



## 2022 Adopted NPC Unanimous Agreements, Policies and Best Practices (Adopted since Jan. 1, 2022, and current as of April 12, 2022)

Changes to the Unanimous Agreements, policies and best practices are reflected via strikethrough = deletion of words and italic = addition of words.

### UNANIMOUS AGREEMENTS

#### VI. College Panhellenic Association Agreement

##### 1. Establishment and Regulation of a College Panhellenic Association

E. A College Panhellenic Association shall conduct business ~~—as defined by holding a College Panhellenic council meeting or taking action by vote—only during the regular academic year and primary recruitment if held outside of the regular academic term.~~

**Rationale:** The process-oriented language being removed from the Unanimous Agreement is being replaced by a new Business Meetings — POLICY.

#### VI. College Panhellenic Association Agreement

##### 1. Establishment and Regulation of a College Panhellenic Association

~~B. The NPC sorority chapter first installed on that campus shall take the initiative in organizing the College Panhellenic Association with the participation and involvement of other existing NPC sorority chapters on that campus.~~

**Rationale:** The removal of this language from the Unanimous Agreement removes the burden of establishing a College Panhellenic from member organizations. This work has been shifting to NPC committees and staff and is better situated as an NPC responsibility.

### POLICIES

#### Business Meetings (2022) — POLICY

*A College Panhellenic Association should conduct business — as defined by holding a College Panhellenic council meeting or taking action by vote — only during the regular academic year and primary recruitment if held outside of the regular academic term. For unforeseen circumstances that cannot wait until that time, a College Panhellenic Association may meet and take action by vote. Conducting business outside of the regular academic year and primary recruitment, if held outside of the regular academic term, must not be the normal course of business for a College Panhellenic Association.*

**Rationale:** This new policy allows for business to be done outside of the academic year if and only if emergencies arise that would require action. For example, an emergency could be an identified necessary change to recruitment structure, format or schedule revisions after the recruitment plan was already determined. It could also be a discussion regarding necessary alterations to the work of the College Panhellenic in response to campus policy additions/changes that take place outside of the academic year.

The expectation remains that business meetings are to be held during the academic year and that all measures should be taken to do so. The expectation also still remains that the meeting and items for consideration will be announced in advance to all Panhellenic delegates, that quorum be established, that the fraternity/sorority advisor and NPC College Panhellenic area advisor be notified, and that minutes are taken and distributed afterward, as this would be considered an official meeting of the College Panhellenic Council.

**Additional Information/Education:** If you are using [NPC’s College Panhellenic Model Bylaws](#), you should check Article II. Object to make sure the first bullet point aligns with this change in policy.



### Options in Determining Total (2009, 2015, 2019, 2020, 2022) – POLICY

College Panhellenics ~~must~~ can use one of the following methods to determine total:

1. Average or median chapter size (whichever is larger).
2. Midpoint between median and largest chapter size ~~(the third quartile).~~
3. Largest chapter size ~~(recommended for College Panhellenics with five or fewer chapters).~~
4. Largest chapter size plus ~~5-15~~ up to 20 women.

*Panhellenics with half or more of chapters not meeting housing capacity are required to use method 4.*

**Rationale:** This policy has been updated to provide additional direction regarding how College Panhellenics can set total on their respective campuses. Additional direction has been added related to communities with housing.

**Additional Information/Education:** College Panhellenics should be evaluating total every term in consultation with NPC area advisors and/or Release Figure Methodology specialists. Ultimately, total should be set at a number that promotes growth of all chapters on campus. If you would like to read more about setting total you can do so here: [Resolved to Educate – Setting and Adjusting Total](#).

### Values-Based Recruitment (1989, 1991, 1997, 2003, 2015, 2019, 2022) – POLICY

All College Panhellenics and their member chapters ~~must~~ shall incorporate the following policies into their membership recruitment programs:

- Focus on conversations between chapter members and potential new members about organizational values and member organizations.
- Establish guidelines for membership recruitment budgets and set a cap on membership recruitment expenses, including the value of all donated goods and services.
- Keep decorations to a minimum and confined to the interior space used for recruitment rounds.
- ~~Determine recruitment event attire for chapter members that reduces individual financial burden and eliminates costuming.~~ *Eliminate the required purchasing of recruitment event attire for chapter members.*
- Eliminate gifts, favors, letters and notes for potential new members.
- Eliminate all forms of bid promising, oral or written, to join a certain sorority before bids are distributed by Panhellenic.
- Eliminate *extraneous and costly performances. This includes, but is not limited to, recruitment skits and door stacks.*

**Proviso:** These changes will go into effect for spring 2023 primary recruiting (deferred recruitment) College Panhellenics.

