Updated September 15, 2026

COLLEGE PANHELLENIC ASSOCIATION OF SOUTHEAST MISSOURI STATE UNIVERSITY BYLAWS

Article I. Name of Organization

The name of this organization shall be the College Panhellenic Association of Southeast Missouri State University.

Article II. Object

The object of the College Panhellenic Association shall be to:

- Conduct the business of the College Panhellenic only during the campus academic year.
- Promote the growth of individual chapters and the sorority community.
- Organize and sponsor a women's only 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 National Panhellenic Conference 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.

Article III. Membership

Section 1. Membership classes

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

A. **Regular membership.** The regular membership of the College Panhellenic Association of Southeast Missouri State University shall be composed of all installed chapters of National Panhellenic Conference sororities at Southeast Missouri State University. Regular members of the College Panhellenic Association shall pay dues as determined by the Panhellenic Council.
    a. Alpha Chi Omega
    b. Alpha Delta Pi
    c. Alpha Phi
    d. Alpha Xi Delta
    e. Delta Delta Delta
    f. Gamma Phi Beta
    g. Sigma Sigma Sigma

B. **Provisional membership.** The provisional membership of the College Panhellenic Association of Southeast Missouri State University shall be composed of all colonies of National Panhellenic Conference sororities at Southeast Missouri State University. 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 a National Panhellenic Conference sorority.

C. **Associate membership**. The associate membership of the College Panhellenic Association of Southeast Missouri State University shall be composed of women's only local sororities or inter/national or regional non-National Panhellenic Conference 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 a voice and one vote on all matters except extension-related matters. If they do not participate in the formal recruitment process, they shall not have a vote on recruitment rules and the establishment or the modification of Panhellenic total. If they do participate in the formal recruitment process, they shall have a vote on recruitment rules and the establishment or the modification of Panhellenic 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

A. Duty of compliance.
    a. All members, without regard to membership class, shall comply with all National Panhellenic Conference Unanimous Agreements and policies and be subject to College Panhellenic Association of Southeast Missouri State University bylaws, code of ethics, and standing rules unless otherwise prescribed in these bylaws. Any rules adopted by this Association in conflict with the National Panhellenic Conference Unanimous Agreements shall be void.

B. All Member Sororities:
    a. All chapters will be recognized organizations in good standing with the Southeast Missouri State University Campus Life and Events Services Office.
    b. All chapters must have internal risk management policies addressing alcohol, social functions, and hazing.
    c. All chapters must have an internal scholarship program.
    d. All chapters must pay semesterly dues.
    e. One mandatory Circle of Sisterhood event will be planned per academic calendar year. The date of the event annually occurs the week following spring break in the spring semester. Circle of Sisterhood attendance is required by all Panhellenic chapters. If 75% of the chapter is not represented, a $100 fine will be issued and donated to the Circle of Sisterhood Foundation.
    f. One Greek Connection event will be planned per academic semester, excluding Circle of Sisterhood in the spring semester, and excluding Anti-Hazing week programming. The date of the event will be set and announced 1 month prior to

the event. Greek Connection attendance is monitored by all Panhellenic chapters.

g. Attendance at the primary Anti-Hazing week event will be mandatory by all Panhellenic chapters. The event will be planned before the start of the semester. If 75% attendance is not met, a $50 fine will be applied that will go towards the National Anti-Hazing Foundation.

C. Provisional and Associate member sororities
    a. Provisional member sororities may not hold an executive office on the Southeast Missouri State University Panhellenic Council Executive Board.
    b. Associate member sororities may hold positions on the Southeast Missouri State University Panhellenic Executive Board with the exception of President, Vice President of Recruitment and Retention, Vice President of Membership Development, Vice President of Internal Affairs, or Vice President of Administrative Affairs.
    c. Associate member sororities are allowed and expected to participate in all Panhellenic Council programming, including meeting the attendance criteria of Greek Connections.

