Auburn University

National Pan-Hellenic Council

Constitution & By-Laws

Preamble

We, the representatives of the National Pan-Hellenic Council (NPHC) of Auburn University, identify the need to unify and coordinate the activities of inter-collegiate NPHC fraternities and sororities. We recognize that joint efforts of all NPHC Organizations can best carry out specific areas of programming. As fraternities and sororities in the NPHC, we will abide by the following constitution and bylaws.

Article I – Name

From now on, the organization shall be Auburn University National Pan-Hellenic Council, Inc., referred to as the NPHC.

Article II – Purpose

The purpose of the NPHC shall be as follows:

A. To establish and maintain the rules and regulations of Auburn University and the NPHC.
B. To promote higher standards of scholarship, a greater degree of culture, and closer social interactions.
C. Fellowship with a stronger inter-fraternal spirit among affiliate members.
D. To foster and sponsor projects encouraging the campus and community's educational, moral, and cultural progress.
E. To coordinate activities that benefit Auburn University and the Lee County community.
F. To Serve as a forum for issues facing the affiliate organizations.

Section 1 Rules of Order
The NPHC shall be governed by Robert's Rule of Order (revised, latest edition), except for matters provided by the Constitution and Bylaws.

Section 2 Ratification
The Constitution and Bylaws may be amended by making a recommendation to the NPHC President or the NPHC Advisor. Proposals must be typed, dated, and signed, and the rationale for the proposed amendments(s) must be included.

A. All member organizations shall receive proposed amendments at the next scheduled General Assembly.
B. A quorum shall consist of at least two-thirds of the member organizations present.
C. The Constitution and Bylaws will be reviewed yearly by the NPHC Executive Board.
D. The proposed changes to the Constitution and Bylaws shall become effective when ratified by a two-thirds vote of the voting membership.

Section 3 Non-Discrimination Clause
The council shall not discriminate based on race, color, religion, nationality, sexual orientation, age, handicap, or political affiliation.

Article III – Membership
The NPHC Council includes the affiliate chapters of the national organizations that comprise the National Pan-Hellenic Council Inc. Membership in the Auburn University NPHC shall consist of:

- Alpha Phi Alpha Fraternity, Inc.
- Alpha Kappa Alpha Sorority, Inc.
- Kappa Alpha Psi Fraternity, Inc.
- Omega Psi Phi Fraternity, Inc.
- Delta Sigma Theta Sorority, Inc.
- Phi Beta Sigma Fraternity, Inc.
- Zeta Phi Beta Sorority, Inc.
- Sigma Gamma Rho Sorority, Inc.
- Iota Phi Theta Fraternity, Inc.

There shall be two (2) classes of membership: Active and Inactive Members.

Section 1 Active Members
Active members are organizations approved for membership by NPHC and have met the council's financial responsibilities.

Section 2 Inactive Members
Inactive members are those organizations that have been suspended or have been financially inactive for that semester.

A. Inactive members may attend the General Assembly but are prohibited from voting.

B. To be reinstated into Auburn NPHC, an organization must submit a letter of intent thirty (30) days before the conclusion of suspension or inactivity.
C. Organizations will not be allowed to have a Greek Week.

Section 3 Delegates

A. The legislative body of the NPHC shall be the General Assembly.
B. At the General Assembly, each organization with 8 or less active members shall be represented by one (1) delegate. Organizations with 9 or more active members shall be represented by at least two (2) delegates.
C. Delegates of the member organizations must be full-time undergraduate students active within their organization.
D. Delegates represent the Legislative Body of the NPHC.

Section 4 Voting

A. The council's voting members shall be one of the organization's delegates.
B. The delegate voting for their respective organization will sit in the front row before voting begins.
C. There is to be one (1) vote for each organization.
D. A majority shall be required to carry all questions.
E. Voting shall be done by following the directive stated.
F. A tie shall represent that the motion fails.

Article IV – Meetings

Meetings shall be referred to as General Assembly. General Assembly meetings are mandatory for the delegates of the organizations.

Section 1 Time & Place

A. General Assembly shall take place bi-weekly. The time and place shall be announced at the beginning of each semester.
B. Each NPHC organization shall be represented by its designated number of delegates for the entire duration of the meeting.
C. The Executive Board may not count as a delegate or alternate delegate for their respective organization.
D. When petitioned by three (3) or more member organizations or upon their own initiative, the President may call a special meeting.
E. Chapters whose representatives are ten (10) or more minutes late without twenty-four (24) hours prior notification will receive an organizational fine of $10 for the first offense. For the following offenses, the organizational fine will increase by $5 each time. The offense number will be reset at the start of every semester.

