CONSTITUTION OF PANHELLENIC COUNCIL
THE UNIVERSITY OF TENNESSEE, KNOXVILLE

ARTICLE I—NAME

The name of the organization shall be The University of Tennessee, Knoxville Panhellenic Council.

ARTICLE II—PURPOSE

1. To maintain fraternity life and inter-fraternity relations on a high plane within our University.
2. To further intellectual accomplishment and sound scholarship.
3. To cooperate with the University Administration in the maintenance of high social standards.
4. To serve as a forum for the discussion of questions of interest in the college and fraternity world.
5. To compile rules governing recruiting, pledging, initiation, and other matters pertaining to Panhellenic on this campus.
6. To adhere to the Panhellenic Core Ideology:
   a. To develop women.
   b. To create an environment of unity and fairness.
   c. To promote the positive.

ARTICLE III—COUNCIL

Section 1. The Panhellenic Council shall consist of the Executive Officers, Directors, and one Delegate from each chapter. The voting body of The University of Tennessee, Knoxville Panhellenic Council shall be composed of one initiated delegate from each chapter of the National Panhellenic Council (NPC) and from such other national and local organizations as The University of Tennessee, Knoxville Panhellenic Council may see fit to admit to membership.

Section 2. The selected representative from any one organization will be the official delegate. An official alternate should be selected to serve in the absence of the delegate.

Section 3. Panhellenic Council Executive Officers or Directors may not serve as official delegates or alternates.

Section 4. All Panhellenic Officers and Directors must be active members of their chapters for the duration of their term in office.

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Section 5. After new groups have been invited to colonize on campus, initiated representatives may attend Panhellenic Council meetings. Representation shall be extended to new groups no sooner than one full semester after their chapter installation date and after the fulfillment of all obligations of membership. Voting privileges shall be extended after one semester of representation.

ARTICLE IV—COUNCIL OFFICERS AND THEIR DUTIES

Section 1. The elected officers of The University of Tennessee Panhellenic Executive Board shall be President, Vice President Internal Affairs, Vice President of Public Relations, Vice President of Recruitment, Vice President of Recruitment Counselors, Vice President of Administration, Vice President of Member Development, Vice President of Philanthropy and Community Service and Vice President of Scholarship.

1. If for any reason the President is unable to complete her term of office, the Vice President of Internal Affairs shall complete the term.
2. If for any reason the Vice President of Recruitment is unable to complete her term of office, the Assistant Vice President of Recruitment shall complete the term.
3. If for any reason the Vice President of Recruitment Counselors is unable to complete her term of office, the Assistant Vice President of Recruitment Counselors shall complete the term.
4. If for any reason the Vice President Internal Affairs, Vice President of Public Relations, Vice President of Administration, Vice President of Member Development, Vice President of Philanthropy and Community Service and Vice President of Scholarship or a Director is unable to complete her term of office, the Executive Committee, through a screening process, shall select qualified candidates who will then be elected by the Panhellenic Council. No officers currently serving on the Executive Board shall be eligible to apply for the open position.
5. Directors will be eligible to apply for vacant Panhellenic Executive Board Positions. If the Director is selected to serve on the Executive Board, a new director shall be appointed to serve in her position.

Section 2. The Executive Board will elect Directors immediately after taking office. The appointed Directors shall be: Assistant Vice President of Recruitment, Assistant Vice President of Recruitment Counselors, Sorority and Fraternity Life Liaison, Philanthropy, Junior Panhellenic, Academic Development, Diversity, Equity, and Inclusion, and Panhellenic Unity Director.

Section 3. The officers shall serve for a term of one year, beginning with the spring semester after installation. The Executive Board, excluding the following officers: Panhellenic President, Vice President of Recruitment, and Vice President of Recruitment Counselors, shall receive a compensation of $150 at the end of their term. The Panhellenic President, Vice President of Recruitment, Vice President of Scholarship and Vice President of Administration shall receive a compensation of $200 at the end of their term.
Recruitment Counselors, Assistant Vice President of Recruitment, and Assistant Vice President of Recruitment Counselors will be employed by the Office of Sorority and Fraternity Life during the summer of their term and paid hourly for their work.

**Section 4.** New chapters on campus must have one year of experience in Panhellenic before serving on the Executive Board.

