

UNIVERSITY OF WISCONSIN-WHITEWATER  
PANHELLENIC COUNCIL

Constitution  
Revised Fall 2006

Article I                      Name

The name of this organization shall be the University of Wisconsin- Whitewater Panhellenic Council.

ARTICLE II                      Purpose

The purpose of this Panhellenic Council shall be:

1. To serve as the governing and coordinating organization for UW-W member sororities.
2. To maintain the high standards of sorority life and inter-sorority relationships within our University.
3. To further intellectual accomplishment and scholarship.
4. To cooperate within the University administration in the maintenance of high social standards.
5. To be a forum for discussion of questions of interest in the University and sorority world.
6. To compile rules governing recruitment, bidding, and new membership on this campus.

ARTICLE III                      Organization and Council Membership

1. A member sorority is an organization that has met the National Panhellenic Conference *Manual of Information* guidelines and UW-W expansion requirements.
2. There shall be eleven officers on the UW-W Panhellenic Council Executive Board: President, Vice President, Secretary, Treasurer, Co-Recruitment Coordinators, Public Relations Coordinator, Education Chairperson, Philanthropy Chairperson, Risk Manager/Social Chairpersons, and Academics Chairperson. (See duties in bylaws.)
3. The UW-W Panhellenic Council shall be composed of three representatives from each sorority along with two alternate representatives.
4. Inactive members shall be included in the roster but temporary alumnae shall not.

ARTICLE IV                      Meetings

1. Regular meetings shall be held biweekly, whenever possible, at a definite time set by the Council President.
2. Special meetings shall be called by the President at the request of any sorority chapter representative in the UW-W Panhellenic Council.

ARTICLE V                      Voting

1. Before any By-Laws may be voted on, it shall be taken back to the member sororities and discussed. When this question has been discussed by the individual sororities, it will be voted upon at the next meeting of Panhellenic Council.
2. The power of one vote shall be granted to each member sorority. The representatives will constitute one vote per chapter. Each chapter must have three representatives present in order to constitute one vote.
3. A quorum, 2/3 of each chapters delegates and 2/3 of Executive Board, shall be necessary to pass motions.

4. In the event a majority is not found the motion fails and may be reworded. The president does not vote to break a tie.
5. Panhellenic Council shall not make any event mandatory without a majority vote approval from the delegates 3 weeks prior to the event.

ARTICLE VI                      Regulations

1. If any member sorority violates any regulation of the Constitution, By-laws, or recruitment rules, it shall be subject to the penalties stated in the By-laws. Such policies include, but are not limited to, recruitment, alcohol, hazing, Greek relations, and code of ethics.
2. Any dispute growing out of violation of UW-W Panhellenic Council rules shall be solved using violation procedures. (Article XI of By-laws)
3. Fundraising and philanthropic events will not include alcohol.

ARTICLE VII                      Revision and Amendments

1. The Constitution and By-laws will be reviewed and revised every two years.
2. This Constitution may be amended by a 2/3 vote of the membership of the Panhellenic Council.

UNIVERSITY OF WISCONSIN-WHITWATER  
PANHELLENIC COUNCIL

By-Laws  
Revised Fall 2006

ARTICLE I FINANCE

1. Dues and fees

- a. Each semester, each chapter will be required to pay dues. The fee is \$15.00 per member per semester. This fee includes all initiated/active members and new/associate members.
- b. Each chapter will be responsible for paying a fall recruitment fee to cover t-shirts for chapter members and recruitment promotional expenses.
- c. Active member dues will be due at the second Panhellenic Full Council meeting. Dues for new members will be due two weeks after bid day. A fine of \$20.00 per week shall be added to the dues for each week in which the sorority is delinquent and the chapter will lose its voting privileges until dues and fines are paid in full.
- d. All original receipts must be brought to the Panhellenic Treasurer at the next regular meeting. The reimbursement must be an approved budget item.
- e. Any expenditure or reimbursement over \$20.00, for which there is no budget, must be pre-approved by the Panhellenic Treasurer.
- f. At the end of the fiscal year, excess incomes over expenses are kept in reserve to be used at the discretion of E-board for major projects, emergencies or donations.
- g. No council or chapter funds shall be used to purchase alcohol or drugs of any kind or for sole benefit of the Executive board.

