CONTINUOUS RECRUITMENT RULES OF KNOX COLLEGE PANHELLENIC ASSOCIATION

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

We, the College Panhellenic Association (CPA) members of Knox College, 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. Statement of Adherence to NPC Unanimous Agreements and Policies Regarding Recruitment

All NPC member organizations represented at Knox College adhere to NPC Unanimous Agreements and policies. All organizations will follow these valued and non-negotiable policies during the recruitment process.

Unanimous Agreements:

* To be eligible to participate in Panhellenic recruitment and pledge an NPC sorority as a collegiate member, a potential new member must:
  + Not be simultaneously enrolled in high school and attending college.
  + Be an undergraduate regularly matriculated according to the definition of matriculation established by that institution.
* Each College Panhellenic Association shall prohibit the use of alcoholic beverages in membership, recruitment and Bid Day/New Member Celebration activities.
* Each College Panhellenic Associations shall prohibit the participation of male-identifying people in membership recruitment and Bid Day/New Member Celebration activities.

Continuous Open Bidding Unanimous Agreements:

* Each NPC sorority chapter has the right to use continuous open bidding (COB) to reach quota or its total allowable chapter size during the regular school year as defined by the school calendar. To accommodate a chapter colonization or to allow a chapter to build its membership, the College Panhellenic Council may vote to suspend COB for a period not to exceed three weeks. The start and end dates for the COB moratorium must be set by a vote of the College Panhellenic, preferably during the academic term prior to implementing the moratorium. The College Panhellenic should consider the need for chapters not at quota or total to have up to one week to fill vacant spaces through COB before the moratorium begins.
* The purpose of COB is to enable those chapters that did not pledge to quota, or pledged quota but did not reach total, to pledge additional new members immediately following the primary membership recruitment period. The intent of COB is to provide maximum opportunities for membership to the greatest number of chapters possible.
* On campuses with deferred (second term) membership recruitment, any COB prior to the scheduled membership recruitment period should be limited to upper-class and transfer students. First-year students should not attend these recruitment functions. COB would not be open to first-year students until after the primary membership recruitment period, as provided for in Unanimous Agreement III: The Panhellenic Compact.
* During COB, some chapters will want to meet many potential new members and will have events anyone can attend. If requested by the host chapter, the College Panhellenic should help get the word out by sharing the host chapter’s event information on the College Panhellenic’s marketing channels.

# III. Statement of Values-Based Recruitment

All NPC member organizations represented at Knox College will engage in the following practices that align with the Values-Based Recruitment 2019 policy during all membership recruitment processes (primary and COB):

* Focus on conversations between chapter members and potential new members about organizational values and member organizations.
* Engage in values-based conversations.
* Choose recruitment activities that reflect the core values of the organizations.
* Educate potential new members about the values and connect them to these values.
* Establish guidelines for membership recruitment budgets and set a cap on membership recruitment expenses, including the value of all donated goods and services.
  1. Each member sorority has a $250 limit on recruitment expenses, excluding t-shirt costs.
* Keep decorations to a minimum and confined to the interior space used for recruitment rounds and COB events.
* Eliminate gifts, favors, letters and notes for potential new members. The potential new member may take nothing home with them from the recruitment events.
* Eliminate all forms of bid promising, oral or written, to join a certain sorority before bids are distributed by Panhellenic.
* Eliminate recruitment skits.
* The honor code applies for member sororities in upholding these practices.

All members, including alumni and new members, are responsible for understanding and observing the College Panhellenic membership recruitment rules as well as the Panhellenic code of ethics.

# IV. Statement of Membership Recruitment Acceptance Binding Agreement (MRABA)

The College Panhellenic Association will uphold and use the Continuous Open Bidding (COB) and Continuous Recruitment MRABA for each potential new member (PNM) interested in joining a sorority, whether during primary recruitment or continuous open bidding (COB). We agree to all policies and steps pertaining to the MRABA.

# V. 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. Total must be determined and then announced within 24 hours of the start of the academic term by the Knox College Panhellenic Council.

