

BYLAWS

EAST CAROLINA UNIVERSITY

NATIONAL PAN-HELLENIC COUNCIL

ARTICLE I- NAME

- Section 1. The name of this organization shall be The National Pan-Hellenic Council, INC. of East Carolina University.
- Section 2. This organization shall be a student organization of the University.

ARTICLE II- PURPOSE

- Section 1. To create and maintain high standards in the life and ideas of fraternities and sororities.
- Section 2. To perpetuate constructive fraternity and sorority relationships.
- Section 3. To foster an understanding of the structure and method of operation among the affiliate organizations.
- Section 4. To address, coordinate, and develop action strategies on matters of mutual concern to the affiliate organizations.
- Section 5. To provide leadership training for its constituents.

ARTICLE III- MEMBERSHIP & REPRESENTATION

- Section 1. The council shall be composed of affiliate chapters of the National organizations that comprise the National Pan-Hellenic Council, INC.
- Section 2. Each affiliate member organization shall be entitled three (3) voting representatives.
- 2.1 Voting by proxy of the three representatives shall be prohibited.
- 2.2 The members of the National Pan-Hellenic Council shall be open to members of East Carolina University students. There will be no discrimination of race, sex, creed, color, age, sexual orientation, or disability with regards to the purpose of the organization.

- 2.3 Any chapter that has less than three (3) active members matriculating during a given term shall still be allowed three (3) votes.
- 2.4 Any chapter desiring to change their voting representatives must submit to the President the name of the new representatives at least seven (7) days prior to the next regular meeting to be afforded voting privileges.
- 2.5 In the event one or more chapter delegates are unable to attend a meeting one delegate or a representative from the chapter may vote in the place of the voting delegates with prior notification of seven days to the President of NPHC.
- 2.6 Executive Board members shall not be allowed to vote unless the only representative of their chapter is also a member of the executive board. In this case, the representative shall still receive three (3) votes.
- 2.7 Voting representative that is not present should turn alternatives in to President prior to the meeting.

Section 3. In order to remain in active status, a member organization shall maintain a grade point average (GPA) according to that of their National requirements and be in good standing with the University for its academic and financial membership.

ARTICLE IV- ELECTIONS

Section 1. The elected officers of the Council shall be: President, Vice-President, Recording Secretary, Treasurer, Corresponding Secretary, Parliamentarian, and Chaplain.

- 1.1 No single organization shall be permitted to concurrently hold more than two (2) of the elected offices listed above.

Section 2. The Council shall elect two (2) Faculty/Staff Advisors. Additionally, there will be an off-campus advisor elected by the Council.

Section 3. Direct nominations from the floor should be conducted at the General Body meeting prior to the elections.

Section 4. The elected officers shall be elected during the last General Body meeting in November.

- 4.1 Nominees for each office shall maintain a cumulative GPA of 2.5.
- 4.2 The Office of Greek Life will check grades of newly elected officers prior to the Installation Ceremony in January.
- 4.3 Nominees for the Presidential position will have to have served on the

Executive Board or have been a Member-at-Large for a period of one year. In cases of lack of eligibility, it would be open for nominations of the General Body.

4.4 In the event that a member of the Executive Board is steps down, for any reason, or is removed from their position the process to replace that position will be by secession. The remaining members of the Executive Board will have the opportunity to move up to the position above them, if he/she chooses to do so, until all positions are filled. If all of the positions are not full after everyone has moved up, then it will be the job of the president to appoint someone to fill the vacant position(s).

Section 5. Each of the candidates for the National Pan-Hellenic offices shall be required to give a qualification speech not exceeding five (5) minutes, detailing his/her reasons for seeking office and his/her particular qualifications.

Section 6. The mode of elections shall be by blind ballot. The nominee receiving the majority ballot shall be declared elected. In the case of ties when there are three or more candidates, a runoff shall be held between the two candidates receiving the highest number of ballots.

Section 7. In the event that any member of the Executive Board is unable to fulfill their duties as stated in article five of this document or have at least two unexcused absences at events required of that position (i.e. meetings), it will be at the discretion of the other members of the Executive Board to vote on the removal of that person. To successfully vote someone out of their position there has to be a quorum of Executive Board members voting and there has to be a majority vote in favor of the removal. After voting the members of the Executive Board will notify the member of their decision and that person is to vacate their position immediately.