ARTICLE II REQUIREMENTS FOR CHAPTER MEMBERSHIP ON COUNCIL

Section 1 Membership Duties

A member chapter shall:

- a. Pay all dues and fees owed to the Panhellenic Council.
- b. Abide by the Panhellenic and Chapter Constitutions and By-laws, along with university and NPC policies, and all state and federal regulations.
- c. Maintain an updated list of members, officers, advisors, and Corporation/Alumni Board presidents with the Panhellenic Advisor and the Panhellenic Council President.
- d. File with the Panhellenic Advisor the names of all new members, inform the Advisor of the date of initiation one week in advance, and report the dates of all disassociates within one week of their occurrences.
- e. Be represented at all Panhellenic Council meetings.

Section 2 Types of Membership

There will be three classes of membership within the Panhellenic Council: Regular, Provisional and Associate, each defined as follows:

- a. The REGULAR membership of the University of Wisconsin-Whitewater Panhellenic Association shall be composed of all chapter members in good standing of National Panhellenic Conference fraternities at the University of Wisconsin-Whitewater.
- b. The PROVISIONAL membership of the University of Wisconsin-Whitewater Panhellenic Association shall be composed of all chapter members in good standing of

National Panhellenic Conference colonies and pledged chapters at the University of Wisconsin-Whitewater.

- c. The ASSOCIATE membership A of the University of Wisconsin-Whitewater Panhellenic Association shall be composed of all members in good standing of local sororities or interest groups, or national or regional non-National Panhellenic Conference member groups who have met the requirements for membership in the University of Wisconsin-Whitewater's Panhellenic Association; and
  - 1. That each Associate Membership chapter is to have a minimum of ten members. Any of the perspective women may not be members of any other group currently in the Panhellenic Association.
  - 2. The group must be in existence one year before applying for Associate or Regular Member status.
  - 3. The group's policies on risk management must comply with the requirements of the College Panhellenic Association's and University of Wisconsin-Whitewater's policies and with applicable laws.
  - 4. The vote necessary for the College Panhellenic to approve applications for Associate Membership will be two-thirds vote.
  - 5. Applications will be received and considered by the University and the Student Involvement Office. The applications must include: date established on campus, grades of members, membership list, list of officers, contact information, and must be a University recognized organization.
- d. The ASSOCIATE membership B shall consist of those chapters assigned to Panhellenic Council due to University policies but are not considered full fledged members. These chapters will need to apply for class A membership once they have been on campus for two years and also must adhere to rules set forth for class A membership. They must also reapply each year for membership.

### ARTICLE III SELECTION OF OFFICERS

- a. Prior to the election, nominations will begin and will remain open until election day. Upon acceptance of nominations, candidates for Executive Office will receive a copy of Article V of the UW-W Panhellenic Council By-laws, describing in full the duties of each officer's position.
- b. Candidates for Executive Board positions must have been an affiliated member of her sorority for at least one semester. In addition, candidates must have a cumulative GPA of 2.50.
- c. At a specified election meeting, each candidate for an executive will give a brief, two-minute speech. Candidates will not be present during opposing candidates' speeches and while voting occurs for that position.
- d. After each speech, discussion of the candidates will be permitted, but limited to three positives and three concerns.
- e. Votes will be taken by written, secret ballot and counted by a Panhellenic Council executive officer and Panhellenic Council Advisor.
- f. New officers will be installed at least two weeks after elections at the next full council meeting, but no more than three weeks after elections at a full council meeting.
- g. The election of the President will take place the last full council meeting of the Fall Semester, where the remainder of the Executive Board will be elected at the second full council meeting in the Spring Semester.

