

## **Issues Resolved in Updated Constitution and Bylaws**

### **Constitution**

- Article 5, Section 1: Affiliate Membership
- Article 5, Section 2: Membership Requirements
- Article 7, Section 6: Attendance
- Article 8, Section 5: Membership dues
- Article 9, Section 4: Qualifications and Term In Office

### **Bylaws**

- Article 1, Section 1: Calendar Submission
- Article 1, Section 2: Founder's Weeks
- Article 4, Section 2: Academic Mandate/GSAP Participation
- Article 4, Section 4: Violations of Academic Mandate

## **The CONSTITUTION of the National Pan-Hellenic Council Of Eastern Michigan University (Revised Tuesday April 5, 2016)**

*We, the representatives of historically established community service fraternities and sororities, similar in structure and background with both graduate and undergraduate chapters, recognizing the need for coordination and cooperation in activities of intercollegiate Greek letter fraternities and sororities, and recognizing that there certain areas of action and programming that can best be realized by formal organization, do hereby establish such an organization and bind ourselves to abide by the provisions of the following Constitution and Bylaws.*

### **Article 1: Name**

The name of this organization shall be the National Pan-Hellenic Council, Inc. of Eastern Michigan University, hereinafter referred to as "NPHC of EMU".

## **Article 2: Purpose**

The purpose of the NPHC shall be to foster cooperative actions of its members in dealing with matters of mutual concern. To this end, the NPHC at EMU will serve as a governing body, establishing shared policies, and mutual values for member organizations. Further the NPHC of EMU promotes the well being of its affiliate fraternities and sororities, providing leadership opportunities, academic support and community outreach to the Eastern Michigan University campus community and the greater Washtenaw county area.

## **Article 3: Grant of Powers**

The authority vested in the National Pan-Hellenic Council of Eastern Michigan University shall be derived from the Eastern Michigan University Code of Student Conduct and Judicial Structure for the Students and Student Organizations, established by the Eastern Michigan University Board of Regents.

## **Article 4: Scope of Authority**

### **SECTION 1. EMPOWERED AUTHORITY**

The powers of the NPHC of EMU shall be to create and enact policies that pertain to its member organizations and to initiate and act upon legislation necessary to promote the general welfare of the membership of the NPHC of EMU, namely;

- To hear reports on the affairs of the council
- To act on recommendations
- To propose action which shall become the action of the entire council
- To levy and collect annual dues and assessments
- To mediate disputes among member organizations

### **SECTION 2. ADVISORY SUPERVISION**

The primary advisor of the organization shall be the Coordinator for Greek Life or his/her designee. Any other advisory roles may be assumed by either a member of the Local Alumni council or an employee of the University, with the consent of the council. Further, all officers and agencies of NPHC of EMU shall be responsible to:

- The National Pan-Hellenic Council, Incorporated
- The Eastern Michigan University Student Center and Campus Life.

The Eastern Michigan University Associate Vice-President of Student Affairs and Enrollment Management.

The President of Eastern Michigan University.

The Eastern Michigan University Board of Regents.

## **Article 5: Membership**

### **SECTION 1. AFFILIATE MEMBERSHIP**

Affiliate membership in the NPHC of EMU shall include Alpha Kappa Alpha Sorority Inc., Alpha Phi Alpha Fraternity, Inc., Delta Sigma Theta Sorority, Inc., Zeta Phi Beta Sorority, Inc., Iota Phi Theta Fraternity, Inc., Kappa Alpha Psi Fraternity, Inc., Sigma Gamma Rho Sorority, Inc., Phi Beta Sigma Fraternity, Inc., Omega Psi Phi Fraternity, Inc., and other affiliate organizations of the National Pan-Hellenic Council, Incorporated as may, from time to time, be granted membership. No other organization shall have the right to sit on or have a voice in a local undergraduate council of NPHC, and may not be considered for membership on the local level. The local chapter shall observe the mandates and regulations of the national body of the National Pan-Hellenic Council, Incorporated.

### **SECTION 2. MEMBERSHIP REQUIREMENTS**

Satisfying all of the following conditions shall constitute good standing with the NPHC of EMU:

Maintain a chapter grade point average of at least an overall 2.6 on a 4.00 Scale

Organizations must be officially recognized by The Office of Campus Life and in good judicial standing with Eastern Michigan University.

Organizations must be in good financial standing with the NPHC of EMU

Organizations must be recognized as an active chapter by their respective national organization

### **SECTION 3. MEMBERSHIP RIGHTS**

The Fundamental Rights that belong to every Chapter recognized by the NPHC of EMU shall be:

Each member organization will be entitled to one vote on any matter before the Council of Presidents.

Any member or Chapter recognized by the NPHC of EMU has the right to be heard, and his/her right shall not be abridged.

Any NPHC of EMU recognized Member or Chapter has the right to protest any resolution, ratification, or decision of the council as long as the acts of protest are not in conflict with the Constitution and are done so in a respectful, productive manner.

No Member or Chapter shall be deemed inactive from the NPHC of EMU unless pursuant to the conditions as set forth in the Constitution; providing the acts do not violate any University, Local,

State, or Federal laws. Violation of any of the conditions set forth in the Constitution policies may lead to inactive status at the discretion of the Chapter's National Organization, University, Advisor, or the judicial process of the NPHC of EMU.

#### **SECTION 4. OBLIGATIONS**

Members of the NPHC of EMU shall observe the following:

All active and associate members of the NPHC of EMU will act in accordance with the Constitution, by-laws as well as University, local, state, and federal law.

Ignorance shall not be an excuse for any violation of the Constitution

No bylaws, rules or orders shall be enacted in violation of the Constitution.

For general and council purposes, the NPHC of EMU may levy and collect fees, taxes and duties.

The NPHC is responsible for completing and submitting AFLV application for each school year.

#### **SECTION 5. INACTIVE STATUS**

Organizations that do not comply with the conditions set forth in the constitution and bylaws may be deemed inactive. Inactive status results in the loss of NPHC voting privileges, the loss of programming, the loss of Campus Life recognition and the inability to participate in NPHC activities. Organizations are still able to attend council meetings.

#### **Article 6: Membership Intake**

##### **SECTION 1. INTAKE NOTIFICATION**

Member organizations conducting the membership intake process for their respective chapters must submit notice of initiation date and new member presentation to the Department of Campus Life, Event Planning (If having a new member presentation), Greek Life, DPS (If having a new member presentation) and the NPHC Executive Board two weeks in advance via the ***Membership Intake Intent Form***. Once members are presented to campus, the organizations have one week (Seven Days) to submit Greek affiliation forms for all new members.

##### **SECTION 2. HAZING**

The NPHC of EMU member organizations shall not conduct hazing, at any time. Hazing is any action taken or situation created, intentionally, whether on or off the Eastern Michigan University premises, to produce mental or physical discomfort, embarrassment, harassment or ridicule. Such activities and situations include creation of excessive fatigue; physical and psychological shocks; rough or undignified exercises or activities; wearing, publicly, apparel which is conspicuous and not normally in good taste; engaging in public stunts and jokes; morally

degrading or humiliating games and activities; and any other activities which are not consistent with the regulations and policies of the educational institution or national organization. If evidence is reported that a member fraternity or sorority is hazing, the charges will be turned over to the University for an official investigation. Further action may be taken by the NPHC Executive Board and judicial board as deemed necessary. Every chapter is expected to follow both their National Organization's policies on hazing, as well as any rules/policies from Eastern Michigan University.

## **Article 7: Meetings**

### **SECTION 1. COUNCIL OF PRESIDENTS**

The President of each active chapter must represent that chapter in general assembly meetings, comprising the council of Presidents. This body shall be the authorizing body of the NPHC of EMU. In the absence or inability to attend meetings, the President of the chapter must select an alternate of the chapter's executive board to attend. This alternate must be submitted to the executive board prior to the start of any meeting. The NPHC at EMU will hold mandatory Council of Presidents meetings at least once per month throughout the Fall and Winter semesters. This body shall also constitute quorum for meetings.

### **SECTION 2. EXECUTIVE BOARD MEETINGS**

The Executive Board must convene at least once per month and provide a report to the council on the matters debated and/or any recommendations made to Council of Presidents.

### **SECTION 3. MEETING SCHEDULE**

A Council of Presidents annual meeting schedule shall be established prior the start of the fall semester. It shall be voted on by the Council of Presidents.

### **SECTION 4. QUORUM**

A quorum to convene and transact business shall consist of half of the active member organizations plus one.

### **SECTION 5. REPRESENTATION AND VOTING**

After Quorum has been established, each active chapter of the council in good standing, having their respective president or presidential designee in attendance, shall receive one vote. Matters on the floor shall be decided by majority vote, which constitutes half of all votes plus one. In the event of a tie vote, the presiding officer will serve as a tiebreaker.

### **SECTION 6. ATTENDANCE**

In the event of a chapter absence from the Council of Presidents Meeting, the NPHC Vice President for Internal Affairs will notify the absent chapter of the following actions:

(1) If the chapter misses two meetings in a single semester, the organization will be deemed inactive by the council for the remainder of the semester.

(2) In addition, if any chapter does not have one-third (1/3) of their active members present at a meeting they will be fined a fee of twenty five dollars.

(3) In the event that a chapter does not have one- third (1/3) of their chapter members present at an NPHC function, or any event in which the council is expected to attend, (program, fundraiser, community service, retreat, etc.) will result in a twenty-five dollar (\$25.00) fine.

If in the occurrence that these fines are not paid in full after 30 days of the missed meeting or event, the chapter will be deemed inactive by the council for the remainder of the semester.

Excused absences shall be determined by the Executive Board.

## **SECTION 7. ATTIRE**

Business professional attire shall be the standard dress code for the Executive Board, Presidents and presidential alternates at all Council of Presidents & General Body meetings.

## **SECTION 8. ORDER OF BUSINESS**

Meetings of the NPHC of EMU shall follow the order of business as follows:

Call to Order/Sign-In

Roll Call of E-Board and Chapter Delegates

Reading of Minutes

Reports of Committees and Officers Reports

President

Vice President for Internal Affairs

Vice President for Standards and Scholarship

Vice President for Social and Civic Programming

Member at Large

NPHC Advisor

Unfinished/Old Business

New Business/ Executive Board Recommendations

Open Floor

Announcements

Adjournment

## **SECTION 9. EMERGENCY MEETINGS**

Emergency meetings of the council as a whole or the Executive Board may be called with a minimum of 12 hours notice at the discretion of the President.

## **SECTION 10. PARLIAMENTARY AUTHORITY**

Meetings shall be run in accordance with Robert's Rule of Order, except where they conflict with the Constitution and Bylaws. In those cases, the Constitution and Bylaws shall supersede Robert's Rules of Order.

## **Article 8: Finance**

### **SECTION 1. FISCAL YEAR**

The NPHC of EMU shall observe a fiscal year beginning May 1 and ending April 30.

### **SECTION 2. CONTRACTS**

The signature of the President and the Vice President for Internal Affairs shall be required to bind the NPHC.

### **SECTION 3. PAYMENTS**

All checks issued on behalf of the NPHC shall have two signatures, of the President and Vice President for Internal Affairs, with the knowledge of the advisor. All payments due to the NPHC shall be made to the Vice President for Internal Affairs, who shall record them. Checks for payments shall be made payable to the National Pan-Hellenic Council of Eastern Michigan University.

### **SECTION 4. FINES AND ASSESSMENTS**

The executive board may levy fines and assessments based on violations of the constitution and bylaws.

### **SECTION 5. MEMBERSHIP DUES**

Semester dues for each NPHC member organization shall be an assessment of \$40.00 per member organization. Said dues shall be made payable by the first meeting of the fall and winter semesters. If not paid by the second meeting, organizations will be assessed a \$15.00 late fee. However, if excessive tardiness of dues becomes a burden the organization will be deemed inactive. Inactive member organizations shall pay dues by the first meeting of the semester that they are to be reactivated. These dues must be paid by December 31<sup>st</sup>.