**Rationale:** The intent is to both continue to eliminate unnecessary costs that exist in recruitment and make the College Panhellenic recruitment experience more authentic.

First, while many chapters have moved away from requiring identical recruitment attire, members are still often asked to buy clothes of a certain color or type for recruitment. This cost is unnecessary and having chapter members wear attire they already own provides a more authentic experience.

Additionally, while skits were previously removed from recruitment, there are still performances such as door stacks, that sell an inauthentic chapter experience and are used for entertainment value rather than assisting a potential new member in determining values alignment with a chapter. Door stacks also have proven to be unsafe for members.



**Additional Information/Education:** If you are using [NPC's Recruitment Rules Template](#), you should review and edit the Statement of Values-Based Recruitment (III.) to make sure any verbiage aligns with this change in policy. If you would like to read more about values-based recruitment you can do so here: [Resolved to Educate — Values-Based Recruitment](#).

### Chapter Recruitment Events (1989, 2022) — POLICY

~~NPC disapproves of the presence of membership recruitment counselors and other designated Panhellenic personnel~~ *must not be present* at chapter membership recruitment events; *held in either physical or virtual spaces. The exception to this is the permitted presence with the exception* of fraternity/sorority advisors and official NPC recruitment observers.

**Rationale:** Membership recruitment counselors and other designated Panhellenic personnel should not be present at chapter membership recruitment events for any reason. Membership recruitment counselors should be focused solely on serving as brand ambassadors of the sorority experience prior to and during recruitment — supporting the potential new members through the recruitment process. Other designated Panhellenic personnel should be focused solely on making sure the recruitment experience is meeting the needs of the potential new members participating and supporting the chapters if and when they ask for support.

### Panhellenic Officer Disassociation During Recruitment (2003, 2016) — POLICY

~~Panhellenic officers should be “disassociated” from their respective NPC chapters for the period immediately preceding recruitment (not to exceed 30 days) and during recruitment so their actions and decisions support the welfare and best interests of the Panhellenic community. Recruitment counselors should be disassociated for the same period of time as Panhellenic officers, unless the College Panhellenic votes to allow recruitment counselors to remain associated with their respective chapters based on NPC recommended best practices.~~

**Rationale:** This policy has been rescinded in an effort to both continue to decrease College Panhellenic recruitment costs (e.g., unnecessary lodging and other accommodations for Panhellenic officers and recruitment counselors during recruitment) and increase the experience of an authentic, potential new member-focused recruitment (e.g., unnecessary recruitment counselor “revealing” ceremonies). The removal of this policy means College Panhellenics are no longer required to have Panhellenic officers “disassociate” prior to and during recruitment, nor are recruitment counselors required to do so.

**Additional Information/Education:** If you would like to learn more about why associated recruitment counselors and Panhellenic officers would be a great fit for your College Panhellenic, please reach out to the NPC office staff and/or your NPC area advisor.

### Continuous Open Bidding (2022) — POLICY

Continuous Open Bidding (COB) is not intended to precede or take the place of the primary membership recruitment period, nor should there be a COB process prior to the start of fall primary membership recruitment. Likewise, no COB process should occur during the period at the start of the term in which primary recruitment does not take place while rosters are confirmed for the reset of total, *if applicable* (not to exceed seven days).

The purpose of COB is to enable those chapters that did not pledge to quota or pledged quota but did not reach total, to pledge additional new members immediately following the primary membership recruitment period. The intent of COB is to provide maximum opportunities for membership to the greatest number of chapters possible *and the greatest number of women who are eligible to join a sorority*. The College Panhellenic, therefore, ~~will should~~ not place restrictions on the COB process, *which may include (but is not limited to) designated COB dates, schedules and bid distribution. The chapters will work with their inter/national organizations to determine the best timing and method for the recruitment of potential new members in a COB process.*



On campuses with deferred (second term) membership recruitment, any COB prior to the scheduled primary membership recruitment period should be limited to upperclass and transfer women. First-year women should not attend these recruitment functions. COB would not be open to first-year women until after the primary membership recruitment period.