### ARTICLE IV Section 1

### RECALL, VACANCIES, AND ABSENCES Panhellenic Council



3. Attend all other Council functions.
4. Head and meet with the roundtable of that office (if applicable).
5. Document all activities/programs through goals, timelines, evaluations, budgets, resource people, and recommendation for future officers.
6. Update notebooks that include copies of policies, procedures, and resources.
7. Meet regularly with the Advisor.
8. Know the Panhellenic Constitution and By-laws.
9. Disassociate during formal recruitment for a predetermined amount of time set by the Co-Recruitment chairs. (Disassociation consists of not attending recruitment events, not wearing letters, and remaining unbiased.)

b. The President shall:

1. Preside at all meetings.
2. Coordinate all activities pertaining to UW-W Panhellenic Council. (i.e.: Conference registrations and MGCA and NPC award applications), etc.
3. Assume all responsibility for reports required by Panhellenic Council Advisor.
4. Keep the President and Panhellenic notebook up to date per NPC Guidelines and Manual.
5. Attend all Presidents' meetings.
6. Help coordinate Panhellenic workshops.
7. Get mail from Panhellenic mailbox in the University Center.
8. Oversee all officers.
9. Oversee the updating of Constitution and By-laws every two years.
10. Be familiar with Parliamentary Procedure.
11. Maintain contact with IFC and chapter presidents.
12. Register Panhellenic council as an organization.
13. Be responsible for reserving meeting rooms.
14. Disassociate during formal recruitment for a predetermined amount of time set by Co-Recruitment chairs. (Disassociation consists of not attending recruitment events, not wearing letters, and remaining unbiased.)
15. Know and establish contact with the NPC Area Advisor.
16. Know the University crisis management guidelines and be able to educate other officers and delegates of its contents.
17. Provide at least one leadership development program annually. This program may be co-sponsored or put on by the university.
18. Will notify chapters at meetings of other involvement opportunities.
19. Will see to it that Panhellenic Council participates in a program that will promote campus' multicultural environment. The event may be sponsored, co-sponsored, or campus sponsored.

c. The Vice President shall:

1. Preside at all meetings in the absence of the President.
2. Be responsible for supervising that roundtables are active and accomplishing their goals. (outlined under Article VII).
3. Be responsible for chairing and coordinating delegate training and new member correspondence.
4. Attend all IFC meetings.
5. Update By-laws.
6. Provide at least one values education program annually.

7. Disassociate during formal recruitment for a predetermined amount of time set by Co-Recruitment chairs. (Disassociation consists of not attending recruitment events, not wearing letters, and remaining unbiased.)

d. The Secretary shall:

1. Prepare sufficient copies of minutes for each meeting of the UW-W Panhellenic Full Council and Executive Board.
2. Assume the responsibility for delivering one copy of the Panhellenic Full Council minutes to each of the following: Panhellenic Advisor, Panhellenic representatives, Chapter Presidents, Interfraternity Council and National Panhellenic Council (NPHC).
3. Keep a file of all minutes and correspondence which shall be placed in the UW-W Panhellenic Council permanent file at the end of her term and maintained for five years.
4. Keep track of attendance of officers and representatives at each meeting.
5. Notify Chapter Presidents and Panhellenic Executive Board of elected delegate absences not in accordance with the attendance policy.
6. Notify Panhellenic Executive Board of their absences not in accordance with the attendance policy.
7. Disassociate during formal recruitment for a predetermined amount of time set by Co-Recruitment chairs. (Disassociation consists of not attending recruitment events, not wearing letters, and remaining unbiased.)

e. The Treasurer shall:

1. Keep a record of the receipts and disbursements of the funds of the UW-W Panhellenic Council.
2. Prepare and read a Treasurer's report at each meeting.
3. Prepare a budget for Panhellenic Council, along with budgets for each officer.
4. Each chapter shall be given a copy of the Panhellenic budget which will be voted on.
5. Have at least one successful fundraiser each semester. The fundraiser shall be deemed successful by a consensus of the Executive Board.
6. Submit bills and fine notices to chapters.
7. Disassociate during formal recruitment for a predetermined amount of time set by Co-Recruitment chairs. (Disassociation consists of not attending recruitment events, not wearing letters, and remaining unbiased.)
8. Chair the Treasurer's roundtables.

f. The Co-Recruitment Coordinators shall:

1. Coordinate Fall Formal Recruitment.
2. Disassociate during Fall Formal Recruitment.
3. Be accessible in the summer.
4. Evaluate Fall Formal Recruitment.
5. Election process of both recruitment chairs will be done directly after fall recruitment, with nominations two weeks after recruitment and elections four weeks after recruitment.
6. Be responsible for all recruitment publicity with help from the Public Relations Chair.