### **SECTION 6. NATIONAL DUES**

Dues, fines, and other assessments for National Pan-Hellenic shall be collected and forwarded within the time specified by the National organization.

## **Article 9: Executive Board**

### **SECTION 1. EMPOWERED AUTHORITY**

The executive board shall interpret and execute the purpose of the constitution of the NPHC of EMU and serve as the primary arm of operations. When matters arise that warrant immediate attention, and the Council of Presidents cannot be assembled, the Executive Board shall be empowered to act on behalf of the Council. A full report on any action taken by the Executive Board must be reported to the Council of Presidents at the next meeting for ratification by a majority of the Presidents. Actions by the Executive Board not ratified by the Council of Presidents are void.

### **SECTION 2. ELECTED OFFICERS**

The Executive Board shall be comprised of four officers as well as the council advisor. The officers are as follows:

President  
Vice President for Internal Affairs  
Vice President for Standards and Scholarship  
Vice President for Social and Civic Programming  
Member at Large

### **SECTION 3. APPOINTED POSITIONS**

The executive board reserves the power to appoint committees and committee chairs to carryout special projects and programs as deemed necessary.

### **SECTION 4. QUALIFICATIONS AND TERM IN OFFICE**

All executive board members must be in good financial, academic and judicial standing with their respective NPHC member organization and Eastern Michigan University. All executive board members shall have and maintain an overall GPA of 2.6 and be enrolled in at least part-time status with the university. All executive board members must be well versed in parliamentary procedure, the Constitution and Bylaws of the NPHC of EMU and must be available for planning during the spring and summer semesters. No more than two members from any one organization may serve as officers. In addition, no member shall serve on the Council of Presidents and serve as NPHC president in one time. The term of office shall be one fiscal year.

### **SECTION 5. OFFICER DUTIES**



The Duties and Responsibilities for the **President** shall be as follows:

Preside over Council of Presidents meetings, executive board meetings and special meetings  
Make preparations for meetings and set the agenda  
Serve on or represent the NPHC of EMU on any University or Student committees where their presence is deemed necessary.  
Serve as the chief executive officer of the NPHC of EMU  
Serve as one of two signers necessary for all financial transactions  
Serve as the spokesperson for the NPHC of EMU  
Provide reports at all Council of Presidents meetings  
Delegate roles and responsibilities to members of the executive board  
Assist coordinate the completion of GSAP for all organizations  
Assist coordinate the completion of AFLV binders for the organizations  
Maintain communication between NPHC advisor and Greek Life Coordinator

The Duties and Responsibilities for the **Vice President for Internal Affairs** shall be as follows:

File and preserve all financial and meeting records, documents, and communications  
Keep an accurate record of all the proceedings of the Council of Presidents meetings  
Record all financial transactions, maintaining all receipts  
Distribute minutes to be placed on record  
Provide type written reports of financial transactions and account balances at all Council of Presidents meetings  
Serve as one of two signers necessary for all financial transactions  
Receive and deposit all payments to the NPHC of EMU, with the knowledge of the executive board  
Create and update council budget for the council

The Duties and Responsibilities for the **Vice President for Standards and Scholarship** shall be as follows:

Uphold and promote university and NPHC academic policies  
Monitor council wide academic achievement, setting targets for achievement while maintaining academic records of chapter performance  
Provide member organizations information on university academic resources  
Assist member organizations who fall below the minimum GPA requirement in developing academic achievement plans  
Recognize scholars and chapters for achievement  
Serve as the Sergeant-at-arms and Parliamentarian during Council of Presidents meetings  
Serve as the Judicial/Standards Board Chairperson  
Promote council wide participation in the Greek Standards and Assessment Program  
Mediate judicial disputes among member organizations  
Coordinate semester study tables for the council

Duties and Responsibilities for the **Vice President for Civic Engagement & Programming** shall be as follows:

- Serve as Chair on all NPHC projects and programs
- Coordinate leadership development opportunities for the council along with the President
- Coordinate civic engagement projects with the consent of the council
- Promote programming collaboration in the Greek community
- Keep an accurate calendar of all NPHC council and member organization events
- Mediate calendar disputes among member organizations
- Serve as the Greek Week Coordinator for the NPHC

Duties and Responsibilities for the **Member at Large** are as follow:

- Help coordinate events/meetings for the NPHC
- Serve as a NPHC representative for BSU, NAACP, and SLG if needed
- Be the NPHC voice at IFC and CPC if needed
- Assist coordinate AFLV/GSAP for council
- Act as a liaison between the campus community

## **SECTION 6. VACANCIES.**

When there is a vacancy in an executive board position, the Council of Presidents, by a majority vote, shall elect a successor to fill the vacancy for the unexpired term of office.

## **SECTION 7. REMOVAL FROM OFFICE**

Two thirds of the votes cast of active and present member organizations shall be sufficient for the removal of an officer from the Executive Board for any failure to complete the duties of said office or for violations of this Constitution. The removal of elected officials shall follow the following process:

- The Council of Presidents shall be presented with an official request of removal.
- The elected official shall have ample time to argue the request.
- The Council of Presidents shall always consider this request, and vote either for or against the requested removal.

## **ARTICLE 10: Elections**

### **SECTION 1. NOMINATIONS**

The call for nominations of all executive board positions shall be made at the Council of Presidents meeting each March. Nominees must accept or decline nominations within two weeks of nomination with written notice to the President. Members may nominate themselves

for officer positions. Members of inactive chapters are not eligible for nominations to hold office. The President will disseminate notice of accepted and declined nominations to member organizations prior to the election meeting.

## **SECTION 2. ELECTION PROCESS**

Elections will take place at the Council of Presidents meeting each April. Nominees must be present on the day of the election to run for office. Each nominee will be given a specified period of time to address the general assembly detailing their reasons for seeking office and their qualifications and answer inquiries. Following said procedures, debate shall proceed in a “two for, two against” method. The mode of elections shall be secret ballot. The nominee receiving a majority of the votes cast shall win the election. If no one candidate receives a majority of the vote, then the two Candidates who had received the highest number of votes will participate in a runoff election in which the person receiving the majority of the votes will receive the position. The advisor to the NPHC shall tabulate the ballots and announce the new officers for the next year.

## **SECTION 3. INSTALLATION.**

The incoming executive board officers shall be installed immediately after election. The outgoing President shall install the President-elect. The President-elect shall install the other newly elected executive board officers. In the period between elections and the start of the new fiscal year, it is the duty of the outgoing executive board to guide and provide assistance to the incoming executive board.

### **Article 11: Bylaws**

The NPHC of EMU may determine other rules and regulations for operations as sanctioned in the bylaws.

### **Article 12: Amendments and Ratification**

This constitution, amendments and subsequent bylaws shall become effective immediately when approved by a three-fourths majority vote of all active member organizations in attendance. All proposed amendments to the constitution and bylaws must be submitted in writing to all council members at least fourteen days or prior to a vote.

**The BYLAWS of the  
National Pan-Hellenic Council  
Of Eastern Michigan University  
(Revised Tuesday April 5, 2016)**

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**Article 1: Calendars**

**SECTION 1. CALENDAR SUBMISSION**

Member organizations must submit electronically, annual calendars for programming and events each year to the NPHC email between the dates of June 1<sup>st</sup> and July 1<sup>st</sup>. Annual calendars will be accepted on a first come first served basis during this time period. They will be reviewed

and compiled into one NPHC events calendar, highlighting all date conflicts, by the Vice President for Social and Civic Programming no later than two weeks after submission. This calendar will be made available to all members of the council. Any changes to member organization calendars throughout the year must be submitted to the Vice President for Civic Engagement & Programming.

## **SECTION 2. FOUNDER'S WEEKS**

Organizations will be designated one founder's week. Weeks are to be hosted by one chapter. This week must be designated on member organization calendars at the time of calendar submission. Member organization seeking to program on campus during another organization's memorial week must seek permission from that organization, submitting correspondence to the chapter President and the Vice President for Civic Engagement & Programming. Member organizations that violate this policy will have their rooms cancelled by the NPHC advisor or program coordinator for Greek life. Each organization is given one major event that will be required for the entire council to attend and have representation at.

## **SECTION 3. DISPUTES**

Organizations are encouraged to mediate calendar disputes internally, however if the dispute persists they will be mediated by the Vice President for Social and Civic Programming. If the Vice President for Social and Civic Programming is a member of a chapter in dispute, the advisor to the NPHC will mediate the dispute. Early submissions will not receive preference in disputes. Late submissions will be penalized in the event of a dispute.

## **Article 2: New Member Presentations/Yard Shows**

### **SECTION 1: YARD SHOW DEFINITION**

A yard show shall be defined as any step/stroll exhibition or competition held on campus, with participants from one or more member organizations. This includes indoor and outdoor performances.

### **SECTION 2: NEW MEMBER PRESENTATION DEFINITION**

A new member presentation shall be defined as the introduction of new members from a member organization on campus, by means of a public exhibition, meet and greet, or step/stroll performance. They generally involve the recitation of organizational history and information and feature the performance of greetings created for older members. DPS must be notified of any New Member Presentations.

### **SECTION 3: OBLIGATIONS**

The following regulations govern all member organizations sponsoring or participating in new member presentations or yard shows:

It is the responsibility of the sponsoring organization to inform all guests, performers and audience members of these policies. Guests are defined as any visitor or performer who is not registered student, faculty or staff member of Eastern Michigan University.

Member organizations will be held accountable to the Eastern Michigan University Student Conduct Code, the NPHC Judicial Process and all applicable federal, state and local laws in the event of an incident

Requests for new member presentations and yard shows held on campus must be approved by DPS, Campus Life and the organization's advisors. They must also be reserved in accordance with the University's student organization event policies. This is done by submitting and following the Student Organization Special Events Policy/ Request form.

These events must promote a respectful environment for all, free of obscene gestures, profanity, rude chants, derogatory remarks or slurs.

It is also suggested that the advisor and members from the supervising graduate chapter be present.

#### **Article 3: Mandatory Programming/GSAP Participation**

The executive board may propose but not assign mandatory programming for member organizations. Any projects or programs that require the cooperation of all active member organizations must be brought before the Council of Presidents. Each active chapter of the council is responsible for participating in GSAP.

#### **Article 4: Academic Policy**

### **SECTION 1. PURPOSE**

As outlined in the Greek Standards and Assessment Program, academic development plays a large role in the success of a college student and further served as a longstanding hallmark in the values and rituals of fraternities and sororities.

### **SECTION 2. ACADEMIC MANDATE**

The NPHC of EMU, for the promotion of scholastic achievement requires all member organizations to maintain an average overall grade point average which is no lower than a 2.60 in order to remain in good standing.

### **SECTION 3. RECOGNITION OF ACHIEVEMENT**

The Vice President for Standards and Scholarship shall recognize the fraternity and sorority with the highest Grade Point Average, the most improved member organization and the individual fraternity and sorority member with the highest grade point average in the council each semester.

### **SECTION 4. VIOLATIONS OF ACADEMIC MANDATE**

In the event that a member organization falls below the mandated overall grade point average of a 2.60, that organization will be deemed inactive and will be placed on a probationary period of 30 days. During this probationary period, the organization must meet with the advisor of the NPHC of EMU, Vice President of Standards and Scholarship, and chapter advisor to develop an academic achievement plan including but not limited to use of study hours, and the use of university academic resources, targeting areas of improvement.

The academic achievement plan must include at least two of the following academic resources provided by the university: Holman Success Center(Workshops, tutoring, etc.), professor office hours, the university writing center, the international student resource center, academic projects center, disabilities resource center, and free tutoring and lab services(accounting tutoring lab, biology study desk, chemistry tutoring, computer science, economics tutoring, math lab, music department, physics tutoring). Signed proof of the use of these resources must be submitted in other to be recognized as a part of the organizations academic achievement plan.

