

**Panhellenic Association at  
University of California, San Diego  
La Jolla, California**

**PREAMBLE**

We, the undergraduate women of the Panhellenic Association at the University of California San Diego (UC San Diego), establish these bylaws to govern such matters as delegated by the University to the organization. It is the intent of this organization to abide by the pertinent State, University, and Center for Student Involvement regulations, including policies on nondiscrimination, sexual harassment, and sexual violence. The following bylaws will serve to guide each member toward greater achievement and responsibility.

**ARTICLE I**

Purpose

The objects of the College Panhellenic Association (CPA) shall be to develop and maintain sorority life and inter-sorority relations at a high level of accomplishment and in so doing:

- I. Conduct the business of the College Panhellenic during the academic year.
- II. Promote the growth of individual chapters and the sorority community.
- III. Organize and sponsor the membership recruitment program.
- IV. Encourage the highest possible academic, social and moral standards.
- V. Coordinate activities, establish orderly procedures and provide programming in addition to recruitment.
- VI. Adjudicate all matters related to the NPC Unanimous Agreements, College Panhellenic bylaws and/or other governing documents, College Panhellenic membership recruitment rules, College Panhellenic code of ethics and College Panhellenic standing rules.
- VII. Actively support the mission of its host institution.
- VIII. Promote good public relations.
- IX. Give service to the community and campus.
- X. Promote friendship, harmony and unity among members, chapters, faculty, administrators and campus groups.
- XI. Cooperate with member organizations and the University administration in concern for and maintenance of high social and moral standards as outlined in the UC San Diego Panhellenic and Fraternity/Sorority Statement of Expectations.
- XII. Panhellenic shall be a non-profit student organization.
- XIII. Panhellenic Association at UC San Diego is a registered student organization at the University of California, San Diego, but not part of the University itself.
- XIV. Panhellenic Association at UC San Diego understands that the University does not assume legal liability for the actions of the organization.

Section A. Inclusion Statement

- I. UC San Diego College Panhellenic Association does not categorically deny membership to an individual, based on race, color, religion, sex\*, national origin, age, disability, marital status, military or veteran status or political affiliation.
- II. \*Pursuant to 20 U.S.C. 1681(a)(6)(A), social fraternities and sororities may limit membership on the basis of sex.

## **ARTICLE II**

### **Membership**

Section A. There shall be three classes of membership: Regular, Associate, and Provisional.

- I. The regular membership of the CPA at UC San Diego shall be composed of all chapter members in good standing of NPC organizations at UC San Diego.
  - A. Regular members of the CPA at UC San Diego:
    1. Alpha Chi Omega
    2. Alpha Epsilon Phi
    3. Alpha Omicron Pi
    4. Alpha Phi
    5. Chi Omega
    6. Delta Delta Delta
    7. Delta Gamma
    8. Kappa Alpha Theta
    9. Kappa Kappa Gamma
    10. Pi Beta Phi
    11. Sigma Kappa
- II. The Provisional membership of the CPA at UC San Diego will be composed of chapters in the process of installation. They shall pay no dues and shall have a voice but no vote on all matters. A provisional member shall automatically become a regular member upon being installed as a chapter of an NPC organization.
- III. The Associate membership of the CPA at UC San Diego shall be composed of all members in good standing of local sororities or interest groups or national or regional non-NPC member groups that have met the requirements for membership in the CPA at UC San Diego.
  - A. Associate members of the CPA at UC San Diego:
    1. Phi Sigma Rho
  - B. A CPA at UC San Diego Associate member has the following privileges and responsibilities:
    1. Abide by all NPC Unanimous Agreements and be subject to the CPA at UC San Diego Bylaws, CPA at UC San Diego Inter Sorority Sports (ISS) Bylaws, Philanthropy Event rules, and any rule pertaining to Rho Gammas as outlined in the Standing Rules;

2. Pay adjusted CPA dues;
3. Be subject to the same judicial proceedings as regular member groups;
4. Maintain a membership of at least 15 active members;
5. In their charter year, an associate chapter may be granted temporary membership status with 10 active members. If membership does not grow to 15 members within one year their temporary associate membership to CPA will be revoked.
6. Maintain active registration status through the Center for Student Involvement (CSI);
7. Associate Member groups may serve on committees and as certain officers of the CPA at UC San Diego. Associate members have a vote in CPA meetings and business, excluding that of the National Panhellenic Conference (such as Primary Recruitment, NPC fraternity extension, judicial, etc.)
8. Associate member groups shall be required to participate in all Panhellenic programming with the exception of Primary Recruitment.
9. A two-thirds (2/3) vote of the CPA is required to approve applications for CPA affiliation or extended Associate membership status.