7. Know the Panhellenic and NPC Recruitment Rules.
8. Be responsible for coordinating sorority information night.
9. Be responsible for coordinating formal recruitment schedules no later than three weeks preceding the end of the spring semester.
10. Be responsible for revising Fall Formal Recruitment rules and recruitment structure prior to the end of spring semester, which shall be approved by all chapters.
11. Be responsible for educating all chapters on the Recruitment Rules.
12. Be responsible for setting a code of ethics for both fall and spring recruitment periods.
13. Be responsible for education and coordination of philanthropy night.
14. Be responsible for the selection process of all Recruitment Counselors.
15. Be responsible for the education and training of the Recruitment Counselors.
16. Assign quota and review total numbers per NPC guidelines.
17. Make sure all special needs are met for potential members (i.e. accessibility of facilities).
18. Be responsible for scheduling all potential member visits to the individual chapters during formal recruitment.
19. Distribute, collect and review potential member evaluations of formal recruitment.
20. Chair the Recruitment roundtables.

g. The Public Relations Coordinator shall:

1. Be responsible for all publicity and media for the Panhellenic Council.
2. Take on the other duties as assigned by the Council.
3. Chair the Public Relations roundtables.
4. Publish a Greek Newsletter once a semester that will be distributed to Greeks, non-Greeks, faculty, etc.
5. Update the Panhellenic Web page regularly.
6. Write a press release for every large event put on by the Council and submit it to the Royal Purple and other community newspapers.
7. Disassociate during formal recruitment for a predetermined amount of time set by Co-Recruitment chairs. (Disassociation consists of not attending recruitment events, not wearing letters, and remaining unbiased.)

h. The Philanthropy Chairperson shall:

1. Be responsible for collecting community service hours from each chapter, and submitting a copy to the Students Organized for Service office (SOS). (may include violation hours).
2. Research and announce possible community service projects and organizations.
3. Read the Panhellenic Creed at the beginning of each full council meeting.
4. Chair the Philanthropic roundtables.
5. Conduct or be responsible for one community service project for each semester.
6. Disassociate during formal recruitment for a predetermined amount of time set by Co-Recruitment chairs. (Disassociation consists of not attending recruitment events, not wearing letters, and remaining unbiased.)

i. The Educator shall:

1. Be responsible for setting up an educational program on bid days.

2. Set up at least one educational program per semester in addition to the bid day program.
  3. Set up one alcohol program per semester. Each chapter must have 80% of their active membership in attendance.
  4. Coordinate with IFC for at least one educational program per school year.
  5. Chair the Education roundtables.
  6. Research and announce education programs on campus.
  7. Provide at least one health event program annually.
  8. Disassociate during formal recruitment for a predetermined amount of time set by Co-Recruitment chairs. (Disassociation consists of not attending recruitment events, not wearing letters, and remaining unbiased.)
- j. The Risk Management/Social Chairperson shall:
1. Plan at least one risk program and social event per semester.
  2. Coordinate/plan round robin.
  3. Notify chapters of time and location of the event, and any equipment that is needed, and get all other equipment needed if necessary.
  4. Work accordingly with Interfraternity Council.
  5. Know Panhellenic Council's and each chapter's alcohol policies. Encourage and promote alcohol free events.
  6. Serve on Greek Week Steering Committee.
  7. Coordinate with Educator on Bid Day Program.
  8. Encourage fire and house safety.
  9. Disassociate during formal recruitment for a predetermined amount of time set by Co-Recruitment chairs. (Disassociation consists of not attending recruitment events, not wearing letters, and remaining unbiased.)
  10. Chair the Risk Management/Social roundtables.
- k. The Academics Chair shall:
1. Promote academic excellence to all Panhellenic members.
  2. Chair the Academics roundtables.
  3. Establish academic goals for the Panhellenic Association in consultation with the Academics Roundtable representatives.
  4. Coordinate at least one major academic event during term of office.
  5. Monitor the academic standing of the Panhellenic community and upon request; submit academic statistic reports to the National Panhellenic Council.
  6. Recognize and award Panhellenic scholars and/or chapter scholarship programming.
  7. Recruit faculty advisors as needed.
  8. Enforce Panhellenic and University scholastic requirements.
  9. Disassociate during formal recruitment for a predetermined amount of time set by Co-Recruitment chairs. (Disassociation consists of not attending recruitment events, not wearing letters, and remaining unbiased.)

