



RECRUITMENT RULES OF UNION UNIVERSITY COLLEGE PANHellenic ASSOCIATION

Article I. Panhellenic Code of Ethics

We, the members of women's sororities at Union University, 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 Union University, 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 nonmembers, 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 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 Union University, also agree on and commit to:

- Respectfully adhere to the bylaws and recruitment rules of the Union University 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 Union University, these are the tenets by which we strive to live.

Article II. NPC Statements

A. Statement of Positive Panhellenic Contact

We, the women of Union University, will promote Panhellenic-spirited contact with all potential new members throughout the year. Strict silence will begin at the end of the potential new member's last preference event on August 29th and last until bid distribution at 10:30am on August 30th. No sorority member, including alumnae and new members, may communicate with potential new members during this period. Strict silence is defined as verbal, nonverbal, written, printed, text message and electronic communication or communicating through a third party. If potential new members live in a residence hall with sorority members, only casual greetings and contact are permitted.

All member organizations are expected to always display ethical behavior. Ethical behavior means adhering to local Panhellenic rules as well as NPC policies. It means holding yourself and others accountable to make good choices in your actions. Ethical conduct promotes parity for all member organizations through fair play.

B. Promotion of the Sorority Experience Policy

All sorority women including collegians, alumnae, College Panhellenics, Alumnae Panhellenics, inter/national organizations and the National Panhellenic Conference should actively promote the overall sorority experience and membership opportunities in organizations. This should be done through all forms of communication (e.g., print, digital, in person) in the spirit of Panhellenic unity and desire to reach out to all women to share the opportunity for sorority membership. College and Alumnae Panhellenic rules should not infringe on the rights of individuals, chapters and/or organizations in the content or forms of communication to promote the sorority experience.

C. Statement of Adherence to NPC Unanimous Agreements (UA) and Policies Regarding Recruitment

All NPC member organizations represented at Union University believe in strictly adhering to NPC Unanimous Agreements and policies. All organizations will follow these valued and non-negotiable policies during the recruitment process. All NPC Unanimous Agreements and Policies regarding recruitment can be found on pages 31-58 of the NPC Manual of Information (2019) found at npcwomen.org. The following are key points directly affecting recruitment:

UA III. THE PANHELLENIC COMPACT

- A woman who is or who has ever been an initiated member of an existing NPC sorority shall not be eligible for membership in another NPC sorority.
- To be eligible to participate in Panhellenic recruitment and pledge an NPC sorority as a collegiate member, a woman 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 (i.e., a full-time undergraduate student).
- An undergraduate woman may pledge an NPC sorority only during a regular academic term and not during any school recess or summer academic term except during a primary membership recruitment period and the ensuing continuous open bidding (COB) process when held immediately before an academic term.
- Each College Panhellenic Council shall establish a Bid Day to conclude the primary membership recruitment period. A Bid Day is the scheduled time when invitations to membership are issued.
- If through the primary membership recruitment process, a potential new member receives a bid and declines it, then she is ineligible to be pledged to another NPC sorority on the same campus until the beginning of the next year's primary membership recruitment period.
- At a later date but before the next primary membership recruitment period, if the potential new member who declined her bid expresses interest in being pledged to the chapter with which she originally matched, she may do so only if the chapter extends another bid and has quota or total spaces to fill.
- If a potential new member does not receive a bid at the end of the primary membership recruitment period, she is eligible immediately to participate in COB.
- If through the primary membership recruitment process a potential new member accepts a bid and then has her pledge broken by an NPC sorority or breaks her pledge, then she is ineligible to be pledged to another NPC sorority on the same campus until the beginning of the next year's primary membership recruitment period.
- A continuous open bidding membership recruitment acceptance binding agreement is a binding agreement. If a potential new member accepts a bid, then signs a COB acceptance or goes through the member organization's official pledging ceremony and has her pledge broken by an NPC sorority or breaks her pledge, then she is ineligible to be pledged to another NPC sorority on that campus until the beginning of the next primary membership recruitment period.
- A woman who has accepted a bid either through primary or COB membership recruitment and who has had her pledge broken by an NPC sorority or has broken her pledge, may be repledged by the same NPC sorority chapter on the campus at any time before the beginning of the next year's primary membership recruitment period, even if the chapter is over total.
- When a woman who has been pledged but not yet initiated transfers to another campus, her pledge is broken, and she is eligible to pledge an NPC sorority on that campus at the earliest opportunity.
- Women who have been pledged but not yet initiated into a chapter whose charter has been rescinded or relinquished or women of a colony that has been dissolved shall be eligible to pledge another NPC sorority immediately following the official release by the NPC sorority.