ARTICLE V- OFFICERS AND THEIR DUTIES

Section 1. **President:** The President shall be the Chief Executive of the Council. It shall be the duty of the president to:

- (a) Preside over all meetings of the Executive Committee and the Council;
- (b) Appoint committees and serve as Ex-Officio member of all committees;
- (c) Co-sign checks with elected treasurer;
- (d) Post and report office hours
- (e) Call special meetings when appropriate;
- (f) Represent the National Pan-Hellenic Council at any meetings with University administrators, and special committees within the University and community;
- (g) Be available and present for summer planning meetings;

- (h) Insure that the National Pan-Hellenic Council operates in accordance with the Constitution and Handbook of the National Pan-Hellenic Council, Inc. and the Student Code of Conduct. and;
- (i) Will be the voting delegate at the Southern Regional and National conferences of NPHC, INC.

Section 2. **Vice-President:** It shall be the duty of the Vice-President to:

- (a) Preside at all meetings of the Council in the absence of the President;
- (b) Exercise coordinating supervision over the activities of the National Pan-Hellenic Committees and to hold at least one joint meeting of all committee chairpersons for the purpose of clarification of the activities each committee will be pursuing;
- (c) Be available and present for summer planning meetings;
- (d) Handles all judicial hearings and appoints Judicial Board for specific hearings;
- (e) Serve as the Judicial Board advisor; and
- (f) Shall carryout the role and responsibilities of being President, should the current President be unable to fulfill his/her obligations

Section 3. **Recording Secretary:** It shall be the duty of the Recording Secretary to:

- (a) Keep a strict record of the proceedings of the council and shall keep record of all papers and documents of the Council;
- (b) Prepare minutes of each Council meeting, including roll call and names of delegates in attendance, and keep them available at all times;
- (c) Minutes shall be distributed electronically within 5 business days of the meeting,
- (d) Hard copies of minutes will be distributed and read from the previous General Body, Presidents' Council, or Exec Board meetings;
- (e) Perform other secretarial duties as assigned by the Council;
- (f) Update and keep records of Constitution and Bylaws; and
- (g) Be available and present for summer planning meetings.

Section 4. **Treasurer:** It shall be the duty of the Treasurer to:

- (a) Collect all dues and other monies for the Council and deposit monies within five (5) days of receipt;
- (b) Submit a written report at the General Body meeting each month;
- (c) Conduct one meeting/workshop each semester with the treasurers from the other member organizations;
- (d) Order the disbursement of funds of the council and to sign checks whenever necessary;
- (e) Coordinate with the President the preparation of the application for university funding through Student Services Fee and other University departments;

- (f) Maintain and up-to-date status on SGA and off campus accounts;
- (g) Maintain checkbook balance and legal ledger;
- (h) Attend all SGA senate meetings, including summer; and
- (i) Be available and present at for summer planning meetings.

Section 5. **Corresponding Secretary:** It shall be the duty of the Corresponding Secretary to:

- (a) Issue any and all necessary correspondence on behalf of the Council and assume the duties of the Recording Secretary in his/her absence;
- (b) Read and announce council correspondence at appropriate meetings;
- (c) Be responsible for coordination of the National Pan-Hellenic calendar and compiling the joint calendar of the nine NPHC organizations and notify the Council of any conflicts in tentative calendars of the member chapters;
- (d) Insure that the Council is furnished with reports from other campus organizations and shall exchange information with these organizations through attendance at their meetings;
- (e) Responsible for the annual end-of-year banquet; and
- (f) Work with the Chaplain on any publication of NPHC, INC.

Section 6. **Parliamentarian:** It shall be the duty of the Parliamentarian to:

- (a) Advise on all questions of parliamentary practice upon request by the President;
- (b) Conduct at least one workshop with instructions on proper parliamentary procedures according to Robert's Rules of Order;
- (c) Maintain order and decorum at all meetings and shall certify all persons in attendance.
- (d) Maintain a closed-door policy 15 minutes after the meeting has started.

Section 7. **Chaplain:** It shall be the duty of the Chaplain to:

- (a) Open every regular session with devotion;
- (b) Conduct devotional activities of and for the Council at special meetings; and
- (c) Work with the Corresponding Secretary on any publication of NPHC, INC.