Section 3. Dues

A. National Panhellenic Conference College Panhellenic dues shall be paid yearly as invoiced by the National Panhellenic Conference office.
B. College Panhellenic Association membership dues shall be assessed per member and new member. All chapters will pay semester dues of $10 per each member. Due date will be set by the Vice President of Administrative Affairs. $10 per member will be evaluated semester by semester.
C. Chapters that fail to submit dues by the established deadline will be fined a $50 late fee. A 24-hour grace period will be granted following the due date, after which the fine will be applied. Exceptions may be approved by the Vice President of Administrative Affairs under extenuating circumstances.

Section 4. Fees and assessments

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

Section 5: Representation

A. All member sororities will appoint a Panhellenic Delegate and an Alternate Panhellenic Delegate to attend Panhellenic meetings.

Section 6: Voting

A. Only Member and Associate Member sororities will have voting privileges.
    a. Each member and associate member sorority is allowed one vote.
    b. Each member and associate member sorority present at the meeting will have voting privileges provided that the sorority is in good standing with the College Panhellenic Association of Southeast Missouri State University.

Article IV. The Panhellenic Council

Section 1. Authority
The governing body of the College Panhellenic Association of Southeast Missouri State University 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 College Panhellenic Association of Southeast Missouri State University including, but not limited to: annual review of the parameters as adopted in the recruitment rules for the automatic 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 member women's only sororities.

Section 2. Composition and privileges
The Southeast Missouri State University Panhellenic Council shall be composed of one delegate and one alternate delegate from each regular, provisional and associate women's only member organization at Southeast Missouri State University 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 delegates shall have a voice but no vote. 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, the vote may be cast by a member of the sorority, providing her credentials have been 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 women's only sorority chapters.

Section 4. Delegate vacancies
When a delegate vacancy occurs, it shall be the responsibility of the woman's fraternity affected to select a replacement within two weeks and to notify the Panhellenic Executive Member: Vice President of Administrative Affairs of her name, email and telephone number.

Section 5. Duties and responsibilities
Panhellenic delegate duties and responsibilities:

a. Must attend all Panhellenic Council meetings.
b. Must support National Panhellenic Conference Unanimous Agreements, policies and procedures.
c. Must understand local College Panhellenic Association policies and procedures.
d. Should know when to consult her sorority's National Panhellenic Conference delegate for assistance and advice regarding Panhellenic concerns.
e. Should be prepared and knowledgeable about Panhellenic concerns, the view of her member organization and chapter, and how to voice concerns to the Council.

f. Should present regular College Panhellenic Association reports at chapter meetings.

Section 6. Regular meetings
Regular meetings of the Panhellenic Council shall be held at a time and place established at the beginning of each academic term.

Section 7. Special meetings
Special meetings of the Panhellenic Council may be called by the President when necessary and shall be called by her upon the electronic or written request of no fewer than one-fourth of the member women's sororities of the College Panhellenic Association of Southeast Missouri State University. 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 8. Quorum
Four-sevenths of the delegates from the member women's fraternities of the Southeast Missouri State University Panhellenic member organizations shall constitute a quorum for the transaction of business.

Section 9. 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 recolonization 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 V. The Executive Board

Section 1. Composition
The officers of the Southeast Missouri State University College Panhellenic Association shall be the President, Vice President of Internal Affairs, Vice President of Administrative Affairs, Vice President of Recruitment and Retention, Vice President of Membership Development, Vice President of Chapter Development, and Vice President of Community Relations.

Section 2. Eligibility
Eligibility to serve as an officer shall depend on the class of membership as well as Grade Point Average (GPA) and other chapter offices:

A. Regular membership. Members from women's only sororities holding regular membership in the College Panhellenic Association of Southeast Missouri State University shall be eligible to serve as an officer.