UA IV. STANDARDS OF ETHICAL CONDUCT

- NPC sororities shall impress upon their undergraduate and alumnae members that they shall respect and obey the letter and the spirit of all NPC Unanimous Agreements.
- In case of Panhellenic difficulties, all chapters involved shall do their utmost to restore harmony and to prevent publicity, both on the campus and in the community.
- NPC denounces the arbitrary priority rating of women's sororities.
- NPC denounces the ranking or categorization of chapters determined by administrative personnel, according to a chapter's compliance with college/university standards or guidelines.
- NPC sorority members shall not suggest to any potential new member that she refuse a bid from one organization to wait for a bid from another organization or suggest that a potential member list only one choice on her membership recruitment acceptance binding agreement (MRABA).
- It is in accord with the dignity and good manners of sorority women to:
 - Eliminate disparaging remarks about any sorority or college/university woman.
 - Create friendly relations between sorority and non-sorority women.
 - Avoid negative publicity on Panhellenic matters.

UA V. COLLEGE PANHELLENIC ASSOCIATION AGREEMENT

- Establishment and Regulation of Membership Recruitment
 - Each College Panhellenic Association shall prohibit the use of alcoholic beverages in membership recruitment and Bid Day activities.
 - Each College Panhellenic Association shall prohibit the participation of men in membership recruitment and Bid Day activities.
 - All members, including alumnae and new members, shall be bound by College Panhellenic Association rules governing membership recruitment.

UA VII. COLLEGE PANHELLENIC ASSOCIATION JUDICIAL PROCEDURE (2. A-D)

- Judicial Process Overview
 - Sororities are encouraged to resolve alleged infractions as soon as possible through informal discussion with the involved parties before a College Panhellenic Violation Report form is filed.
 - Should the informal discussions be unsuccessful, the judicial process will be set in motion by the filing of a violation report form for an alleged infraction. An infraction can only be filed against a chapter and not against any individuals. Violations must be reported in the following manner on the College Panhellenic Violation Report available on the NPC website or from the College Panhellenic.
 - Timing
 - The College Panhellenic Violation Report shall be completed and presented to the president of the College Panhellenic Association in a timely manner, but not more than 30 calendar days from the date of the alleged infraction (including university/college breaks).
 - If the College Panhellenic president is unavailable or the violation is against her sorority, the report shall be presented to the fraternity/sorority advisor.
 - The College Panhellenic president and fraternity/sorority advisor shall review the College Panhellenic Violation Report to ensure that it has been filled out completely, including proper signatures and indication of rules/guidelines violated. An incomplete report shall be returned to the reporting party for completion before proceeding.
 - Proper Reporting Authority
 - Recruitment infractions may only be reported and signed by one of these people:
- Chapter president on behalf of her chapter
- College Panhellenic officer in charge of recruitment or a recruitment counselor
- Potential new member
- Fraternity/sorority advisor
- Mediation
 - The purpose of mediation is to find a solution satisfactory to both the party who filed the infraction and the accused sorority, in accordance with the following documents:
- NPC Unanimous Agreements
- College Panhellenic bylaws
- College Panhellenic membership recruitment rules/guidelines
- College Panhellenic recruitment code of ethics
- College Panhellenic standing rules

- Judicial Board Hearing
- Sanctions

POLICY – Financial Transparency (1963, 2017, 2018) [pg.52 NPC MOI]

The College Panhellenic will require chapters share detailed financial information (member dues, chapter fees and assessments, etc.) with potential new members during a specified round of recruitment. Chapters are also required to list other potential costs that are not included in dues or fees.

POLICY - Intentional Single Preference (1989) [pg.53 NPC MOI]

The term “suicide” should be eliminated from the Panhellenic vocabulary as it applies to collegiate membership recruitment, and the term “intentional single preference” should be used in its place.

POLICY - Invitations for Membership (2005) [pg.53 NPC MOI]

NPC reaffirms that a sorority should be willing to issue an invitation to membership to any woman who is invited and attends its preference event. NPC reaffirms that the name of every woman whom a sorority invites to attend and who attends that sorority’s preference event should appear on the sorority’s bid list.