Section 8. **Two Faculty/Staff Members:** The faculty/staff members should consist of one (1) male and one (1) female. Both shall be elected by the Council and confirmed jointly by the Office of Greek Life and the Director of Intercultural Student Affairs. The faculty/staff members may council, discuss, and debate; however cannot vote or hold any elected office. The faculty/staff member should be a member of one of the nine NPHC groups and financial.

Section 9. **Off-Campus Advisor:** The Council shall elect one (1) off-campus Advisor who will assist in the regional and national programs. The advisor will have no voting privileges, but must be financial.

- Section 10. **Member-at-Large:** The Member-at-Large will be chosen by an affiliate organization to be a representative on the Executive Board if and only if there is not already an elected officer from their organization holding a position on the executive board.

ARTICLE VI- MEETINGS

- Section 1. The General Body shall meet the third Wednesdays of every month at 6:00pm. The Executive Board shall meet the second and fourth Wednesdays at 6:00pm and the Presidents' Council shall meet the first Wednesday of every month at 6:00pm. Greek Council meetings shall meet the last Wednesday of every month at 4pm. Representation from each active chapter is required at all of the previously mentioned meetings.
- Section 2. A quorum to convene and transact business shall consist of three fifths (3/5) of the active members.
- Section 3. The President shall call all special meetings and each organization shall be notified about special meetings at least three (3) days prior to the meetings, unless immediate action is required.
- Section 4. Organizations that miss General Body, Presidents' Council, and/or Greek Council meetings will be summoned with the following actions:
- 4.1 Missing of first meeting- warning
 - 4.2 Missing of second meeting- \$5 per member, paid to the treasurer by next General Body meeting.
 - 4.3 Missing of third meeting- Reimbursement of chapter allocations by Executive Board, paid to the treasurer by next General Body meeting, and lose voting privileges for the semester.
- Section 5. Roll will be taken at the beginning of each meeting. Any organization that is 15 minutes late will not be allowed to enter the meeting and will be marked as absent.
- Section 6. Any organization needing to leave early needs to tell the President prior to the meeting.
- Section 7. Dress attire for all meetings shall be business casual. (No shorts, gym clothes, jeans, T-shirts, etc. are to be worn) If proper attire is not worn, members will not be allowed entrance to the meeting.

ARTICLE VII- ACTIONS, SUSPENSIONS, & APPEAL RIGHTS

- Section 1. A vote of three fourths (3/4) of the active members of NPHC shall be required to impose any penalty against an affiliate organization.
- Section 2. The accuser should present the violation in written form submitted to the accused parties, the accused party advisors, and to the Office of Greek Life within 3 business days.
- Section 3. The Council may probate any and all sanctions with due cause.
- Section 4. The organization **must** abide by any sanctions levied against the organization.
- Section 5. An organization can be penalized for an action or non-action if such action would violate University policy or the policy of their respective National Organization.
- Section 6. Appeal. Any sanction levied against one organization that is not in violation of University policy can be appealed to the Judicial Committee.
- Section 7. Refer to the outline for Judicial Board Process.

ARTICLE VIII- FUNDS

- Section 1. Membership Dues. The dues to be charged for each organization shall be set at regular Council meetings and determined by the adopted budget. The total amount due is thirty dollars (\$30) per chapter. This is to be paid once a year at the General Body meeting in January. There will be a five dollar (\$5) fine per business day thereafter if dues are not paid on time. If dues are not paid by the last day of the given semester, there will be an additional twenty-five dollar (\$25) reactivation fee making the total amount fifty dollars (\$55), as well as any additional late fees. The total amount of fees should not exceed \$200.
- Section 2. National Dues. Dues, fines, and other assessments for National Pan-Hellenic Council shall be collected and forwarded within the time specified by the notification.
- Section 3. An organization shall be considered inactive by the ECU NPHC, denied voting privileges, and shall cease activities on and off campus, with the exception of community service, until their dues and assessments are paid.
- Section 4. NPHC, INC. will be responsible for allocating funds towards professional development for each member organization. This amount will be based on the recommendation made by the Executive Board of NPHC, INC. after the projected budget is completed.
- 4.1 Any funding needed for professional development shall be submitted in a written proposal to the NPHC Treasurer four weeks in advance of need funds.

