

**University of Chicago**  
**2018 Panhellenic Recruitment Rules**  
**Alpha Omicron Pi – Delta Gamma – Kappa Alpha Theta – Pi Beta Phi**

*These rules state that all NPC groups will follow the Code of Ethics, Chicago College Panhellenic Bylaws and NPC Unanimous Agreements, Policies and Best Practices as outlined in the NPC Manual of Information.*

**General**

1. A potential new member (PNM) is defined as a full time, registered student at the University of Chicago who is not currently, or has not in the past, been a member of a Panhellenic organization at any university. To be considered a PNM, a student does not have to be registered for Primary Recruitment.
2. Panhellenic members must not make disparaging remarks about any Panhellenic Organization, Multicultural Greek Organization, fraternity, or any of their members. Implying chapter superiority will not be permitted. All Panhellenic members are expected to sign and adhere to the Code of Ethics.
3. Any infractions of the recruitment rules must be reported within 30 days of their occurrence. Panhellenic members may report infractions to their chapter leadership or a Rho Gamma who may file infractions on their behalf with the Judicial Chair.
4. It is the responsibility of individual chapter leadership to ensure that their members are informed about the expectations and policies for recruitment.
5. In addition to these rules, the Code of Ethics, and the UChicago Panhellenic Bylaws, all Panhellenic Organizations must adhere to the NPC Unanimous Agreements, Policies and Best Practices as outlined in the NPC Manual of Information at all times.

**Pre-Primary Recruitment Period**

*These are the rules that will be in effect for the entirety of the Primary Recruitment Period.*

6. The Pre-Primary Recruitment Period will be defined as all days preceding Primary Recruitment starting the last day of Spring Quarter, the entire Summer Quarter, and the days of Fall Quarter preceding Primary Recruitment. The last day of Spring Quarter will be Friday, June 9<sup>th</sup>.
7. Chapters and all members are permitted to use slogans throughout the Primary Recruitment Period which may be used on apparel and through various forms of social media. These slogans may not imply chapter superiority in any way and all content must adhere to positive Panhellenic contact. Chapter and individual member posts may not use imperative verbs (e.g. “Rush/Go Kappa”).
  - a. The phrase “#gogreek” must be incorporated into any social media post by a chapter page. (Note: this particular rule is not applicable to individual chapter members’ social media pages.)

- b. Should the Panhellenic Council launch a promotional campaign at this time, there would be equal representation of all member organizations throughout the campaign.
  - c. These social media rules will be in effect until the end of Formal Recruitment.
8. During the Pre-Primary Recruitment Period, chapters may not post or share photos of their members who are acting as recruitment counselors.
- a. Recruitment counselors include: members of the Panhellenic Executive Board, the Panhellenic Judicial Chair, Head Recruitment Counselors, Recruitment Chair, and Rho Gammas.
9. During the Pre-Primary Recruitment Period, Panhellenic members may not pressure a PNM to join a particular Panhellenic group or promise a bid in any way.
- a. Panhellenic members may not give gifts or favors to any PNM.
  - b. No Panhellenic member, including alumnae, may directly or indirectly promise an invitation to future recruitment parties or an assurance of receiving a bid from any chapter to any PNM at any time during the calendar year, including the Primary Recruitment Period and during all Primary Recruitment events.
10. From the beginning of the Pre-Primary Recruitment Period (June 9th) until the conclusion of the Preference Rounds of Recruitment (October 13th), Panhellenic members may have Positive Panhellenic Contact with PNMs. This includes any academic, professional, or service-oriented summer programs and any athletic training that may take place during the Summer Quarter on or off the University of Chicago's campus. Panhellenic members may speak openly with PNMs. They may have honest conversations about Greek life on campus, but they may not promote or extensively discuss participation in any one specific sorority.
- a. While Panhellenic members may disclose which chapter they are a member of and may discuss their personal experiences in Greek Life. However, any discussions regarding Greek life on campus should be inclusive of the Greek community as a whole, and should not promote any one sorority.
    - i. Unfair promotion of a single chapter can be defined as making disparaging remarks about any other chapters, making any remark implying chapter superiority, or highlighting positives of only one chapter. Each chapter has good things to offer, and this should be emphasized in all discussions with PNMs that take place during the Primary Recruitment Period.
    - ii. Dirty rushing will be defined as: any attempts to influence a PNM's preference of one sorority. This may include but is not limited to: telling a woman explicitly to join one sorority, inviting a PNM to an event in which the overwhelming majority of women are from one sorority and implying stereotypes of a specific chapter that may influence her decision.