Statement of Values-Based Recruitment

The purpose of values-based recruitment is to focus on meaningful conversations with potential new members and recruiting/pledging women who will have a positive impact on chapters and the Panhellenic community. NPC has a policy on values-based recruitment and encourages Panhellenics to incorporate this concept into all recruitment styles. Nonessential features should be removed from the process, and the focus of membership recruitment should be on the values, benefits, and obligations of membership for each organization.

All NPC member organizations represented at Union University will promote the following practices during membership recruitment:

- Engage in values-based conversations.
- Choose recruitment activities and behaviors that reflect the core values of our organizations.
- Make informed choices, based on shared values, about potential new members.
- Educate potential new members about the values, benefits, and obligations of sorority membership.

In accordance with NPC policy, Union University recruitment events do not include skits, elaborate decorations and costumes.

Statement of “No Frills Recruitment”

Recruitment events of Union University shall consist of maximum conversation time, tables with displays pertaining to the event and water for potential new members. Drink table and/or cooler should not be decorated other than with a tablecloth. Skits, excessive food, excessive decorations, attire, etc. will not be permitted. Panhellenic defines excessive as anything that is going beyond the usual or what is necessary. This may include things that are extravagant, unreasonable, unimportant, or exorbitant in size and/or quantity. Decorations are defined as anything that is not a permanent fixture within the house.

Inside and Outside Decorations

- A. Only permanent landscaping and permanent exterior home accessories are permitted.
- B. The Panhellenic Executive Board and/or Panhellenic Advisor is given total discretion in determining whether items are approved. Final approval for all decorations is left to the Panhellenic Executive Board and/or Panhellenic Advisor.
- C. Chapter rooms and all recruitment facilities should appear the same as they appear year-round, with permanent fixtures only. Permanent fixtures include, but are not limited to, permanent furniture, wall decorations, plants, composites etc. No added decorations, aside from the approved items, are permitted.
- D. The Office of Student Discipleship and Engagement and/or Panhellenic Executive Board may perform walk-through checks prior to the beginning of primary recruitment in order to verify and document the permanent fixtures in each house.
- E. The Office of Student Discipleship and Engagement and/or Panhellenic Executive Board will perform walk-through checks prior to each round of recruitment to verify each chapter’s inside and outside decorations are in line with all aspects of No-Frills Policy.

Description of Rounds

Union University Panhellenic will participate in a three round primary membership recruitment process and that will be followed by a Bid Day Celebration. These rounds will consist of Values, Philanthropy, and Preference. Below are the guidelines for each round:

1. Values Round:

- a. 45-minute event
- b. Video or slide show may be shown that is preapproved by the Panhellenic President, the Vice President of Recruitment, the Vice President of Standards, and the Panhellenic Advisor. Videos may last a maximum of seven minutes.
- c. During Values Round, you can choose to do a short presentation, video, picture show, testimonials, etc. Videos should focus on values, clips from actual events, and sister testimonies. There shall be no singing or dancing during the commercial or presentation.
- d. Sorority financial requirements must be presented to the full party during this round.
- e. Chairs covers and/or chair ties as well as tablecloths that are white or the sorority's solid official colors are allowed. Each sorority must supply their own tablecloths and chair ties.
- f. Singing at the beginning and at the end of the round is allowed.
- g. Drapes/tulle cannot be hung from the ceiling. Drapes and/or tulle can only be solid black, white, or the sorority's colors.
- h. White string lights are allowed during Values, but only if they are not excessive and not colored lights.
- i. Approved banner may be used during Values round.
- j. Excessive decorations will not be allowed. All decorations should have a purpose and tie back into the group's values or be a permanent fixture within the house. The VP-Recruitment and/or Panhellenic advisor reserves the right to remove any decorations that do not follow these guidelines or was not pre-approved.

2. Philanthropy Round:

- a. 45-minute event
- b. Video or slide show may be shown that is preapproved by the Panhellenic President, the Vice President of Recruitment, the Vice President of Standards, and the Panhellenic Advisor. Videos may last a maximum of seven minutes.
- c. Chairs covers and/or chair ties as well as tablecloths that are white or the sorority's solid official colors are allowed. Each sorority must supply their own tablecloths and chair ties.
- d. Display boards should reflect the sorority's philanthropy/philanthropy events.
- e. Singing at the beginning and at the end of the round is allowed.
- f. Drapes/tulle cannot be hung from the ceiling. Drapes and/or tulle can only be solid black, white, or the sorority's colors.
- g. White string lights are allowed during Philanthropy, but only if they are not excessive and not colored lights.
- h. Approved banner may be used during Philanthropy round.
- i. Excessive decorations will not be allowed. All decorations should have a purpose and tie back into the group's values or be a permanent fixture within the house. The VP-Recruitment and/or Panhellenic advisor reserves the right to remove any decorations that do not follow these guidelines or was not pre-approved.