ARTICLE IX- COMMITTEES

- Section 1. The standing committees of the National Pan-Hellenic Council, INC. will be:
- 1.1 Fundraiser Committee- This committee acts as a mechanism through which the ECU NPHC secures funding to carry out organizational functions. Members have the opportunity to work as a unified body to seek out, coordinate, and implement activities that will generate revenue.
 - 1.2 Programming Committee- This committee gives members of the ECU NPHC General Body the opportunity to coordinate and implement campus activities that promote the ideals and principles of our nationally supported projects. These events foster unified relations amongst the Greek community. They enhance the reputation of our Greek system at the University level and above.
 - 1.3 Community Service Committee- This committee allows members to reinvest into our community through the coordination and implementation of service projects.
 - 1.4 Publicity/University Relations Committee- This committee is charged with the responsibility of publicizing the work of our ECU NPHC in a timely, accurate, and professional manner. Through strong collaborative efforts and ingenious creativity, this unified group of members will set the standard for organizational advertising.
 - 1.5 Greek Week Committee- This committee will work closely with IFC and NPC members to plan and coordinate our annual Greek Week.
 - 1.6 Awards and Recognition Committee- This committee has the honor and privilege of organizing and hosting our annual recognition banquet along side members of the ECU NPHC executive council.
 - 1.7 Step Show Committee- This committee is charged with creating a venue through which to share the art of stepping and to share its rich history.
- Section 2. Each committee should have a chair, co-chair and a secretary. Each committee should conduct regular monthly meetings and submit a typed report to the Vice President at each General Body meeting.
- Section 3. The Executive Board shall establish any other committees necessary to carry out the programs of the Council.

ARTICLE X- AMENDMENTS

- Section 1. Proposal of Amendments. Affiliate chapters, through their representatives, may propose amendments to these bylaws.
- Section 2. The bylaws may be amended as follows: Proposed amendments to the bylaws shall be submitted to the General Body at least 30 days before the meeting at which they will be voted upon.
- Section 3. Proposed amendments to the bylaws shall be considered adopted by a two-thirds (2/3) vote. Adopted amendments become effective the first day of the next week following adjournment of the meeting at which they were adopted.

ARTICLE XI- MISCELLANEOUS

- Section 1. The bylaws of the Council cannot violate any provisions of the Southern Region and/or National Constitution and Bylaws, University policies, or the affiliate member organizations' National Policies.
- Section 2. The Council shall abide by the NPHC Handbook.
- Section 3. Each affiliate member organization shall maintain financial and moral status commensurate to good practices toward the Council programs.
- Section 4. All member organizations will be asked to furnish a copy of their individual chapter's calendar of activities on a monthly basis and tentative calendar for the semester.
- Section 5. Where the Constitution and Bylaws do not address appropriate decorum, Robert's Rules of Order shall govern.
- Section 6. In order to be in accordance with the National and University's 0% hazing policy and North Carolina's law, a time line for the intake process for East Carolina University is in place. This is to bring structure to the National Pan-Hellenic Council and is mandated by the National Pan-Hellenic Council Headquarters. The guidelines, effective Fall 2001, are as follows:
- 6.1 Intake must be within the time period of starting by the third week of September and completed by the week prior to Thanksgiving Holiday (fall semester) and started by the second week in February and ending the week prior to Good Friday (spring semester), this includes all coming out shows.

- 6.2 The Office of Greek Life must have a time line of start and finish dates of intake along with a scheduled coming out date. The coming out date shall be no more than five (5) business days after the finish date.
- 6.3 All new members must complete grade release forms and be added to their respective organization's roster before coming out shows shall take place. This includes members (with social security numbers), officers, and advisors.
- 6.4 Each chapter must be financial with the ECU chapter of NPHC before intake can start.
- 6.5 Individual organizations that have a cluster process must communicate changes to the Office of Greek Life. Under uncontrollable circumstances with intake, the Office of Greek Life will be willing to work with the individual organizations.

Section 7. The President of the Council shall be compensated \$500 per semester he/she holds office. If he/she does not maintain the GPA requirements, he/she shall refund the money for that semester.

ARTICLE XII- JUDICIAL PROCESS

The aim of the National Pan-Hellenic Council Judicial Board is to enforce any fraternity/sorority and/or its member(s) to disciplinary action whose conduct on or off campus is against the policies of the National Pan-Hellenic Council.

