

# RENO COLLEGE PANHELLENIC ASSOCIATION UNIVERSITY OF NEVADA, RENO

## **BYLAWS**

# Article I. Name

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

# Article II. Object

The object of the College Panhellenic Association shall be 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 -only membership recruitment program. Encourage the highest possible academic, social and moral standards.

Educate the Panhellenic Community and enforce policies and procedures, as applicable, for the NPC Unanimous Agreements, the Reno College Panhellenic Bylaws, Code of Ethics, Standing Rules, Recruitment Rules, NPC Peer Accountability Process, and University of Nevada Reno Student Code of Conduct. Serve as the chairperson of the Peer Accountability Board and be responsible for recruiting, onboarding, and educating representatives to serve on the board for Peer Accountability Process hearings.

Collaborate with the Office for Fraternity and Sorority Life to provide mediators for all scheduled mediations. Assist the President in handling any Panhellenic-wide standards concerns

Master and serve as a resource for all Reno College Panhellenic Association rules and bylaws, NPC policies, and NPC expectations.

Coordinate and oversee the programming and education surrounding risk management for the Panhellenic Association. Examples include roundtables with chapter risk managers, hazing prevention awareness, alcohol reduction, drug use prevention and education, etc.

Ensure proper parliamentary and Peer Accountability Process procedures are educated to council delegates and chapter leadership.

Perform all other duties as applicable.

## E. Vice President of Recruitment Personnel shall:

Review recruitment rules pertaining to recruitment counselors and submit revisions to the Panhellenic Council. Revisions to recruitment rules for the next primary recruitment must be approved by the Panhellenic Council by the 2<sup>nd</sup> to last meeting of semester prior to the primary recruitment semester.

Coordinate the recruitment counselor application and selection process and communicate to all Panhellenic chapters the application process and timeline for selection. Collaborate with the VP Public Relations on outreach for recruitment counselor applicants.

Recruit, interview, and train College Panhellenic recruitment counselors.

- Training for recruitment counselors should include, but is not limited to: workshops on appropriate manners, polite communication, role playing recruitment scenarios, counseling potential new members, leadership, identity, implicit bias, etc.
- o Training should be values-based with diversity, equity, and inclusion at the forefront of all training

Monitor Recruitment Counselor social media during the disaffiliation period.

Respond to all communications received through social media or otherwise.

Provide the Fraternity and Sorority Life Office suggested/needed updates for the website.

Chair the public relations committee and communicate the marketing and public relations goals of the Panhellenic council to PR chairs of each member organization.

Select and oversee an assistant(s) as needed.

Serve as a member of the Peer Accountability Board as needed.

Attendall Council and Executive Board Meetings.

Perform all other duties as applicable.

## Section 3. Eligibility

- A. Officers must be in good standing in their organization academically, behaviorally, and financially in accordance to her
- B. Must maintain a cumulative 2.5 GPA, and be a full-time (12 credits), degree-seeking student.
- C. The President, VP Recruitment Operations, and VP Recruitment Personnel must have completed at least one primary recruitment with their respective chapter.
- D. It is recommended the VP Recruitment Personnel has served as a Recruitment Counselor.
- E An officer cannot hold office as Chapter President, Chapter Recruitment chair, or other largely time-consuming role within her chapter while also holding office as a Panhellenic Executive Officer.
- F. Bigibility to serve as an officer shall depend on the class of membership:
  - a. -only sororities holding regular membership in the Reno College Panhellenic Association shall be eligible to serve as any officer.
  - b. -only sororities holding provisional membership in the Reno College Panhellenic Association shall not be eligible to serve as an officer.
  - c. -only sororities holding associate membership in the Reno College Panhellenic Association shall not be eligible to serve as an officer.

#### Section 4. Selection of Officers

The selection of officers will take place in the Fall semester. In October, the Panhellenic President will share the application and timeline to all chapter Presidents. Once all applications are turned in, the Panhellenic President will schedule an interview day with the applicants and the nominating committee in which the nominating committee will select a slate of officers (See section 6). There should be at least one applicant from each regular member organization. All applicants must complete an application and meet all eligibility requirements. An applicant must interview with the nominating committee to be considered for office.

The Panhellenic President shall present the slate to the Panhellenic Council. The Panhellenic Council delegates may have the

Section 5. Office-holding limitations

No more than 2 -only sorority shall hold office during the same term, but must include at least 1 member from every regular member organization.

opportunity to discuss with their chapters and shall vote to approve the slate at the following regular Panhellenic Council Meeting.