3. Preference Round:

- a. 60-minute event
- b. Video or slide show may be shown that is preapproved by the Panhellenic President, the Vice President of Recruitment, the Vice President of Standards, and the Panhellenic Advisor. Videos may last a maximum of seven minutes.
- c. Supplies as related to the ritual/ceremony may be used.
- d. Singing at the beginning of the round, during the round and at the end of the round is allowed.
- e. Drapes/tulle can be used to create a room divider or partition. It cannot be hung from the ceiling. Drapes and/or tulle can only be solid black, white, or the sorority's colors.
- f. Chairs covers and/or chair ties as well as tablecloths that are white or the sorority's solid official colors are allowed. Each sorority must supply their own tablecloths and chair ties.
- g. Florals may only contain greenery and the sorority's flowers.
- h. White string lights are allowed during Preference, but only if they are not excessive and not colored lights.
- i. Individual letters are not allowed to be given or read to the PNM.
- j. Excessive decorations will not be allowed. All decorations should have a purpose and tie back into the group's values and symbols or be a permanent fixture within the house. The VP Recruitment and/or Panhellenic

advisor reserves the right to remove any decorations that do not follow these guidelines or was not preapproved.

Budgets

Each chapter is allotted a membership recruitment budget of \$2,500. This budget covers anything needed to support recruitment rounds. This budget excludes all Bid Day activities and anything that is for the sole purpose of a Recruitment Retreat or supplementary materials for only active chapter members (i.e., food for chapter members only after Recruitment rounds, etc.) Donated goods and services and previously purchased decorations must be listed at fair market value and included in the membership recruitment budget.

Statement of Membership Recruitment Acceptance Binding Agreement (MRABA)

- The Union University Panhellenic 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.

Statement of Automatic Reset of Total

- Total is the allowable chapter size as determined by the College Panhellenic.
- To allow chapters to achieve parity as quickly as possible, total will be automatically adjusted every regular academic term. This is to be done no later than 72 hours following bid distribution in the academic term that primary recruitment is held and within one week (no more than seven days) from the start of the academic term in which primary recruitment is not held. Total will be determined by the total setting specialist per National Panhellenic Conference.

Article III. General Policies

1. A non-refundable registration fee of \$40.00 shall be paid by all potential new members upon registering for primary recruitment in order to supplement the cost of recruitment.
2. A woman must contact her recruitment counselor and/ or College Panhellenic if she desires to withdraw from the membership recruitment process; she must complete a withdrawal evaluation.
3. Complaints of violations of recruitment rules should be made in written form within 30 days of the violation to the Panhellenic President or Panhellenic Advisor.
4. No behavior or conversation contrary to the Panhellenic Creed or the ideals of the Panhellenic or its member organizations should ever occur, including intentional mistruths about other groups or conduct detrimental to the Greek system.

Article IV. Standing Rules

1. No member may purchase or give any potential new member anything at any time and vice versa.
2. There will be no promising of bids directly or indirectly by any members, new members or alumna of the sorority.

Article V. Timeline

Section 1. May 18—August 25

- During New Student Orientation, potential new members are not allowed to be off campus (including off campus residences) with members.
- Potential new members may only visit sorority houses at the designated time of recruitment parties during primary recruitment.
- No members are permitted on campus before upperclassmen move-in day unless they are a part of a pre-approved group or have obtained approval to move in early from the Office of Residence Life. Only members of pre-approved groups involved in orientation may attend orientation events.
- Members must remove all content that includes any Panhellenic Executive Board Member or Recruitment Counselor if it explicitly indicates her chapter.

Section 2. Beginning August 1- August 25

- Potential new members are not allowed to visit any disaffiliated member's room if she lives with affiliated members.
- Potential new members are not allowed to be off campus (including off-campus residences) with members.
- Members are not allowed in a potential new member's room unless they are a Welcome Week Leader or Resident Advisor and only in situations requiring their assistance because of their campus leadership position.
- All members and PNMs are not allowed to attend Howdy party, House Parties, or any other campus affiliated event together; however, members are encouraged to engage with PNMs in a way that promotes Greek Life as a whole and follows Positive Panhellenic Contact guidelines (see V.C-E).
- Members are allowed wear sorority letters at the Howdy Party; however, they are to promote the sorority & recruitment experience in general rather than use it as an opportunity for recruiting/promotion of their individual chapters.