Section B. Responsibilities of membership are as follows:

Duty of compliance. All members, without regard to membership class, shall comply with all NPC Unanimous Agreements and policies and be subject to these UC San Diego College Panhellenic Association bylaws, code of ethics and any additional rules this College Panhellenic Association may adopt, unless otherwise prescribed in these bylaws. Any rules adopted by this Association in conflict with the NPC Unanimous Agreements shall be void.

- I. Regular active members may participate in meetings, be elected to office, vote, debate and represent the organization.
- II. Associate members may participate in meetings, be elected to certain office positions, vote, debate and represent the organization.
- III. Provisional members may join discussions in meetings but cannot vote, be elected to office, or represent the organization.
- IV. This organization or any of its members shall not conspire to commit any act that causes or is likely to cause bodily danger or physical or emotional harm to any member of the campus or local community.
- V. Must abide by all Standing Rules and Bylaws.
- VI. Regular and Associate members must attend CPA meetings such as Panhellenic Council meetings, weekly or any special meetings called for a specific purpose or topic by a CPA Executive Member.
- VII. Pay quarterly dues to the Panhellenic Association as requested by the Vice President of Finance as described in Article XII..

## **ARTICLE III**

### **Panhellenic Council**

#### **Section A. Authority**

- I. The governing body of the UC San Diego College Panhellenic Association shall be the Panhellenic Council. It shall be the duty of the Panhellenic Council to conduct all business related to the overall welfare of the UC San Diego College Panhellenic Association including, but not limited to: annual review of the parameters as adopted in the recruitment rules for the evaluation and/or adjustment of total every regular academic term, annual determination of dues, approval of the annual budget, consideration of extension, setting a calendar of events, determining programming and establishing recruitment rules and recruitment style. The Panhellenic Council shall also have the authority to adopt rules governing the College Panhellenic Association that do not violate the sovereignty, rights, and privileges of the member sororities.

#### **Section B. Delegates**

- I. Selection of delegates and alternates
  - A. Delegates and alternates to the Panhellenic Council shall be selected by their respective sorority chapters to serve for a term of one year beginning Week 1 Winter Quarter.
- II. Delegate vacancies
  - A. When a delegate vacancy occurs, it shall be the responsibility of the sorority affected to select a replacement within three weeks and to notify the College Panhellenic Association VP Administration & Peer Accountability of the name, address, email and telephone number of the new delegate.
- III. Duties and responsibilities
  - A. Must attend all Panhellenic Council meetings.
  - B. Must adhere to the NPC Unanimous Agreements and policies.
  - C. Must understand local College Panhellenic Association policies and procedures.
  - D. Should know when to consult member sorority's chief panhellenic officer for assistance and advice regarding College Panhellenic concerns.
  - E. Should be prepared and knowledgeable about College Panhellenic concerns, the views of the member organization and chapter and how to voice concerns to the Panhellenic Council.
  - F. Should present regular College Panhellenic Association reports at chapter meetings.
  - G. If a chapter fails to provide a proxy or the chapter delegate accumulates unexcused absences, an infraction will be filed and a peer accountability mediation or hearing.

#### **Section C. Meetings**

- I. The following meetings shall be held:
  - A. Regular meetings of the CPA at UC San Diego shall be held weekly during the regular academic year. Notification of cancellation, time or location changes will be given to Delegates, the Executive Board, and the Sorority and Fraternity Advisor prior to every regular meeting time no less than 24 hours prior by the Panhellenic Vice President of Administration (unless there is a last minute emergency). All CPA Executive Board Members, and Chapter Delegates shall attend.
  - B. Special Meetings of the CPA at UC San Diego may be called by the President when necessary and shall be called by them upon receipt of a written request from any Regular, Provisional or Associate member organization of the CPA, by the Sorority and Fraternity Advisor, or a member of the Executive Board.
  - C. Quorum shall be two-thirds (2/3) of the delegates from each member organization.
  - D. On weeks when regular meetings fall on a university holiday, the Vice President of Administration will send out electronic paper minutes via email by the regularly scheduled meeting time.