Section 2 Conduct of Meetings

A. Profanity and abusive language will not be tolerated. Two (2) general warnings regarding profanity or disruption will be issued to the general body. On the next occurrence, the individual will be asked to leave and incur an organizational fine of $100.00. The individual will not be allowed back to a business meeting until a meeting with the NPHC Advisor, said individual, and their respective Chapter Advisor is had.
B. All cell phones and other communication devices are recommended to be silent.

Article V – Elections & Officers

Section 1 Elections

Officers shall be elected by the second week of November each calendar year.

A. The officers shall be elected from the active member organizations.
B. Applications shall be sent at least one month before the election.
C. Candidates must be present at elections to give a speech before elections.
D. Officers shall be installed at the annual Greek Life Installation banquet.
E. The incoming Executive Board shall shadow the outgoing Executive Board until the end of their term after the elections.
F. The term of office shall run from the time the Executive Board installation until successors are installed the following year.
G. Each member organization may hold up to two (2) elected offices during each term.

Section 2 Qualification of Officers

Members may hold an elected office on the Executive Board:

A. If their organization is an active organization.
B. If they hold a term GPA of 2.5 or higher
C. If they are enrolled as a full-time undergraduate student and are classified as an active member in good standing with their organization.

Section 3 Officers

The elected officers and Executive Board of the council shall be:

A. President
B. Executive Vice President
C. Vice President of Administration
D. Vice President of Communication
E. Vice President of Service

Section 4 Duties of Officers

A. President Shall:
    a. Be the presiding officer and official spokesperson of the council and Executive Board.
    b. Have the power to appoint and dissolve committees.
    c. Have the authority to call special meetings.
    d. Be informed of all expenditures of budgeted funds.
    e. Be responsible for setting agendas before the meetings.
    f. Be responsible for securing time and place for all meetings.
    g. Not be the president of their organization.
    h. Work at least four (4) hours per week in the Greek Life Office.
    i. Vote in the occurrence of a tie except for elections
    j. Be familiar with all governing documents of this council.
B. Executive Vice President (Vice President) shall:
    a. Be second in command of the council.
    b. Carry the authority necessary to execute the President's duties in their absence.
    c. Serve as the committee chairperson for the Activities and Tiger Stomp committees.

d. Act as the liaison between the council and the Greek Life Office.
e. Serve as the point person for NPHC's annual recruitment event: Meet the Greeks.
f. Be familiar with all governing documents of this council.
g. Work at least three (3) hours per week in the Greek Life Office.

C. Vice President of Administration shall:
a. Be responsible for records and files, recording the minutes, and distributing typed minutes to each member organization, AU advisors, and other indicated officials before the next official meeting.
b. Keep an accurate contact information record for all affiliate chapters, advisors, and Executive Board members.
c. Be responsible for notifying all council members of meeting time and place at least twenty-four (24) hours before the scheduled meeting.
d. Record attendance at all executive board and general assembly meetings.
e. Bill and collect NPHC dues and fines and give receipts of such.
f. Give a treasury report at every general assembly and Executive Board meeting.
g. Serve as the committee chairperson for the Fundraising committee.
h. Be familiar with all governing documents of this council.
i. Work at least three (3) hours per week in the Greek Life Office.

D. Vice President of Communication shall:
a. Be responsible for promoting programs and all publicity and communications relating to the council.
b. Create all informational flyers for events. Assist NPHC officers in marketing NPHC events.
c. Manage all means of social media for the NPHC.
d. Promote a positive values system in the fraternity and sorority community by recognizing NPHC chapters that uphold shared values.
e. Promote unity within the NPHC.
f. Be responsible for all email correspondence.
g. Be responsible for creating and sending out the NPHC Alumni Newsletter.
h. Be familiar with all governing documents of this council.
i. Work at least three (3) hours per week in the Greek Life Office.

E. Vice President of Service shall:
a. Coordinate any NPHC service projects.
b. Serve as chair of the service committee.
c. Serve as the liaison between the NPHC and the other governing councils: IFC and Panhellenic.
d. Be responsible for recording all active organization's service hours.
e. Plan and execute two (2) philanthropy or service events per year.
f. Be familiar with all governing documents of this council.
g. Work at least three (3) hours per week in the Greek Life Office.