**Section 5.** The following are the required qualifications for serving as a Panhellenic Executive Officer:

A. **President**
   1. Shall be a full time undergraduate student.
   2. Shall have a cumulative grade point average of 3.0.
   3. Shall have previously served as a Panhellenic Officer, Director, Delegate, Recruitment Counselor or Chapter President for two semesters preceding her election.
   4. Shall not be a current chapter executive board member.
   5. Shall be an active member of her chapter for the full term of her office.
   6. Shall serve on the Panhellenic Recruitment Team as a disaffiliated member of her chapter during her term.
   7. Shall serve as recruitment judicial chair.
   8. Shall be available for meetings via online meeting format or in-person if able for the full duration of the summer of her term or make arrangements with the Office of Sorority and Fraternity Life staff to fulfill summer responsibilities.

B. **Vice President Internal Affairs**
   1. Shall be a full time undergraduate student.
   2. Shall have a cumulative grade point average of 3.0.
   3. Shall have previously served as a Panhellenic Officer, Director, Delegate, Recruitment Counselor, or Chapter Officer for two semesters preceding her election.
   4. Shall not be a current chapter executive board member.
   5. Shall be an active member of her chapter for the full term of her office.
   6. Shall serve as an active disaffiliated member of the Panhellenic Recruitment Team.

C. **Vice President of Public Relations**
   1. Shall be a full time undergraduate student.
   2. Shall have a cumulative grade point average of 3.0.
   3. Shall have previously served as a Panhellenic Officer, Director, Delegate, Recruitment Counselor, or Chapter Officer for two semesters preceding her election.
   4. Shall not be a current chapter executive board member.
   5. Shall be an active member of her chapter for the full term of her office.

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6. Shall serve as an active disaffiliated member of the Panhellenic Recruitment Team.

D. Vice President of Administration
1. Shall be a full time undergraduate student.
2. Shall have a cumulative grade point average of 3.0.
3. Shall have previously served as a Panhellenic Officer, Director, Delegate, Recruitment Counselor, or Chapter Officer for two semesters preceding her election.
4. Shall not be a current chapter executive board member.
5. Shall be an active member of her chapter for the full term of her office.
6. Shall serve as an active disaffiliated member of the Panhellenic Recruitment Team.

E. Vice President of Scholarship
1. Shall be a full time undergraduate student.
2. Shall have a cumulative grade point average of 3.0.
3. Shall have previously served as a Panhellenic Officer, Director, Delegate, Recruitment Counselor, or Chapter Officer for two semesters preceding her election.
4. Shall not be a current chapter executive board member.
5. Shall be an active member of her chapter for the full term of her office.
6. Shall serve as an active disaffiliated member of the Panhellenic Recruitment Team.

F. Vice President of Member Development
1. Shall be a full time undergraduate student.
2. Shall have a cumulative grade point average of 3.0.
3. Shall have previously served as a Panhellenic Officer, Director, Delegate, Recruitment Counselor, or Chapter Officer for two semesters preceding her election.
4. Shall not be a current chapter executive board member.
5. Shall be an active member of her chapter for the full term of her office.
6. Shall serve as an active disaffiliated member of the Panhellenic Recruitment Team.

G. Vice President of Recruitment
1. Shall be a full time undergraduate student.
2. Shall have a cumulative grade point average of 3.0.
3. Shall have served on Panhellenic Council as the Assistant Vice President of Recruitment for the two semesters immediately preceding her succession into the Vice President of Recruitment position unless elected in by the Panhellenic Executive Board in certain circumstances.
   a) In circumstances when the Assistant Vice President of Recruitment is unable to fill the position of Vice President of Recruitment, candidates shall have previously served as a Panhellenic Officer, Director, Delegate, Recruitment Counselor, or Chapter Officer for two semesters preceding her election.
4. Shall not be a current chapter executive board member.
5. Shall be an active member of her chapter for the full term of her office.
6. Shall serve on the Panhellenic Recruitment Team as a disaffiliated member of her chapter during specified times — summer and fall Recruitment.
7. Shall be available for meetings via online meeting format or in-person if able.