B. Provisional membership. Members from women's only sororities holding provisional membership in the College Panhellenic Association of Southeast Missouri State University shall not be eligible to serve as an officer.
C. Associate membership. Members from women's only sororities holding associate membership in the College Panhellenic Association of Southeast Missouri State University shall be eligible to serve as an officer except for Vice President of Recruitment and Retention, Vice President of Membership Development, Vice President of Internal Affairs, Vice President of Administrative Affairs, or President.
D. Southeast Missouri State University Panhellenic Executive Board will be ineligible to serve on their Chapter's executive board in concurrent terms.
E. In order to hold a Panhellenic Executive position, one must have a cumulative 3.0 Grade Point Average. Throughout this executive position, it is required that one must remain in good academic standing within their chapter during their term. One must also be classified as a full-time student at Southeast Missouri State University to hold an Executive position.

Section 3. Selection of Officers, limitations, and Terms

A. The offices of President, Vice President of Internal Affairs, Vice President of Administrative Affairs, Vice President of Recruitment and Retention, Vice President of Membership Development, Vice President of Chapter Development, and Vice President of Community Relations of the College Panhellenic Association of Southeast Missouri State University shall be nominated through a slating committee process.
B. No more than two member(s) from the same women's only sorority shall hold office during the same term.
C. The officers shall serve for a term of one year or (in the case of a delay) until their successors are selected. All positions will be up for reelection at the end of each Fall semester. The term of office will begin each January.

Section 4. Removal

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

Section 5. Vacancies

All vacancies, excluding the President's role, shall be filled in the same manner of selection as provided in Section 3 of this article. In case the President resigns or leaves school before her term has expired, the Vice President of Internal Affairs shall take her place. In this case, the Southeast Missouri State University Panhellenic Council will elect a new Vice President of Internal Affairs from members of the Greek Chapters. In the case of any other officer vacancy, an election may be held as stated above. Vacancies will be filled by delegate nomination and election with ⅔ vote and approval (pass/reject) by chapters.

Article IV. Officers and Duties

A. The Executive Board shall administer routine business between meetings of the Panhellenic Council and 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 Administrative Affairs, the Executive Board shall also report all actions it has taken and record the action in the minutes of that meeting.
A. The Executive Council shall be responsible for executing and abiding by all policies established by the Collegiate Panhellenic Council.
B. The Executive Council shall meet prior to each regular meeting to discuss the order of business and to hear reports.
C. Each member of the Executive Council shall make a report of her actions and business of her office at both regular and executive meetings.
D. Members of the Executive Council are required to attend all Executive Council meetings and regular meetings of the Council unless her absence is excused by the President.
E. If a member of the Executive Council is unable to fulfill the duties of her position, she shall resign or be asked to resign.
F. All Panhellenic Council officers are required to be present at Collegiate Panhellenic Council meetings, Executive Council meetings and any other special meetings called by the Panhellenic Council President, Panhellenic Advisor, or Office of Greek Life. If any Executive Council member has two unexcused absences during one semester, she will be asked to turn in her resignation from office.

Section 7. Duties of officers

A. The President shall:
    a. Preside at all meetings of the Panhellenic Council.
    b. Preside at all meetings of the Executive Board.
    c. Communicate regularly with the Panhellenic Advisor or designee.
    d. Be familiar with the National Panhellenic Conference Manual of Information and all governing documents of this Association.
    e. Ensure all National Panhellenic Conference College Panhellenic reports are completed on time.
    f. Manage all award applications for AFLV and other possible opportunities
    g. Communicate regularly with the National Panhellenic Conference Area Advisor, keep current correspondence and materials received from the National Panhellenic Conference Area Advisor.
    h. Maintain current copies of the following: College Panhellenic Association of Southeast Missouri State University bylaws and standing rules, the College Panhellenic Association budget, all National Panhellenic Conference College Panhellenic reports and other pertinent materials.
    i. Have overall responsibility for the operation of the Panhellenic Executive Board.
    j. Serve as a member ex-officio of all Panhellenic Council committees with voice, but no vote.
    k. Coordinate the new officer workshop.

l. Serve as the spokeswoman for campus meetings and presidential meetings as the Panhellenic representative.
m. Ensure that the National Panhellenic Conference Panhellenic annual report is completed.
n. Perform all other duties as assigned.

