer Accountability Board as needed.

**The Vice President of Administration shall:**

* 1. Serve as recording secretary:
     + Keep full minutes of all meetings of the Panhellenic Council and a record of all action taken by the executive board.
       - Maintain a complete and up-to-date file that will include the minutes of meetings of the Panhellenic Council from the date of its organization; copies of all contracts made by the Panhellenic Council; and current correspondence.
       - Send meeting minutes to the NPC area advisor.
  2. Serve as treasurer:
     + Supervise the finances of the Knox College Panhellenic Council.
     + Prepare the annual budget and, following its approval by the Panhellenic Council, provide a copy to each Knox College Panhellenic Council member sorority.
     + Receive all payments due to the Panhellenic Council, collect all dues and give receipts to the CPA Advisor.
     + Maintain up-to-date financial records, give a financial report of the Panhellenic Council at the end of each term and an annual report at the close of their term of office.
  3. Be familiar with the NPC Manual of Information and all governing documents of this Association.
  4. Serve as a member of the Peer Accountability Board as needed.
  5. Perform all other duties usually pertaining to this office.

**The Vice President of Community Relations shall:**

* 1. Maintain and preside over all communications, including:
     + Any recruitment media and advertising.
     + The Seymour Union Panhellenic Council board.
     + Public notices such as posters, flyers, and delegation of campus emails.
     + Social media instruments as deemed fit by Council members.
  2. Plan and oversee at least one siblinghood event per term
  3. Perform all other duties usually pertaining to this office.

**The Vice President of Diversity, Equity, and Inclusion shall:**

* 1. Plan and oversee at least one diversity event per term.
  2. To promote and encourage diversity amongst chapters through: discussions, workshops, actively encouraging diversity among our organizations.
  3. To spread awareness and promote diversity in regards to LGBTQ+ issues, race, religion, financial background, disabilities, etc.
  4. To promote and encourage diversity amongst chapters through: discussions, workshops, actively reaching out to such diversity.
  5. To give new perspectives.
  6. To give assistance to the Panhellenic Committee where help is needed.
  7. Perform all other duties usually pertaining to this office.

## Section 3. Eligibility

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

1. **Regular membership.** Members from sororities holding regular membership in the Knox College Panhellenic Council shall be eligible to serve as any officer.
2. **Provisional membership.** Members from sororities holding provisional membership in the Knox College Panhellenic Council shall not be eligible to serve as an officer.
3. **Associate membership.** Members from sororities holding associate membership in the Knox College Panhellenic Council shall not be eligible to serve as an officer.

## Section 4. Selection of Officers

The offices of President, Vice President of Recruitment, Vice President of Administration, Vice President of Community Relations, and Vice President of Diversity of the Knox College Panhellenic Council shall be positions elected by the Panhellenic Executive Board based on an application.

* The President position shall be based on an application, and is open to all chapters.
* The Vice President positions shall be held in rotation. This rotation so named above shall be in the order of: Pi Beta Phi, Delta Delta Delta, Kappa Kappa Gamma, and Alpha Sigma Alpha. If the applicant from a given sorority in order of rotation is not prepared to serve in their position, that sorority shall relinquish its place to the next sorority in order of rotation. The sorority so passed may resume its place the following year and normal rotation shall be resumed.
* The President ideally should have served on the Panhellenic Council for at least one year.
* The Panhellenic Executive Board has to commit to their position for a full academic calendar year, meaning that if they are off-campus (i.e. studying abroad), or are considering going off campus, they should apply in a pair.
* Outgoing Panhellenic Executive Board members are responsible for training the new officers during the end of the Spring term. If the outgoing executive member cannot transition to the new officer, the President must fulfill the training obligations.
* Incoming Panhellenic Chapter Delegates may transition in accordance to their Chapter’s slating procedures.
  + A chapter’s outgoing delegate, with assistance from its executive board member, is responsible for training the incoming delegate.
  + Delegate Vacancies: When a delegate vacancy occurs, it shall be the responsibility of the sorority concerned to select a replacement within two weeks and to notify the Panhellenic Council recording secretary of their name. When a meeting of Panhellenic Council occurs while a delegate vacancy exists, the alternate delegate of the sorority concerned shall fulfill the duties of the delegate in all cases.