H. Vice President of Recruitment Counselors
1. Shall be a full time undergraduate student.
2. Shall have a cumulative grade point average of 3.0.
3. Shall have served on Panhellenic Council as the Assistant Vice President of Recruitment Counselors for the two semesters immediately preceding her succession into the Vice President of Recruitment Counselors position unless elected in by the Panhellenic Executive Board in certain circumstances.
   a) In circumstances where the Assistant Vice President of Recruitment Counselors can not fill the position of Vice President of Recruitment Counselors, candidates shall have previously served as a Panhellenic Officer, Director, Delegate, Recruitment Counselor, or Chapter Officer for two semesters preceding her election.
4. Shall not be a current chapter executive board member.
5. Shall be an active member of her chapter for the full term of her office.
6. Shall serve on the Panhellenic Recruitment Team as a disaffiliated member of her chapter during specified times — summer and fall Recruitment.
7. Shall be available for meetings via online meeting format or in-person if able.

I. Vice President of Philanthropy and Community Service
1. Shall be a full time undergraduate student.
2. Shall have a cumulative grade point average of 3.0.
3. Shall have previously served as a Panhellenic Officer, Director, Delegate, Recruitment Counselor, or Chapter Officer for two semesters preceding her election.
4. Shall not be a current chapter executive board member
5. Shall be an active member of her chapter for the full term of her office.
6. Shall serve as an active disaffiliated member of the Panhellenic Recruitment Team.

Section 7. The duties of all Executive Board members

1. To attend and make a report at all Panhellenic Council meetings.
2. To attend all Executive Board meetings.
3. To attend the annual Panhellenic Council Retreat.
4. To attend and participate in Panhellenic sponsored
activities.
5. All members shall serve as an active, disaffiliated member of recruitment team and shall complete the Gamma Chi class in the spring at the discretion of the Vice President of Recruitment Counselors.
6. To attend a nationally recognized leadership conference.

Section 8. The duties of the Executive Board
A. President
1. To preside over all meetings of the Panhellenic Council.
2. To call special meetings.
3. To appoint special committees and chairpersons.
4. To call meetings of the Executive Committee.
5. To serve as an ex-officio member to the Panhellenic Council.
6. To serve as the Chairperson of President’s Roundtable
7. To oversee all Executive Officers, as well as directors
8. To serve as a liaison between Panhellenic and the University community.
9. To serve as the Panhellenic Council Election Commissioner.
10. To attend the annual Greek Summit.
11. To serve as an active, disaffiliated member of Recruitment Team

B. Vice President of Internal Affairs
1. To preside in absence of the President
2. To serve as Parliamentarian of council meetings
3. To annually review and update Panhellenic Council Constitution and Bylaws as necessary
4. To train chapter delegates on Robert’s Rules of Order and ensure proper communication between Panhellenic Council, chapter delegates, and the Panhellenic community
5. To serve as chairperson for the Panhellenic Judicial Board
6. To attend a University of Tennessee/Office of Sorority and Fraternity Life Training during the semester of her election
7. To conduct risk reduction training and education for presidents, risk managers, and social chairs once a semester
8. To provide resources, promote attendance at programs and/or educate Panhellenic women on relevant risk and safety issues including but not limited to: fire safety and prevention, responsible alcohol use, crisis management, legal liability, hazing, personal safety, healthy relationships, University policies, etc.
9. To plan and execute educational programming for events occurring during both National Hazing Prevention Week and Alcohol Awareness Week
10. To complete at least two office hours a week
11. To complete other duties pertaining to her office as necessary
12. To serve as chairperson for the Panhellenic Judicial Board.
13. To be in charge of recruiting members, assigning roles, and providing educational programs concerning the judicial procedures.
14. To serve as an active, disaffiliated member of recruitment team.

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C. Vice President of Public Relations

1. To be responsible for all publicity coverage of and for the Panhellenic Council
   a) In the circumstances of an interview or an emergency, refer to the University of Tennessee, Knoxville Panhellenic Council Bylaws Article XIV.
2. To foster a good public image of the Panhellenic Council to the University of Tennessee and Knoxville communities
3. Ensure the Panhellenic Council maintains a positive social media presence
4. To be responsible for all Panhellenic social media accounts
5. To host at least two roundtables during her term with chapter Public Relations chairs
6. To gather and submit information from the Panhellenic community to the Greek Connect newsletter to be distributed monthly
7. To maintain and keep updated the Panhellenic Council Website in conjunction with the Graduate Assistant through the Dean of Students Office
8. To assist in creating and publishing brochures and recruitment information to prospective members in consultation with the Vice President of Recruitment
9. Shall plan and coordinate the Greek Awards Banquet with IFC, MGC, and NPHC
10. To oversee the following Directors: Sorority & Fraternity Life Liaison
11. To complete at least two office hours a week
12. To complete other duties pertaining to her office as necessary
13. To coordinate the recording of all Panhellenic members present at events deemed as a “Panhellenic Point” by Panhellenic executive officers
14. To serve as an active, disaffiliated member of Recruitment Team

