National Pan-Hellenic Council Constitution

Preamble

We the body of Historically African-American Greek Lettered Organizations established at Johnson & Wales University have come together to establish the National Pan-Hellenic Council. Since 1930 the National Pan-Hellenic Council has emerged an effort for African-American Collegiate Fraternities and Sororities to participate co-activity in the spirit of unity. We the Johnson & Wales University of the NPHC do hereby agree to participate in an effort to both coordinate the activities of inter-colligate Greek letter organizations and provide guidance and service to the African-American community at large. Our interest, together reflect a duty toward both racial uplift and solidarity upon which the NPHC indeed all of our individual organizations were built upon. Our differences at times my seem to separate us the bothers and sisters of; Alpha Phi Alpha, Delta Sigma Theta, Zeta Phi Beta, Kappa Alpha Psi, Sigma Gamma Rho, Phi Beta Sigma, and Omega Psi Phi; however our goals as Greeks are the same. We must understand that we all posses a different perspective, but our vision is the same. Invariably, we must endeavor for the unity of purpose that our differing letters seem to disparage. To achieve unanimity, we, the individual members of the Johnson & Wales, National Pan-Hellenic Council must overcome what divides us and forge a unity wholeheartedly dedicated the principles of Service, Scholarship, and Leadership. To ignore these duties is to ignore the very foundation of our collective and individual existence. Realizing this, we do hereby establish such a unity and bind ourselves:

\[\text{ΑΦΑ} – \text{Alpha Gamma, Chapter}\]
\[\text{ΔΣΘ} – \text{Lambda Iota, Chapter}\]
\[\text{ΖΦΒ} – \text{Sigma Nu, Chapter}\]
\[\text{ΚΑΨ} – \text{ Lambda Xi, Chapter}\]
\[\text{ΣΓΡ} – \text{Mu Kappa, Chapter}\]
\[\text{ΦΒΣ} - \text{Alpha Alpha Tau, Chapter}\]
\[\text{ΩΨΦ} – \text{Sigma Nu, Chapter}\]

To the following Constitution and Bylaws;

\textbf{ARTICLE I – NAME}

1-1 The name of this organization shall further be known a Johnson & Wales University, National Pan-Hellenic Council, Inc. (NPHC Local Chapter)

1-2 The official colors are black and white and emblem shall reflect that of the national organization.
ARTICLE II – PURPOSE

2-1 The purpose of the NPHC shall be to create and maintain high standards in the everyday life of Sororities and Fraternities. We will do this by addressing, coordinating, and developing strategic actions on matters of mutual concern, such as Scholarship, Community Service, Educational programming, Leadership, and Promoting Student Involvement.

2-2 To maintain positive and constructive inter Greek relationships.

2-3 To serve as a standard setting and implementing body for affiliate organizations in the area of membership intake.

2-4 To make recommendations to member organizations for legislation: to act as the catalyst and advocate of member organizations on matters of interest to the college and Greek community.

ARTICLE III – MEMBERSHIP

3-1 Active members shall be those local undergraduate chapters with one members currently enrolled at JWU or joint chapter with Johnson & Wales. All Chapters must be in good standing with the University.

3-2 In order to remain active each organization must maintain a minimum average cumulative GPA of 2.25 among its active members.

3-3 All officers must maintain a minimum cumulative GPA of 2.50 and be active and financial within his or her affiliate.

3-4 Each organization shall submits a current chapter roster to the secretary by the third meeting of the school year, or be fined $20 per meeting after that, until it is turned in. Voting and other rights shall be suspended as deemed necessary.

ARTICLE IV – FUNDS AND OBLIGATIONS

4-1 Membership dues for each organization set and determined according to budget for the year and presented at the first general council meeting of the new academic year. All dues must be turned in by the third general council meeting of the academic year. The Council of Presidents and Financial Secretary as deemed necessary may render a late charge, deny voting rights or render inactive any delinquent organization until assessments are paid.
All monies collected belonging to this organization shall be deposited or disbursed through an account established through the office of Greek life, on a next business day basis.

The Council of Presidents and Financial Secretary must approve all monies dispersed. And proof of expense must be turned in the Financial Secretary. (ie. Receipts, bills, and contracts for special services)

ARTICLE V – OFFICERS

5-1 The elected officers of the council shall be:
   President
   Vice- President
   Financial Secretary
   Secretary
   a. No organization may hold more than two elected positions
   b. No individual can hold a position for more than two consecutive terms.

5-2 Appointed position my be those of :
   Public Relations/Historians
   Community Service Chair
   a. These officers must sit in on all E-board meeting but do not have the ability to overturn or void the final say of the council of presidents.

ARTICLE VI – DUTIES OF OFFICER

6-1 Elected Officers
   a. President – The president shall serve as Chairperson of the Executive Board; preside at all meetings of the E-board and general meetings; Appoint chairpersons for the appointed offices; be the secondary person of two people to sign of on all money matters; shall oversee that each organization meets the standards of the council each trimester.
   b. Vice-President – Shall assist the president in the performance of duties and preside in their absence; shall appoint chairpersons for the appointed offices; shall receive all correspondence and disperse the information as seen fit.
   c. Secretary - Shall keep minutes for all meetings of the E-board and general meetings; and keep a permanent record of them. Shall collect and keep all official records of the chapter, and shall act upon the part of parliamentarian.
   d. Treasurer/Financial Secretary - Shall receive and issue receipts for funds; will control all bank activities and report on them; shall be the main one of two signers on the account; shall issue all vouchers for expenditure after
approval from the Council of Presidents and shall maintain permanent accurate records of all funds and expenditures.