- A. Affiliate fraternities/sororities and members of the National Pan-Hellenic Council, INC. are expected to abide by the following:
 - 1. East Carolina University Code of Conduct and associated policies.
 - 2. Local, state, and federal laws prohibiting hazing and regarding alcohol.
 - 3. National Pan-Hellenic Council Policies and Regulations.
 - 4. Any existing sanctions applicable at the conception of this Judicial Board.
- B. In the event an affiliate fraternity/sorority and/or member(s) of National Pan-Hellenic Council, INC. is accused of a violation of the expectations outlined in Section A, the accuser must submit an official complaint in writing to the Vice President/Judicial Chair of the ECU NPHC at the time he/she becomes aware of the alleged violation, detailing:
 - 1. Action in question, party or parties involved, time, date, and place of occurrence, list of those present at the time of the occurrence to the best of the accuser's or accusers' knowledge, signature, and phone number of accuser(s).
 - 2. Only University students, staff, faculty, and/or administrative personnel can file a complaint.

- C. Upon receipt of an official complaint, the Judicial Chair shall notify the Office of Greek Life and the National Pan-Hellenic Council President no later than three school days of the existing complaint. A committee shall be formed composed of a professional staff member from the Office of Greek Life, the National Pan-Hellenic Council President, and the Judicial Chair to determine whether the occurrence is an individual or fraternity/sorority matter. Individual matters shall be referred to the Office of Student Rights and Responsibility and/or mediated by the Office of Greek Life. Fraternity/sorority matters shall be referred to the National Pan-Hellenic Council Judicial Chair. In case(s) of a fraternity/sorority matter, the Judicial Chair shall notify the President of the accused fraternity/sorority of a complaint within three school days of such a decision of the committee.
- D. After notification from the Judicial Chair of a decision that the case is a fraternity/sorority matter, the accused shall submit in writing, to the Judicial Chair within three school days, the four affiliate fraternities/sororities they desire to serve on the Judicial Board, along with a representative who shall stand for the accused at the Judicial Board Hearing. The fraternity/sorority Advisor shall be present at the Judicial Hearing. The request shall be honored unless an affiliate fraternity/sorority requested is involved in the case.
- E. Upon notification from the Judicial Chair, the accused party will be allowed to proceed with regular activities until a decision has been made by the judicial committee that a violation has occurred.
- F. The President of a chosen fraternity/sorority, or Vice President in his/her absence, shall represent an affiliate fraternity/sorority requested by the accused. The Judicial Chair shall notify the President of the requested fraternity/sorority. In the case the President is unable to serve, the President must notify the Judicial Chair within three school days that the Vice President shall serve in his/her absence.
- G. The accused has the right to know their accuser(s), specifics of charges pending, witnesses, and composition of the Judicial Board. The Judicial Board shall consist of the following:
1. Judicial Chair
 2. Four affiliate fraternities/sororities of National Pan-Hellenic Council selected by the accused.
- H. Judicial Chair Responsibilities
1. The Chair shall be primarily responsible for administering and overseeing the hearing process.
 2. The Chair shall be an active member of the Judicial Board in that he/she may ask questions and participate in the voting only in the case of a tie.
 3. The Chair shall be responsible for meeting with the Office of Greek Life to notify him/her of upcoming hearings.
 4. The Chair shall complete the required paperwork at the conclusion of each hearing.
 5. The Chair shall be responsible for finalizing a written report to be sent to the

respective organization's state, regional, and national officers, as well as the Office of Greek Life.

- I. Judicial Board Member Responsibilities
 - 1. Members are responsible for understanding East Carolina University Policies and regulations and National Pan-Hellenic Council policies.
 - 2. Must attend all scheduled training sessions of the Judicial Board.
 - 3. Members must remove themselves from a hearing if they feel they cannot work with the case in an unbiased manner.
 - 4. Members are responsible for listening to all parties involved in the Judicial Hearing.
 - 5. Members shall preserve the confidentiality of all Judicial Hearings. Information shall not be disclosed to any person, other than Judicial Board members or the Office of Greek Life.

- J. The Office of Greek Life Responsibilities
 - 1. Shall serve as a college official at the proceedings to answer any questions regarding policies and regulations.
 - 2. Shall otherwise participate only as an observer during Judicial Hearings.
 - 3. Shall serve on the committee to decide whether a complaint is an individual or fraternity/sorority matter.