### **Fall Quarter**

*These rules will be in effect at the start of Orientation Week defined as Saturday, September 22nd.*

11. Beginning Orientation Week (September 22, 2018) and concluding at the start of Bid Day (October 14th, 2018), Panhellenic members may not add PNMs on any form of personal social media.
12. Panhellenic members must not give male fraternity members, or any other students new promotional shirts, apparel, or other gear bearing Greek letters, chapter symbols, phrases, slogans, names in their English spellings, and other insinuations of association.
  - a. New promotional apparel or gear will be defined as anything created or given to male fraternity members or other students after the beginning of the Primary Recruitment Period.
  - b. This rule is not exempt on Saturday evening, September 29th.
13. No public and open events may be held or hosted by chapters or individual members as of the beginning of Orientation Week.
  - a. This includes any event a PNM may participate in or is visible to PNMs as an exclusive event.
  - b. The only exception is if an individual member is organizing an event for another organization that they are a part of (such as tabling at the RSO fair).
14. Specific chapter promotion will not be permitted once Orientation Week begins.
  - a. As of this date, chapter social media pages and websites may not post anything new until the start of Bid Day parties.
  - b. Panhellenic members are encouraged to use the Panhellenic profile picture and recruitment cover photo, but this is not mandatory.
15. Beginning at the start of Orientation Week, no shirts or other apparel with chapter letters, English spellings, symbols, abbreviations, or other identifiers may be worn to events where alcohol is being consumed.
16. Chapters are permitted to create one chapter shirt to be worn at events held on Saturday, September 29th. This apparel may not include any Greek letters or English spellings of chapter names. Designs must be submitted to the Panhellenic Recruitment Director for approval by Sunday, May 27<sup>th</sup>.
17. Meet the Greeks Event
  - a. Panhellenic Council will host Meet the Greeks during Orientation Week or the first week of Fall Quarter. Chapters are permitted to send up to 10 women per time shift, due on a sign-up sheet to the Recruitment Director the previous day.
  - b. Panhellenic members must adhere to a T-shirt dress code. Chapters will be represented through T-shirts with letters on them.
18. Panhellenic members may attend the bagpipe procession for new students on Monday, September 22nd, 2018. Chapter letters and symbols may be worn or displayed, but all rules regarding use of slogans and individual chapter promotion are still in effect.

## **Recruitment Parties and Events**

19. The use of alcohol is not permitted in any Primary Recruitment event, including Bid Day, which will be defined as ending 24 hours after bids are distributed.
20. Each chapter may have no more than 50 members total in attendance at each primary recruitment party, not including Chapter Presidents or Vice Presidents of Recruitment.
  - a. This does not include Bid Day.
  - b. Each Panhellenic group must submit their attendance lists (of chapter women and PNMs) for each party for the first two days of recruitment by the end of Orientation Week (Sunday, September 30th) to the Panhellenic Recruitment Director.
21. From the end of Preference Round until the time that bids are distributed, strict silence will be enforced. Panhellenic members may not have any contact with PNMs, be that verbal or via any form of messaging or social media.
22. All Panhellenic groups must stay within the \$1,500.00 budget in addition to \$500.00 worth of reused items. Reused items will be valued at 30% of their original value.
  - a. All expenses are to be documented and reported to the Panhellenic Recruitment Director by Sunday, September 30th.
  - b. Any personal donations of items or food to be used during recruitment parties, whether from current chapter members, alums, parents, or anyone else, must be included in the documentation given to the Panhellenic Recruitment Director, and must fall within the given budget.
  - c. This rule includes each day of Primary Recruitment excluding Bid Day.
23. All chapters are responsible for securing any A/V equipment they may need during Primary Recruitment. These costs will be reimbursed by Panhel to the best of its ability.
24. All chapters will respect all rented spaces used for Primary Recruitment and will follow their specific instructions with regards to permitted decorations, set up, and clean up. Instructions/guidelines for individual spaces will be provided to chapter representatives in charge of recruitment during summer quarter.
25. Lists must be turned in by 2 am Thursday and Friday night and 11 pm on Saturday night.
26. The schedule for 2018 Primary Recruitment parties will be as follows:
  - a. AOII: Space 1 – Space 2 – Space 3 – Space 4
  - b. DG: Space 2 –Space 3 –Space 4- Space 1
  - c. KAT: Space 3 – Space 4 –Space 1 – Space 2
  - d. PBP: Space 4 – Space 1 – Space 2 – Space 3The labelling of spaces will be determined by a random drawing at a Panhellenic Council meeting before the end of spring quarter, as soon as each space is finalized.

