

**CONSTITUTION OF PAN HELLENIC COUNCIL  
OF  
Nicholls State University**

**This Constitution Supersedes All Previous  
Constitutions of the National Pan Hellenic Council**

**Summer 2007**

# **PAN HELLENIC COUNCIL OF NICHOLLS STATE UNIVERSITY**

## **CONSTITUTION AND BY LAWS**

### **MISSION STATEMENT**

#### **PREAMBLE**

We the members of the Pan Hellenic Council of Nicholls State University, in order to create and promote cooperation and unity among Greek Organization at NSU and provide the opportunity for joint participation in the government of student affairs, and to create a more harmonious working relationship in matters affecting these groups, do, hereby, pledge our loyalty and support to the high purpose of promoting the best interest of our cause and our University by adopting the following Constitution.

#### **CONSTITUTION**

##### **ARTICLE I**

###### **NICHOLLS STATE UNIVERSITY**

Section 1. The name of this organization shall be the National Pan Hellenic Council of Nicholls State University.

##### **ARTICLE II**

###### **OBJECTIVES**

Section 1. To create a spirit of friendship among all people on the campus.

Section 2. To develop unity and cooperation among Greek-Letter Organizations.

Section 3. To coordinate and administer membership intake procedures.

Section 4. To serve as a judicial body for the violators of the regulations enacted by the Council.

## **ARTICLE III**

### **MEMBERSHIP AND TERM OF OFFICE**

Section 1. The membership shall be composed of two student representatives from each of the Greek-Letter Organizations of Nicholls State University:

Alpha Kappa Alpha Sorority, Pi Alpha  
Alpha Phi Alpha Fraternity, Kappa Mu  
Delta Sigma Theta Sorority, Xi Theta  
Kappa Alpha Psi Fraternity, Lambda Sigma  
Omega Psi Phi, Omega Kappa  
Phi Beta Sigma Fraternity, Nu Alpha  
Zeta Phi Beta Sorority, Chi Mu

Additional sororities and fraternities admitted to the National Pan Hellenic Council shall be listed in the order of their admission.

Section 2. The term of representation and alternate shall be as stipulated by each organization. A representative may be re-elected by this organization. The Council shall be notified immediately of any change in representation.

Section 3. For membership, the fraternity or sorority must be recognized as active by its National Organization and each organization shall send in a letter before the first meeting of each year stating that it is active. Letters are sent to the local are sent to the local National Pan Hellenic Council.

Section 4. Each active organization must submit a roster of its active membership at the beginning of each semester before or at the first meeting.

Section 5. Each organization who fails to adhere to the above sections will be inactive until the information is received.

## **ARTICLE IV**

### **OFFICERS AND THEIR DUTIES**

Section 1. On a rotational basis, the council shall have as its officers the following:

President  
Vice President  
Secretary  
Treasurer  
Parliamentarian

**Standing Committees**  
Greek Council Delegate  
Greek Promotions  
Joint-Interest Meeting  
Events  
Scholarship  
Community Service

Officers shall be pooled from the representatives on a rotational basis as listed in Appendix A. Advisors shall not be eligible to hold office. A vacancy in any regular office shall be filled by the alternate.

- Section 2. The President shall preside at all meetings of the National Panhellenic Council and perform any and all other duties usually demanded of such office. The President shall appoint all committees deemed necessary. The President shall investigate alleged violations of rules and report them to the Delegate to the Greek Council, the NPHC advisor, and the Greek advisor and the Dean of Student Life. The president shall order the disbursement of funds as directed by the council and co-sign all checks.
- Section 3. It shall be the duty of the Vice President to act in the absence of the President and to serve as ex-officio officer of all Committees designated by the President. Serve over Greek Week, Homecoming, and the Greek Council Delegate.
- Section 4. It shall be the duty of the Secretary to keep an accurate record of all proceedings of the Council, to be responsible for records, files and correspondence of the Council.
- Section 5. The treasurer shall be responsible for the safe deposit of all monies of the Council and will disburse funds with the President or Advisor countersigning all orders. Prepare a semester budget that must be approved and voted on at the beginning of each semester.
- Section 6. It shall be the duty of the Parliamentarian to be well versed in parliamentary procedure, to safeguard the rights and privileges of all the members equally, and to help transact the business of the council legally, and efficiently. The Parliamentarian shall be strictly nonpartisan at all times.
- Section 7. The officers shall constitute the Executive Committee elected by the Council.