B. The Vice President of Internal Affairs shall:
    a. Serve as the director of the Panhellenic Judicial Board.
    b. Preside over the selection of members of the Panhellenic Judicial Board.
        i. The Panhellenic Judicial Board will be considered the No Frills Committee during formal recruitment ensuring each chapter is abiding by recruitment regulations.
        ii. The Panhellenic Judicial Board will assist the Vice President of Internal Affairs and the Vice President of Programming and Scholarship in tracking attendance at Greek Connections programs.
    c. Coordinate all meetings of the Panhellenic Judicial Board, finding an appropriate mediator unaffiliated with parties involved.
    d. Shall determine if each Collegiate Panhellenic Council member fraternity fulfilled the 75% attendance requirement at Circle of Sisterhood and Anti-Hazing Program each semester, and report that information to the Southeast Missouri State University Greek Life Office.
    e. Be familiar with the National Panhellenic Conference Manual of Information and all governing documents of this council.
    f. Responsible for review and updates to the College Panhellenic Bylaws, Standing Rules, and Recruitment Rules
    g. Perform the duties of the President in her absence, inability to serve, or at her call.
    h. Perform all other duties as assigned.

C. The Vice President of Administrative Affairs shall:
    a. Be responsible for the general supervision of the finances for the Southeast Missouri State University Panhellenic Council.
    b. Be responsible for the preparation of the annual budget. Following its approval by the Panhellenic Council, provide a copy to each Panhellenic Association member sorority.
    c. Receive all payments due to the Panhellenic Association, collect all dues, and give receipts.
    d. Be responsible for prompt payments of the annual National Panhellenic Conference dues and all bills.
    e. Maintain up-to-date financial records.
    f. Maintain the up-to-date roll of the members of the Panhellenic Council and call it at all Council meetings.
    g. Keep full minutes of all meetings of the Southeast Missouri State University Panhellenic Council and a record of all action taken by the Executive Board.

h. Maintain a complete and up-to-date file which will include the minutes of the meetings of the Panhellenic Council and other correspondence.
i. Send meeting minutes to the National Panhellenic Conference Area Advisor on a weekly basis.
j. Be responsible for organizing signature changes during officer transitions.
k. Shall oversee the financial transparency program during primary recruitment.
l. Be familiar with the National Panhellenic Conference Manual of Information and all governing documents of the Council.
a. Preside over presidential duties, in the event that the President and the Vice President of Internal Affairs is unable to serve.
b. Perform all other duties as assigned.

D. The Vice President of Recruitment and Retention shall:
a. Keep an up-to-date file with recruitment statistics.
b. Organize fall formal recruitment and spring informal recruitment with input from chapter recruitment chairwomen and recruitment advisors.
c. Coordinate pre-recruitment events.
d. Co-Chair recruitment counselor selections committee with the Vice President of Membership Development.
e. Train recruitment counselors on the structure of formal recruitment and the duties that they need to do in order to help the process be successful.
f. Work with the Vice President of Community Relations and assist with publication of any recruitment marketing materials.
g. Assist in promotion of recruitment and connecting with PNMs.
h. Hold ~~a~~ at least one round-table prior to Fall Recruitment with the chapter recruitment chairs and retention round-table post recruitment.
i. Set house total for the fall and spring semesters.
j. Approve all chapter recruitment videos to ensure they are following the guidelines set forth in the recruitment rules.
k. Make all reservations for recruitment rooms and busses.
l. Be familiar with the National Panhellenic Conference Manual of Information and all governing documents of this Council.
m. Perform all other duties as assigned.