D. Vice President of Recruitment

1. To direct all recruiting activities of Panhellenic members including Formal Membership Recruitment, Continuous Open Bidding activities, and Orientation Sessions
2. To maintain an ongoing evaluation of recruiting procedures
3. To propose annual recruiting policies and to submit an Annual Report on Recruitment
4. To promote effective membership recruitment through publicity efforts, workshops with individual chapters, and conferences with Recruitment Chairpersons
5. To organize and direct routine Recruitment Team meetings
6. To encourage and aid chapters that have not reached recruitment goals in doing year-round recruitment activities or continuous open recruitment
7. To conduct educational workshops for chapter recruitment chairs on recruitment best practices, rules and policies, etc.
8. To oversee the following Directors: Assistant Vice President of Recruitment
9. To complete at least two office hours a week

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10. To complete other duties pertaining to her office as necessary

E. Vice President of Recruitment Counselors
   1. To work closely with the Vice President of Recruitment in developing the formal recruitment program
   2. To coordinate Gamma Chi recruitment and selection
   3. To develop the coursework and instruction of the Gamma Chi class
   4. To coordinate a retreat and training sessions for Gamma Chis prior to the formal recruitment process
   5. To oversee Gamma Chi duties during formal recruitment
   6. To conduct an evaluation of the Gamma Chi program after completion of formal recruitment
   7. To assist the Vice President of Recruitment as needed
   8. To oversee the following Directors: Assistant Vice President of Recruitment Counselors
   9. To complete at least two office hours a week
   10. To complete other duties pertaining to her office as necessary

F. Vice President of Administration
   1. To submit an annual budget to Council for approval.
   2. To handle all monetary transactions for the Panhellenic Council.
   3. To notify the chapters of their financial obligations to the Panhellenic Council.
   4. To receive, reply to, and file all correspondence not otherwise delegated
   5. To make physical arrangements for all meetings
   6. To handle all Communications correspondence: congratulatory notes, condolence letters, etc.
   7. To be responsible for the general supervision of the finances of the Panhellenic Council
   8. To take and keep the Panhellenic Council minutes in a permanent record file and distribute copies to each member of the Panhellenic Council, chapter delegate, Panhellenic Advisor, NPC Area Advisor, and other University of Tennessee, Knoxville administration as deemed appropriate
   9. To keep an accurate roll and contact delegates after two absences
   10. To complete at least two office hours a week
   11. To complete other duties pertaining to her office as necessary
   12. To serve as an active, disaffiliated member of recruitment team.

G. Vice President of Scholarship
   1. To create a climate in which there is a constant presence and appreciate of academic excellence
   2. To plan and coordinate the annual Panhellenic scholarship recognition program
   3. To host at monthly roundtables during her term with chapter scholarship chairs to discuss resources and provide training
   4. To recognize outstanding scholastic achievements and improvements by chapters at Panhellenic Council meetings

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5. To plan and implement academic programming during NPC’s Month of the Scholar
6. To build strong faculty relationships and implement faculty appreciation programs
7. To complete at least two office hours a week
8. To complete other duties pertaining to her office as necessary
9. To serve as an active, disaffiliated member of Recruitment Team

H. Vice President of Member Development
1. To coordinate educational programs sponsored by the Panhellenic Council
2. To address critical issues facing the Panhellenic community through educational efforts
3. To provide resources, promote attendance at programs and/or educate Panhellenic women on relevant member development topics including but not limited to: leadership development, campus resources, motivation and confrontation, goal setting/strategic planning, ethical leadership/decision making, retreat planning, event planning, facilitating change, and values congruence
4. To host two Roundtables per term with chapter New Member Educators and/or Membership Education Chairs
5. To work with the Vice President of Internal Affairs to educate members on issues of health and wellness
6. To coordinate a leadership retreat for first-year chapter members at her discretion.
7. To plan and execute events that promote positive Panhellenic chapter unity
8. To complete at least two office hours a week
9. To complete other duties pertaining to her office as necessary
10. To oversee the following Directors: Junior Panhellenic Director, Director of Panhellenic Unity
11. To oversee Woman of the Month awards
12. To plan and develop new member convocation
13. To serve as an active, disaffiliated member of Recruitment Team.