**ARTICLE V  
STANDING COMMITTEES**

Section 1. Committees shall be appointed for a specific purpose. When purpose is accomplished, it is dismissed. These committees may be established or appointed by any member of the legislative council or executive branches.

**ARTICLE VI  
MEETINGS AND VOTING**

Section 1. Meetings of the National Panhellenic Council shall be held weekly at a time and place designated by the Council.

Section 2. Installation of officers will be held on the second to last meeting in November.

Section 3. At every regular meeting, the following order of procedure shall be followed: (Robert's Rules of Order)

- I. Roll Call
- II. Reading Minutes of the preceding meeting
- III. Report of Committees
- IV. Old Business
- V. New Business
- VI. Announcements
- VII. Adjournment

Section 4. Special meetings of the Council shall be called by the President or any council organization.

Section 5. Each organization shall be entitled to one vote.

- A. Each fraternity and sorority shall appoint an alternate to serve during the absence of a regular representative on the Council.
- B. Such alternate will serve in the capacity of a member with voting power; however, such alternate is not eligible to hold office, unless it is for replacement.

Section 6. Majority (three-fourths or two-thirds) of the Council shall constitute a quorum.

**ARTICLE VII  
DUES**

- Section 1. At beginning of each semester, a \$5 fee will be assessed for each active member of each fraternity and sorority.
- Section 2. All funds shall be kept or maintained in the local bank. At the end of the semester, all records shall be sent to the advisor.

**ARTICLE VIII  
ORGANIZATION ACTIVITIES**

- Section 1. No organization of the council shall schedule conflicting activities.
- Section 2. Each organization must present a tentative schedule of upcoming activities at the last National Pan Hellenic meeting of each semester.
- Section 3. Greek organization will not be allowed to schedule activities during the week of other organizations.
- Section 4. For all National Pan Hellenic Council activities each active organization must be represented by at least ½ of its active membership.

**ARTICLE IX  
POWER OR DERIVATION OF AUTHORITY**

- Section 1. The powers of Nicholls State University's National Pan Hellenic Council shall be:
- A. To make rules and regulations that pertains to its own government. Any functions, powers, or responsibilities delegated by this Constitution, relative to governing of the students of Nicholls State University, may be reviewed by authorized officials of Nicholls State University.
1. The National Pan Hellenic Council has the power to impose probation and suspension periods upon its members for the violations of its law.
  2. Appeals to the decisions of the Council shall be made in the following order: President of the NPHC, Greek Advisor, and President's Council. Alumni Advisor shall be final appeal.

The results of the appeals shall serve as an advisory function for further action if necessary.

- B. To admit, according to the criteria stated in the By-Laws, Petitioning fraternities and sororities to membership in the Nicholls State University Pan Hellenic Council.
- C. To levy and collect dues.
- D. To make recommendations to the member organizations for legislation, and to refer to the member organization, matter which are of interest to the college and fraternity world.

## **ARTICLE X MEMBERSHIP INTAKE ACTIVITIES**

- Section 1. Membership intake activities will be followed and regulated by the National rules and guidelines set forth by each individual NPHC Greek letter organization and by Nicholls State University.
- Section 2. Any NPHC organization that is placed on probation or suspended by its National organization is on parallel probation/suspension with Nicholls State University National Pan Hellenic Council.
- Section 3. NPHC shall have a joint interest meeting at least once a semester and shall assist with University recruitment and Orientation activities. No NPHC organization shall schedule an interest meeting prior to Joint-Interest Meeting.