Total for a College Panhellenic community is set using one of the following methods:

1. Average or median chapter size (whichever is larger).

2. Midpoint between median and largest chapter size.

3. Largest chapter size (LCS).

4. LCS plus up to 20 members.

Total will be automatically adjusted using the largest chapter size plus up to 20 members. Every regularly enrolled undergraduate student who is a new member and/or initiated member of a chapter shall be counted as a member of the college chapter.

# VI. General Policies Specific to the College

The CPA President and Vice President of Recruitment will hold a recruitment rules module with each chapter in attendance prior to primary recruitment. These modules will take place during a mandatory meeting at the end of Fall term.

# VII. Recruitment Guidelines

Member sororities are expected to follow the following guidelines during all recruitment periods, formal and continuous open bidding:

* All NPC policies, procedures, and unanimous agreements will be followed. Specifically, reference the NPC Manual of Information for policies and procedures that may not be mentioned or outlined in detail in this document.
* All membership recruitment events shall be held in the chapters’ houses or campus facilities.
* To be eligible to participate in formal or continuous open bidding, a potential new member must be enrolled in at least 2.5 credits, and, if a first-year student, have already completed one full term at Knox College.
* The Knox College Panhellenic Council may promote continuous open bidding recruitment activities for each member sorority, but shall not dictate any dates or timeline for continuous open bidding recruitment events.
* Continuous open bidding may take place in Fall and Spring term. Continuous open bidding will not be permitted during the Winter academic term if it is prior to the completion of formal recruitment. The continuous open bidding membership recruitment acceptance binding agreement (COB MRABA) should be signed as soon as a potential new member accepts a bid, and it is expected that a current member of the sorority reviews and explains the COB MRABA to the potential new member prior to signing the agreement.
* Member sororities are expected to follow the Recruitment Rules during formal and continuous open bidding recruitment periods.
* A new member may be initiated whenever they have met the requirements of the sorority for which they accepted a bid.
* Transfer students may be offered a bid to join with Knox’s chapter of the sorority they were initiated into at their previous institution, even if it puts that chapter over total.
* Sorority members may not buy anything for a potential new member (e.g., a meal, soft drink, gift).
* Initiated collegiate members, new members, inter/national sorority representatives and organizational visitors may assist the chapter with membership recruitment activities if current College visitor policies allow it.
* Alumni, inter/national representatives and chapter members from other campuses may participate in recruitment events through assistance with planning and setup if current College visitor policies allow it, but may not interact with any potential new members.
* Individuals who are not members of a Panhellenic sorority are not permitted to participate in/attend any recruitment events.

Member sororities are expected to follow the following additional guidelines during continuous open bidding recruitment:

* The MRABA script, found in the Manual of Information, must also be read to the potential new member by a current sorority member prior to signing the COB membership recruitment acceptance binding agreement, but it should be altered to reflect proper COB wording.
* CPA chapters agree to allow chapters to provide activity materials to potential new members at recruitment events so long as:
  + The materials are strictly for what is needed to complete/participate in the activity for the recruitment event.
  + All potential new members receive the same materials and the chapter members also use the same materials for the activity.
  + The materials are in no way provided as a means of giving a potential new member a gift and will not include any miscellaneous items such as gift cards, personalized gifts, bribery items, etc.

# **VIII.** Primary **Recruitment:** Continuous Recruitment

The structure and guidelines for primary recruitment will be as follows:

* The overall structure of primary recruitment will be continuous recruitment as described in the NPC Manual of Information. All recruitment rules and guidelines outlined in the Manual of Information will be followed by the College Panhellenic Association and its member chapters.
* Primary recruitment shall begin once total is set within 24 hours of the Winter academic term.
* Recruitment events may be held outside the chapter house with the provision that precautions are taken to prevent recruitment violations. Events must take place on campus using campus reservable facilities if they are not in a chapter house.
* Under no circumstances is a potential new member allowed to be alone or in a closed-off area with one or several active chapter members, alumni or representatives.
* A list of all general financial obligations that a potential new member will incur must be presented and verbally explained by the CPA Executive Board during the Panhellenic Potential New Member Orientation.