I. Vice President of Philanthropy and Community Service
1. To provide information concerning campus, community, and national philanthropy programs
2. To ensure that chapters have the resources and training that they need to comply with the Standards of Fraternal Excellence
3. To plan and execute educational and fundraising programs Circle of Sisterhood
4. To notify the Panhellenic community of all volunteer opportunities and activities
5. To oversee all Panhellenic-sponsored philanthropic and/or community service projects (Sisterhood Showcase, Greek Weekend, or any other event benefiting Circle of Sisterhood)
6. To hold at least two roundtables during her term with each chapter’s philanthropy and community service chairs

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7. To oversee the following Directors: Philanthropy
8. To complete at least two office hours a week
9. To complete other duties pertaining to her office as necessary
10. To serve as an active, disaffiliated member of Recruitment Team

Section 9. Directors of Panhellenic Council
1. In order to be appointed as a Director, an applicant must have and maintain at least a 2.5 cumulative GPA.
2. Directors are required to attend all Panhellenic Council meetings. If a Director misses two unexcused Panhellenic Council meetings in one semester, her position will be reviewed and dismissal will be a possibility. If a Director misses three unexcused meetings, she will automatically be dismissed from her position.
3. Directors are required to communicate with their overseeing executive officer at least once a month and with the discretion of the executive board.
4. In the event that an existing director does not fulfill these requirements for the two semesters of her term, removal from the position may be appealed and reviewed by the Panhellenic executive officers, the Graduate Assistant and the Advisor. The official alternative selected would then take over the position.

Section 10. The duties of appointed Directors shall be as follows:

A. Assistant Vice President of Recruitment
1. Shall be selected on the basis that she will become the Vice President of Recruitment after officer installation in December following her term as Assistant Vice President of Recruitment.
2. Shall be a full time undergraduate student.
3. Shall have a cumulative grade point average of 2.50.
4. Shall have participated for at least one formal recruiting period as an active chapter member.
5. Shall be an active member of her chapter for the full term of her office.
6. Shall serve on the Panhellenic Recruitment Team as a disaffiliated member of her chapter during specified times — summer and fall Recruitment.
7. Must be available for meetings via online meeting format or in-person if able.
8. Shall attend Recruitment Team meetings
9. Shall observe and Assist the Vice President of Recruitment
10. Shall attend all Recruitment Team and Recruitment Task Force Meetings

B. Assistant Vice President of Recruitment Counselors
1. Shall be selected on the basis that she will become the Vice President of Recruitment Counselors after officer installation in December following her term as Assistant Vice President of Recruitment Counselors.
2. Shall be a full time undergraduate student.

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3. Shall have a cumulative grade point average of 2.50.
4. Shall have participated for at least one formal recruiting period as an active chapter member.
5. Shall be an active member of her chapter for the full term of her office.
6. Shall serve on the Panhellenic Recruitment Team as a disaffiliated member of her chapter during specified times — summer and fall Recruitment.
7. Must be available for meetings via online meeting format or in-person if able.
8. Shall observe and Assist the Vice president of Recruitment Counselors
9. Shall attend all Recruitment Team and Recruitment Task Force meetings.