**Rationale:** This former best practice turned policy has been updated in an attempt to provide more detailed instruction outlining the role of chapters in developing their own COB processes. Some College Panhellenics try to assist chapters by creating a formalized COB process with a defined COB kick off and COB Bid Day, which goes against the spirit of COB, which is meant to be handled independently by each chapter. Instead, College Panhellenics can and should support chapters participating in COB by providing resources to chapters, marketing the sorority experience and sharing information with potential new members about the COB process.

**Additional Information/Education:** If you would like to read more about how College Panhellenics can support COB, you can do so here: [College Panhellenic Support for COB and Community Growth](#).

### Proper Authority Documentation Requirement (2003, 2022) – POLICY

Proper Authority *Documentation Requirement* (2003, 2022) – POLICY

An NPC member organization pursuing an extension opportunity on a campus where there are no NPC organizations or there is only one organization, ~~shall~~ *must* obtain written documentation from the proper authority that the campus is open for extension; ~~and a copy of this approval should be sent to the NPC Panhellenic Extension Committee for record keeping purposes only.~~

**Rationale:** This policy has been updated and renamed for clarity.

### Proper Authority Role in Local Sorority/Interest Group Affiliation (2007, 2020, 2022) – POLICY

Proper Authority *Role in Local Sorority/Interest Group Affiliation* (2007, 2020, 2022) – POLICY

When issuing an invitation to an NPC member organization to establish a new chapter *with the intent to affiliate members of* on a campus for the purpose of allowing NPC affiliation for a local sorority or interest group, the proper authority ~~shall~~ *must* make the final determination as to which NPC member organization is invited. *In making its decision, the proper authority shall give to establish a new chapter, giving due consideration to the preference of the local sorority or interest group.*

**Rationale:** This policy has been updated and renamed for clarity.

## BEST PRACTICES

### Chapter Re-Establishment (2022) – BEST PRACTICE

*Chapter re-establishment is the process by which an NPC member organization returns to a host institution where it previously had an installed chapter. The invitation to re-establish a chapter comes from the College Panhellenic Council or the host institution.*

*The re-establishment process is guided by a written agreement, plus annual communication between the College Panhellenic or host institution and the member organization throughout the length of the agreement. Often, the fraternity/sorority advisor will support the College Panhellenic by serving as the point of contact for the agreement.*



*If a chapter is closed by the NPC member organization, the following items apply:*

- **Written agreement.** *The member organization should develop a written re-establishment proposal. The proposal should include a timeline and conditions for the re-establishment. (See Sample Resolution to Approve Proposal for Re-establishment on the NPC website.)*
- **Timeline.** *The chapter must be closed for at least 12 months before the re-establishment is implemented.*
- **Submission.** *The proposal should be submitted to the College Panhellenic within 90 days after the chapter closes. (If a break in the academic year occurs within the 90 days, the timeframe may be extended by the length of the break.) The member organization shall also send a copy of the re-establishment proposal to the NPC Panhellenic Extension Committee.*
- **Approval.** *The College Panhellenic will share the re-establishment proposal with the College Panhellenic Council for review and discussion. The re-establishment proposal must be approved by a majority vote of the College Panhellenic Council. The vote must be properly recorded in the minutes and a copy of the minutes must be sent to the NPC Panhellenic Extension Committee.*
- **Annual discussion.** *The NPC member organization and the College Panhellenic (typically Panhellenic leadership and the fraternity/sorority advisor) or host institution (if there is no established Panhellenic) shall participate in an annual discussion about the status of the re-establishment agreement.*
  - *The annual discussion should be scheduled in advance with a mutual agreement on the date, time and whether it will take place in person or virtual means.*
  - *The discussion should result in a mutual determination to renew (continue the agreement under existing terms and timeline), edit (alter the terms and timeline), terminate (end the agreement) or implement (start the process of the NPC member organization's return to campus according to the timeline) the agreement.*
  - *The College Panhellenic Council must document the outcome of the annual discussion in the College Panhellenic Council meeting minutes and a copy of the minutes must be sent to the NPC Panhellenic Extension Committee.*
- **Expected communication prior to re-establishment implementation.** *At least one academic term prior to the proposed return date, the NPC member organization may offer to provide an update to the College Panhellenic Council on its re-establishment plan. If the College Panhellenic invites the member organization to provide such an update, it may be in person or virtual as mutually determined.*