#### Section D. Parliamentary Authority

- I. The rules contained in the current edition of Robert's Rules of Order Newly Revised shall govern the UC San Diego College Panhellenic Association when applicable and when they are not inconsistent with the NPC Unanimous Agreements, these bylaws and any special rules of order the UC San Diego College Panhellenic Association may adopt.

#### Section E. Peer Accountability

#### Section F. Voting

- I. Vote Requirements
  - A. Proposed motions on issues that impact a chapter as a whole must be announced at a previous meeting to allow a minimum of one week for chapter input before a vote may be taken on the issue.
  - B. A vote requiring  $\frac{2}{3}$  members of the Panhellenic Council will be required to approve a re-establishment plan and for all extension-related votes. All other votes, unless specified in these bylaws, will require a majority vote for adoption.
  - C. Any clarifications about the vote should be addressed within the week following the presentation of the proposed motions.

### ARTICLE IV

## Qualifications of the Executive Board

### Section A. Officers

#### I. The Panhellenic Executive Board shall be composed of the following positions:

##### A. President

1. The President is chiefly responsible for the overall operation of the Panhellenic Association which includes preside over all sessions of the Council and meetings of the Executive Board, serving on or represent the Panhellenic Association on any University or student committee as necessary while maintaining close contact with all the work and members of the Panhellenic Association. The President is also responsible for keeping the Panhellenic Advisor informed of all Panhellenic business and bring business to the Panhellenic Council when necessary and appropriate and working with the President of the Interfraternity Council, the Multicultural Greek Council, and National Pan-Hellenic Council as necessary to advance Panhellenic's interests and improve Sorority-Fraternity Life relations and visibility.

##### B. Vice President of Administration and Peer Accountability

1. The Vice President of Administration and Peer Accountability leads the Peer Accountability process, coordinates the Panhellenic officer slating process, oversees the Executive Board transition, records minutes of all Executive Board and Panhellenic Council meetings, reviews official Panhellenic documents annually and makes recommendations for amendments and presides at meetings in the absence of the President.

##### C. Vice President of Membership

1. The VP Membership shall coordinate all system wide recruitment programs including primary and continuous open bidding. The VP Membership shall promote recruitment and retention for all Panhellenic chapters while overseeing the VP Memberships for all Panhellenic chapters.

##### D. Vice President of New Member Outreach

1. The VP New Member Outreach shall serve as the Head Rho Gamma (Head Recruitment Guide), who will be the main liaison between the Panhellenic Executive Board and all sorority recruitment counselors. They shall also serve as point of contact for Potential New Members throughout the year and ensure a Panhellenic presence at UC San Diego organization fairs such as Triton Day, Transfer Triton events and college fairs, and promote Positive Panhellenic Contact at all events,

##### E. Vice President of Finance

1. The Vice President of Finance is responsible for preparing an annual budget for the Panhellenic Council, maintains current financial records, collects dues, handles income and disbursements and presents a financial report regularly at Panhellenic Council meetings.

- F. Vice President of Scholarship & Well-Being
  - 1. The Vice President of Scholarship & Well-being shall promote scholarship and academic achievement in the Panhellenic Community, oversee the Inter-sorority Sports program, coordinate the philanthropy scheduling process and promote awareness of resources regarding mental and physical well-being.
- G. Vice President of Marketing & External Affairs
  - 1. The VP of Marketing & External Affairs shall serve as a liaison between the Panhellenic Association and the UC San Diego Associated Students (AS) Council, Multicultural Greek Council, National Pan-Hellenic Council, Interfraternity-Council, on campus student organizations, college councils and the greater San Diego community. They shall also oversee all Panhellenic marketing efforts.
- H. Vice President of EDI Affairs
  - 1. The VP of EDI Affairs shall oversee and facilitate in collaboration with SFL Advisor, President and Vice President of Administration new EDI education and address EDI issues within the community. They shall update the Panhellenic Council on current events related to EDI including: events being held on campus, identity center programming opportunities, and identity celebrations.