## Section 5. Term

1. The officers shall serve for a term of one year or until their successors are selected.
2. The term of office will begin the last week of Spring Term, such that all officers are fully transitioned and trained by then. This process shall start no later than the 5th week of Spring Term.

## Section 6. Removal

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

## Section 7. Vacancies

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

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# Article V. The College Panhellenic Council

## Section 1. Authority

The governing body of the Knox College Panhellenic Association shall be the College Panhellenic Council. It shall be the duty of the College Panhellenic Council to conduct all business related to the overall welfare of the Knox College Panhellenic Association including, but not limited to: annual review of the parameters as adopted in the recruitment rules for the evaluation and/or adjustment of total every regular academic term, annual determination of dues, approval of the annual budget, consideration of extension, setting a calendar of events, determining programming and establishing 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 the member sororities.

## Section 2. Composition and privileges

The Knox College Panhellenic Council shall be composed of one delegate and one alternate delegate from each regular, provisional and associate fraternity at Knox College 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. The 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 designated member of the specific sorority may cast the vote, provided the credentials of this individual have been previously presented to the Association president.

## Section 3. Selection of delegates and alternates

Delegates and alternates to the Panhellenic Council shall be selected by their respective chapters to serve for a term of one year commencing the last week of Spring Term. The term of service will not be adjusted to the chapters’ slating calendar if the selection of chapters is concurrent with such calendar, and delegates shall start serving their term alongside the new Executive Board officers.

## Section 4. Delegate vacancies

When a delegate vacancy occurs, it shall be the responsibility of the sorority affected to select a replacement within one week and to notify the College Panhellenic Association secretary of the name, address, email and telephone number of the new delegate.

## Section 5. Duties and responsibilities

Panhellenic delegate duties and responsibilities

* Must attend all Panhellenic Council meetings.
* Must support NPC Unanimous Agreements, policies and procedures.
* Must understand local College Panhellenic Association policies and procedures.
* Should know when to consult member sorority’s chief Panhellenic officer for assistance and advice regarding College Panhellenic concerns.
* Should be prepared and knowledgeable about College Panhellenic concerns, the view of the member organization and chapter, and how to voice concerns to the Council.
* Should present regular College Panhellenic Association reports at chapter meetings.

## Section 6. Delegate Absences

Chapters must select a Primary Delegate and an Alternate who will be available to attend general meetings if the Primary Delegate cannot. Chapters who’s Delegate and Alternate have accrued more than one absence from general meetings per term will meet with the Panhellenic President and the Panhellenic Advisor to create a success plan. If absences continue after that meeting, the chapter may have disciplinary action taken against them.

## Section 7. Regular meetings

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

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## Section 8. Special meetings

Special meetings of the Panhellenic Council may be called by the College Panhellenic president when necessary and shall be called upon the electronic or written request of no fewer than one-fourth of the member sororities of the Knox College Panhellenic Association. Electronic or written 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 waiver of said notice.

## Section 9: Means of Communication

The Panhellenic Council may conduct business at any meeting (regular or special) through the use of any means of communication by which all delegates participating may simultaneously hear one another and participate in the proceedings during the meeting, or through any virtual platform that allows for immediate communication and participation in proceedings as needed.

## Section 10. Quorum

Two-thirds of the delegates from the member sororities of the Knox College Panhellenic Association shall constitute a quorum for the transaction of business.

## Section 12. Vote Requirements

1. All other votes, unless specified in these bylaws, shall require a majority vote for adoption.
2. A two-thirds vote of the Panhellenic Council shall be required to approve a re-establishment plan and for all extension-related votes.
3. Proposed motions on issues that impact a chapter as a whole must be announced at a previous meeting to allow opportunity for chapter input before a vote may be taken on the issue.

# Article VI. The Executive Board

## Section 1. Composition

The composition of the Executive Board shall be the President, Vice President of Recruitment, Vice President of Administration, Vice President of Community Relations, and Vice President of Diversity, Equity, and Inclusion.