*If the host institution closes a chapter, the following items apply:*

- **Written agreement.** *The member organization and/or the host institution should develop a written re-establishment proposal. The proposal should outline terms and sanctions required by the host institution as well as a timeline for the chapter to return. The written agreement should be signed by both parties.*
- **Timeline.** *The chapter must be closed for at least 12 months before the re-establishment is implemented.*
- **Submission.** *The agreement should be submitted to the NPC Panhellenic Extension Committee within 90 days after the chapter closes. (If a break in the academic year occurs within the 90 days, the timeframe may be extended by the length of the break.) The member organization shall also send a copy of the re-establishment agreement to the College Panhellenic Council if there is a College Panhellenic.*
- **Ongoing discussion.** *NPC recommends the NPC member organization maintain regular contact with the host institution to discuss the status of the re-establishment agreement.*
- **Expected communication prior to re-establishment implementation.**
  - *At least one academic term prior to the proposed return date, the NPC member organization may offer to provide an update to the host institution on its re-establishment plan. If the host institution invites the member organization to provide such an update, it may be in person or virtual as mutually determined.*



- *At least one academic term prior to the proposed return date, if there is a College Panhellenic Council on the campus, the NPC member organization should inform the College Panhellenic Council about its re-establishment plan and return date.*
  - *The NPC member organization should confirm with the NPC Panhellenic Extension Committee that it has coordinated with the College Panhellenic Council (as applicable) and informed the Council of the re-establishment plan and return date.*

**Rationale:** A previous best practice has been separated into several shorter and more specific best practices in order to make the language clearer and more digestible.

**Chapter Reorganization (2022) – BEST PRACTICE**

*Chapter reorganization is a process by which an NPC member organization rebuilds a chapter at a host institution without closing the chapter. This process does not require a vote of the College Panhellenic. Chapter reorganization should follow these guidelines:*

- *The member organization should develop a chapter reorganization plan that includes a timeline with a start date that is fully implemented within 12 months.*
- *The member organization should share the reorganization plan with the College Panhellenic.*
- *The plan may include requests for College Panhellenic support, cooperation and possible involvement.*
- *The plan’s objectives and strategies should meet the host institution’s membership requirements for a recognized student organization.*
- *The plan should determine the status of chapter members.*
- *The member organization may periodically review the progress of the plan with the College Panhellenic.*
- *At the conclusion of the plan’s timeline, the member organization and the College Panhellenic should meet. If the plan has not been fully implemented, the College Panhellenic should be allowed to consider extension.*

**Rationale:**

A previous best practice has been separated into several shorter and more specific best practices in order to make the language clearer and more digestible.

**Extension Timing (2022) – BEST PRACTICE**

*The College Panhellenic Council and the host institution will allow a reasonable period of time (generally a minimum of two primary recruitment periods) for a newly re-established or reorganized chapter to achieve stability before extension is considered.*

**Rationale:**

A previous best practice has been separated into several shorter and more specific best practices in order to make the language clearer and more digestible.

**Individual Chapter Membership Growth Plan (1999, 2018, 2020) – BEST PRACTICE**

*In an effort for a College Panhellenic and inter/national organization to support and stabilize a chapter, a membership growth plan may be established by the Panhellenic. There are two types of membership growth plans: chapter reorganization and chapter re-establishment. College Panhellenics or inter/national organizations working on a chapter re-establishment plan may reach out to the NPC Panhellenic Extension Committee chairman for assistance if there are extenuating circumstances and/or a need for additional flexibility in developing the plan.*



Chapter reorganization is a procedure by which an inter/national organization rebuilds a chapter within a specific time frame and:

- Provides a development strategy and plan for a chapter.
- Shares the development strategy with the College Panhellenic.
- May solicit Panhellenic support, cooperation and possible involvement.
- Establishes a definite timeline for implementing the strategy of the plan.
- Reviews progress of the plan, which, if not met, allows the College Panhellenic to consider extension.
- Completes the plan within 12 months.
- Meets the institution's membership requirements for a recognized student organization.
- Determines the status of chapter members.

A vote of the College Panhellenic Council is not required for a chapter to develop and implement a chapter reorganization strategy and plan.

Re-establishment is the process by which an NPC member organization returns to a host institution where it previously had an installed chapter. The invitation to re-establish a chapter comes from the College Panhellenic Council or the host institution.