## Section B. Officer Qualifications

- I. A member of a regular member organization in good standing is eligible for a Panhellenic Executive office if at the beginning of their term they:
  - A. Has at least a 2.7 cumulative and quarterly GPA;
    - 1. Should an Officer's cumulative or quarterly GPA drop below a 2.7 during her term, they shall be placed on a probationary status and terms of her officer position and responsibilities will be evaluated by the President and Vice President of Administration in collaboration with the Sorority and Fraternity Advisor;
  - B. Is enrolled in UC San Diego as a full time student;
  - C. Intends to remain a student at UC San Diego, on campus, during the entire term of office and does not intend to withdraw during their term;
  - D. Is not on the primary executive board of their own sorority or serving as the Panhellenic delegate;
  - E. Will serve as a member of the Panhellenic Recruitment Team
  - F. Will uphold the values and ideals of their member organization always, as well as those of the Panhellenic Association;
  - G. Has completed and submitted the Panhellenic Association officer application;
  - H. Has active member status and is in good standing with their chapter for all three quarters of their term;

- II. A member of an associate member organization in good standing is eligible for all positions if they meet the qualifications listed above except President, Vice President of Administration, Vice President of New Member Outreach, and Vice President of Membership

#### Section C. Term of Office

- I. Each Executive Board member, shall hold office for one calendar year from the date on which they were appointed unless:
  - A. They were elected or appointed to fill a vacancy in office, in which case they shall finish the term of the officer they replaced; or
  - B. they are removed from office; or
  - C. The election date has changed.

#### Section D. Expectations

- I. General Expectations for Executive Board members
  - A. Promote positive Panhellenic contact.
  - B. Communicate regularly with the SFL Advisor(s).
  - C. Be familiar with the NPC Manual of Information and all governing documents of the CPA at UC San Diego.
  - D. Maintain current copies of the following: CPA bylaws and standing rules; the CPA chapter roster; CPA chapter delegate directory and other pertinent materials.
  - E. Coordinate the training of the successor.
  - F. Serve as a member of the Panhellenic Recruitment Team.
  - G. Perform all other duties as assigned.
  - H. Maintain and represent the standards of the Panhellenic Community.
  - I. Must complete all campus partner workshops/trainings regarding SA/SV/SH, hazing, cultural appropriation, alcohol and other drugs latest one week after official transition.
  - J. Excluding the President and the VP of Finance, all Executive Board Members must sit on at least one SFL committee during their term.
- II. Attendance
  - A. Members of the Executive Board, Panhellenic Judicial Board, Executive Board shall not have more than two excused absences from any meeting as applicable to their position (Executive Board, Committee Meetings, Council Meetings) per quarter. Valid excuses include illness, family functions, any required class obligations scheduled outside of regular class time, or other emergencies and should be reported to the appropriate Panhellenic Officer. All other excuses will be evaluated and approved by the Sorority and Fraternity Life Advisor.
    - 1. Three tardies will equate one absence. If tardiness extends to more than one half of an event it will equate to an absence.



- B. Should an Executive Board Officer reach three excused or two unexcused absences per quarter during their term, they will be evaluated by the President and Vice President of Administration in collaboration with the Sorority and Fraternity Life Advisor with the possibility of being placed on probationary status.
  - 1. Officers on probationary status are required to meet with the President and VP Administration and Judicial affairs biweekly to check in on progress and areas of support.