## Section 2. Duties

The Executive Board shall administer routine business between meetings of the Panhellenic Council and such other business as has been approved for action by Panhellenic Council vote. At the next regular meeting of the Panhellenic Council through the Vice President of Administration, the Executive Board shall also report all action it has taken and record the action in the minutes of that meeting.

## Section 3. Regular meetings

Regular meetings of the Executive Board shall be held at a time and place established at the beginning of each academic term.

## Section 4. Special meetings

Special meetings of the Executive Board may be called by the president when necessary and shall be called upon the electronic or written request of three members of the Executive Board. Electronic or written notice of each special meeting of the Executive Board shall be sent to each member of the Executive Board at least 24 hours prior to convening the meeting; however, such notice may be waived, and attendance at such meeting shall constitute waiver of said notice.

## Section 5. Quorum

A majority of Executive Board members shall constitute a quorum for the transaction of business.

# Article VII. The Panhellenic Advisor

## Section 1. Appointment

The Panhellenic advisor of the Knox College College Panhellenic Association shall be appointed by the Knox College administration.

## Section 2. Authority

The Panhellenic advisor shall serve in an advisory capacity to the Knox College Panhellenic Association. The Panhellenic advisor shall have voice but no vote in all meetings of the Panhellenic Council and the Executive Board.

# Article VIII. Committees

## Section 1. Standing committees

1. The standing committees of the Knox College Panhellenic Association shall be the Peer Accountability Board and Membership Recruitment Committee.
2. Term. The standing committees shall serve for a term of one year, which shall coincide with the term of the officers.

## Section 2. Appointment of committee membership

The Executive Board shall appoint members and chairpersons of all standing and special committees, except as provided otherwise in these bylaws, and in making these appointments, recognize fair representation from all member sororities as much as possible. The president shall be an ex-officio member of all committees except the Peer Accountability Board and the Alumnae Advisory Council.

## Section 3. Peer Accountability Board

The Peer Accountability Board must consist of the College Panhellenic President as the presiding officer, two members of the College Panhellenic Executive Board selected at random and rotated between accountability resolution meetings, and the fraternity/sorority advisor as an ex-officio non-voting member.

In accordance with NPC Unanimous Agreement VII. College Panhellenic Association Peer Accountability Process, it shall be the Peer Accountability Board’s duty to hold a formal accountability resolution meeting to adjudicate all alleged infractions of the NPC Unanimous Agreements and policies, the bylaws, code of ethics, standing rules and membership recruitment regulations of the Knox College Panhellenic Association that are not settled informally through an informal accountability resolution meeting. The members of the Peer Accountability Board shall maintain confidentiality throughout and upon completion of the process.

## Section 4. Membership Recruitment Committee

The Membership Recruitment Committee shall consist of a chair (Vice President of Recruitment) and one representative from each regular, provisional and associate member (if they are participating in the primary recruitment process). Alumnae advisors may attend meetings of the committee. The alumnae advisors shall have voice but no vote. This committee shall review and develop membership recruitment rules and submit them for discussion and approval to the Panhellenic Council before the end of the academic term preceding the primary membership recruitment period. After each primary membership recruitment period, the chairperson 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. At the Knox College Panhellenic Association, this committee shall be formed by the Panhellenic Council Executive Board.

# Article IX. Finances

## Section 1. Fiscal Year

The fiscal year of the Knox College Panhellenic Association shall be from June 1st to June 1st inclusive.

## **Section 2. Contracts** Contracts must be signed by the appropriate Knox College staff member, typically either the Vice President of Finance or the Dean of the College/Vice President for Academic Affairs. The Panhellenic Advisor will assist in getting contracts signed.

## Section 3. Payments

All payments due to the Knox College Panhellenic Association shall be received by the treasurer, who shall record them (with receipts and overviews). Checks for payments shall be made payable to the Knox College Panhellenic Association.