C. Junior Panhellenic Director
1. Shall be a full time undergraduate student
2. Shall have a cumulative GPA of 2.50
3. Shall be an active member of her chapter for the full term of her office.
4. Shall plan and organize a program for the Junior Panhellenic Delegates
5. Shall plan and oversee weekly meetings and be the Election Commissioner of the Junior Panhellenic Council
6. Shall coordinate the recording of all Junior Panhellenic members present at events deemed a “Junior Panhellenic Point”
7. Shall meet with her overseeing executive board officer (Vice President of Member Development) at least once a month and at the discretion of the executive board
8. Shall plan and coordinate the annual Junior Panhellenic “New Member Week”.
9. Shall work with the Junior Panhellenic Board and the Vice President of Member Development to promote Panhellenic’s philanthropy, and work with the Panhellenic Unity director to promote Pan Love throughout New Member Week

D. Sorority and Fraternity Life Liaison Director
1. Shall be a full time undergraduate student
2. Shall have a cumulative GPA of 2.50
3. Shall be an active member of her chapter for the full term of her office.
4. Shall attend meetings for/maintain communication with the Interfraternity Council, the National Pan-Hellenic Council, and the Multicultural Greek Council
5. Shall assist any Vice Presidents or Directors with events that involve other members of the sorority and fraternity community
6. Maintain a communicating relationship between Panhellenic and the Student Government Association
7. Shall attend all Student Senate meetings as the Panhellenic representative and to report back to each Panhellenic meeting

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8. Shall report to Panhellenic Council on all campus events and activities
9. Shall plan programs related to these topics for Panhellenic
10. Shall meet with her overseeing executive board officer (Vice President of Public Relations) at least once a month and at the discretion of the executive board

E. Philanthropy
   1. Shall be a full time undergraduate student
   2. Shall have a cumulative GPA of 2.50
   3. Shall be an active member of her chapter for the full term of her office.
   4. Shall establish committees consisting of representatives from fraternities and sororities
   5. Shall complete a community service or philanthropy project once a month
   6. Shall assist the Vice President of Philanthropy and Community Service in planning and facilitating programs and education
   7. Shall assist the Vice President of Philanthropy and Community Service in promoting Panhellenic’s philanthropies
   8. Shall meet with her overseeing executive board officer (Vice President of Philanthropy and Community Service) at least once a month and at the discretion of the executive board

F. Director of Diversity, Equity, and Inclusion
   1. Shall be a full time undergraduate student
   2. Shall have a cumulative GPA of 2.50
   3. Shall be an active member of her chapter for the full term of her office.
   4. Creating collaborative relationships with organizations and offices on campus
   5. Supporting chapters and members within our community on topics of diversity and inclusion
   6. Shall meet with her overseeing executive board member (Vice President of Internal Affairs) at least once a month and with the discretion of the executive board.

G. Academic Development Director
   1. Shall be a full time undergraduate student
   2. Shall have a cumulative GPA of 2.50
   3. Shall be an active member of her chapter for the full term of her office
   4. Shall attend monthly roundtable meeting
   5. Shall meet with her overseeing executive board member (Vice President of Scholarship) at least once a month and with the discretion of the executive board.

H. Director of Panhellenic Unity
   1. Shall be a full time undergraduate student
   2. Shall have a cumulative GPA of 2.50
   3. Shall be an active member of her chapter for the full term of her office.
   4. Shall plan and oversee weekly meetings and be the Election Commissioner of the Panhellenic Unity Committee.

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5. Shall plan and coordinate programming aimed at the Unity of all of the University’s National Panhellenic Conference Chapters
6. Shall coordinate and oversee the Panhellenic Mentor Program.
7. Shall assist the Junior Panhellenic Director for New Member Week.
8. 
9. To oversee Woman of the Month awards
10. Shall meet with her overseeing executive board member (Vice President of Member Development) at least once a month and with the discretion of the executive board.

Section 11. The qualifications and duties of a Gamma Chi
1. Shall be a full time undergraduate student.
2. Shall have participated in formal Recruitment as a chapter member.
3. Shall have a cumulative grade point average of 2.5.
4. Shall not be a chapter president or other positions as specified in the bylaws of member organizations.
5. Must participate in all Gamma Chi training activities including Gamma Chi class and Gamma Chi Retreat.
6. Shall be required to live in specified housing during Recruitment as deemed appropriate by the Panhellenic Executive Board.
7. Shall disaffiliate from her chapter immediately after spring graduation until acceptance of invitations on Bid Day. Chapters shall comply with disaffiliation by removing the names and images of Gamma Chis from all materials with potential new members contact including web pages, composites, etc. during the time of disaffiliation. For penalties, refer to the University of Tennessee, Knoxville Panhellenic Council Recruitment Rules and Procedures.
8. Shall be a member in good standing to her chapter through the fall term of service.
9. Shall be selected by a committee composed of the Panhellenic Executive Board, and advised by the Panhellenic Advisor.