#### Section E. Application and Procedure for Slating Committee

- I. Individuals in member organizations shall be notified of the available position(s) well in advance of the application due date.
- II. Applicants will not be required to write written responses to the free response questions, but should prepare to discuss those questions during the interview.
- III. After applications are submitted by potential nominees for office, the slating committee shall prepare a slate.
  - A. Interviews
    - 1. At the interview, each nominee for office shall present their qualifications and goals for the office they seek to the current Nominations Committee.
    - 2. The slating committee may then question a candidate.
  - B. The Nominating (or Slating) Committee consists of the current President, VP Administration, Sorority and Fraternity Life Advisor, and one representative from six (6) Panhellenic chapters must be present in all interviews.
  - C. The chapter representatives are chosen through an application process by the current President, VP Administration, and Sorority and Fraternity Life Advisor. These nominees are confirmed by a Panhellenic Council vote.
    - 1. Any chapter that fails to submit an appropriate proxy by the deadline set by the Vice President of Administration (typically one week before interviews), an infraction will be filed and a peer accountability mediation or hearing will occur.
  - D. Any chapter that fails to provide representatives at interviews, an infraction will be filed and a peer accountability mediation or hearing will occur.
    - 1. The infraction applies to any chapter that fails to provide the same representative for the entirety of interviews.
- IV. As a guideline, it is recommended that:
  - A. There not be more than two representatives from any single chapter on the slate.
  - B. The positions of President, Vice President of Administration, and Vice President of Membership be selected from three different chapters.
  - C. No chapter holds the position of President for more than one consecutive year.
  - D. No more than two executive positions remain open unless there are no qualified candidates.
  - E. The positions of President and VP Administration and Judicial Affairs should be filled through the Fall Quarter slating process

- V. The Panhellenic Executive Board shall inform all slated candidates of their position on the slate by phone call immediately following the preliminary slate selection.
- VI. The Executive Board shall present its completed slate to the Panhellenic Delegates in writing or at a regular meeting in advance of the election meeting.
- VII. No individual may be slated for an office for which they have not ranked or submitted an application for.
- VIII. A candidate may run from the floor if they are qualified under Article IV of these Bylaws, they submitted an application to the Executive Board for the office, and were interviewed by the Panhellenic Council.
  - A. If a person chooses to run off the floor for a position they were not slated for and has been slated for a different position, they cannot accept the position they were originally slated for. When running off the floor, the person refuses their slated position.
  - B. If a person chooses to run off the floor they must notify the Panhellenic VP of Administration through email at least one hour before the Panhellenic Council meeting in which the slate is presented
  - C. No individual may lobby for, or on behalf of, a candidate applying for a Panhellenic Executive Board position or running off the floor for a Panhellenic Executive Board position. Individuals may include but are not limited to Sorority and Fraternity peoples, UCSD students, faculty, and staff. Lobbying includes but is not limited to, talking to, sending out letters to, and contacting chapter executive board and cabinet members about Panhellenic slating and voting.

## Section F. Election Procedures

- I. Election Date
  - A. The election meeting shall take place in the regular Panhellenic Council meeting immediately following the meeting of distribution of the proposed slate.
- II. Procedure for Voting
  - A. After the Executive Board has presented its slate at the election meeting and any nominations from the floor have been made, the slated nominees and any nominees from the floor will present their qualifications and goals to the Delegates in a 2-minute time-frame
  - B. Panhellenic Delegates shall vote on each office one at a time in the following order:
    - 1. President
    - 2. Vice President of Administration and Peer Accountability
    - 3. Vice President of Membership
    - 4. Vice President of New Member Outreach
    - 5. Vice President of Finance
    - 6. Vice President of Scholarship & Well-Being
    - 7. Vice President of Marketing & External Affairs
    - 8. Vice President of EDI Affairs

- C. Unless otherwise moved, the vote shall be a voice vote. A majority vote shall affirm a candidate for office.
- III. Method of Voting When the Slate Is Contested
  - A. Voting shall be conducted by a written ballot per position contested.
  - B. If no candidate receives a majority on the first vote, the candidate receiving the lowest number of votes shall be dropped from consideration and a re-vote among the remaining candidates shall be taken. This process may be repeated until one candidate achieves a majority.
  - C. The Sorority and Fraternity Advisor and one teller appointed by the President and approved by the Panhellenic Council shall count the ballots.
  - D. The President shall announce the outcome of each vote.