# Article X. Extension

## Section 1. Extension

When all NPC chapters at Knox College are close to or over total, the Panhellenic Council shall consider raising total or adding another chapter. Such a chapter shall be organized through colonization by an NPC sorority or through organization of a local sorority, which may petition an NPC sorority for a chapter. Consideration should be given to NPC fraternities that have previously had chapters on the campus and to those NPC fraternities which have filed letters expressing an interest in the campus (Unanimous Agreements — Agreement on Extension). **Only regular members of the College Panhellenic Council shall vote on extension matters.**

# Article XI. Violation 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, the Panhellenic code of ethics, standing rules and/or membership recruitment regulations of the Knox 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. Peer accountability procedure

The Knox College Panhellenic Association shall follow all NPC Unanimous Agreements and NPC guidelines for the peer accountability process.

# Article XII. Hazing and Violence

## Section 1. Hazing

NPC supports all efforts to eliminate hazing and each NPC member organization has its own set of policies condemning hazing. All Knox College policies (Student Code of Conduct, and Handbook) will be applicable, as well as Knox College Panhellenic Association peer accountability procedures, if an organization or party within an organization is involved with hazing in any form.

* + Hazing is defined as any action or situation with or without consent that recklessly, intentionally or unintentionally endangers the mental or physical health or safety of a student, or creates risk of injury, or causes discomfort, embarrassment, harassment or ridicule or that willfully destroys or removes public or private property.
  + Such activities and situations include, but are not limited to: creation of excessive fatigue; physical and psychological shocks; wearing apparel that is conspicuous and not normally in good taste; engaging in public stunts and jokes; participating in treasure or scavenger hunts; morally degrading or humiliating games and activities; late night sessions that interfere with scholastic activities or normal sleep patterns; and any other activities that are not consistent with fraternal law, ritual or the regulations and policies of the member sorority or the educational institution. All member groups will affirm their policies on hazing and inform their membership of this NPC position on hazing through mailings and through their inter/national magazines.

## Section 2. Sexual Assault, Harrassment, Abuse, and Sexual Violence

The College Panhellenic Council and its member chapters does not tolerate nor condone any form of sexual misconduct, sexual assault, or sexually abusive behavior on the part of its members, whether physical, mental, or emotional. This is to include any actions which are harmful to individuals, including but not limited to rape, verbal or printed harassment, and relationship abuse and/or violence.

* Those who come forward with an allegation of sexual misconduct, assault, or abuse should be heard and given the support they require and seek.
  + Support measures are best offered through the Title IX Coordinator.
* Panhellenic encourages all member chapters to share information regarding sexual misconduct, assault, and abuse with the Title IX Coordinator while respecting the wishes of the reporting party, such as anonymity or redaction of names.
* Any allegation of sexual misconduct shared with an CPA Executive Board member will be immediately reported to the Title IX Coordinator.
  + This information may be reported confidentially, and the wishes of the student coming forward, such as not providing name(s) if requested, will be respected.
* Chapters shall not condone, cover-up, ignore, encourage, or act complacent about sexual misconduct, assault, or abuse.
  + A chapter that does so will be held accountable as an organization.
* CPA will not adjudicate specific sexual misconduct, assault, and abuse allegations. The Title IX Coordinator and/or local law enforcement are the proper authorities to handle the allegations.
* Member chapters should follow their inter/national organization’s policies on interim and permanent disciplinary processes related to sexual misconduct, assault, and abuse. Students accused of sexual misconduct, assault, or abuse should be provided due process to respond to the allegation.

# Article XIII. Inclusion Statement

Knox College Panhellenic Association does not categorically deny membership to an individual, based on race, color, religion, sex\*, 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 XIV. Parliamentary Authority

The rules contained in the current edition of Robert's Rules of Order Newly Revised shall govern the Knox College Panhellenic Association when applicable and when they are not inconsistent with the NPC Unanimous Agreements, these bylaws and any special rules of order the Knox College Panhellenic Association may adopt.

# Article XV. Amendment of Bylaws

These bylaws may be amended at any regular or special meeting of the Knox College Panhellenic Council 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 XVI. Dissolution

This College Panhellenic Association shall be dissolved when only one regular member exists at Knox College. 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 NPC unless otherwise required by state law.