If a chapter is closed by an NPC member organization:

- The NPC member organization's re-establishment proposal, timeline and conditions for return must be mutually agreed on by the NPC member organization and the College Panhellenic Council.
- The re-establishment proposal and timeline should be formulated no more than six weeks after the chapter closes. If the deadline for the agreement falls outside of the academic year, it must be completed no later than two weeks after classes begin.
- The chapter must be closed for at least 12 months before re-establishment is implemented.
- The NPC member organization shall send a copy of the re-establishment proposal and timeline to the NPC Panhellenic Extension Committee.
- The re-establishment proposal must be approved by a majority vote of the College Panhellenic Council. The College Panhellenic Council must send a copy of the Council minutes, documenting the approval of the re-establishment proposal, to the NPC Panhellenic Extension Committee. (See Sample Resolution to Approve Proposal for Re-establishment on the NPC website.)
- The NPC member organization and the College Panhellenic Council must have an annual discussion about the status of the re-establishment agreement. The discussion should result in a mutual agreement to renew (continue under existing terms and timeline), edit (alter the terms and timeline), terminate (end the agreement) or implement (start the process of the NPC member organization's return to campus according to the re-establishment proposal and timeline) the re-establishment agreement. The College Panhellenic Council will determine whether the annual discussion will take place in person or by electronic means.
- The College Panhellenic Council must document the outcome of the annual discussion in the College Panhellenic Council meeting minutes and the Council must send a copy of the minutes to the NPC Panhellenic Extension Committee.
- The College Panhellenic Council should keep the timing of the proposed re-establishment in mind when extension is being discussed.
- One academic term prior to the proposed return date, the NPC member organization may provide an update to the College Panhellenic Council on their re-establishment plan. This may be done in person at the invitation of the College Panhellenic Council.



If the host institution closes a chapter:

- The host institution and the NPC member organization will mutually agree to the sanctions and terms outlined by the host institution required for the NPC member organization to return as well as the timeline for the NPC member organization to return. The terms of the re-establishment agreement be documented in writing and signed by both parties.
- The re-establishment agreement must be submitted by the NPC member organization to the NPC Panhellenic Extension Committee no later than six weeks after the chapter is closed. If the deadline for the agreement falls outside of the academic year, it must be completed no later than two weeks after classes begin. A copy of the agreement must be provided to the College Panhellenic Council if there is a College Panhellenic Association.
- The chapter must be closed for at least 12 months before re-establishment is implemented.
- NPC recommends the NPC member organization maintain regular contact with the host institution to discuss the status of the re-establishment agreement.
- The host institution administration should keep the timing of the proposed re-establishment in mind when extension is being discussed.
- One academic term prior to the proposed return date, the NPC member organization may provide an update to the host institution on their re-establishment plan at the invitation of the host institution. This may be done in person at the invitation of the host institution. If there is a College Panhellenic Council on the campus, the NPC member organization must inform the College Panhellenic Council about their re-establishment plan and return date.
- It is recommended the host institution issue an invitation in writing to the NPC member organization when it is time to implement the re-establishment.
- The NPC member organization shall send documentation of the host institution's approval to return to campus to the NPC Panhellenic Extension Committee. If there is a College Panhellenic Council, the NPC member organization must also confirm with the NPC Panhellenic Extension Committee that the member organization has coordinated with the College Panhellenic Council and informed the Council of the re-establishment plan and return date.

The College Panhellenic Council and the host institution will allow for a reasonable period of time, a minimum of two primary recruitment periods, to establish stability for an NPC member organization that has reorganized or re-established its chapter before extension is considered.

**Rationale:** This best practice has been rescinded and separated into three best practices (above) in order to make the concepts clearer and more digestible.

## ABOUT NPC LEGISLATION

A member organization delegate, an NPC Standing Committee, the NPC Board of Directors or an NPC staff member may propose an addition/change to the NPC Bylaws, a Unanimous Agreement or an NPC policy. The Council of Delegates has the authority to consider and adopt/reject these proposals.

NPC committees recommend additions/changes to best practices and the NPC Board of Directors has the authority to consider and adopt/reject best practice proposals.

All approved additions/changes to Unanimous Agreements, policies and best practices go into effect immediately and remain until amended or removed, except where noted in a proviso.