- K. Fraternity/Sorority Advisor Responsibilities
 - 1. Shall serve as a college official at the proceedings to answer any questions regarding policies and regulations.
 - 2. Shall stand in conjunction with the elected representative for the accused fraternity/sorority Judicial Hearing.
 - 3. Shall otherwise participate only as an observer during Judicial Hearings.

- L. Terms for removal of Judicial Board Members
 - 1. A member of the Judicial Board is subject to dismissal for failure to comply with any of the responsibilities outlined in Section I.

- M. The Chair shall notify all parties of the day, time, and place of Judicial Hearing at the completion of the Executive Board investigation.

- N. The accuser(s) and accused shall submit a list of all witnesses to the Judicial Chair no later than three school days after notification of the Judicial Hearing. The Judicial Chair shall deliver a list of the accuser's witnesses and the accused organization's witnesses to each party no later than three school days before commencement of the Judicial Hearing. Neither party shall present any witnesses at the Judicial Hearing not listed.

- O. Only the following are to be allowed at the Judicial Hearing:
 - 1. Judicial Board
 - 2. Accuser(s) (those who filed the complaint)
 - 3. Advisor of accuser(s), desired of the accuser

4. Accused, represented by one member of the fraternity/ sorority
5. Advisor of accused
7. Professional staff member from the Office of Greek Life
8. Witnesses
9. If present, attorneys may not speak; only advise the accused.
10. ECU Police Officers- at the discretion of the Office of Greek Life

P. The Judicial Hearing shall proceed as follows:

1. Introduction of everyone present.
2. Reading of purpose of National Pan-Hellenic Council Judicial Board
3. Verify understanding of rights of the accused
4. Accuser shall read complaint and present any additional evidence not mentioned in complaint, as well as witnesses testimony.
5. Judicial Board may ask questions of the accuser(s) and/or witnesses
6. The accused may ask questions of the accuser(s) and/or witnesses
7. The accused shall be allowed to present evidence and witness testimony
8. Judicial Board may ask questions of the accused and/or witnesses
9. The accuser may ask questions of the accused and/or witnesses
10. Judicial Chair shall dismiss all present not on the Judicial Board
11. Judicial Board shall deliberate whether or not to hold the accused responsible based on the evidence presented using the preponderance of evidence standard. Each Judicial Board member shall be entitled to one vote. In case of a tie, the Judicial Chair shall cast the deciding vote.
12. Judicial Chair shall call all parties back to read the decision. If the accused are found not responsible, the hearing shall come to a close. If responsible, the hearing shall proceed and both parties will have the opportunity to suggest sanctions.
13. Judicial Chair shall dismiss all parties not on the Judicial Board
14. Judicial Board shall determine sanctions
15. Judicial Chair shall call all parties back to read the sanctions
16. Judicial Chair shall read appeals process.

Q. The following represent possible sanctions, which can alone or in combination, be imposed by the Judicial Board:

1. Suspension from National Pan-Hellenic Council
2. Cessation of activities: parties, step shows, programs, coming out shows, etc.
3. Removal of officers from National Pan-Hellenic Council
4. Fine(s): \$75.00-\$500.00
5. Probation
6. Financial compensation in the event damage is incurred
7. Community Service
8. Counseling

R. All appeals must be submitted in writing to the Judicial Chair no later than five school

days after the Judicial Hearing. Appeals can only be filed by the accuser(s) and/or accused. Appeals may be filed on the following grounds:

1. The evidence did not warrant a finding of responsibility
2. Procedural error
3. Sanctions imposed too severe.

S. Appeals Process

The Judicial Chair shall notify the Director of Greek Life no later than five school days of an appeal.

- T. The Director of Greek Life shall review the written report of the Judicial Hearing and critique the Judicial Board's decision(s) or uphold the decision of the Judicial Board. The Director of Greek Life shall submit his/her decision to the Judicial Chair no later than three school days of rendering its decision. The Judicial Chair shall notify the accuser(s) and the accused of the decision no later than three school days upon notification of the Director's decision.

ARTICLE XIII- INSTALLATION CEREMONY

The National Pan-Hellenic Council was established in 1930 at Howard University as a national coordinating body for the nine historically African American Fraternities and Sororities, which had evolved on American college and university campuses by that time.