E. The Vice President of Membership Development shall:
a. Served as a Recruitment Counselor prior to being elected.
b. Perform the duties of the Vice President of Recruitment and Retention in her absence, inability to serve, or at her call.
c. Help the Vice President of Recruitment & Retention with the organization of both fall and spring recruitment.
d. Choose/deny—with input from the Panhellenic Executive Council— Recruitment Counselors for any reason.
e. Facilitate a training period for Recruitment Counselors the semester before formal recruitment.

f. Serve as the facilitator of the Recruitment Counselors.
g. Organize and oversee all new member education programs.
h. Assist the chapters with issues surrounding retention.
i. Coordinate roundtable discussions for new member educators.
j. Facilitate educational programs for new members.
k. Devise scholarship and leadership resources for new members.
l. Provide assistance to new member educators on topics pertinent to new members.
m. Be familiar with the National Panhellenic Conference Manual of Information and all governing documents of this Council.
n. Perform all other duties as assigned.

F. The Vice President of Chapter Development shall:
a. Educate the sororities on risk management issues (alcohol, fire safety, hazing, sexual abuse, etc.).
b. Educate and enforce the risk management policy.
c. Organize and oversee all risk management programs.
d. Organize National Hazing Prevention Week activities.
e. Be familiar with the National Panhellenic Conference Manual of Information and all governing documents of this Council.
f. Collaborate with New Member educators and Risk Managers on risk management policies and prevention.
g. Collaborate with the Vice President of Programming and Scholarship to provide risk management based Greek Connections.
h. Perform all other duties as assigned.
i. Coordinate Greek Connections programs for both fall and spring semesters: a duty delegated by the Southeast Missouri State University Office of Greek Life in order to fulfill one of the requirements for the Five Star Awards Program. (moved from within the same section)
j. Be responsible for scholarship for all National Panhellenic Conference chapters and meetings with chapter scholarship chairs.
k. Is responsible for coordinating Southeast Missouri State University sisterhood events.
l. Be familiar with the National Panhellenic Conference Manual of Information and all governing documents of this Council.
m. Preside over presidential duties in the event that the President, the Vice President of Internal Affairs, and the Vice President of Administrative Affairs is unable to serve.
n. Perform all other duties as assigned.

G. The Vice President of Community Relations shall:
a. Coordinate public relations activities within the Greek system, the campus, and the community.

b. Keep in contact with all campus and community media concerning the Panhellenic Association.
c. Develop publications and brochures which promote the Panhellenic Association.
d. Set up programming in the community, coordinate and oversee community service activities.
e. Keep a continuous notebook of all publications concerning the Greek system.
f. Strengthen relations with other Greek systems concerning public relations and/or other matters in our region.
g. Strengthen relations with the public relations and/or community service officer from individual chapters on campus.
h. Compile a Panhellenic calendar containing the dates of all significant events for the chapters.
i. Maintaining the Panhellenic website, if one is operated by the Council, for Southeast Missouri State University, and all Panhellenic social media.
j. Coordinate and oversee all fundraising and events for Circle of Sisterhood.
k. Be familiar with the National Panhellenic Conference Manual of Information and all governing documents of this Council.
l. Perform all other duties as assigned.

Section 7. 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 8. Special meetings
Special meetings of the Executive Board may be called by the President when necessary and shall be called by her 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 9. 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 College Panhellenic Association of Southeast Missouri State University shall be appointed by the Southeast Missouri State University Panhellenic Council.

Section 2. Authority

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

Article VIII. Committees

Section 1. Standing committees

A. The standing committees of the College Panhellenic Association of Southeast Missouri State University shall be the Judicial Board and Membership Recruitment Committee.
B. 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 chairwomen of all standing and special committees, except as provided otherwise in these bylaws, and in making these appointments, recognize fair representation from all member women's only sororities as much as possible. The President shall be an ex-officio member of all committees except the Judicial Board.