Section 3. Beginning August 25—August 30 (Recruitment Week)

- Primary recruitment officially begins with Recruitment 101 on Monday, August 25 and concludes with bids being given on Saturday, August 30.
- During primary recruitment, potential new members must abide by all rules enacted by the Panhellenic Council. Failure to do so may result in PNMs being removed from recruitment and not allowed to pledge until the next primary recruitment period.
- The Panhellenic Council encourages Positive Panhellenic Contact between potential new members and members. All members should refrain from speaking about their individual sorority with potential new members **except during recruitment parties, unless specifically asked**. This rule depends upon the integrity of all recruitment participants.
- Positive Panhellenic Contact does not mean creating an unfair advantage for a particular NPC member organization. It does mean being friendly and responding to questions potential new members may ask of Panhellenic members. It does mean promoting sorority membership in general, not a particular organization
 - **Exception:** Realizing that LIFE Group leaders, Welcome Week leaders, Resident Advisors, and other students in official leadership positions play an integral role in the acclimation of new students to college life at Union:
 - Prior to and during Primary Recruitment, LIFE Group leaders are allowed to meet with their group members off campus, but conversations **MUST** stay Panhellenic.
 - During Primary Recruitment, LIFE Group leaders, Welcome Week leaders, and Resident Advisors cannot initiate contact with Potential new members individually. However, they can talk with PNMs if the PNM initiates the contact and as long as it does not concern the individual's particular organization.
- During primary recruitment parties, members may not make any negative reference to another sorority. If this occurs, it should be reported by the PNM to the Rho Gamma upon completion of the party.
- There must be no communication pertaining to primary recruitment unless it is Panhellenic in nature, verbal or written, between advisors and alumnae and registered potential new members during primary recruitment.
- Members are not allowed to ask a potential new member which sorority she prefers during primary recruitment. Rho Gammas will encourage potential new members to express their preference during recruitment.
- A potential new member may not keep any recruitment paraphernalia, except for her Panhellenic nametag. This includes flowers, napkins, food items or other favors.
- If a potential new member declines an invitation to any party she has been invited to during primary recruitment, she will forfeit her eligibility to continue in the recruitment process. No potential new member may yell in any spirit circle during recruitment.
- Bid cards will be signed at or about 9:00 p.m. on Friday, August 29th, Potential new members will report directly to Bowld Commons immediately following her last preference party. Bids will be extended by 10:30am Saturday, August 30th, in the Bowld Commons.
- If a potential new member must miss a recruitment party or round for any reason, she must submit a Party Excuse through the Panhellenic Advisor 24 hours before the missed party/round.

Article VI. Guidelines concerning Rho Gammas & Disaffiliated Panhellenic Council Members:

- All Rho Gammas and Panhellenic Council members (excluding the chapter delegates) must be completely disassociated from their respective sororities by August 1 and until bids are distributed on bid day. This is so that their actions and decisions support the welfare and best interests of the Panhellenic community.
 - No disaffiliated woman should show association with her chapter in any way. This includes (but is not limited to) removing stickers on cars, water bottles, or computers; refraining from working on projects for her chapter,

which includes assisting with recruitment events, designing t-shirts, creating videos, or planning social events; and refraining from wearing t-shirts, key chains, buttons, etc. that would indicate her chapter.

- Social media disaffiliation should begin 48 hours after the spring commencement ceremony (graduation ceremony) and should extend until bids are distributed on bid day. All Rho Gammas and Panhellenic Council members (excluding the chapter delegates) should set their social media accounts to private and remove any post which would explicitly indicate her chapter (posts at her sorority events, throwing her sign, wearing anything with her sorority's name or symbols on it, tagged posts with any explicit indication of her chapter, etc.)
- Rho Gammas and Disaffiliated Panhellenic Council members are not to imply favoritism toward any group or to disclose affiliation until bids are presented.
- Rho Gammas are not to ask her Rho Gamma group which house they think she is in and should not entertain guesses of which house she is in
- Two Rho Gammas from the same sorority may not leave campus with any potential new members without a Rho Gamma from another sorority going with them.
- Rho Gammas and Panhellenic Council Members should not accept PNM requests on any type of social media once social media disaffiliation begins until after bids are distributed.