Blatant racism had prevented many African American students on historically white campuses from joining general fraternities and sororities. African Americans were denied admittance to large numbers of campuses that still prohibited blacks from attending. Therefore, African American students on both types of campuses established fraternities and sororities to enhance their college experiences. These organizations did not then nor do they now restrict membership to African Americans. They have developed however, a distinctive African American style in their activities both social and philanthropic.

The nine members of the National Pan-Hellenic Council are:

| | | |
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| Alpha Phi Alpha Fraternity, Inc. | 1906 | Cornell University |
| Alpha Kappa Alpha Sorority, Inc. | 1908 | Howard University |
| Kappa Alpha Psi Fraternity, Inc. | 1911 | Indiana University |
| Omega Psi Phi Fraternity, Inc. | 1911 | Howard University |
| Delta Sigma Theta Sorority, Inc. | 1913 | Howard University |
| Phi Beta Sigma Fraternity, Inc. | 1914 | Howard University |
| Zeta Phi Beta Sorority, Inc. | 1920 | Howard University |
| Sigma Gamma Rho Sorority, Inc. | 1922 | Butler University |
| Iota Phi Theta Fraternity, Inc. | 1963 | Morgan State University |

Installing Officer: Will the retiring officers please stand?

(Introduce all retiring officers, even those not present)

To you we say thank you for the many contributions that you have made during your time in office. You can enjoy the satisfaction of knowing you fulfilled your responsibilities well, and by doing so, won the respect and esteem of all. We bid you Godspeed and ask for your continued interest and support for the East Carolina University NPHC and all of its activities, both undergraduate and alumni.

Will the newly elected and appointed officers please come forward and stand to my left (or right).

(Call the names of the President, Vice President, Recording Secretary, Treasurer, Corresponding Secretary, Parliamentarian, and Chaplain)

Installing Officer (to all): You have been chosen by the NPHC of East Carolina University to lead the NPHC on this campus during the next year. This is an honor and a privilege granted to you because of your outstanding qualifications and your loyalty to both our chapter and NPHC. During the coming year, it will be yours to serve willingly, to lead with sensitivity, to judge fairly, and to work in harmony with your fellow officers and with the elected chapter delegates in a spirit of cooperation and friendship. Be sensitive to the wishes and needs of NPHC members. Set goals and priorities by which you can achieve your objectives.

Installing Officer to President: Do you _____, solemnly swear (or affirm), on your honor to carry out to the best of your ability the duties of the President, to obey the Bylaws, to hold the welfare of The East Carolina University NPHC as well as the National NPHC as your goal at all times, and to work in harmony with your fellow officers? (Pause for response).

Installing Officer to Secretary: The Secretary is the link between the NPHC and its supporters- the chapters on our campus, our advisors, and the National NPHC. It is the duty of the secretary to keep minutes in an orderly and concise manner and to distribute them as required. Do you pledge yourself to perform these duties to the best of your ability? (Pause for response).

Installing Officer to Treasurer: Timely and accurate performance of duty is the privilege of the Treasurer. The reputation of our Council both on campus and in the community depends in many ways upon responsible financial management. Do you promise to fulfill the duties of Treasurer to the best of your ability? (Pause for response).

Installing Officer to Parliamentarian: Do you, _____, accept willingly the office of Parliamentarian, to keep proper order at the NPHC meetings, to assist the Presidents at all times, and do you agree to fulfill other duties which may be assigned to you during your term in office? (Pause for response).

Installing Officer to Entire Group: Those of you who are not officers or members of the National Pan-Hellenic Council at this time bear an important responsibility; that of fulfilling our own obligations as representatives of your chapters and other councils. You are expected to

participate in and support NPHC activities, communicate needed information, and contribute to the betterment of the entire East Carolina University Greek Community.

I now declare the East Carolina University NPHC officers duly installed. With mutual respect and cooperation among all members may the council continue to give loyal service to member chapters, and East Carolina University.

ARTICLE XIV- COMING OUT SHOWS

Coming out shows are designed to introduce new members of the affiliate organizations under the umbrella of the National Pan-Hellenic Council, Inc. to the University and to give them an opportunity to exhibit personal pride and achievement in entering the Greek system.