Section 3. Judicial Board

The Judicial Board shall consist of the vice president of internal affairs as chairwoman and one member from the College Panhellenic Association member organizations. The Panhellenic Advisor or designee may serve as a nonvoting, ex-officio member. The Judicial Board members shall participate in training to be educated about the purpose of the board, the rules and regulations the Judicial Board will monitor, the procedures to be followed, proper questioning techniques, the rights of the charged organizations, evaluating evidence, and deliberations and sanctioning. The Judicial Board shall educate member sororities about the College Panhellenic judicial procedure.

In accordance with National Panhellenic Conference Unanimous Agreement VII. College Panhellenic Association Judicial Procedure, it shall be the Judicial Board's duty to hold a hearing to adjudicate all alleged violations of the National Panhellenic Conference Unanimous Agreements and the bylaws, code of ethics, standing rules and membership recruitment regulations of the College Panhellenic Association of Southeast Missouri State University that are not settled informally or through mediation. The hearing shall be conducted by the entire Judicial Board unless the Panhellenic Council adopts rules for the hearing to be conducted by a committee of the Judicial Board. The members of the Judicial Board shall maintain confidentiality throughout and upon completion of the judicial process.

Section 3. Judicial Board

1. Judicial Board

   Each College Panhellenic Association Shall establish a judicial board for the limited purpose of handling member organization infractions of:

   a. College Panhellenic bylaws and/or other governing documents.
   b. College Panhellenic memberships recruitment rules/guidelines
   c. College Panhellenic code of ethics

d. College Panhellenic standing rules

A. A College Panhellenic, through its officers, shall select and train a workable judicial board based on campus needs.
B. The Duties and responsibilities of the judicial board must be consistent with this and all other NPC Unanimous Agreements.

Section 4. Membership Recruitment Committee
The Membership Recruitment Committee shall consist of a chairwoman and one representative from each regular, provisional and associate women's only member (if they are participating in the formal 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 formal membership recruitment period. After each formal membership recruitment period, the chairman 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.

Section 5. Marketing Committee
The Marketing Committee shall consist of a chairman and 3 members. The Marketing Committee shall be responsible for all forms of publicity dealing with the Southeast Missouri State University College Panhellenic Association. This committee shall work closely with the Executive Board and all committees to make certain to promote the experience of the Association and its member women's-only sororities.

a. Members of the committee will be selected by the VP of Community Relations from submitted applications. The application timeline will be set by the VPCR.
b. The Purpose of establishing a Marketing Committee:
    i. to develop and deliver a positive message.
    ii. Ensure each chapter on campus is represented, as well as the College Panhellenic Executive Board .
    iii. Conduct an annual College Panhellenic marketing assessment.
    iv. Develop an action plan to address the findings of the annual assessment
    v. Develop a year round membership recruitment marketing plan with the VP of RR.

Section 6. Other committees
Other such committees, standing or special, shall be appointed as deemed necessary by the Panhellenic Council.

Article IX. Finances

Section 1. Fiscal Year

The calendar year of the College Panhellenic Association of Southeast Missouri State University shall be from July 1st to June 30th.

Section 2. Contracts
Dual signatures of the President and Vice President of Administrative Affairs are required to bind the College Panhellenic Association of Southeast Missouri State University on any contract. If there is a conflict of interest in either the President and Vice President of Administrative Affairs, then the Vice President of Internal Affairs may be substituted for one of the other officers.

Section 3. Checks
All checks and electronic payments issued on behalf of the College Panhellenic Association of Southeast Missouri State University shall bear a signature from the Vice President of Administrative Affairs.

Section 4. Payments
All payments due to the College Panhellenic Association of Southeast Missouri State University shall be received by the Vice President of Administrative Affairs, who shall record them. Checks for payments shall be made payable to the College Panhellenic Association of Southeast Missouri State University.