The organization must also appoint a chapter scholarship officer to oversee chapter academics and help implement the academic achievement plan. The individuals within the organizations placed on probation who fall below the required overall grade point average of a 2.60 are to be the individuals to complete the academic achievement plan. If an organization fails to complete the aforementioned sanctions they will be deemed inactive. If the member organization persists in maintaining a chapter grade point average below a 2.60 the following semester, the organization will be deemed inactive, forfeiting all remaining calendar events allowing reservation rights for chapter meetings only. The chapter must meet again with the advisor of the NPHC of EMU, Vice President of Standards and Scholarship, and chapter advisor to determine another course of action. Reactivation from inactive status due to academics can only be achieved through attaining the minimum overall 2.60 grade point average.

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Omega Psi Phi Fraternity, Inc.

Kappa Alpha Psi Fraternity, Inc.

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Delta Sigma Theta Sorority, Inc.

Zeta Phi Beta Sorority, Inc.

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Phi Beta Sigma Fraternity, Inc.

Iota Phi Theta Fraternity, Inc.

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Sigma Gamma Rho Sorority, Inc.

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Organizations must be recognized as an active chapter by their respective national organization

## **SECTION 3. MEMBERSHIP RIGHTS**

The Fundamental Rights that belong to every Chapter recognized by the NPHC of EMU shall be:

Each member organization will be entitled to one vote on any matter before the Council of Presidents.

Any member or Chapter recognized by the NPHC of EMU has the right to be heard, and his/her right shall not be abridged.

Any NPHC of EMU recognized Member or Chapter has the right to protest any resolution, ratification, or decision of the council as long as the acts of protest are not in conflict with the Constitution and are done so in a respectful, productive manner.

No Member or Chapter shall be deemed inactive from the NPHC of EMU unless pursuant to the conditions as set forth in the Constitution; providing the acts do not violate any University, Local, State, or Federal laws. Violation of any of the conditions set forth in the Constitution policies may lead to inactive status at the discretion of the Chapter's National Organization, University, Advisor, or the judicial process of the NPHC of EMU.

## **SECTION 4. OBLIGATIONS**

Members of the NPHC of EMU shall observe the following:

All active and associate members of the NPHC of EMU will act in accordance with the Constitution, by-laws as well as University, local, state, and federal law. Ignorance shall not be an excuse for any violation of the Constitution. No bylaws, rules or orders shall be enacted in violation of the Constitution. For general and council purposes, the NPHC of EMU may levy and collect fees, taxes and duties. The NPHC is responsible for completing and submitting AFLV application for each school year.

## **SECTION 5. INACTIVE STATUS**

Organizations that do not comply with the conditions set forth in the constitution and bylaws may be deemed inactive. Inactive status results in the loss of NPHC voting privileges, the loss of programming, the loss of Campus Life recognition and the inability to participate in NPHC activities. Organizations are still able to attend council meetings.

## **Article 6: Membership Intake**

### **SECTION 1. INTAKE NOTIFICATION**

Member organizations conducting the membership intake process for their respective chapters must submit notice of initiation date and new member presentation to the Department of Campus Life, Event Planning (If having a new member presentation), Greek Life, DPS (If having a new member presentation) and the NPHC Executive Board two weeks in advance via the ***Membership Intake Intent Form***. Once members are presented to campus, the organizations have one week (Seven Days) to submit Greek affiliation forms for all new members.

### **SECTION 2. HAZING**

The NPHC of EMU member organizations shall not conduct hazing, at any time. Hazing is any action taken or situation created, intentionally, whether on or off the Eastern Michigan University premises, to produce mental or physical discomfort, embarrassment, harassment or ridicule. Such activities and situations include creation of excessive fatigue; physical and psychological shocks; rough or undignified exercises or activities; wearing, publicly, apparel which is conspicuous and not normally in good taste; engaging in public stunts and jokes; morally degrading or humiliating games and activities; and any other activities which are not consistent with the regulations and policies of the educational institution or national organization. If evidence is reported that a member fraternity or sorority is hazing, the charges will be turned over to the University for an official investigation. Further action may be taken by the NPHC Executive Board and judicial board as deemed necessary. Every chapter is expected to follow both their National Organization's policies on hazing, as well as any rules/policies from Eastern Michigan University.

## **Article 7: Meetings**

### **SECTION 1. COUNCIL OF PRESIDENTS**

The President of each active chapter must represent that chapter in general assembly meetings, comprising the council of Presidents. This body shall be the authorizing body of the NPHC of EMU. In the absence or inability to attend meetings, the President of the chapter must select an alternate of the chapter's executive board to attend. This alternate must be submitted to the executive board prior to the start of any meeting. The NPHC at EMU will hold mandatory Council of Presidents meetings at least once per month throughout the Fall and Winter semesters. This body shall also constitute quorum for meetings.

### **SECTION 2. EXECUTIVE BOARD MEETINGS**

The Executive Board must convene at least once per month and provide a report to the council on the matters debated and/or any recommendations made to Council of Presidents.

### **SECTION 3. MEETING SCHEDULE**

A Council of Presidents annual meeting schedule shall be established prior the start of the fall semester. It shall be voted on by the Council of Presidents.

### **SECTION 4. QUORUM**

A quorum to convene and transact business shall consist of half of the active member organizations plus one.

### **SECTION 5. REPRESENTATION AND VOTING**

After Quorum has been established, each active chapter of the council in good standing, having their respective president or presidential designee in attendance, shall receive one vote. Matters on the floor shall be decided by majority vote, which constitutes half of all votes plus one. In the event of a tie vote, the presiding officer will serve as a tiebreaker.

### **SECTION 6. ATTENDANCE**

In the event of a chapter absence from the Council of Presidents Meeting, the NPHC Vice President for Internal Affairs will notify the absent chapter of the following actions:

- (1) If the chapter misses two meetings in a single semester, the organization will be deemed inactive by the council for the remainder of the semester.
- (2) In addition, if any chapter does not have one-third (1/3) of their active members present at a meeting they will be fined a fee of fifteen dollars (\$25.00).
- (3) In the event that a chapter does not have one-third (1/3) of their chapter members present at an NPHC function, or any event in which the council is expected to attend, (program, fundraiser, community service, retreat, etc.) will result in a twenty-five dollar (\$25.00) fine.

If in the occurrence that these fines are not paid in full after 30 days of the missed meeting or event, the chapter will be deemed inactive by the council for the remainder of the semester. Excused absences shall be determined by the Executive Board.

## **SECTION 7. ATTIRE**

Business professional attire shall be the standard dress code for the Executive Board, Presidents and presidential alternates at all Council of Presidents & General Body meetings.

## **SECTION 8. ORDER OF BUSINESS**

Meetings of the NPHC of EMU shall follow the order of business as follows:

Call to Order/Sign-In

Roll Call of E-Board and Chapter Delegates

Reading of Minutes

Reports of Committees and Officers Reports

President

Vice President for Internal Affairs

Vice President for Standards and Scholarship

Vice President for Social and Civic Programming

Member at Large

NPHC Advisor

Unfinished/Old Business

New Business/ Executive Board Recommendations

Open Floor

Announcements

Adjournment

## **SECTION 9. EMERGENCY MEETINGS**

Emergency meetings of the council as a whole or the Executive Board may be called with a minimum of 12 hours notice at the discretion of the President.

## **SECTION 10. PARLIMENTARY AUTHORITY**

Meetings shall be run in accordance with Robert's Rule of Order, except where they conflict with the Constitution and Bylaws. In those cases, the Constitution and Bylaws shall supersede Robert's Rules of Order.

## **Article 8: Finance**

## **SECTION 1. FISCAL YEAR**

The NPHC of EMU shall observe a fiscal year beginning May 1 and ending April 30.

## **SECTION 2. CONTRACTS**

The signature of the President and the Vice President for Internal Affairs shall be required to bind the NPHC.

## **SECTION 3. PAYMENTS**

All checks issued on behalf of the NPHC shall have two signatures, of the President and Vice President for Internal Affairs, with the knowledge of the advisor. All payments due to the NPHC shall be made to the Vice President for Internal Affairs, who shall record them. Checks for payments shall be made payable to the National Pan-Hellenic Council of Eastern Michigan University.

## **SECTION 4. FINES AND ASSESSMENTS**

The executive board may levy fines and assessments based on violations of the constitution and bylaws.

## **SECTION 5. MEMBERSHIP DUES**

Semester dues for each NPHC member organization shall be an assessment of \$40.00 per member organization. Said dues shall be made payable by the first meeting of the fall and winter semesters. If not paid by the second meeting, organizations will be assessed a \$15.00 late fee. However, if excessive tardiness of dues becomes a burden the organization will be deemed inactive. Inactive member organizations shall pay dues by the first meeting of the semester that they are to be reactivated. These dues must be paid by December 31<sup>st</sup>.

## **SECTION 6. NATIONAL DUES**

Dues, fines, and other assessments for National Pan-Hellenic shall be collected and forwarded within the time specified by the National organization.

## **Article 9: Executive Board**

### **SECTION 1. EMPOWERED AUTHORITY**

The executive board shall interpret and execute the purpose of the constitution of the NPHC of EMU and serve as the primary arm of operations. When matters arise that warrant immediate attention, and the Council of Presidents cannot be assembled, the Executive Board shall be empowered to act on behalf of the Council. A full report on any action taken by the Executive Board must be reported to the Council of Presidents at the next meeting for ratification by a

majority of the Presidents. Actions by the Executive Board not ratified by the Council of Presidents are void.

## **SECTION 2. ELECTED OFFICERS**

The Executive Board shall be comprised of four officers as well as the council advisor. The officers are as follows:

President  
Vice President for Internal Affairs  
Vice President for Standards and Scholarship  
Vice President for Social and Civic Programming  
Member at Large

## **SECTION 3. APPOINTED POSITIONS**

The executive board reserves the power to appoint committees and committee chairs to carryout special projects and programs as deemed necessary.

## **SECTION 4. QUALIFICATIONS AND TERM IN OFFICE**

All executive board members must be in good financial, academic and judicial standing with their respective NPHC member organization and Eastern Michigan University. All executive board members shall have and maintain an overall GPA of 2.6 and be enrolled in at least part-time status with the university. All executive board members must be well versed in parliamentary procedure, the Constitution and Bylaws of the NPHC of EMU and must be available for planning during the spring and summer semesters. No more than two members from any one organization may serve as officers. In addition, no member shall serve on the Council of Presidents and serve as NPHC president in one time. The term of office shall be one fiscal year.