Section 5 Officer Removal Clause

A. Any officer found violating the Constitution and Bylaws of this organization shall be subjected to removal from office.
B. Any member of NPHC shall present charges to the officer in violations and to the general council in a written formal request for impeachment within two (2) weeks of the alleged violation.
C. The officer in question shall be required to take an administrative leave until the request for impeachment is over.

D. A three-fourths (3/4) vote of voting delegates shall determine formal acceptance of the impeachment request.
E. The officer's argument will be heard on the day formal acceptance is voted upon.
F. An impeachment request shall be voted upon one meeting after the request is submitted.

Article VI – Organizational Requirements

Section 1 Financial

Membership Dues

A. Each organization is responsible for submitting a current active roster by the end of each semester.
B. Each active organization shall be assessed $20.00 per active member for the current semester.
C. Membership dues must be paid by the designated date set forth by the Vice President of Administration.
D. Dues not paid by the deadline shall accrue penalties of $10.00 per day, not including weekends.

Section 2 Fines Related to Organization Participation

A. Each NPHC organization shall be represented by the designated percentage of its membership set by the NPHC Executive Board at least two (2) weeks prior to the scheduled date for the following events:
    a. Meet the Greeks (Fall & Spring semesters)
    b. Unity Yard Show (Spring semester)
    c. NPHC Community Service Project (Fall & Spring semesters)
    d. Black Alumni Weekend Events (Spring semester)
    e. Tiger Stomp Step Show (Fall semester)
    f. Council Study Nights (Fall & Spring semesters)
    g. NPHC 101 (Fall Semester)
    h. Two NPHC Greek Week Events, excluding the Unity Yard Show (Spring semester)
B. Chapters will incur a $10 fine per member missing towards the designated percentage.
C. Fines will be added to any chapter per participation based on the executive board's discretion.
D. All NPHC-sponsored fundraisers, service projects, and programming will be considered eligible events.
E. The Vice President of Administration or his/her designee of the specified event shall be responsible for verifying attendance. If there is no appointed chair, then the Executive Vice President shall verify attendance.

Section 3 Fines Related to General Assembly

A. At the General Assembly, each organization with 8 or less active members shall be represented by one (1) delegate. Organizations with 9 or more active members shall be represented by at least two (2) delegates.
B. Chapters that are not represented by their total designated number of delegates (whether one or two) will incur a $10 fine. Each subsequent occurrence for a member organization will result in an additional $10 fine.
C. Chapters required to have two (2) delegates present but that have only one (1) delegate in attendance, without prior notification, will incur a $5 fine. Each subsequent occurrence for a member organization will result in an additional $5 fine.

D. Chapters whose delegate(s) arrive 10 minutes late or leave the General Assembly early without prior notification will incur a $10 fine. Each subsequent occurrence for a member organization will result in an additional $10 fine.
E. Fines and occurrence counts will reset at the beginning of each semester.
F. Fines that are not paid by the last day of classes each semester will result in no programming privileges the next semester until it is paid (Greek Week voting & any NPHC events included).

Section 4 Fines Related to Service Hours

A. NPHC shall sponsor at least one service project per semester.
B. Each active organization is required to complete a certain number of community service hours per semester, two (2) hours of which must be completed with another sorority or fraternity within the NPHC, and two (2) hours are recommended to be completed jointly with an organization within the following councils: IFC *or* Panhellenic. A minimum of two (2) active members within the chapter is required for the event to count toward hours. Hours will be logged for each participating member. Community service hours must be submitted through AUinvolve within three (3) days of the completion of the service activity. The Vice President of Community Service reserves the right to reject any community service hours that are not submitted within the required timeframe.
    a. Organizations with four (4) or fewer active members are required to submit 25 hours. Failure to complete community service hours will result in fines as follows: 1-6 hours missed - $100 fine, 7-13 hours missed - $150 fine, 14-20 hours missed - $225 fine, 20-25 hours missed - $300 fine.
    b. Organizations with five (5) - eight (8) active members are required to submit 50 hours. Failure to complete community service hours will result in fines as follows: 1-15 hours missed - $100 fine, 16-25 hours missed - $150 fine, 26-35 hours missed - $225 fine, 36-50 hours missed - $300 fine.
    c. Organizations with nine (9) or more active members are required to submit 75 hours. Failure to complete community service hours will result in fines as follows: 1-15 hours missed - $100 fine, 16-30 hours missed - $150 fine, 31-50 hours missed - $225 fine, 51-75 hours missed - $300 fine.
C. Organization's tabling events will count towards service hours if items are being contributed to the community (i.e., donations to a foundation, pamphlets, etc.).
D. Any type of item drive (i.e., food can, blanket, school supplies, etc.) will not count towards service hours for the organization.