## **ARTICLE XI MEMBERSHIP OF NEW ORGANIZATION**

- Section 1. Eligibility of an organization for membership in the Nicholls State University Pan Hellenic Council is as follows:
  - A. To be eligible for active membership, an organization shall meet the following requirements:
    - 1. It must be a National Pan Hellenic Organization.
    - 2. It must have been established in its national charter for at least one year.
    - 3. It must have been an associate member of the Council for at least one a year.
  - B. Associate membership

1. It must be a National Pan Hellenic Organization.
2. It must have as members and prospective members those persons who conform to the regulations as set forth by the Nicholls State University Pan Hellenic Council members.
3. It must have been in existence in its national charter for one academic school year before establishing an interest group at Nicholls State University.

Section 2. Application for admission for membership

- A. The petition of any organization for membership (either active or associate) shall be submitted at least thirty (30) days before the regular meeting of the NPHC not at which it is to be considered.

Section 3. Organizations seeking membership in the Nicholls State University's Pan Hellenic Council (active or associate) must be recognized by the National Pan Hellenic Council and the University.

**ARTICLE XIII  
PARLIAMENTARY PROCEDURE**

Section 1. In all matters not provided for in the Constitution and By-Laws, Nicholls State University's National Pan Hellenic Council shall be governed by Robert's Rules of Order, revised edition.

Section 2. This Constitution shall become effective immediately upon ratification of two thirds of the membership of the National Pan Hellenic Council.

Section 3. An Amendment shall become effective upon ratification of two-thirds of the membership.

**ARTICLE XIV  
BY LAWS**

Section 1. The Council shall sponsor two fundraisers per semester. The fundraiser shall be the opening semester dance and the Homecoming dance in the fall semester and the end of semester dance in the spring semester.

Section 2. A comprehensive outline of the activities shall be submitted to the Office of Student Life. This activity sheet must be signed by the President.

Section 3. All members whose cumulative grade point average falls below 2.0 are automatically inactive until the cumulative grade point average is raised to a 2.0 at the subsequent grading period, and a minimum of 2.0 for seniors.

Section 4. Each member should not miss more than 2 unexcused meetings per semester. If this occurs, he or she will be assessed a fine of \$15.00.

Ratified \_\_\_\_\_  
Date

\_\_\_\_\_  
President, National Pan Hellenic Council

Representative Signatures

Alpha Kappa Alpha \_\_\_\_\_

Alpha Phi Alpha \_\_\_\_\_

Delta Sigma Theta \_\_\_\_\_

Kappa Alpha Psi \_\_\_\_\_

Omega Psi Phi \_\_\_\_\_

Phi Beta Sigma \_\_\_\_\_

Zeta Phi Beta \_\_\_\_\_

## Appendix A

Delta Sigma Theta Sorority	March 1979
Alpha Phi Alpha Fraternity	November 1975
Zeta Phi Beta Sorority	March 1984
Omega Psi Phi Fraternity	December 1978
Alpha Kappa Alpha Sorority	November 1975
Kappa Alpha Psi	November 1981
Phi Beta Sigma	

## Appendix B

NPHC shall host the following parties:

- Homecoming
- Crawfish Day (if allowed)

Each chapter shall host a Beginning of Semester Jam on a rotational basis. There will be no approved off-campus party. This does not include pool parties:

Zeta Phi Beta Sorority	Spring 2003	Fall 2006
Alpha Kappa Alpha Sorority	Fall 2003	Spring 07
Delta Sigma Theta Sorority	Spring 2004	Fall 2007
Kappa Alpha Psi Fraternity	Fall 2004	Spring 2008
Alpha Phi Alpha Fraternity	Spring 2005	Fall 2008
Phi Beta Sigma Fraternity	Fall 2005	Spring 2009
Omega Psi Phi Fraternity	Spring 2006	Fall 2009

Reminder: Pool parties must be confirmed by the Director of Campus Recreation.