Section 12. The duties of the Panhellenic Delegates shall be the following:
1. To attend all Panhellenic Council meetings
2. To vote officially for her chapter in all Panhellenic meetings.
3. To report in chapter meetings all notices and motions presented and passed in Panhellenic meetings.
4. To vote officially for her chapter in all Panhellenic meetings.
5. To report in chapter meetings all notices and motions presented and passed in Panhellenic meetings.
6. To inform the chapters of all events in Panhellenic, IFC, NPHC and MGC.
7. To distribute the Panhellenic Constitution and Bylaws and any other policy sheets to proper persons in her chapter.
8. To email an excuse to both the Vice President of Administration and President 24 hours before each absence, unless in the case of an emergency, and be responsible for having an alternative delegate present. If a delegate has 3 unexcused absences per semester, Executive Board will ask that

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respective sorority to send an official replacing delegate.

Section 13. The Qualifications and Duties of Panhellenic Judicial Board Members
1. Shall be a full time undergraduate student.
2. Shall have a cumulative grade point average of 2.5.
3. Shall not be a chapter president.
4. Shall be an active member of her chapter for the full term of her position on the board.
5. Shall not be a member of Panhellenic Executive Board.
6. Shall not have the same Greek affiliation of any other Judicial Board Member.
7. Shall handle Judicial Issues arising in Panhellenic under the committee’s jurisdiction.

ARTICLE V—PANHELLENIC ADVISOR
A member of the staff of the Dean of Students office shall serve as an advisor of the Panhellenic Council and as an ex-officio member of the Executive Board and Panhellenic Council.

ARTICLE VI—GRADUATE ASSISTANT TO PANHELLENIC
A member of the staff of the Dean of Students office shall serve as a graduate assistant advisor of the Panhellenic council and as an ex-officio member of the Executive Board and Panhellenic Council.

ARTICLE VII—MEETINGS

Section 1. Regular meetings of the Panhellenic Council shall be held bi-weekly. The time and day will be specified by the Panhellenic Executive Board.

Section 2. Meetings shall be open to all members and new members/associate members of all chapters represented in The University of Tennessee Panhellenic Council.

Section 3. A special meeting may be called at the request of any chapter represented on the Panhellenic Council, or at the discretion of the Panhellenic President.

Section 4. Chapter Presidents shall be required to attend or send their Vice President to President’s Roundtable meeting as scheduled by the Panhellenic President.

ARTICLE VIII—VOTING

Section 1. Two-thirds majority of total Panhellenic Council membership shall be necessary to pass all motions.

Section 2. The power of one vote shall be granted to each recognized NPC chapter on campus, and to such other national and local chapters on campus as the Panhellenic has admitted to full membership.

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Section 3. A roll call vote shall be taken at the discretion of the President or at the request of a council member. Otherwise, voting will be handled by secret ballot.

ARTICLE IX—QUORUM AND PARLIAMENTARY PROCEDURE

Section 1. Two-thirds of the voting membership of Panhellenic Council shall constitute a quorum for the transaction of business.

Section 2. Order of business and parliamentary practice in all meetings shall be in accordance with Robert’s Rules of Order. Any questions concerning procedures shall be referred to the Vice President of Internal Affairs.

ARTICLE X—AGREEMENTS

Section 1. Fundamental Panhellenic Laws as embodied in the NPC Unanimous Agreements should be observed by the Panhellenic Council.

Section 2. All regulations and laws of the Panhellenic Council should be in harmony with the rules of Procedure for College Panhellenics as adopted by the National Panhellenic Council.

Section 3. All chapters participating in Carnicus shall adhere to NPC unanimous agreement and the Panhellenic Code of Ethics regarding Carnicus participation.

ARTICLE XI—RATIFICATION AND AMENDMENTS

Section 1. This Constitution shall be ratified by a two-thirds vote of Panhellenic Council every year and shall be a binding agreement between all member groups at The University of Tennessee, Knoxville.

Section 2. A proposed amendment to the Constitution and Bylaws must be heard by Panhellenic Council at least one week prior to voting. A proposed amendment must be passed by a two-thirds majority in order to be adopted.

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