## Section H. Probationary Status

- I. Probationary Status
  - A. Should an Executive Board Officer not meet the responsibilities and/or qualifications outlined above they are subject to being placed on probationary status.
  - B. Probationary status is determined by excessive absence and neglecting office and is up to the discretion of the President, VP Administration, and SFL Advisor.
  - C. Probationary status is defined by the following:
    - 1. Unable to vote on council business
    - 2. Unable to use council facilities/resources
    - 3. Have to attend biweekly meetings with the President, VP Administration, and the SFL Advisor
    - 4. Must help with council events including set up and tear down time
  - D. Probationary status will be re-evaluated by the President, VP Administration, and the SFL Advisor every four weeks
  - E. The Executive Board Officer must make significant progress in their position in order for their status to be reconsidered

## Section I. Removal

- I. Removal from or Forfeiture of Office
  - A. A member of the Executive Board, a justice of the Panhellenic Judicial Board, or a member of the shall forfeit their office if they no longer meet the qualifications outlined in **Article IV**.
  - B. If an Executive Board officer continues to be put on probationary status and/or continues to neglect their position, the Executive Board may vote to bring an officer up for dismissal to Panhellenic Council. Any officer may voted up for removal by a vote of five of the eight remaining officers of the Panhellenic Executive Board.
  - C. The Panhellenic Council may have a 3/4 vote to remove an Executive Board officer from office if they fail to fulfill the duties of their office as specified in theand these Bylaws and only after the officer has had a chance to hear the charges against them and rebut them.

#### Section J. Filling a Vacancy

- I. The Executive Board shall receive applications of candidates interested in filling the remainder of the term.
- II. If an elected office, except that of President, becomes vacant during the middle of a term, the Executive Board shall act as a Nominating Committee and slate based on the same procedure as annual appointments. The Panhellenic Council shall receive and vote on the slated candidates at its next regular session after the office becomes vacant.
  - A. If the position of President becomes vacant, the Vice President of Administration will be responsible for fulfilling the role of Panhellenic President.
  - B. The Panhellenic Executive board reserves the right to place two candidates for one position in order to hold a vote between the two.
  - C. Slated candidates will be required to share their qualifications to the council for a maximum of two minutes
  - D. If a position has been vacant for longer than five weeks, the Executive Board reserves the right to appoint a candidate for the Panhellenic Council to vote on with  $\frac{3}{4}$  approval.

### ARTICLE V

#### Finance

#### Section A. Dues

- I. The Panhellenic council shall by  $\frac{2}{3}$  vote on the dues that member organizations owe Panhellenic at \$13 per member for regular member organizations and \$10 per member for associate member organizations.
- II. The Vice President of Finance shall send out dues by the end of the seventh week of each quarter. All member organizations shall pay it's due no later than two weeks within the time it has been sent, or by the date provided by the Vice President of Finance.
  - A. The Vice President of Finance will be using roster numbers provided by the Sorority and Fraternity Life Office. Member organizations must update their rosters by Friday of Week 5 of every quarter to ensure accurate billing.
  - B. The Vice President of Finance will monitor rosters provided by chapter's Vice President of Finance to ensure it is up to date for distribution during Council Meeting of Week 7 each quarter.
  - C. An assessment of \$25 dollars per day shall be incurred for late payments. If dues are 7 days past due, this will be considered a violation of bylaws and is subject to an infraction filed by the Vice President of Finance.
- III. The Vice President of Finance will take note of Continuous Open Bidding events during the quarter and will bill chapters according to their new members.

#### Section B. Budget

- I. The Vice President of Finance shall prepare a yearly budget outline from Winter Quarter through the following Fall Quarter. Said budget will be presented to the Panhellenic Council for voting. A majority vote of Panhellenic Chapters is required for approving the budget.
- II. If an Executive Member needs to go over budget once it has been approved, they must acquire documented approval from the Vice President of Finance prior to overspending. Failure to do so holds the Executive Member personally liable for the budget differences.
- III. Unused funds at the end of the Vice President of Finance's term shall be kept in the Panhellenic Association savings account.
- IV. If an urgent expense arises up to \$800, the Executive Board may vote to approve the expense by  $\frac{2}{3}$  vote. The Vice President of Finance must report the expense to the Panhellenic Council at the next meeting.
- V. The Vice President of Finance will report at each Council Meeting the revenue and expenses made since the last report.

#### Section C. Debit Cards

- I. The Panhellenic President and Vice President of Finance will each hold a debit card for the Panhellenic Association at UC San Diego bank account.
- II. It is required that every time a transaction is made, the finance recording form must be completed via a transaction sheet.