Participation in coming out shows is dependent upon the organization's National standards regarding such events. In accordance with the ideals, principles and standards of the National Pan-Hellenic Council, Inc. the following guidelines will be in effect:

1. All members, new and current, shall refrain from using curse words or any other derogatory terms. Sexual references should not be included in any form of chanting or physical expression.
2. Any form of "dissing", adverse comments, or disrespect directed towards any other organization, Greek or Non-Greek, will not be tolerated. Personal comments should not be made towards any individual student, faculty or staff member.
3. All members, new and current, should conduct themselves in a manner that will positively reflect the members of their organization as well as exemplify the principles, standards, and morals of their past and current members.
4. All members, new and current, are expected to adhere to ECU's Standard of Conduct as students within the University, as well as the National Pan-Hellenic Council, Inc.'s Standards of Conduct.
5. All coming out shows must be completed by 10:30 P.M. If your organization needs to exceed this time frame, you must contact the Office of Greek Life immediately.
6. Should any organization choose to have their coming out show at an off-campus location, all NPHC rules and regulations still apply.
7. Any violation of these policies will be handled by the proper University officials.

The history of our organizations is one conducive to positive influences and representation of ourselves as professional college men and women. Adherence to these policies will help alleviate unnecessary adversity and will stimulate a positive environment in which to bring in more members.

ARTICLE XV- STEP SHOW RULES AND CONDUCT

In accordance with the National Pan-Hellenic Council, Inc. Constitution and By-Laws, the following rules and standards of conduct have been developed in order to stimulate a positive Greek Image among ECU Fraternities and Sororities and the communities they serve:

1. There shall be no obscene, graphic, or extreme sexually oriented scenes with the show. This includes nudity (partial or non-partial), improper enactments, and sexually related statements, chants, or phrases.
2. Music should be consistent with Public Radio Station guidelines and should not include derogatory remarks, phrases, or words. Cursing should either be edited out or music should be conformed to a presentable listening state.
3. There shall be no disparaging remarks made against any other organization, Greek or Non-Greek. No negative remarks should be made towards any specific person or group of persons.
4. Cursing will not be permitted in any aspect of the performance, whether it is included in chants, in conjunction with steps, or during any part of the show.

The National Pan-Hellenic Council, Inc. values the historical importance of Step Shows and deems them a vital aspect of the African-American Fraternity and Sorority world. It is understood that Step Shows are a form of creative expression and should be consistent with educating undergraduates about the vitality, strength, and history of our organizations. With respect to not only our history but also our community, these guidelines should be strictly adhered to in order to protect our rich culture and maintain a positive atmosphere in the arenas in which we serve.

ARTICLE XVI- MENDENHALL PARTIES

On Campus Parties provide our organizations the opportunity to recruit new members, fundraise, and provide a safe party alternative for all ECU students. This policy has been created in order to successfully plan and host on campus parties that are safe and enjoyable for all. The following guidelines are designed to facilitate the success of each event and provide clarification, common understanding, and consistency in the responsibility for and enforcement of relevant procedures, rules, and regulations:

1. Any registered student organization interested in hosting an on campus party is required to submit their party dates to The Office of Greek Life.
2. Parties may be held in the Mendenhall Student Center Social Room. Once the room

capacity has been reached, the party will be closed. Use of other rooms and/or facilities must be discussed and cleared with The Office of Greek Life.

3. The host organization must supply at least two entry monitors for the event who need to arrive at least one half hour before the event. Entry monitors will collect admission fees and check picture ID. The host organization shall have a representative from their sponsoring Graduate chapter present throughout the entire event.
4. On campus party events call for police security. There shall be one police officer per 150 people. If money is collected at the door, the organization will have to pay an additional fee of \$75.
5. A walk through of the facility shall be conducted with the host organization and the police security thirty minutes prior to the event.
7. Dance/party events are not open to the general public. All participants must be current ECU students or registered guests of an ECU student in attendance or the host organization. ECU students must present a valid ECU OneCard to be considered an ECU student and admitted to the event. **Non-ECU student guests** must present I.D. with picture and register as guests of either an ECU student attending the event or the host organization. The sponsoring organization may invite and admit non-ECU student guests of the organization.
8. Every effort will be made by the host organization to bring the event to a conclusion, and close the building no later than 2:00 a.m. To facilitate a smooth closing the lights will be turned on and music turned off no later than 1:45 am.
9. If a scheduled party is cancelled, the organization must notify the Office of Greek Life within 48 hours. If this is not done, the organization will be responsible for payment of the bill.