## **SECTION 5. OFFICER DUTIES**

The Duties and Responsibilities for the **President** shall be as follows:

Preside over Council of Presidents meetings, executive board meetings and special meetings  
Make preparations for meetings and set the agenda  
Serve on or represent the NPHC of EMU on any University or Student committees where their presence is deemed necessary.  
Serve as the chief executive officer of the NPHC of EMU  
Serve as one of two signers necessary for all financial transactions  
Serve as the spokesperson for the NPHC of EMU



- Provide reports at all Council of Presidents meetings
- Delegate roles and responsibilities to members of the executive board
- Assist coordinate the completion of GSAP for all organizations
- Assist coordinate the completion of AFLV binders for the organizations
- Maintain communication between NPHC advisor and Greek Life Coordinator

The Duties and Responsibilities for the **Vice President for Internal Affairs** shall be as follows:

- File and preserve all financial and meeting records, documents, and communications
- Keep an accurate record of all the proceedings of the Council of Presidents meetings
- Record all financial transactions, maintaining all receipts
- Distribute minutes to be placed on record
- Provide type written reports of financial transactions and account balances at all Council of Presidents meetings
- Serve as one of two signers necessary for all financial transactions
- Receive and deposit all payments to the NPHC of EMU, with the knowledge of the executive board
- Create and update council budget for the council

The Duties and Responsibilities for the **Vice President for Standards and Scholarship** shall be as follows:

- Uphold and promote university and NPHC academic policies
- Monitor council wide academic achievement, setting targets for achievement while maintaining academic records of chapter performance
- Provide member organizations information on university academic resources
- Assist member organizations who fall below the minimum GPA requirement in developing academic achievement plans
- Recognize scholars and chapters for achievement
- Serve as the Sergeant-at-arms and Parliamentarian during Council of Presidents meetings
- Serve as the Judicial/Standards Board Chairperson
- Promote council wide participation in the Greek Standards and Assessment Program
- Mediate judicial disputes among member organizations
- Coordinate semester study tables for the council

Duties and Responsibilities for the **Vice President for Civic Engagement & Programming** shall be as follows:

- Serve as Chair on all NPHC projects and programs
- Coordinate leadership development opportunities for the council along with the President
- Coordinate civic engagement projects with the consent of the council
- Promote programming collaboration in the Greek community
- Keep an accurate calendar of all NPHC council and member organization events

Mediate calendar disputes among member organizations  
Serve as the Greek Week Coordinator for the NPHC

Duties and Responsibilities for the **Member at Large** are as follow:

Help coordinate events/meetings for the NPHC  
Serve as a NPHC representative for BSU, NAACP, and SLG if needed  
Be the NPHC voice at IFC and CPC if needed  
Assist coordinate AFLV/GSAP for council  
Act as a liaison between the campus community

## **SECTION 6. VACANCIES.**

When there is a vacancy in an executive board position, the Council of Presidents, by a majority vote, shall elect a successor to fill the vacancy for the unexpired term of office.

## **SECTION 7. REMOVAL FROM OFFICE**

Two thirds of the votes cast of active and present member organizaions shall be sufficient for the removal of an officer from the Executive Board for any failure to complete the duties of said office or for violations of this Constitution. The removal of elected officials shall follow the following process:

The Council of Presidents shall be presented with an official request of removal.  
The elected official shall have ample time to argue the request.  
The Council of Presidents shall always consider this request, and vote either for or against the requested removal.

## **ARTICLE 10: Elections**

### **SECTION 1. NOMINATIONS**

The call for nominations of all executive board positions shall be made at the Council of Presidents meeting each March. Nominees must accept or decline nominations within two weeks of nomination with written notice to the President. Members may nominate themselves for officer positions. Members of inactive chapters are not eligible for nominations to hold office. The President will disseminate notice of accepted and declined nominations to member organizations prior to the election meeting.

### **SECTION 2. ELECTION PROCESS**

Elections will take place at the Council of Presidents meeting each April. Nominees must be present on the day of the election to run for office. Each nominee will be given a specified period of time to address the general assembly detailing their reasons for seeking office and their

qualifications and answer inquiries. Following said procedures, debate shall proceed in a “two for, two against” method. The mode of elections shall be secret ballot. The nominee receiving a majority of the votes cast shall win the election. If no one candidate receives a majority of the vote, then the two Candidates who had received the highest number of votes will participate in a runoff election in which the person receiving the majority of the votes will receive the position. The advisor to the NPHC shall tabulate the ballots and announce the new officers for the next year.

### **SECTION 3. INSTALLATION.**

The incoming executive board officers shall be installed immediately after election. The outgoing President shall install the President-elect. The President-elect shall install the other newly elected executive board officers. In the period between elections and the start of the new fiscal year, it is the duty of the outgoing executive board to guide and provide assistance to the incoming executive board.

#### **Article 11: Bylaws**

The NPHC of EMU may determine other rules and regulations for operations as sanctioned in the bylaws.

#### **Article 12: Amendments and Ratification**

This constitution, amendments and subsequent bylaws shall become effective immediately when approved by a three-fourths majority vote of all active member organizations in attendance. All proposed amendments to the constitution and bylaws must be submitted in writing to all council members at least fourteen days or prior to a vote.

**(Revised Tuesday April 5, 2016)**

*We, the representatives of historically established community service fraternities and sororities, similar in structure and background with both graduate and undergraduate chapters, recognizing the need for coordination and cooperation in activities of intercollegiate Greek letter fraternities and sororities, and recognizing that there certain areas of action and programming that can best be realized by formal organization, do hereby establish such an organization and bind ourselves to abide by the provisions of the following Constitution and Bylaws.*

## **Article 1: Calendars**

### **SECTION 1. CALENDAR SUBMISSION**

Member organizations must submit electronically, annual calendars for programming and events each year to the NPHC email between the dates of June 1<sup>st</sup> and July 1<sup>st</sup>. Annual calendars will be accepted on a first come first served basis during this time period. They will be reviewed and compiled into one NPHC events calendar, highlighting all date conflicts, by the Vice President for Social and Civic Programming no later than two weeks after submission. This calendar will be made available to all members of the council. Any changes to member organization calendars throughout the year must be submitted to the Vice President for Civic Engagement & Programming.

### **SECTION 2. FOUNDER'S WEEKS**

Organizations will be designated one founder's week. Weeks are to be hosted by one chapter. This week must be designated on member organization calendars at the time of calendar submission. Member organization seeking to program on campus during another organization's memorial week must seek permission from that organization, submitting correspondence to the chapter President and the Vice President for Civic Engagement & Programming. Member organizations that violate this policy will have their rooms cancelled by the NPHC advisor or program coordinator for Greek life. Each organization is given one major event that will be required for the entire council to attend and have representation at.

### **SECTION 3. DISPUTES**

Organizations are encouraged to mediate calendar disputes internally, however if the dispute persists they will be mediated by the Vice President for Social and Civic Programming. If the Vice President for Social and Civic Programming is a member of a chapter in dispute, the advisor to the NPHC will mediate the dispute. Early submissions will not receive preference in disputes. Late submissions will be penalized in the event of a dispute.

### **Article 2: New Member Presentations/Yard Shows**

#### **SECTION 1: YARD SHOW DEFINITION**

A yard show shall be defined as any step/stroll exhibition or competition held on campus, with participants from one or more member organizations. This includes indoor and outdoor performances.

#### **SECTION 2: NEW MEMBER PRESENTATION DEFINITION**

A new member presentation shall be defined as the introduction of new members from a member organization on campus, by means of a public exhibition, meet and greet, or step/stroll performance. They generally involve the recitation of organizational history and information and feature the performance of greetings created for older members. DPS must be notified of any New Member Presentations.

#### **SECTION 3: OBLIGATIONS**

The following regulations govern all member organizations sponsoring or participating in new member presentations or yard shows:

It is the responsibility of the sponsoring organization to inform all guests, performers and audience members of these policies. Guests are defined as any visitor or performer who is not registered student, faculty or staff member of Eastern Michigan University.

Member organizations will be held accountable to the Eastern Michigan University Student Conduct Code, the NPHC Judicial Process and all applicable federal, state and local laws in the event of an incident

Requests for new member presentations and yard shows held on campus must be approved by DPS, Campus Life and the organization's advisors. They must also be reserved in accordance with the University's student organization event policies. This is done by submitting and following the Student Organization Special Events Policy/ Request form.

These events must promote a respectful environment for all, free of obscene gestures, profanity, rude chants, derogatory remarks or slurs.

It is also suggested that the advisor and members from the supervising graduate chapter be present.

### **Article 3: Mandatory Programming/GSAP Participation**

The executive board may propose but not assign mandatory programming for member organizations. Any projects or programs that require the cooperation of all active member organizations must be brought before the Council of Presidents. Each active chapter of the council is responsible for participating in GSAP.

### **Article 4: Academic Policy**

#### **SECTION 1. PURPOSE**

As outlined in the Greek Standards and Assessment Program, academic development plays a large role in the success of a college student and further served as a longstanding hallmark in the values and rituals of fraternities and sororities.

#### **SECTION 2. ACADEMIC MANDATE**

The NPHC of EMU, for the promotion of scholastic achievement requires all member organizations to maintain an average overall grade point average which is no lower than a 2.60 in order to remain in good standing.

#### **SECTION 3. RECOGNITION OF ACHIEVEMENT**

The Vice President for Standards and Scholarship shall recognize the fraternity and sorority with the highest Grade Point Average, the most improved member organization and the individual fraternity and sorority member with the highest grade point average in the council each semester.

#### **SECTION 4. VIOLATIONS OF ACADEMIC MANDATE**

In the event that a member organization falls below the mandated overall grade point average of a 2.60, that organization will be deemed inactive and will be placed on a probationary period of 30 days. During this probationary period, the organization must meet with the advisor of the NPHC of EMU, Vice President of Standards and Scholarship, and chapter advisor to develop an academic achievement plan including but not limited to use of study hours, and the use of university academic resources, targeting areas of improvement.

The academic achievement plan must include at least two of the following academic resources provided by the university: Holman Success Center(Workshops, tutoring, etc.), professor office hours, the university writing center, the international student resource center, academic projects center, disabilities resource center, and free tutoring and lab services(accounting tutoring lab, biology study desk, chemistry tutoring, computer science, economics tutoring, math lab, music department, physics tutoring). Signed proof of the use of these resources must be submitted in order to be recognized as a part of the organizations academic achievement plan.

The organization must also appoint a chapter scholarship officer to oversee chapter academics and help implement the academic achievement plan. The individuals within the organizations placed on probation who fall below the required overall grade point average of a 2.60 are to be the individuals to complete the academic achievement plan. If an organization fails to complete the aforementioned sanctions they will be deemed inactive. If the member organization persists in maintaining a chapter grade point average below a 2.60 the following semester, the organization will be deemed inactive, forfeiting all remaining calendar events allowing reservation rights for chapter meetings only. The chapter must meet again with the advisor of the NPHC of EMU, Vice President of Standards and Scholarship, and chapter advisor to determine another course of action. Reactivation from inactive status due to academics can only be achieved through attaining the minimum overall 2.60 grade point average.

**The CONSTITUTION of the  
National Pan-Hellenic Council  
Of Eastern Michigan University  
(Revised Tuesday April 5, 2016)**

*We, the representatives of historically established community service fraternities and sororities, similar in structure and background with both graduate and undergraduate chapters, recognizing the need for coordination and cooperation in activities of intercollegiate Greek letter fraternities and sororities, and recognizing that there certain areas of action and programming that can best be realized by formal organization, do hereby establish such an organization and bind ourselves to abide by the provisions of the following Constitution and Bylaws.*

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Alpha Phi Alpha Fraternity, Inc.

Alpha Kappa Alpha Sorority, Inc.

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Omega Psi Phi Fraternity, Inc.

Kappa Alpha Psi Fraternity, Inc.

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Delta Sigma Theta Sorority, Inc.

Zeta Phi Beta Sorority, Inc.

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Phi Beta Sigma Fraternity, Inc.

Iota Phi Theta Fraternity, Inc.

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Sigma Gamma Rho Sorority, Inc.

## **Issues Resolved in Updated Constitution and Bylaws**

### **Constitution**

Article 5, Section 1: Affiliate Membership

Article 5, Section 2: Membership Requirements

Article 7, Section 6: Attendance

Article 8, Section 5: Membership dues

Article 9, Section 4: Qualifications and Term In Office

### **Bylaws**

Article 1, Section 1: Calendar Submission

Article 1, Section 2: Founder's Weeks

Article 4, Section 2: Academic Mandate/GSAP Participation

Article 4, Section 4: Violations of Academic Mandate



**The CONSTITUTION of the  
National Pan-Hellenic Council  
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**Article 1: Name**

The name of this organization shall be the National Pan-Hellenic Council, Inc. of Eastern Michigan University, hereinafter referred to as "NPHC of EMU".

**Article 2: Purpose**

The purpose of the NPHC shall be to foster cooperative actions of its members in dealing with matters of mutual concern. To this end, the NPHC at EMU will serve as a governing body, establishing shared policies, and mutual values for member organizations. Further the NPHC of EMU promotes the well being of its affiliate fraternities and sororities, providing leadership opportunities, academic support and community outreach to the Eastern Michigan University campus community and the greater Washtenaw county area.