## ARTICLE VI DUTIES OF PANHELLENIC COUNCIL DELEGATES

Each Panhellenic Council representative shall:

- a. Attend every council meeting. Three representatives must be in attendance in order for the chapter to have voting privileges unless the chapter has less than fifteen members.
- b. Present a report to her respective member chapter.

- c. Be responsible for expeditious and appropriate distribution of all Panhellenic communications to her chapter.
- d. Attend special meetings and serve on at least one standing or external committee of the council.
- e. Read and be familiar with the UW-W Panhellenic Council Constitution and By-laws and also be familiar with the NPC Unanimous Agreements.
- f. Each delegate is to join and actively serve on one executive board member's committee.
- g. Failure to fulfill delegate duties will result in a meeting with executive board and possible dismissal as a chapter representative.

## ARTICLE VII            ROUNDTABLES

The roundtables of the University of Wisconsin-Whitewater Panhellenic Council shall be:

- a. Public Relations
- b. Co-Recruitment
- c. Philanthropy
- d. Education
- e. Risk Management/Social
- f. Academics

The roundtables shall be formulated each year. The chair of each of the roundtables shall be an executive board member. The roundtables shall consist of the respective officers from each chapter, and delegates assigned to that committee. There shall be a minimum of one roundtable per semester.

## ARTICLE VIII DUTIES OF RECRUITMENT COUNSELORS

Each Recruitment Counselor shall:

1. Adhere to the policies regarding personal fraternity identification as adopted by the Panhellenic Council.
2. Reflect credibility upon the Panhellenic System in all dealings with potential members.
3. Provide factual and unbiased counsel to her assigned potential member group.
4. Perform all duties delegated to her by the Co-Recruitment Coordinators.
5. Must obtain and maintain a 2.25 minimum cumulative grade point average during her term of office, also maintain good academic standing with her chapter.

## ARTICLE IX            RECRUITMENT CONDUCT RULES

1. The formal recruitment dates and schedule will be coordinated by the Co-Recruitment Coordinator and agreed upon by all chapters.
2. The formal recruitment period should run no longer than 12 days and no less than 4 days, in which includes school days and weekends.
3. There will be an information/orientation meeting held for potential members before registration to explain sororities and the recruitment system.
4. There will be a recruitment registration period before the beginning of formal recruitment.

5. Attendance should be reported after each party to a Co-Recruitment Coordinator.
6. Entertainment at parties may be by active and inactive sisters, new members, and alumnae only.
7. Sororities should conduct formal affiliation ceremonies within nine days of bid day.

## ARTICLE X                      FORMAL RECRUITMENT RULES

1. Fall Recruitment shall be held within the first month of classes each semester, and the beginning of Fall Formal Recruitment will begin with All-sorority Information Night.
2. Required academic standing for a potential member:
  - a. Must be a full time student at UW-Whitewater with at least 12 credits.
  - b. The potential member must release grades to the advisor to establish chapter eligibility.
  - c. Each sorority may set their own GPA requirement.
3. All NPC Unanimous Agreement shall be upheld throughout recruitment.
4. All members (including alumnae and new members) are responsible for knowing and observing all of the recruitment rules.
5. From the beginning of formal recruitment through the accepting of bid, no potential member shall visit a sorority house except during the designated recruitment events.
6. All potential members may attend orientation and the formal recruitment events. It is understood that there is an open invitation for each woman to attend the next event, but she must be formally invited to Preferential Dinner.
7. No sorority member shall buy anything for a potential member (meal, soda, etc.), and no potential member shall buy anything for a sorority member.
8. All recruitment events, except information night, shall be held in the sorority houses. If the house is not available, a place will be approved by Panhellenic Council.
9. There will be 15-minute intervals between recruitment events. A potential member may not enter a house until the designated starting of the recruitment event. Be sure that the women are out on time.
10. Preference cards will be filled out by the potential members within the time allotted.
11. There will be no promising of bids either directly or indirectly by any member, new member, or alumnae of the sorority.
12. No sorority members including new members and alumnae may visit a potential member in her dorm, apartment, or place of residence during formal recruitment. This excludes roommates, R.A.'s or independents living in the sorority houses.
13. No alcoholic beverages shall be served during recruitment events. However, non-alcoholic beverages such as: soda, juice, punch or water may be served at any recruitment event. No food is allowed to be served at any recruitment event, except preferential dinner.
14. Strict silence is the period in which there will be no conversation or contact with potential members by sorority members, new members or alumnae. This includes all references to sorority (verbal, written, printed or typed). Strict silence is designated as the period of time from the end of the potential member's last event (Preferential Dinner) until she reports to where she accepts her bid.
15. Greetings (i.e. hello) may be allowed between potential members and sorority members, new members and alumnae during the entire recruitment period, but no further conversation shall take place (unless teacher or work specified).
16. Only factual brochures on the national or local sorority may be given to the potential member during the formal recruitment period. These brochures should be one side of