Section 5 Fines Related to Greek Weeks

A. A Greek Week is hereby defined as such:
    a. A week hosted by an individual organization in the spring semester where no other NPHC-affiliated organization may host programming during the selected time frame.
    b. A week is considered when any organization hosts three or more events from Sunday to Saturday.
    c. An organization event is any fundraiser, educational, or social programming. Community Service is excluded.
    d. No other organization may host programming during another organization's Greek Week. This excludes nationally recognized or mandated events that an organization may have (i.e., a Founders Day, Achievement Week, New Member Presentations, etc.)
    e. This week will consist of five days, starting on a Sunday and ending on a Thursday.

f. No two chapters may be held the same week in the spring semester unless in agreeance with one another (i.e., a joint Greek Week).
g. If you have a joint Greek Week, any participating organizations forfeit their right to host an individual Greek Week during the spring semester.
h. The Executive Board must be notified of your decision to host a joint week instead of an individual week by the last week of the prior semester.

i. No individual chapter may hold their own Greek Week in the fall semester. If two chapters agree to a joint Greek Week, they must notify the Executive Board by the last class day of the Spring semester. This excludes nationally recognized or mandated events that an organization may have (i.e. Founders Day, Achievement Week, etc.)
j. No organization may host more than two joint Greek Weeks a semester. One may be held with a same-sex organization, and one may be held with an opposite-sex organization. Two same-sex joint weeks or two opposite-sex joint weeks will not be permitted.
k. NPHC holds the right to host an event during this period, but any affected organization will be notified at least one (1) week in advance.

l. Member organizations (2 or more members) that have an event in their organization's name (this includes chapter and organization nicknames) on another organization's week without written approval from the organization and communication to the NPHC Executive Board shall be fined $175.00.
    i. This does not exclude co-hosted events.
    ii. New Member Presentations are the only exception.

Section 6 Academic Requirements

A. All organizations must maintain a semester grade point average (GPA) of at least 2.75, as required by the Council.
B. Organizations failing to meet this requirement will be considered academically ineligible and will lose privileges, including participation in Tiger Stomp, the Unity Yard Show, other Council social events, and the ability to vote at NPHC General Assembly meetings.
C. Additionally, organizations not meeting the GPA requirement must host two academic workshop sessions with Auburn University's Academic Support Office for their chapter during the following semester.

Section 7 Committees

A. Standing Committees of the Auburn NPHC shall be:
    a. Activities Committee
    b. Fundraising Committee
    c. Service Committee
    d. Tiger Stomp Committee
B. Each organization shall have at least one representative on each committee, unless otherwise specified for that semester.
C. Failure to submit committee representatives by the specified deadline will result in a $10 fine.

Article VII – Membership Intake & Development

Section 1 Membership Intake

A. The Membership Intake period and process of each member organization shall be in accordance with the guidelines established by their national office and Auburn University Greek Life Intake Policy.
B. Each member organization must follow the guidelines of reporting information to the NPHC advisor.
C. All potential new members must attend Meet the Greeks during their academic year of intake.
D. Hazing includes any activity not of a constructive nature in accordance with the purposes and objectives of the fraternity/sorority system. Hazing is not permitted.
E. Each member organization must conform to the hazing policies of their national office and Auburn University. Non-acceptable practices include:
    a. Paddling, switching, slapping, or burning with hot objects
    b. Any physical or mental abuse
    c. Morally degrading or humiliating acts
    d. Consumption of unusual combinations of food and beverages
    e. Subjection to chores of servitude
    f. Appearance in public as a spectacle or public nuisance in dress or behavior
F. No NPHC organization may hold a New Member Presentation on the same day as another NPHC organization.
G. No New Member Presentation may be held simultaneously with another organization.
H. No NPHC organization operating at Auburn University may begin the intake process before the NPHC hosts its “Meet the Greeks” program at the beginning of each semester.
I. All membership intake/education processes and the introduction of new members will conclude no later than two (2) weeks prior to the last scheduled day of classes each semester if permissible by the chapter’s national organization.
J. NPHC Intake policy will be reviewed annually.

Note: For Spring classes that will be introduced during an organization’s assigned Greek Week, special arrangements may be made for the introduction show only. This must be arranged with the NPHC advisor on a case-by-case basis.