**Article 3: Grant of Powers**

The authority vested in the National Pan-Hellenic Council of Eastern Michigan University shall be derived from the Eastern Michigan University Code of Student Conduct and Judicial

Structure for the Students and Student Organizations, established by the Eastern Michigan University Board of Regents.

#### **Article 4: Scope of Authority**

##### **SECTION 1. EMPOWERED AUTHORITY**

The powers of the NPHC of EMU shall be to create and enact policies that pertain to its member organizations and to initiate and act upon legislation necessary to promote the general welfare of the membership of the NPHC of EMU, namely;

To hear reports on the affairs of the council

To act on recommendations

To propose action which shall become the action of the entire council

To levy and collect annual dues and assessments

To mediate disputes among member organizations

##### **SECTION 2. ADVISORY SUPERVISION**

The primary advisor of the organization shall be the Coordinator for Greek Life or his/her designee. Any other advisory roles may be assumed by either a member of the Local Alumni council or an employee of the University, with the consent of the council. Further, all officers and agencies of NPHC of EMU shall be responsible to:

The National Pan-Hellenic Council, Incorporated

The Eastern Michigan University Student Center and Campus Life.

The Eastern Michigan University Associate Vice-President of Student Affairs and Enrollment Management.

The President of Eastern Michigan University.

The Eastern Michigan University Board of Regents.

#### **Article 5: Membership**

##### **SECTION 1. AFFILIATE MEMBERSHIP**

Affiliate membership in the NPHC of EMU shall include Alpha Kappa Alpha Sorority Inc., Alpha Phi Alpha Fraternity, Inc., Delta Sigma Theta Sorority, Inc., Zeta Phi Beta Sorority, Inc., Iota Phi Theta Fraternity, Inc., Kappa Alpha Psi Fraternity, Inc., Sigma Gamma Rho Sorority, Inc., Phi Beta Sigma Fraternity, Inc., Omega Psi Phi Fraternity, Inc., and other affiliate organizations of the National Pan-Hellenic Council, Incorporated as may, from time to time, be granted membership. No other organization shall have the right to sit on or have a voice in a local undergraduate council of NPHC, and may not be considered for membership on the local level.

The local chapter shall observe the mandates and regulations of the national body of the National Pan-Hellenic Council, Incorporated.

## **SECTION 2. MEMBERSHIP REQUIREMENTS**

Satisfying all of the following conditions shall constitute good standing with the NPHC of EMU:

Maintain a chapter grade point average of at least an overall 2.6 on a 4.00 Scale

Organizations must be officially recognized by The Office of Campus Life and in good judicial standing with Eastern Michigan University.

Organizations must be in good financial standing with the NPHC of EMU

Organizations must be recognized as an active chapter by their respective national organization

## **SECTION 3. MEMBERSHIP RIGHTS**

The Fundamental Rights that belong to every Chapter recognized by the NPHC of EMU shall be:

Each member organization will be entitled to one vote on any matter before the Council of Presidents.

Any member or Chapter recognized by the NPHC of EMU has the right to be heard, and his/her right shall not be abridged.

Any NPHC of EMU recognized Member or Chapter has the right to protest any resolution, ratification, or decision of the council as long as the acts of protest are not in conflict with the Constitution and are done so in a respectful, productive manner.

No Member or Chapter shall be deemed inactive from the NPHC of EMU unless pursuant to the conditions as set forth in the Constitution; providing the acts do not violate any University, Local, State, or Federal laws. Violation of any of the conditions set forth in the Constitution policies may lead to inactive status at the discretion of the Chapter's National Organization, University, Advisor, or the judicial process of the NPHC of EMU.

## **SECTION 4. OBLIGATIONS**

Members of the NPHC of EMU shall observe the following:

All active and associate members of the NPHC of EMU will act in accordance with the Constitution, by-laws as well as University, local, state, and federal law.

Ignorance shall not be an excuse for any violation of the Constitution

No bylaws, rules or orders shall be enacted in violation of the Constitution.

For general and council purposes, the NPHC of EMU may levy and collect fees, taxes and duties.

The NPHC is responsible for completing and submitting AFLV application for each school year.

## **SECTION 5. INACTIVE STATUS**

Organizations that do not comply with the conditions set forth in the constitution and bylaws may be deemed inactive. Inactive status results in the loss of NPHC voting privileges, the loss of programming, the loss of Campus Life recognition and the inability to participate in NPHC activities. Organizations are still able to attend council meetings.

### **Article 6: Membership Intake**

#### **SECTION 1. INTAKE NOTIFICATION**

Member organizations conducting the membership intake process for their respective chapters must submit notice of initiation date and new member presentation to the Department of Campus Life, Event Planning (If having a new member presentation), Greek Life, DPS (If having a new member presentation) and the NPHC Executive Board two weeks in advance via the ***Membership Intake Intent Form***. Once members are presented to campus, the organizations have one week (Seven Days) to submit Greek affiliation forms for all new members.

#### **SECTION 2. HAZING**

The NPHC of EMU member organizations shall not conduct hazing, at any time. Hazing is any action taken or situation created, intentionally, whether on or off the Eastern Michigan University premises, to produce mental or physical discomfort, embarrassment, harassment or ridicule. Such activities and situations include creation of excessive fatigue; physical and psychological shocks; rough or undignified exercises or activities; wearing, publicly, apparel which is conspicuous and not normally in good taste; engaging in public stunts and jokes; morally degrading or humiliating games and activities; and any other activities which are not consistent with the regulations and policies of the educational institution or national organization. If evidence is reported that a member fraternity or sorority is hazing, the charges will be turned over to the University for an official investigation. Further action may be taken by the NPHC Executive Board and judicial board as deemed necessary. Every chapter is expected to follow both their National Organization's policies on hazing, as well as any rules/policies from Eastern Michigan University.

### **Article 7: Meetings**

#### **SECTION 1. COUNCIL OF PRESIDENTS**

The President of each active chapter must represent that chapter in general assembly meetings, comprising the council of Presidents. This body shall be the authorizing body of the NPHC of EMU. In the absence or inability to attend meetings, the President of the chapter must select an alternate of the chapter's executive board to attend. This alternate must be submitted

to the executive board prior to the start of any meeting. The NPHC at EMU will hold mandatory Council of Presidents meetings at least once per month throughout the Fall and Winter semesters. This body shall also constitute quorum for meetings.

## **SECTION 2. EXECUTIVE BOARD MEETINGS**

The Executive Board must convene at least once per month and provide a report to the council on the matters debated and/or any recommendations made to Council of Presidents.

## **SECTION 3. MEETING SCHEDULE**

A Council of Presidents annual meeting schedule shall be established prior the start of the fall semester. It shall be voted on by the Council of Presidents.

## **SECTION 4. QUORUM**

A quorum to convene and transact business shall consist of half of the active member organizations plus one.

## **SECTION 5. REPRESENTATION AND VOTING**

After Quorum has been established, each active chapter of the council in good standing, having their respective president or presidential designee in attendance, shall receive one vote. Matters on the floor shall be decided by majority vote, which constitutes half of all votes plus one. In the event of a tie vote, the presiding officer will serve as a tiebreaker.

## **SECTION 6. ATTENDANCE**

In the event of a chapter absence from the Council of Presidents Meeting, the NPHC Vice President for Internal Affairs will notify the absent chapter of the following actions:

(1) If the chapter misses two meetings in a single semester, the organization will be deemed inactive by the council for the remainder of the semester.

(2) In addition, if any chapter does not have one-third (1/3) of their active members present at a meeting they will be fined a fee of fifteen dollars (\$25.00).

(3) In the event that a chapter does not have one- third (1/3) of their chapter members present at an NPHC function, or any event in which the council is expected to attend, (program, fundraiser, community service, retreat, etc.) will result in a twenty-five dollar (\$25.00) fine.

If in the occurrence that these fines are not paid in full after 30 days of the missed meeting or event, the chapter will be deemed inactive by the council for the remainder of the semester.

Excused absences shall be determined by the Executive Board.

## **SECTION 7. ATTIRE**

Business professional attire shall be the standard dress code for the Executive Board, Presidents and presidential alternates at all Council of Presidents & General Body meetings.

## **SECTION 8. ORDER OF BUSINESS**

Meetings of the NPHC of EMU shall follow the order of business as follows:

Call to Order/Sign-In

Roll Call of E-Board and Chapter Delegates

Reading of Minutes

Reports of Committees and Officers Reports

President

Vice President for Internal Affairs

Vice President for Standards and Scholarship

Vice President for Social and Civic Programming

Member at Large

NPHC Advisor

Unfinished/Old Business

New Business/ Executive Board Recommendations

Open Floor

Announcements

Adjournment

## **SECTION 9. EMERGENCY MEETINGS**

Emergency meetings of the council as a whole or the Executive Board may be called with a minimum of 12 hours notice at the discretion of the President.

## **SECTION 10. PARLIMENTARY AUTHORITY**

Meetings shall be run in accordance with Robert's Rule of Order, except where they conflict with the Constitution and Bylaws. In those cases, the Constitution and Bylaws shall supersede Robert's Rules of Order.

### **Article 8: Finance**

## **SECTION 1. FISCAL YEAR**

The NPHC of EMU shall observe a fiscal year beginning May 1 and ending April 30.

## **SECTION 2. CONTRACTS**

The signature of the President and the Vice President for Internal Affairs shall be required to bind the NPHC.

## **SECTION 3. PAYMENTS**

All checks issued on behalf of the NPHC shall have two signatures, of the President and Vice President for Internal Affairs, with the knowledge of the advisor. All payments due to the NPHC shall be made to the Vice President for Internal Affairs, who shall record them. Checks for payments shall be made payable to the National Pan-Hellenic Council of Eastern Michigan University.

#### **SECTION 4. FINES AND ASSESSMENTS**

The executive board may levy fines and assessments based on violations of the constitution and bylaws.

#### **SECTION 5. MEMBERSHIP DUES**

Semester dues for each NPHC member organization shall be an assessment of \$40.00 per member organization. Said dues shall be made payable by the first meeting of the fall and winter semesters. If not paid by the second meeting, organizations will be assessed a \$15.00 late fee. However, if excessive tardiness of dues becomes a burden the organization will be deemed inactive. Inactive member organizations shall pay dues by the first meeting of the semester that they are to be reactivated. These dues must be paid by December 31<sup>st</sup>.

#### **SECTION 6. NATIONAL DUES**

Dues, fines, and other assessments for National Pan-Hellenic shall be collected and forwarded within the time specified by the National organization.

### **Article 9: Executive Board**

#### **SECTION 1. EMPOWERED AUTHORITY**

The executive board shall interpret and execute the purpose of the constitution of the NPHC of EMU and serve as the primary arm of operations. When matters arise that warrant immediate attention, and the Council of Presidents cannot be assembled, the Executive Board shall be empowered to act on behalf of the Council. A full report on any action taken by the Executive Board must be reported to the Council of Presidents at the next meeting for ratification by a majority of the Presidents. Actions by the Executive Board not ratified by the Council of Presidents are void.

#### **SECTION 2. ELECTED OFFICERS**

The Executive Board shall be comprised of four officers as well as the council advisor. The officers are as follows:

President  
Vice President for Internal Affairs  
Vice President for Standards and Scholarship  
Vice President for Social and Civic Programming  
Member at Large

### **SECTION 3. APPOINTED POSITIONS**

The executive board reserves the power to appoint committees and committee chairs to carryout special projects and programs as deemed necessary.