an 8x11 sheet of paper. It should also include the financial breakdown of their dues. The financial sheet must be submitted to Panhellenic Council by the specified date for approval.

17. Panhellenic will be in charge of the posters and name tags. This will allow each sorority the time to develop their recruitment programs to their fullest extent.
18. The Panhellenic President, although disassociated, shall be allowed to speak with all chapter presidents to carry out her duties as Panhellenic President, regardless of her individual affiliation.
19. When giving campus tours in the summer or fall, the sorority member leading the tour shall not push any specific Greek chapter, nor discredit other chapters on campus, this includes sororities and fraternities. In addition wearing of letters should not be worn when giving the tour.
20. Individual chapters and/or individuals may directly or indirectly publicize recruitment for their chapter until the beginning of the disaffiliation period.
21. There shall be no decorations in or outside the sorority houses during formal recruitment, except on preferential dinner night, this includes: banners, balloons, decorative lights, etc., unless provided by Recruitment chairs.
22. No favors of any sort shall be given to the potential members.
23. Recruitment Counselors may not wear any clothing (hats, sweatshirts, t-shirts, etc.) with their chapters' letters or any sort of affiliation to their individual chapters during designated disaffiliation dates.
24. All Recruitment Counselors must be disassociated with their chapters. This means with composites, photo albums, wearing of letters, buttons, badges, nor be seen with their sisters on or off campus during the designated disaffiliation period.
25. Recruitment Counselors shall not be allowed in or around any sorority house during the formal rush period of which they are disassociated, unless the person resides there. If Recruitment Counselors reside in their sorority house, they must enter/exit in a discrete manner (i.e. back door).
26. Once a recruitment infraction is filed, if proper procedure has not been followed according to NPC rules and unanimous agreements, then the recruitment infraction will be permanently void and dismissed and will not go any further than that point.

## ARTICLE XI                      INFRACTION PROCEDURES

1. When a member group of the College Panhellenic Association, a membership recruitment counselor, a potential member, or the Panhellenic Advisor believes that there has been an infraction of either the NPC Unanimous Agreements concerning membership recruitment or the campus Panhellenic membership recruitment rules, a Recruitment Violation Report signed by the President of the member group or the individual, specifying time, place and witnesses to the alleged infraction, shall be submitted to the President of the College Panhellenic Association.
  - a. When it is believed that a violation other than a membership recruitment violation has occurred, the President of a member group shall file a violation report form. In either case, the written report shall be made on a standard reporting form available from the College Panhellenic Association within 48 hours or on the first school day after the alleged infraction is known and not more than ten school days after it has occurred.
  - b. School days excludes Saturdays and Sundays.