## Section 6. Nomination procedure

A nominating committee of 2 members per member organization shall be selected by their respective chapters. The chair of the nominating committee shall be the current Panhellenic President who will vote only in the case of a tie. If the current Panhellenic President is seeking another term on the executive board, the next officer in line will serve as the chair.

Applications will be shared with the nominating committee prior to the interview day. The Nominating Committee shall attend the interview date and interview each applicant for an officer position. The Nominating Committee shall consider the qualifications of all candidates for elected officers and shall nominate at least one name for each elected officer position. A majority vote shall elect a nominee per each officer position. The Panhellenic advisor shall serve as a nonvoting ex-officio member of the Nominating Committee.

#### Section 7. Term

A. The officers shall serve for a term o(ng)-3( c(e s49(i)8(o)-9(n)13( )]TJETQD.00000912 0 612 792 reW\* nBT/F3 10.5 Tf1 0 06nT/F1 10 60

- B. Reasonable cause for suspension must be reviewed and determined by the Panhellenic President, VP Judicial Affairs and/or the Panhellenic Advisor(s).
- C. Grounds for removal may include, but are not limited to:
  - a. Dereliction of duty
  - b. Mismanagement or misuse of Panhellenic Council funds
  - c. Failure to maintain the minimum required credit hours (12) or 2.5 cumulative semester GPA during course of office
  - d. Inappropriate conduct and/or behavior in accordance with the UNR Student Code of Conduct, respective chapter standards, the Panhellenic Code of Ethics, or the NPC Manual of Information
  - e. Three or more documented instances of violating governing documents including, but not limited to, these bylaws, recruitment rules, code of ethics, or other governing documents.
- D. Removal procedure shall be as follows:
  - a. Any Panhellenic officer or the Panhellenic Advisor shall submit a statement,

# Article V. The Panhellenic Council

# Section 1. Authority

The governing body of the Reno College Panhellenic Association at the University of Nevada, Reno 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 Reno 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,

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
only sororities of the Reno 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. For example, meetings may be hosted in-person, via online meeting system (Zoom), or other means.

#### Section 10. Quorum

Two-thirds of the delegates from the member sororities of the Reno College Panhellenic Association at the University of Nevada, Reno shall constitute a quorum for the transaction of business.

## Section 11. 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 re-establishment 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 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:

Panhellenic President

Vice President Council Administration

Vice President Judicial Affairs

Vice President Recruitment Operations

Vice President Recruitment Personnel

Vice President Member Development

Vice President Programming

Vice President Public Relations

# Section 2. Duties and Expectations

#### The Executive Board shall:

- A. Administer routine business between meetings of the Panhellenic Council and such other business as has been approved for action by Panhellenic Council vote.
- B. At the next regular meeting of the Panhellenic Council through the secretary, the Executive Board shall also report all action it has taken and record the action in the minutes of that meeting.
- C. Hold regular meetings of the Executive Board and attend all regular meetings of the Executive Board.
- D. Keep all matters of the Executive Board confidential.
- E. Attend the Panhellenic Academy/training either hosted by NPC or hosted by the Panhellenic Advisor.

F.

# STANDING RULES OF THE RENO COLLEGE PANHELLENIC COUNCIL AT THE UNIVERSITY OF NEVADA RENO

# Section 1. Health and Safety

The Reno College Panhellenic Association at the University of Nevada, Reno strives to promote health and safety

topics including, but not limited to, physical health, mental health, sexual misconduct, substance use, alcohol, and hazing.

The Reno College Panhellenic Association shall at no times promote or encourage events that could cause unnecessary risk.

## Section 2. Diversity, Equity and Inclusion

The Reno College Panhellenic Association at the University of Nevada, Reno recognizes the importance of diversity, equity and inclusion and condemns acts of discrimination based on race, ethnicity, religion, sexual orientation, gender identity or expression, socioeconomic status, national origin, age, and/or disability. It shall be the commitment of the association to recognize, acknowledge, and learn from history to create a community that is welcoming and inclusive to all through providing resources, programming, and education to our community.

#### Section 3. New Member Education

The Reno College Panhellenic Association at the University of Nevada, Reno encourages and promotes member organizations to host new member education periods that are healthy and safe. All new member activities shall never include events that could cause unnecessary risk. All new member activities will never include or require substance use, alcohol, hazing, or other dangerous activity.

Section 4. Traditions