### **SECTION 4. QUALIFICATIONS AND TERM IN OFFICE**

All executive board members must be in good financial, academic and judicial standing with their respective NPHC member organization and Eastern Michigan University. All executive board members shall have and maintain an overall GPA of 2.6 and be enrolled in at least part-time status with the university. All executive board members must be well versed in parliamentary procedure, the Constitution and Bylaws of the NPHC of EMU and must be available for planning during the spring and summer semesters. No more than two members from any one organization may serve as officers. In addition, no member shall serve on the Council of Presidents and serve as NPHC president in one time. The term of office shall be one fiscal year.

### **SECTION 5. OFFICER DUTIES**

The Duties and Responsibilities for the **President** shall be as follows:

Preside over Council of Presidents meetings, executive board meetings and special meetings  
Make preparations for meetings and set the agenda  
Serve on or represent the NPHC of EMU on any University or Student committees where their presence is deemed necessary.  
Serve as the chief executive officer of the NPHC of EMU  
Serve as one of two signers necessary for all financial transactions  
Serve as the spokesperson for the NPHC of EMU  
Provide reports at all Council of Presidents meetings  
Delegate roles and responsibilities to members of the executive board  
Assist coordinate the completion of GSAP for all organizations  
Assist coordinate the completion of AFLV binders for the organizations  
Maintain communication between NPHC advisor and Greek Life Coordinator

The Duties and Responsibilities for the **Vice President for Internal Affairs** shall be as follows:



File and preserve all financial and meeting records, documents, and communications  
Keep an accurate record of all the proceedings of the Council of Presidents meetings  
Record all financial transactions, maintaining all receipts  
Distribute minutes to be placed on record  
Provide type written reports of financial transactions and account balances at all Council of Presidents meetings  
Serve as one of two signers necessary for all financial transactions  
Receive and deposit all payments to the NPHC of EMU, with the knowledge of the executive board  
Create and update council budget for the council

The Duties and Responsibilities for the **Vice President for Standards and Scholarship** shall be as follows:

Uphold and promote university and NPHC academic policies  
Monitor council wide academic achievement, setting targets for achievement while maintaining academic records of chapter performance  
Provide member organizations information on university academic resources  
Assist member organizations who fall below the minimum GPA requirement in developing academic achievement plans  
Recognize scholars and chapters for achievement  
Serve as the Sergeant-at-arms and Parliamentarian during Council of Presidents meetings  
Serve as the Judicial/Standards Board Chairperson  
Promote council wide participation in the Greek Standards and Assessment Program  
Mediate judicial disputes among member organizations  
Coordinate semester study tables for the council

Duties and Responsibilities for the **Vice President for Civic Engagement & Programming** shall be as follows:

Serve as Chair on all NPHC projects and programs  
Coordinate leadership development opportunities for the council along with the President  
Coordinate civic engagement projects with the consent of the council  
Promote programming collaboration in the Greek community  
Keep an accurate calendar of all NPHC council and member organization events  
Mediate calendar disputes among member organizations  
Serve as the Greek Week Coordinator for the NPHC

Duties and Responsibilities for the **Member at Large** are as follow:

Help coordinate events/meetings for the NPHC  
Serve as a NPHC representative for BSU, NAACP, and SLG if needed  
Be the NPHC voice at IFC and CPC if needed  
Assist coordinate AFLV/GSAP for council

Act as a liaison between the campus community

## **SECTION 6. VACANCIES.**

When there is a vacancy in an executive board position, the Council of Presidents, by a majority vote, shall elect a successor to fill the vacancy for the unexpired term of office.

## **SECTION 7. REMOVAL FROM OFFICE**

Two thirds of the votes cast of active and present member organizations shall be sufficient for the removal of an officer from the Executive Board for any failure to complete the duties of said office or for violations of this Constitution. The removal of elected officials shall follow the following process:

The Council of Presidents shall be presented with an official request of removal.

The elected official shall have ample time to argue the request.

The Council of Presidents shall always consider this request, and vote either for or against the requested removal.

## **ARTICLE 10: Elections**

### **SECTION 1. NOMINATIONS**

The call for nominations of all executive board positions shall be made at the Council of Presidents meeting each March. Nominees must accept or decline nominations within two weeks of nomination with written notice to the President. Members may nominate themselves for officer positions. Members of inactive chapters are not eligible for nominations to hold office. The President will disseminate notice of accepted and declined nominations to member organizations prior to the election meeting.

### **SECTION 2. ELECTION PROCESS**

Elections will take place at the Council of Presidents meeting each April. Nominees must be present on the day of the election to run for office. Each nominee will be given a specified period of time to address the general assembly detailing their reasons for seeking office and their qualifications and answer inquiries. Following said procedures, debate shall proceed in a "two for, two against" method. The mode of elections shall be secret ballot. The nominee receiving a majority of the votes cast shall win the election. If no one candidate receives a majority of the vote, then the two Candidates who had received the highest number of votes will participate in a runoff election in which the person receiving the majority of the votes will receive the position. The advisor to the NPHC shall tabulate the ballots and announce the new officers for the next year.

### **SECTION 3. INSTALLATION.**

The incoming executive board officers shall be installed immediately after election. The outgoing President shall install the President-elect. The President-elect shall install the other newly elected executive board officers. In the period between elections and the start of the new fiscal year, it is the duty of the outgoing executive board to guide and provide assistance to the incoming executive board.

#### **Article 11: Bylaws**

The NPHC of EMU may determine other rules and regulations for operations as sanctioned in the bylaws.

#### **Article 12: Amendments and Ratification**

This constitution, amendments and subsequent bylaws shall become effective immediately when approved by a three-fourths majority vote of all active member organizations in attendance. All proposed amendments to the constitution and bylaws must be submitted in writing to all council members at least fourteen days or prior to a vote.

**The BYLAWS of the  
National Pan-Hellenic Council  
Of Eastern Michigan University  
(Revised Tuesday April 5, 2016)**

*We, the representatives of historically established community service fraternities and sororities, similar in structure and background with both graduate and undergraduate chapters, recognizing the need for coordination and cooperation in activities of intercollegiate Greek letter fraternities and sororities, and recognizing that there certain areas of action and programming that can best be realized by formal organization, do hereby establish such an organization and bind ourselves to abide by the provisions of the following Constitution and Bylaws.*

## **Article 1: Calendars**

### **SECTION 1. CALENDAR SUBMISSION**

Member organizations must submit electronically, annual calendars for programming and events each year to the NPHC email between the dates of June 1<sup>st</sup> and July 1<sup>st</sup>. Annual calendars will be accepted on a first come first served basis during this time period. They will be reviewed and compiled into one NPHC events calendar, highlighting all date conflicts, by the Vice President for Social and Civic Programming no later than two weeks after submission. This calendar will be made available to all members of the council. Any changes to member organization calendars throughout the year must be submitted to the Vice President for Civic Engagement & Programming.

### **SECTION 2. FOUNDER'S WEEKS**

Organizations will be designated one founder's week. Weeks are to be hosted by one chapter. This week must be designated on member organization calendars at the time of calendar submission. Member organization seeking to program on campus during another organization's memorial week must seek permission from that organization, submitting correspondence to the chapter President and the Vice President for Civic Engagement & Programming. Member organizations that violate this policy will have their rooms cancelled by the NPHC advisor or program coordinator for Greek life. Each organization is given one major event that will be required for the entire council to attend and have representation at.

## **SECTION 3. DISPUTES**

Organizations are encouraged to mediate calendar disputes internally, however if the dispute persists they will be mediated by the Vice President for Social and Civic Programming. If the Vice President for Social and Civic Programming is a member of a chapter in dispute, the advisor to the NPHC will mediate the dispute. Early submissions will not receive preference in disputes. Late submissions will be penalized in the event of a dispute.

### **Article 2: New Member Presentations/Yard Shows**

#### **SECTION 1: YARD SHOW DEFINITION**

A yard show shall be defined as any step/stroll exhibition or competition held on campus, with participants from one or more member organizations. This includes indoor and outdoor performances.

#### **SECTION 2: NEW MEMBER PRESENTATION DEFINITION**

A new member presentation shall be defined as the introduction of new members from a member organization on campus, by means of a public exhibition, meet and greet, or step/stroll performance. They generally involve the recitation of organizational history and information and feature the performance of greetings created for older members. DPS must be notified of any New Member Presentations.

#### **SECTION 3: OBLIGATIONS**

The following regulations govern all member organizations sponsoring or participating in new member presentations or yard shows:

It is the responsibility of the sponsoring organization to inform all guests, performers and audience members of these policies. Guests are defined as any visitor or performer who is not registered student, faculty or staff member of Eastern Michigan University.

Member organizations will be held accountable to the Eastern Michigan University Student Conduct Code, the NPHC Judicial Process and all applicable federal, state and local laws in the event of an incident

Requests for new member presentations and yard shows held on campus must be approved by DPS, Campus Life and the organization's advisors. They must also be reserved in accordance

with the University's student organization event policies. This is done by submitting and following the Student Organization Special Events Policy/ Request form.

These events must promote a respectful environment for all, free of obscene gestures, profanity, rude chants, derogatory remarks or slurs.

It is also suggested that the advisor and members from the supervising graduate chapter be present.

### **Article 3: Mandatory Programming/GSAP Participation**

The executive board may propose but not assign mandatory programming for member organizations. Any projects or programs that require the cooperation of all active member organizations must be brought before the Council of Presidents. Each active chapter of the council is responsible for participating in GSAP.

### **Article 4: Academic Policy**

#### **SECTION 1. PURPOSE**

As outlined in the Greek Standards and Assessment Program, academic development plays a large role in the success of a college student and further served as a longstanding hallmark in the values and rituals of fraternities and sororities.

#### **SECTION 2. ACADEMIC MANDATE**

The NPHC of EMU, for the promotion of scholastic achievement requires all member organizations to maintain an average overall grade point average which is no lower than a 2.60 in order to remain in good standing.

#### **SECTION 3. RECOGNITION OF ACHIEVEMENT**

The Vice President for Standards and Scholarship shall recognize the fraternity and sorority with the highest Grade Point Average, the most improved member organization and the individual fraternity and sorority member with the highest grade point average in the council each semester.

#### **SECTION 4. VIOLATIONS OF ACADEMIC MANDATE**

In the event that a member organization falls below the mandated overall grade point average of a 2.60, that organization will be deemed inactive and will be placed on a probationary period of 30 days. During this probationary period, the organization must meet with the advisor of the NPHC of EMU, Vice President of Standards and Scholarship, and chapter advisor to develop an academic achievement plan including but not limited to use of study hours, and the use of university academic resources, targeting areas of improvement.

The academic achievement plan must include at least two of the following academic resources provided by the university: Holman Success Center(Workshops, tutoring, etc.), professor office hours, the university writing center, the international student resource center, academic projects center, disabilities resource center, and free tutoring and lab services(accounting tutoring lab, biology study desk, chemistry tutoring, computer science, economics tutoring, math lab, music department, physics tutoring). Signed proof of the use of these resources must be submitted in other to be recognized as a part of the organizations academic achievement plan.

The organization must also appoint a chapter scholarship officer to oversee chapter academics and help implement the academic achievement plan. The individuals within the organizations placed on probation who fall below the required overall grade point average of a 2.60 are to be the individuals to complete the academic achievement plan. If an organization fails to complete the aforementioned sanctions they will be deemed inactive. If the member organization persists in maintaining a chapter grade point average below a 2.60 the following semester, the organization will be deemed inactive, forfeiting all remaining calendar events allowing reservation rights for chapter meetings only. The chapter must meet again with the advisor of the NPHC of EMU, Vice President of Standards and Scholarship, and chapter advisor to determine another course of action. Reactivation from inactive status due to academics can only be achieved through attaining the minimum overall 2.60 grade point average.

**The CONSTITUTION of the  
National Pan-Hellenic Council  
Of Eastern Michigan University  
(Revised Tuesday April 5, 2016)**

*We, the representatives of historically established community service fraternities and sororities, similar in structure and background with both graduate and undergraduate chapters, recognizing the need for coordination and cooperation in activities of intercollegiate Greek letter fraternities and sororities, and recognizing that there certain areas of action and programming that can best be realized by formal organization, do hereby establish such an organization and bind ourselves to abide by the provisions of the following Constitution and Bylaws.*

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Alpha Phi Alpha Fraternity, Inc.

