



Standing Rules Washington College Panhellenic Council
Last reviewed Spring 2020

Standing Rules I: Code of Ethics

We, the members of women's sororities at Washington College, 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 Washington College 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.
- Respectfully adhere to the bylaws and recruitment rules of the Washington College Panhellenic Council.
- Abide by all local and federal laws and NPC international 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 Washington College, these are the tenets by which we strive to live.*

Standing Rules II: Social Programming

In order to foster and promote unity amongst the Panhellenic Council, the Director of Programming with the support of Panhellenic Exec shall host a non-alcohol social program each semester. Details of the social program will be distributed at the beginning of each semester.

Standing Rules III: Panhellenic Council Attendance

1. When a Panhellenic delegate vacancy occurs it shall be the responsibility of the chapter concerned to select a replacement within two weeks, and to notify the Panhellenic Director of Administration of her name, email address, and phone number. When a meeting of the Panhellenic Council occurs while a delegate vacancy exists, the chapter president or co-delegate shall fulfill the duties of the delegate until a permanent delegate is selected.
2. Any official delegate with an excusable absence, which would prohibit attendance on a regular basis, may register for permission with the Executive Board to appoint a new representative for that semester. After being granted such permission, she will be excused as a voting member of the Panhellenic Council.
3. In the event a delegate cannot attend an individual meeting, she must inform the Panhellenic Council Director of Administration prior to the meeting. Furthermore, it is necessary for that chapter to designate an alternate delegate.
4. Each chapter is allowed a maximum of two excusable absences that have been approved by the Panhellenic Council Director of Administration per semester.
5. Any unexcused absence or any absences after the granted two excused absences will result in a chapter fine of \$100 to the offending sorority.

Standing Rules VI: Philanthropy Participation

Members of the Panhellenic Council may participate in external philanthropy events provided that the event abides by the following:

- No philanthropy event will last longer than 6 days.
- Any event held during the school week Monday-Friday will end no later than 11:00 p.m.
- There will be NO mandatory purchases made by any organization/individual member in order to participate in a Philanthropy event for. All materials must be provided to organizations.
- There must be at least 2 weeks' notice to the Panhellenic Council and Panhellenic chapters of any philanthropy event with all details and rules finalized

Standing Rules VII: Judicial Procedures

This section pertains to infractions and violations of the Panhellenic Constitution and Bylaws, Recruitment Rules and Code of Ethics. The Office of Student Engagement will handle all other violations including but not limited to Code of Conduct and Disciplinary.

Filing Procedures, Infractions may be reported by the following persons:

- President of a member group on behalf of the chapter
- Any appropriate University official
 - Office of Student Engagement
 - Title IX Coordinator
 - Director of Public Safety
 - VP of Student Affairs

Recruitment infractions may be reported and signed by either:

- a. President of member group on behalf of her chapter
- b. Panhellenic Recruitment Staff
- c. Potential New Member
- d. Panhellenic Advisor

The following is the infraction filing process:

- The College Panhellenic Violation Report form must be completed and submitted to the Panhellenic Executive Vice President within 30 calendar days from the date of the alleged infraction. If the Panhellenic Executive Vice President is unavailable or the violation is against her sorority, the form shall be presented to the Panhellenic President or Panhellenic Advisor.
- Within one week of the filed infraction, the President of the accused sorority should receive a Notice of Infraction form.
- Upon receipt of the Panhellenic Notice of infraction form, the accused sorority shall contact the Panhellenic Executive Vice President within one week to schedule mediation or choose to proceed directly to a Judicial Board hearing. If the Panhellenic Notice of infraction form is delivered during a university break, the mediation/judicial hearing may be scheduled after classes resume.
 - For infractions with a fine associated as stated in the recruitment rules, the invoice for the fine will be attached with the notice of infraction

Mediation Procedures:

- The purpose of mediation is to find a solution satisfactory to both the complaining party and the accused fraternity/sorority that is appropriate under NPC Unanimous Agreements and the Panhellenic Council Constitution, Bylaws and rules.
- The Panhellenic Executive Vice President shall appoint a neutral party to serve as the mediator. The mediator shall not be an undergraduate student. The Panhellenic Advisor may serve as the mediator if she/he has not filed the violation.
- Mediation shall be closed to the public.

- The participants in the mediation shall be representatives from each sorority involved, including a chapter advisor, or the complaining party if other than a sorority.
- No more than three representatives per organization, including the advisor, are allowed to be present at mediation.

Mediation minutes should include:

- Names and positions of those present
- Name and position of mediator
- Alleged violation
- Results of the agreement signed OR The list of issues that remain after the mediation
- Notice of Appeal, if applicable
- Time of Judicial Appeal, if applicable
- If an amicable solution is not reached the case will be referred to the Panhellenic Judicial Board within one week and the NPC Delegates of the chapters involved will be notified.

Panhellenic Judicial Board: Hearing Body:

- Panhellenic Executive Vice President will serve as the Chief Justice
- Three members (one representative from each NPC sorority) shall be chosen by the Executive Board to hold the position of Justices.
- They shall be nominated by the presidents of the respective chapters

Process:

- The hearing will occur within two weeks of the unsuccessful mediation, or as soon as possible.
- Judicial Board hearings shall be closed to the public. The participants in the Judicial Board hearing shall be the representatives from each sorority involved, including a chapter advisor or the complaining party if other than sorority, the Panhellenic President, the Panhellenic Advisor and in cases of recruitment infractions, the VPs of Membership and VP of Recruitment.
- Both the complaining and accused parties will have the opportunity to present information and question all witnesses.
- After hearing all statements, the Panhellenic Judicial Board will deliberate in private with only the Justices and the Panhellenic Advisor present.
- The outcome of the judicial hearing will be communicated in writing within two weeks to organizations and their NPC delegates, the NPC Area Advisor, and the Inter/national President of the accused organization.

Sanctions:

Any imposed sanctions may not last longer than one calendar year from the decision
Sanctions shall be relevant to the violation and educational in nature.

Judicial Board Decision Appeals:

A decision of the College Panhellenic Judicial Board may be appealed by any involved party to the NPC College Panhellenic Judicial Appeals Chairman Executive Vice President. An appeal shall be filed with the College Panhellenic President using the College Panhellenic Notice of Appeal form within 48 hours of the decision.

NPC College Panhellenic's Judicial Appeals Committee:

If the NPC College Panhellenic Judicial Appeals Committee is unable to resolve the appeal, the Chairman shall be responsible for the further conduct of the case and shall submit by certified mail, return receipt requested, all data regarding the appeal to the Inter/national President(s) of or sorority(s) involved.

Inter/national Presidents:

If the Inter/national Presidents cannot resolve the case by discussions among themselves, the case may be referred by any Inter/national President involved to the NPC Executive Committee.

NPC Executive Committee:

If the NPC Executive Committee cannot resolve the case, it may be appealed either by the Inter/national President or by the NPC Executive Committee to the National Panhellenic Conference.

National Panhellenic Conference:

The decision of the National Panhellenic Conference shall be final.