### **Bid Day**

*These rules will be in effect for the 24 hour Bid Day period.*

27. Bid Day is defined as the period from which bids are distributed until 24 hours later.
28. Chapters will *not* have an assigned space for Bid Day activities. Upon request, Panhellenic will reserve space outside (location tbd) for chapters to host Bid Day events. If a chapter wishes to

host their Bid Day event elsewhere, that chapter is responsible for finding and funding that space.

- a. Bid Day activities must take place in Hyde Park from the established start time and until the established end time listed on the Primary Recruitment event schedule. This is to ensure that each new member enjoys a similar welcome to her new chapter.
- b. All Panhellenic groups must stay within the \$1,500.00 Bid Day budget. Reused items will be valued at 30% of their original value.
- c. Chapters will be responsible for securing a rain plan space for their Bid day event in the case of poor weather. This can include an apartment or an advisor's apartment; the intention is not to force chapters to spend extra money to book space.
- d. The use of alcohol or the participation of men in activities is not permitted at any point during the Bid Day period from the time that bids are distributed until a full 24 hours later, even after the scheduled end time of Bid Day parties on the Primary Recruitment event schedule.
- e. Bid Day activities will not include hazing of any kind. Hazing will be defined as any action taken or situation created that has the potential to cause emotional, mental, or physical discomfort; illness or injury; consumption of alcohol; that may create a superior/inferior relationship between the participants, and/or may reflect unfavorably upon the individuals or chapter.
  - i. Any action or situation that isolates new members in any way, makes them feel unwelcome or inferior, or humiliates them is considered hazing.

### **Infractions, Sanctions and Fines**

*Excerpts from the NPC Judicial Process are highlighted below; however, our judicial processes will follow the full processes, recommendations and best practices detailed in the NPC Manual of Information.*

#### **29. Judicial Process**

- a. **Informal Discussion:** If representatives of both parties are comfortable having a conversation, NPC encourages informal discussion between the parties to address the concern. If a mutual understanding exists, then the parties must contact the Panhellenic President or Advisor to inform her of the discussion. No further action will take place.
- b. **Violation Report Form:** The accusing chapter has 30 days from the incident to fill out a Violation Report. The form should be turned into the Panhellenic President or the Panhellenic Judicial Chair. The Panhellenic President will notify the accused sorority in writing by delivering the Notice of Infraction to the chapter president within seven days of receiving the Violation Report.
  - i. The accused sorority shall contact the Panhellenic president within seven days to schedule mediation. Mediation shall be held unless the accused sorority chooses to proceed directly to a judicial hearing.

- c. Mediation: Mediation is a facilitated discussion between two parties where a concern exists. It is a process of ‘assisted negotiations’. All parties must be represented, and each party may have no more than 3 representatives, including a chapter advisor.
- d. Judicial Hearing: Hearings are closed to the public and are confidential. Each party may have no more than 3 representatives, including an advisor. Minutes must be taken a final Summary Report must be signed.
  - i. The judicial board shall strive to achieve a fair and reasonable resolution for infractions that fit the nature and degree of the offense. The judicial board may not enforce penalties that:
    - 1. Forbid primary recruitment or continuous open bidding activities or the observance of an inter/national sorority event such as an educational program, ritual ceremony or historical celebration.
    - 2. Affect a sorority chapter’s quote or total
    - 3. Affect the time of new member acceptance and/or initiation.
    - 4. Forbid the right of an NPC sorority to vote in College Panhellenic meetings.
    - 5. Include removal from the College Panhellenic.

#### General Infractions

- 30. Insinuated bid promising reported by a PNM or observed by a Rho Gamma will incur a punishment decided by the Panhellenic judicial board through mediation.
- 31. Holding any event, activity, fundraiser or similar activity that PNMs could feasibly attend, though their attendance need not be proven, during Orientation Week or the fall quarter preceding primary recruitment will incur a punishment decided by the Panhellenic judicial board.
- 32. Failure to meet the penalties incurred through recruitment infractions will result in a tiered system of penalty increases.
  - a. Failure to complete the requirements of the infraction within a two week time period will result in a 50% increase of monetary fines.
  - b. Failure to complete the requirements of a non-monetary infraction will result in a hearing to decide the increased severity of the penalty.