Alpha Kappa Alpha Sorority, Inc.

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Omega Psi Phi Fraternity, Inc.

Kappa Alpha Psi Fraternity, Inc.

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Delta Sigma Theta Sorority, Inc.

Zeta Phi Beta Sorority, Inc.

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Phi Beta Sigma Fraternity, Inc.

Iota Phi Theta Fraternity, Inc.

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Sigma Gamma Rho Sorority, Inc.

## Issues Resolved in Updated Constitution and Bylaws

### Constitution

Article 5, Section 1: Affiliate Membership

Article 5, Section 2: Membership Requirements

Article 7, Section 6: Attendance

Article 8, Section 5: Membership dues

Article 9, Section 4: Qualifications and Term In Office

### Bylaws

Article 1, Section 1: Calendar Submission

Article 1, Section 2: Founder's Weeks

Article 4, Section 2: Academic Mandate/GSAP Participation

Article 4, Section 4: Violations of Academic Mandate



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Article 1: Name

The name of this organization shall be the National Pan-Hellenic Council, Inc. of Eastern Michigan University, hereinafter referred to as "NPHC of EMU".

Article 2: Purpose

The purpose of the NPHC shall be to foster cooperative actions of its members in dealing with matters of mutual concern. To this end, the NPHC at EMU will serve as a governing body, establishing shared policies, and mutual values for member organizations. Further the NPHC of EMU promotes the well being of its affiliate fraternities and sororities, providing leadership opportunities, academic support and community outreach to the Eastern Michigan University campus community and the greater Washtenaw county area.

Article 3: Grant of Powers

The authority vested in the National Pan-Hellenic Council of Eastern Michigan University shall be derived from the Eastern Michigan University Code of Student Conduct and Judicial Structure for the Students and Student Organizations, established by the Eastern Michigan University Board of Regents.

Article 4: Scope of Authority

SECTION 1. EMPOWERED AUTHORITY

The powers of the NPHC of EMU shall be to create and enact policies that pertain to its member organizations and to initiate and act upon legislation necessary to promote the general welfare of the membership of the NPHC of EMU, namely;

To hear reports on the affairs of the council

To act on recommendations

To propose action which shall become the action of the entire council

To levy and collect annual dues and assessments

To mediate disputes among member organizations

## SECTION 2. ADVISORY SUPERVISION

The primary advisor of the organization shall be the Coordinator for Greek Life or his/her designee. Any other advisory roles may be assumed by either a member of the Local Alumni council or an employee of the University, with the consent of the council. Further, all officers and agencies of NPHC of EMU shall be responsible to:

The National Pan-Hellenic Council, Incorporated

The Eastern Michigan University Student Center and Campus Life.

The Eastern Michigan University Associate Vice-President of Student Affairs and Enrollment Management.

The President of Eastern Michigan University.

The Eastern Michigan University Board of Regents.

## Article 5: Membership

### SECTION 1. AFFILIATE MEMBERSHIP

Affiliate membership in the NPHC of EMU shall include Alpha Kappa Alpha Sorority Inc., Alpha Phi Alpha Fraternity, Inc., Delta Sigma Theta Sorority, Inc., Zeta Phi Beta Sorority, Inc., Iota Phi Theta Fraternity, Inc., Kappa Alpha Psi Fraternity, Inc., Sigma Gamma Rho Sorority, Inc., Phi Beta Sigma Fraternity, Inc., Omega Psi Phi Fraternity, Inc., and other affiliate organizations of the National Pan-Hellenic Council, Incorporated as may, from time to time, be granted membership. No other organization shall have the right to sit on or have a voice in a local undergraduate council of NPHC, and may not be considered for membership on the local level. The local chapter shall observe the mandates and regulations of the national body of the National Pan-Hellenic Council, Incorporated.

### SECTION 2. MEMBERSHIP REQUIREMENTS

Satisfying all of the following conditions shall constitute good standing with the NPHC of EMU:

Maintain a chapter grade point average of at least an overall 2.6 on a 4.00 Scale

Organizations must be officially recognized by The Office of Campus Life and in good judicial standing with Eastern Michigan University.

Organizations must be in good financial standing with the NPHC of EMU

Organizations must be recognized as an active chapter by their respective national organization

### SECTION 3. MEMBERSHIP RIGHTS

The Fundamental Rights that belong to every Chapter recognized by the NPHC of EMU shall be:

Each member organization will be entitled to one vote on any matter before the Council of Presidents.

Any member or Chapter recognized by the NPHC of EMU has the right to be heard, and his/her right shall not be abridged.

Any NPHC of EMU recognized Member or Chapter has the right to protest any resolution, ratification, or decision of the council as long as the acts of protest are not in conflict with the Constitution and are done so in a respectful, productive manner.

No Member or Chapter shall be deemed inactive from the NPHC of EMU unless pursuant to the conditions as set forth in the Constitution; providing the acts do not violate any University, Local, State, or Federal laws. Violation of any of the conditions set forth in the Constitution policies may lead to inactive status at the discretion of the Chapter's National Organization, University, Advisor, or the judicial process of the NPHC of EMU.

### SECTION 4. OBLIGATIONS

Members of the NPHC of EMU shall observe the following:

All active and associate members of the NPHC of EMU will act in accordance with the Constitution, by-laws as well as University, local, state, and federal law.

Ignorance shall not be an excuse for any violation of the Constitution

No bylaws, rules or orders shall be enacted in violation of the Constitution.

For general and council purposes, the NPHC of EMU may levy and collect fees, taxes and duties.

The NPHC is responsible for completing and submitting AFLV application for each school year.

### SECTION 5. INACTIVE STATUS

Organizations that do not comply with the conditions set forth in the constitution and bylaws may be deemed inactive. Inactive status results in the loss of NPHC voting privileges, the loss of programming, the loss of Campus Life recognition and the inability to participate in NPHC activities. Organizations are still able to attend council meetings.

## Article 6: Membership Intake

### SECTION 1. INTAKE NOTIFICATION

Member organizations conducting the membership intake process for their respective chapters must submit notice of initiation date and new member presentation to the Department of Campus Life, Event Planning (If having a new member presentation), Greek Life, DPS (If having a new member presentation) and the NPHC Executive Board two weeks in advance via the Membership Intake Intent Form. Once members are presented to campus, the organizations have one week (Seven Days) to submit Greek affiliation forms for all new members.

### SECTION 2. HAZING

The NPHC of EMU member organizations shall not conduct hazing, at any time. Hazing is any action taken or situation created, intentionally, whether on or off the Eastern Michigan University premises, to produce mental or physical discomfort, embarrassment, harassment or ridicule. Such activities and situations include creation of excessive fatigue; physical and psychological shocks; rough or undignified exercises or activities; wearing, publicly, apparel which is conspicuous and not normally in good taste; engaging in public stunts and jokes; morally degrading or humiliating games and activities; and any other activities which are not consistent with the regulations and policies of the educational institution or national organization. If evidence is reported that a member fraternity or sorority is hazing, the charges will be turned over to the University for an official investigation. Further action may be taken by the NPHC Executive Board and judicial board as deemed necessary. Every chapter is expected to follow both their National Organization's policies on hazing, as well as any rules/policies from Eastern Michigan University.

## Article 7: Meetings

### SECTION 1. COUNCIL OF PRESIDENTS

The President of each active chapter must represent that chapter in general assembly meetings, comprising the council of Presidents. This body shall be the authorizing body of the NPHC of EMU. In the absence or inability to attend meetings, the President of the chapter must select an alternate of the chapter's executive board to attend. This alternate must be submitted to the executive board prior to the start of any meeting. The NPHC at EMU will hold mandatory Council of Presidents meetings at least once per month throughout the Fall and Winter semesters. This body shall also constitute quorum for meetings.

### SECTION 2. EXECUTIVE BOARD MEETINGS

The Executive Board must convene at least once per month and provide a report to the council on the matters debated and/or any recommendations made to Council of Presidents.

### SECTION 3. MEETING SCHEDULE

A Council of Presidents annual meeting schedule shall be established prior the start of the fall semester. It shall be voted on by the Council of Presidents.

### SECTION 4. QUORUM

A quorum to convene and transact business shall consist of half of the active member organizations plus one.

### SECTION 5. REPRESENTATION AND VOTING

After Quorum has been established, each active chapter of the council in good standing, having their respective president or presidential designee in attendance, shall receive one vote. Matters on the floor shall be decided by majority vote, which constitutes half of all votes plus one. In the event of a tie vote, the presiding officer will serve as a tiebreaker.

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In the event of a chapter absence from the Council of Presidents Meeting, the NPHC Vice President for Internal Affairs will notify the absent chapter of the following actions:

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(3) In the event that a chapter does not have one- third (1/3) of their chapter members present at an NPHC function, or any event in which the council is expected to attend, (program, fundraiser, community service, retreat, etc.) will result in a twenty-five dollar (\$25.00) fine.

If in the occurrence that these fines are not paid in full after 30 days of the missed meeting or event, the chapter will be deemed inactive by the council for the remainder of the semester.

Excused absences shall be determined by the Executive Board.

### SECTION 7. ATTIRE

Business professional attire shall be the standard dress code for the Executive Board, Presidents and presidential alternates at all Council of Presidents & General Body meetings.

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Vice President for Internal Affairs  
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Emergency meetings of the council as a whole or the Executive Board may be called with a minimum of 12 hours notice at the discretion of the President.

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Article 8: Finance

#### SECTION 1. FISCAL YEAR

The NPHC of EMU shall observe a fiscal year beginning May 1 and ending April 30.

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The signature of the President and the Vice President for Internal Affairs shall be required to bind the NPHC.

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#### SECTION 5. MEMBERSHIP DUES

Semester dues for each NPHC member organization shall be an assessment of \$40.00 per member organization. Said dues shall be made payable by the first meeting of the fall and winter semesters. If not paid by the second meeting, organizations will be assessed a \$15.00 late fee. However, if excessive tardiness of dues becomes a burden the organization will be deemed inactive. Inactive member organizations shall pay dues by the first meeting of the semester that they are to be reactivated. These dues must be paid by December 31st.

#### SECTION 6. NATIONAL DUES

Dues, fines, and other assessments for National Pan-Hellenic shall be collected and forwarded within the time specified by the National organization.

#### Article 9: Executive Board

#### SECTION 1. EMPOWERED AUTHORITY

The executive board shall interpret and execute the purpose of the constitution of the NPHC of EMU and serve as the primary arm of operations. When matters arise that warrant immediate attention, and the Council of Presidents cannot be assembled, the Executive Board shall be empowered to act on behalf of the Council. A full report on any action taken by the Executive Board must be reported to the Council of Presidents at the next meeting for ratification by a majority of the Presidents. Actions by the Executive Board not ratified by the Council of Presidents are void.

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The Executive Board shall be comprised of four officers as well as the council advisor. The officers are as follows:

President  
Vice President for Internal Affairs  
Vice President for Standards and Scholarship  
Vice President for Social and Civic Programming  
Member at Large

#### SECTION 3. APPOINTED POSITIONS

The executive board reserves the power to appoint committees and committee chairs to carryout special projects and programs as deemed necessary.

#### SECTION 4. QUALIFICATIONS AND TERM IN OFFICE

All executive board members must be in good financial, academic and judicial standing with their respective NPHC member organization and Eastern Michigan University. All executive board members shall have and maintain an overall GPA of 2.6 and be enrolled in at least part-time status with the university. All executive board members must be well versed in parliamentary procedure, the Constitution and Bylaws of the NPHC of EMU and must be available for planning during the spring and summer semesters. No more than two members from any one organization may serve as officers. In addition, no member shall serve on the Council of Presidents and serve as NPHC president in one time. The term of office shall be one fiscal year.