2. Upon receipt of the report of an infraction involving violations, the Panhellenic President shall:
  - a. For membership recruitment violations:
    1. When a recruitment counselor, a potential member, or the Panhellenic Advisor reports a membership recruitment infraction, the Panhellenic President shall consult with the Executive Board. The Executive Board shall examine the written report and determine whether or not the report shall be endorsed as starting a valid complaint. Within 48 hours consideration to the Panhellenic President. A report of a violation initiated by a member group is not referred to the Executive Board.
    2. Within 24 hours or on the next school day after receiving a report from a chapter of the College Panhellenic Association or the endorsement of a report from the Executive Board, the Panhellenic President shall see that the accused member group and the Panhellenic Advisor receive a copy of the report and shall notify the NPC Area Advisor.
    3. Within 24 hours of the receipt of the report involving a membership recruitment violation from a member group or the endorsement from the Executive Committee, the Panhellenic President shall announce the schedule for mediation. (If a solution can be reached prior to this, then the procedure is ceased.) The mediation shall be at a time in which all involved parties may attend and conducted as soon as possible.
  - b. For non-membership recruitment violations:
    1. These reports shall be given to the Panhellenic president and she shall forward copies to the accused member group, the Panhellenic Advisor and the NPC Area Advisor.
    2. An amicable solution is to be attempted to be reached.
    3. If an amicable solution is not reached, the report shall be forwarded on to the NPC College Panhellenic's Committee Appeals Chairman.
  - c. Mediation for recruitment violations will be conducted as follows:
    1. The Panhellenic President shall appoint a mediator who shall be a neutral party and who shall preside over the mediation. The mediator shall not be an undergraduate student. The purpose of the mediation is to find a solution satisfactory to both the complaining party and the accused party. The solution shall be appropriate to the NPC Unanimous Agreements, and the UW-Whitewater Panhellenic Constitution, By-laws, and Rules. Present at the mediation shall be the Panhellenic Advisor (if not already the mediator), the Panhellenic President, the Co-Recruitment Chairs, representatives of each chapter involved, and the complaining party if other than a chapter.
    2. If a solution is reached through the mediation, no further judicial procedure is followed.
    3. The events that occur during the mediation are kept strictly confidential.
  - d. In the event that mediation does not resolve the issue and the complaining party wishes to continue the complaint, written notice of the intention to pursue the complaint must be given to the Panhellenic President within 24 hours or on the first school day after the failure of mediation. The report and the failure of mediation will then be filed directly with the NPC College Panhellenic Committee Appeals Chairman. The NPC College Panhellenic Committee Appeals Chairman will continue to investigate the report and will have the final decision.

## ARTICLE XII PENALTIES FOR INFRACTIONS

1. Penalties for major infractions should be assessed to fit the nature and degree of the offense.
2. The duration of the recruitment penalty imposed by UW-W Panhellenic shall not extend beyond one semester.
3. The UW-W Panhellenic shall report in writing, within one week of the date it was imposed, any recruitment penalty to the National Panhellenic Council Delegate and the National President of the sorority against which it is imposed. The Alumnae Advisor of a local sorority will be contacted likewise.

## ARTICLE XIII ALCOHOL-FREE RESOLUTION

### UW-W Panhellenic Council

Resolved, that in the fall semester 2000, the collegiate chapters which make up the Panhellenic Council at UW-W Campus will cosponsor in men's fraternity facilities only if those functions are alcohol-free.

### Alpha Sigma

Resolved, that beginning with the fall term of the year 2000, Alpha Sigma will co-sponsor functions at men's fraternity houses, only if those are alcohol-free.

### Delta Zeta

Resolved, that beginning with the fall term of the year 2000, Delta Zeta collegiate chapters will co-sponsor functions at men's fraternity houses, only if those are alcohol-free.

### Sigma Sigma Sigma

Resolved, that beginning with the fall term of the year 2000, Sigma Sigma Sigma collegiate chapters will not schedule events which include the service of alcohol at any fraternity house. All functions should be alcohol-free in nature.

1. Co-sponsored will be defined as when a chapter, its officers, or individual women acting on behalf of the chapter, formally in any way participate in planning or executing the function. If a chapter's members are the only women in attendance (as in a function), it will be perceived as a co-sponsored event even if that chapter's members did nothing but attend. A specific number attending a function does not designate it as an official event.
2. The resolutions only apply to co-sponsored functions that are in fraternity facilities.
3. If a chapter finds it is in a co-sponsored situation where alcohol is present, the situation must be taken care of immediately or the chapter should leave the premises. The chapters are expected to vacate the facilities within fifteen minutes of the initial decision to leave.
4. Panhellenic Council expects its chapters to monitor their members and to adhere to the alcohol-free policy in the same way that women's chapters are expected to abide by all Panhellenic policies.
5. In the event of a violation, a chapter should follow the procedures in ARTICLE XI of the UW-W Panhellenic Council By-laws and report the incident on the Violation Report Form.