#### Sanctions

*Sanctions related to Recruitment infractions are imposed in accordance with NPC procedures for ‘handling Recruitment infractions’.*

- 33. The judicial board may choose more than one sanction depending upon the severity of the violation that occurred. The judicial board will insure the sanction(s) is/are appropriate to the severity of the violation committed. If the sanction is not completed, another hearing will take place.
  - a. Examples of sanctions include, but are not limited to:

- i. Reading of Recruitment Rules.
- ii. Payment of damages incurred.
- iii. Sisterhood events between corresponding sororities and/or Executive Councils.
- iv. An apology at chapter or Panhellenic Council meetings.
- v. Help with philanthropic activities of corresponding sororities.
- vi. Monetary fines as described by the NPC Manual of Information.

#### Fineable Offenses

*Fineable offenses are measurable violations resolved with set fines. These offenses will be reported by a Panhellenic Judicial Board member with a Recruitment Infraction Form. (A PJB member will be stationed outside of each location during Recruitment.)*

34. All chapters are obligated to follow all NPC Unanimous Agreements.
35. Chapters must submit their lists to the Director of Recruitment no later than 2am on Philanthropy and Values Days of recruitment, and 11pm on Preference Day.
  - a. Chapters will be fined \$5 per minute that the lists are late.
  - b. If lists are not submitted to chapters from Panhellenic within 2.5 hours of the list deadline, this rule will not be enforced. Chapters then have a 2.5 hour deadline from that time to submit their lists. Every minute after the 2.5 hour deadline will incur a fine of \$5.
36. Chapters must submit their recruitment budgets to the Panhellenic Recruitment Director by the end of Orientation Week.
  - a. Chapters will be fined \$50 per day past the budget due date.
  - b. Not following the set budget incurs a fine of \$50 per round, plus 10% of the total expenditures above the set budget per day.
37. Any chapter member who gifts anything to a PNM will incur a \$20 chapter fine per incident.
  - a. Gifts do not include first aid necessities.
38. Chapters may not start or end recruitment parties early or late.
  - a. Failure to start or end on time will incur a fine of \$10 per minute for the first 5 minutes, and \$25 for every minute thereafter.
  - b. In the case that a party starts late due to a late arrival of PNMs, a party's start and end time will be adjusted to reflect such a late arrival.
39. Violations of the social media policy noted in #7 of the Recruitment Rules will incur a fine of \$20 per incident.
40. The use of a preference letter or written form of communication to individuals will incur a fine of \$50 per incident.

#### Panhellenic Responsibilities

*The following are best practices for Panhellenic operation of Formal Recruitment. They will be followed as closely as possible insofar as they are most productive in the operation of a successful recruitment. Any deviation from these guidelines would be clearly communicated to chapters in advance and implemented upon their written or verbal acknowledgement.*

## General

41. Any PNM participating in primary recruitment will be expected to attend the first 2 rounds of recruitment, attending each party to which they are invited, though exceptions may be permitted. In the case that a PNM cannot attend one or both of their Preference Day parties, they will not be allowed to attend either party and their preferences will be based upon their first two rounds. PNMs will not be permitted to participate in primary recruitment if they cannot attend any of the rounds.
42. All communication from Panhellenic to the chapters during Primary Recruitment will happen both over email sent directly to the chapter recruitment officer and reinforced through Recruitment Counselors stationed at each location using Slack. A chapter officer will be responsible for confirming that the information was received. If Panhellenic does not receive confirmation they will use additional communication measures to reach a chapter officer, such as phone calls.

## Recruitment Parties and Events

43. A Recruitment Counselor stationed at each location will provide chapters with a 5-minute warning and 1-minute warning before PNMs enter the space for the party. When providing time warnings, Recruitment Counselors will get verbal or visual confirmation from a chapter officer indicating that they acknowledge the warning.
44. Panhellenic will provide party lists electronically as early as possible before the recruitment round begins. Recruitment counselors will provide chapters with updated lists, in paper copy, when delivering the 5-minute warning. Paper lists will consist of the original party list, as electronically disseminated at least 5 hours before the round, with "X"s indicating which PNMs are absent from the line-up, and adding any additional PNMs, in their line-up order, at the end of the list. PNMs will enter each party in alphabetical order, any PNMs that have been added to the party will not line up in alphabetical order, but will be added to the end of the line. If more than one PNM has been added to the party, those PNMs will line up in alphabetical order behind the PNMs originally scheduled for the party.

## Infractions, Sanctions and Fines

45. In cases where any Panhellenic executive officer is made aware of an infraction that is likely to occur, such as a report that a chapter plans to hold an event open to PNMs during Orientation Week, that officer will communicate the potential infraction to the Judicial Chair who will then intervene proactively in an effort to prevent the infraction from occurring. Proactive intervention may include reaching out to chapter officers to remind them that the proposed activity would constitute an infraction and what the possible sanctions resulting from that infraction may be.