6-2 Appointed Positions
a. Public Relations Chair/ Historian - Shall take on the responsibility of advertising and editorials made available to the general public and University Community; this person shall make permanent record of events and important dates in the council’s history, and important history of the member organizations.
b. Community Service Chairperson - Shall arrange all council service events oversee individual organizations events and keep accurate records of both. They may also set the requirements and penalties of service or lack there of.

ARTICLE VII – MEETINGS

7-1 A set meeting itinerary shall be set by the E-board and presented to member organizations by the second meeting of school year
a. The E-board must have a minimum of one closed session meeting before the opening of the school year.
b. The first meeting of the school year must be used to make everyone aware of the policies and procedures for the upcoming school year

7-2 The E-board has the right to fine those who violate the rules and regulations.
a. Such fines shall be published and made available at the first general meeting of the school year.
b. These fines shall be imposed on a per person basis.
c. Those who fail to pay these fines shall have their privileges revoked as seen fit by the E-board.
d. Order shall be maintained at all meeting according to Roberts Rules of order, newly revised edition

ARTICLE VIII – ELECTIONS

8-1 Nominations for the upcoming school year must be made at the first meeting in the month of April.
a. Any delegate from the member organizations shall be nominated for an elected position.
b. Those interested in a position must be presented at nominations.
c. Nominations will be taken by spoken nomination.
8-2  Representation: each organization is allowed one vote
   a. Each member organization must choose one voting representative, and one alternate to vote in his or her absence this representatives name must be turned into the council at the beginning of the year
   b. If the voting representative or alternate from a member organization is not present that organizations vote will be forfeited
   c. Each voting organization must be in good standing with the council in order to sustain their voting privilege.

8-3  Elections shall take place during the second meeting in the month of April
   a. Votes shall be tallied by majority vote
   b. Balloting shall be by secret ballot
   c. Every organization has one and only one vote
   d. In the event of a tie, the top two will have a run off vote. If there is a tie in the run off election the Council of Presidents shall make the decision in a closed meeting for the candidate they feel will best fill the position
   e. The Office of Greek Life staff will be responsible for tallying the votes
   f. All names of newly elected officers shall be officially recorded before the close of the meeting
   g. All officers will relinquish their office to their successor within 14 days of the elections

8-4  If an officer relinquishes or resigns his/her office, that vacant seat must be filled by a member from the same organization which he/she is a member. If the organization decides not to refill that seat then a general body election shall be held by the nomination election process.

8-5  All nominees must have spent at least one semester as a member of their organization and attended a semester of meetings as part of the general body to obtain an elected position.

8-6  No member organization shall hold the position of the president for more than two years in succession.

8-7  Any officer may be impeached of his/her position by motion of impeachment and majority vote.

ARTICLE IX – LOCAL MEMBER ORGANIZATION

9-1  All Member Organizations must submit a roster of its members and officers along with contact information to Secretary by the second meeting of the school year.
9-2 The Local Council shall submit a list of current officers and member organizations to be National Offices twice a year (one in January and one in May)

9-3 The Local Council shall stay in existence as long as there are two or more member organizations of the NPHC on campus.

ARTICLE X – FISCAL OPERATIONS

10-1 The fiscal operation year shall be from September 1 to August 31

10-2 The budget for the year will determine the fees of the next year, this is to be determined amongst the members of the Present E-board aided if necessary by the preceding E-board

10-3 The budget shall be presented to the general body at the end of each trimester, making them aware how the funds are to be allocated

ARTICLE XI – REPORTS

11-1 All officers shall make a written report of their activities each trimester. At the expiration of their term they shall relinquish these reports to their successor.

11-2 Records of the treasurer and secretary shall be reviewed by the Council of Presidents each trimester and made available to the general body by request.

11-3 The treasurers’ report shall be audited annually and distributed to each organization for theirs files.

ARTICLE XII – HAZING

12-1 Hazing in any form (mental or physical) is illegal. It is a violation of the National Pan-Hellenic Council and University policy and will not be tolerated.

ARTICLE XIII – DISCIPLINARY ACTION

13-1 The executive board shall have the power to fine, suspend, expel or take any other disciplinary action against any member, member organization, or officer that is detrimental to the college or university.

13-2 In no way is this board able to provide sanctuary from policies of the university.

13-3 If there is any violation of these bylaws the offender shall be given written notice before disciplinary action can take place.
ARTICLE XIV – PARLIAMENTARY AUTHORITY

14-1 In all matters not covered in this constitution and by-laws or the National by-laws shall be governed by the most recent edition of Roberts Rules of Order.

14-2 Whenever there is a conflict between these by-laws and those off the National Council, the provisions of the latter shall prevail.

14-3 These by-laws may be amended by a majority vote of the representatives at any official meeting of the local council.

Revised August 29, 2000