Section 5: Payment Plan
If payment cannot be paid in full by the date set by the Vice President of Administrative Affairs, a payment of fifty percent of the total will be paid on that date. The remaining fifty percent will be paid three weeks from the initial date set by the Vice President of Administrative Affairs. The payment plan must be brought to the attention of the Vice President of Administrative Affairs prior to the initial due date.

Section 6: Controlled Substances
No Southeast Missouri State University Panhellenic Association funds shall be used to purchase any controlled substances.

Section 7: Financial Updates
The Vice President of Administrative Affairs will provide regular updates of the bank accounts and finances during delegate meetings. All expenses are tracked and available by request.

Article X. Extension

Section 1. Extension
Extension is the process of adding a National Panhellenic Conference women's only sorority. The College Panhellenic Association of Southeast Missouri State University shall follow all National Panhellenic Conference Unanimous Agreements and National Panhellenic Conference extension

guidelines found on the National Panhellenic Conference website and in the National Panhellenic Conference Manual of Information.

Section 2. Voting rights
Only regular members of the Panhellenic Council shall vote on extension matters.

Article XI. Violation Resolution

Section 1. Violation

Chapters shall be held responsible for the actions and conduct of their individual collegiate and alumnae members. Any behavior or action that violates the National Panhellenic Conference (NPC) Unanimous Agreements, these bylaws, the Panhellenic Code of Ethics, standing rules, or membership recruitment regulations of the College Panhellenic Association of Southeast Missouri State University shall constitute a violation.

Section 2. Informal Resolution

Members are encouraged to address and resolve alleged violations through informal, constructive discussion among the involved parties prior to initiating a formal review. The goal of this process is to promote understanding, accountability, and collaboration within the Panhellenic community.

Section 3. Peer Review Process

The College Panhellenic Association of Southeast Missouri State University shall utilize the Panhellenic Peer Review Process as outlined in the National Panhellenic Conference Manual of Information. This process emphasizes education and restoration rather than punishment and is designed to ensure fairness, transparency, and consistency in resolving alleged violations.
The Vice President of Internal Affairs shall oversee the review of alleged violations in accordance with current NPC policies and procedures.

Article XII. Hazing

Per the Unanimous Agreements, the National Panhellenic Conference supports all efforts to eliminate hazing. All forms of hazing shall be banned. For a definition of hazing see the Standing Rules for more information.

Article XIII. Inclusion Statement

College Panhellenic Association of Southeast Missouri State University does not categorically deny membership to an individual, based on race, color, religion, age, national origin, ancestry, sexual orientation, gender identity and expression, military or veteran status, the presence of a disability, genetic information, familial status, political affiliation or participation in protected

activities (discrimination based on sex is allowed through Title IX of the Educational Amendments of 1972).

Article XIV: Requirements for Southeast Missouri State University Statement of Non-Discrimination

Southeast Missouri State University and the National Panhellenic Council of Southeast Missouri State University are committed to providing a safe, civil and positive learning and working environment for its faculty, staff, students, and visitors, free from discrimination in any form. This policy applies to all members and guests of the University community and prohibits discrimination on the basis of race, ethnicity, religion, national origin, sex, sexual orientation, gender identity, age, genetic information, disability, or protected veteran status in any of its programs or activities. The National Panhellenic Council of Southeast Missouri State University is granted exemption for membership selection on the basis of sex under Title IX of the Education Amendment Act of 1972.

Article XV. Parliamentary Authority

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

Article XVI. Amendment of Bylaws

These bylaws may be amended at any regular or special meeting of the Southeast Missouri State University 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. At the request of any one chapter, or at the direction of the President, the vote on any bylaw amendment can be delayed by one week or until two meetings following the introduction of the proposed bylaw to allow additional time for review by a chapter.

Article XVII. Dissolution

This College Panhellenic Association shall be dissolved when only one regular member exists at Southeast Missouri State University. 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 the National Panhellenic Conference unless otherwise required by state law.