### **ARTICLE VI**

#### New Member/Associate Program Regulations

- I. A member organization may not permit or induce a new member/associate to endure any mental or physical abuse or permit or induce them to submit to any public or private moral or social degradation.
- II. Each member organization shall prohibit within its Chapter any form of hazing as outlined in the NPC Manual and the University's student conduct code.
- III. Per the Unanimous Agreements, NPC supports all efforts to eliminate hazing.

### **ARTICLE VII.**

#### Philanthropy Events

- I. Selection of Philanthropy Event Dates
  - A. In coordination with the Panhellenic Vice President of Scholarship & Well-being, chapter philanthropy chairs shall be allowed to request top three potential dates for philanthropy events one quarter in advance on a first-come-first-serve basis. This includes:
    1. Non-competitive philanthropies
    2. Competitive philanthropies
  - B. The submission process requires emailing the VP of Scholarship & Wellbeing the top 3 event dates.
    1. The VP of Scholarship & Wellbeing may deny a chapter's first choice of philanthropy date request on the basis of multiple SFL philanthropy events happening and alternate date(s) may be chosen.

- C. Tentative, fundraising-only events, awareness tabling, and service events must be submitted no less than a month in advance of the event taking place
  - D. If an extreme circumstance should arise and a philanthropy date must be moved to a date that conflicts with other events, the CPA Executive Board will determine the approval of the date change
  - E. It is strongly recommended that any type of community-wide philanthropy event does not conflict with another event that is open to the community.
  - F. If a chapter fails to notify the VP Service of a non-competitive or competitive philanthropy less than one month before the scheduled philanthropy start date, the chapter in question will incur an infraction can be filed and adjudicated through the peer accountability system.
- II. One large competitive philanthropy per chapter per year is defined as member organizations competing as a team against other member organizations for points or in monetary donations that contribute to winning a philanthropy.
- A. No more than two competitive philanthropies per two week period. A week is defined as Sunday to Saturday.
  - B. It is strongly recommended that any type of community-wide philanthropy event does not conflict with another event that is open to the community.
  - C. The VP Scholarship and Well-Being and VP Administration can facilitate any discussion if conflict arises.

## **ARTICLE XI**

### **Amendments**

#### **Section A. Right to Introduce Amendments**

- I. Any member organization in good standing may introduce an amendment to the Panhellenic Bylaws.

#### **Section B. Procedure for Proposing Amendments**

- I. After the session in which an amendment is introduced, the Panhellenic Council shall hear one additional reading of the amendment in its next regular session and may vote on the amendment at any regular session after that.

#### **Section C. Adoption**

- I. An amendment that receives the affirmative vote of at least 2/3 of the Panhellenic Council is adopted as a part of these Bylaws.

#### **Section D. Housekeeping**

- I. The CPA Vice President of Administration may make grammatical adjustments to the Bylaws, as long as the changes maintain the integrity of the original meaning.

#### **Section E. Honoraria**

- I. The Panhellenic President and the VP Administration & Peer Accountability will receive honoraria of \$500 at the end of their term coming from the budget.
- II. In order to receive an honorarium, the Panhellenic President and the VP Administration & Peer Accountability must fulfill the job description of their position as delineated in the Bylaws (refer to Article IV, Section 10) for their full term. At the end of their term, they will present their term out report and provide a summary of their accomplishments for the year.
  - A.  $\frac{2}{3}$  vote by Panhellenic council will affirm this honoraria.
  - B. For deliberations with the chapter delegates, the officer in question will not be present and the VP Administration will serve as the mediator unless it is their position in question in which the President will serve as the mediator.

## **Article XII.**

### **Dissolution**

- I. This College Panhellenic Association shall be dissolved when only one regular member exists at UC San Diego. In the event of the dissolution, none of the assets of the Association shall be distributed to any members of the Association, but after payment of all debts, its assets shall be given to NPC unless otherwise required by state law.

## **APPENDIX A.**

### 2023 Panhellenic Job Descriptions

Revision History:  
Revised March 2, 2020  
Revised August 31, 2020  
Revised December 6, 2021  
Revised October 24, 2022  
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