#### SECTION 5. OFFICER DUTIES

The Duties and Responsibilities for the President shall be as follows:

Preside over Council of Presidents meetings, executive board meetings and special meetings

Make preparations for meetings and set the agenda

Serve on or represent the NPHC of EMU on any University or Student committees where their presence is deemed necessary.

Serve as the chief executive officer of the NPHC of EMU

Serve as one of two signers necessary for all financial transactions

Serve as the spokesperson for the NPHC of EMU

Provide reports at all Council of Presidents meetings

Delegate roles and responsibilities to members of the executive board

Assist coordinate the completion of GSAP for all organizations

Assist coordinate the completion of AFLV binders for the organizations

Maintain communication between NPHC advisor and Greek Life Coordinator

The Duties and Responsibilities for the Vice President for Internal Affairs shall be as follows:

File and preserve all financial and meeting records, documents, and communications

Keep an accurate record of all the proceedings of the Council of Presidents meetings

Record all financial transactions, maintaining all receipts

Distribute minutes to be placed on record

Provide type written reports of financial transactions and account balances at all Council of Presidents meetings

Serve as one of two signers necessary for all financial transactions



Receive and deposit all payments to the NPHC of EMU, with the knowledge of the executive board

Create and update council budget for the council

The Duties and Responsibilities for the Vice President for Standards and Scholarship shall be as follows:

Uphold and promote university and NPHC academic policies

Monitor council wide academic achievement, setting targets for achievement while maintaining academic records of chapter performance

Provide member organizations information on university academic resources

Assist member organizations who fall below the minimum GPA requirement in developing academic achievement plans

Recognize scholars and chapters for achievement

Serve as the Sergeant-at-arms and Parliamentarian during Council of Presidents meetings

Serve as the Judicial/Standards Board Chairperson

Promote council wide participation in the Greek Standards and Assessment Program

Mediate judicial disputes among member organizations

Coordinate semester study tables for the council

Duties and Responsibilities for the Vice President for Civic Engagement & Programming shall be as follows:

Serve as Chair on all NPHC projects and programs

Coordinate leadership development opportunities for the council along with the President

Coordinate civic engagement projects with the consent of the council

Promote programming collaboration in the Greek community

Keep an accurate calendar of all NPHC council and member organization events

Mediate calendar disputes among member organizations

Serve as the Greek Week Coordinator for the NPHC

Duties and Responsibilities for the Member at Large are as follow:

Help coordinate events/meetings for the NPHC

Serve as a NPHC representative for BSU, NAACP, and SLG if needed

Be the NPHC voice at IFC and CPC if needed

Assist coordinate AFLV/GSAP for council

Act as a liaison between the campus community

## SECTION 6. VACANCIES.

When there is a vacancy in an executive board position, the Council of Presidents, by a majority vote, shall elect a successor to fill the vacancy for the unexpired term of office.

## SECTION 7. REMOVAL FROM OFFICE

Two thirds of the votes cast of active and present member organizaions shall be sufficient for the removal of an officer from the Executive Board for any failure to complete the duties of said office or for violations of this Constitution. The removal of elected officials shall follow the following process:

The Council of Presidents shall be presented with an official request of removal.

The elected official shall have ample time to argue the request.

The Council of Presidents shall always consider this request, and vote either for or against the requested removal.

## ARTICLE 10: Elections

### SECTION 1. NOMINATIONS

The call for nominations of all executive board positions shall be made at the Council of Presidents meeting each March. Nominees must accept or decline nominations within two weeks of nomination with written notice to the President. Members may nominate themselves for officer positions. Members of inactive chapters are not eligible for nominations to hold office. The President will disseminate notice of accepted and declined nominations to member organizations prior to the election meeting.

### SECTION 2. ELECTION PROCESS

Elections will take place at the Council of Presidents meeting each April. Nominees must be present on the day of the election to run for office. Each nominee will be given a specified period of time to address the general assembly detailing their reasons for seeking office and their qualifications and answer inquiries. Following said procedures, debate shall proceed in a "two for, two against" method. The mode of elections shall be secret ballot. The nominee receiving a majority of the votes cast shall win the election. If no one candidate receives a majority of the vote, then the two Candidates who had received the highest number of votes will participate in a runoff election in which the person receiving the majority of the votes will receive the position. The advisor to the NPHC shall tabulate the ballots and announce the new officers for the next year.

### SECTION 3. INSTALLATION.

The incoming executive board officers shall be installed immediately after election. The outgoing President shall install the President-elect. The President-elect shall install the other newly elected executive board officers. In the period between elections and the start of the new fiscal year, it is the duty of the outgoing executive board to guide and provide assistance to the incoming executive board.

## Article 11: Bylaws

The NPHC of EMU may determine other rules and regulations for operations as sanctioned in the bylaws.

## Article 12: Amendments and Ratification

This constitution, amendments and subsequent bylaws shall become effective immediately when approved by a three-fourths majority vote of all active member organizations in attendance. All proposed amendments to the constitution and bylaws must be submitted in writing to all council members at least fourteen days or prior to a vote.

The BYLAWS of the  
National Pan-Hellenic Council  
Of Eastern Michigan University  
(Revised Tuesday April 5, 2016)

We, the representatives of historically established community service fraternities and sororities, similar in structure and background with both graduate and undergraduate chapters, recognizing the need for coordination and cooperation in activities of intercollegiate Greek letter fraternities and sororities, and recognizing that there certain areas of action and programming

that can best be realized by formal organization, do hereby establish such an organization and bind ourselves to abide by the provisions of the following Constitution and Bylaws.

## Article 1: Calendars

### SECTION 1. CALENDAR SUBMISSION

Member organizations must submit electronically, annual calendars for programming and events each year to the NPHC email between the dates of June 1st and July 1st. Annual calendars will be accepted on a first come first served basis during this time period. They will be reviewed and compiled into one NPHC events calendar, highlighting all date conflicts, by the Vice President for Social and Civic Programming no later than two weeks after submission. This calendar will be made available to all members of the council. Any changes to member organization calendars throughout the year must be submitted to the Vice President for Civic Engagement & Programming.

### SECTION 2. FOUNDER'S WEEKS

Organizations will be designated one founder's week. Weeks are to be hosted by one chapter. This week must be designated on member organization calendars at the time of calendar submission. Member organization seeking to program on campus during another organization's memorial week must seek permission from that organization, submitting correspondence to the chapter President and the Vice President for Civic Engagement & Programming. Member organizations that violate this policy will have their rooms cancelled by the NPHC advisor or program coordinator for Greek life. Each organization is given one major event that will be required for the entire council to attend and have representation at.

### SECTION 3. DISPUTES

Organizations are encouraged to mediate calendar disputes internally, however if the dispute persists they will be mediated by the Vice President for Social and Civic Programming. If the Vice President for Social and Civic Programming is a member of a chapter in dispute, the

advisor to the NPHC will mediate the dispute. Early submissions will not receive preference in disputes. Late submissions will be penalized in the event of a dispute.

## Article 2: New Member Presentations/Yard Shows

### SECTION 1: YARD SHOW DEFINITION

A yard show shall be defined as any step/stroll exhibition or competition held on campus, with participants from one or more member organizations. This includes indoor and outdoor performances.

### SECTION 2: NEW MEMBER PRESENTATION DEFINITION

A new member presentation shall be defined as the introduction of new members from a member organization on campus, by means of a public exhibition, meet and greet, or step/stroll performance. They generally involve the recitation of organizational history and information and feature the performance of greetings created for older members. DPS must be notified of any New Member Presentations.

### SECTION 3: OBLIGATIONS

The following regulations govern all member organizations sponsoring or participating in new member presentations or yard shows:

It is the responsibility of the sponsoring organization to inform all guests, performers and audience members of these policies. Guests are defined as any visitor or performer who is not registered student, faculty or staff member of Eastern Michigan University.

Member organizations will be held accountable to the Eastern Michigan University Student Conduct Code, the NPHC Judicial Process and all applicable federal, state and local laws in the event of an incident

Requests for new member presentations and yard shows held on campus must be approved by DPS, Campus Life and the organization's advisors. They must also be reserved in accordance with the University's student organization event policies. This is done by submitting and following the Student Organization Special Events Policy/ Request form.

These events must promote a respectful environment for all, free of obscene gestures, profanity, rude chants, derogatory remarks or slurs.

It is also suggested that the advisor and members from the supervising graduate chapter be present.

### Article 3: Mandatory Programming/GSAP Participation

The executive board may propose but not assign mandatory programming for member organizations. Any projects or programs that require the cooperation of all active member organizations must be brought before the Council of Presidents. Each active chapter of the council is responsible for participating in GSAP.

### Article 4: Academic Policy

#### SECTION 1. PURPOSE

As outlined in the Greek Standards and Assessment Program, academic development plays a large role in the success of a college student and further served as a longstanding hallmark in the values and rituals of fraternities and sororities.

#### SECTION 2. ACADEMIC MANDATE

The NPHC of EMU, for the promotion of scholastic achievement requires all member organizations to maintain an average overall grade point average which is no lower than a 2.60 in order to remain in good standing.

#### SECTION 3. RECOGNITION OF ACHIEVEMENT

The Vice President for Standards and Scholarship shall recognize the fraternity and sorority with the highest Grade Point Average, the most improved member organization and the individual fraternity and sorority member with the highest grade point average in the council each semester.

#### SECTION 4. VIOLATIONS OF ACADEMIC MANDATE

In the event that a member organization falls below the mandated overall grade point average of a 2.60, that organization will be deemed inactive and will be placed on a probationary period of 30 days. During this probationary period, the organization must meet with the advisor of the NPHC of EMU, Vice President of Standards and Scholarship, and chapter advisor to develop an academic achievement plan including but not limited to use of study hours, and the use of university academic resources, targeting areas of improvement.

The academic achievement plan must include at least two of the following academic resources provided by the university: Holman Success Center(Workshops, tutoring, etc.), professor office hours, the university writing center, the international student resource center, academic projects center, disabilities resource center, and free tutoring and lab services(accounting tutoring lab, biology study desk, chemistry tutoring, computer science, economics tutoring, math lab, music

department, physics tutoring). Signed proof of the use of these resources must be submitted in other to be recognized as a part of the organizations academic achievement plan.

The organization must also appoint a chapter scholarship officer to oversee chapter academics and help implement the academic achievement plan. The individuals within the organizations placed on probation who fall below the required overall grade point average of a 2.60 are to be the individuals to complete the academic achievement plan. If an organization fails to complete the aforementioned sanctions they will be deemed inactive. If the member organization persists in maintaining a chapter grade point average below a 2.60 the following semester, the organization will be deemed inactive, forfeiting all remaining calendar events allowing reservation rights for chapter meetings only. The chapter must meet again with the advisor of the NPHC of EMU, Vice President of Standards and Scholarship, and chapter advisor to determine another course of action. Reactivation from inactive status due to academics can only be achieved through attaining the minimum overall 2.60 grade point average.

The CONSTITUTION of the  
National Pan-Hellenic Council  
Of Eastern Michigan University  
(Revised Tuesday April 5, 2016)

We, the representatives of historically established community service fraternities and sororities, similar in structure and background with both graduate and undergraduate chapters, recognizing the need for coordination and cooperation in activities of intercollegiate Greek letter fraternities and sororities, and recognizing that there certain areas of action and programming that can best be realized by formal organization, do hereby establish such an organization and bind ourselves to abide by the provisions of the following Constitution and Bylaws.

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Alpha Phi Alpha Fraternity, Inc.

Alpha Kappa Alpha Sorority, Inc.

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Omega Psi Phi Fraternity, Inc.

Kappa Alpha Psi Fraternity, Inc.

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Delta Sigma Theta Sorority, Inc.

Zeta Phi Beta Sorority, Inc.

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Phi Beta Sigma Fraternity, Inc.

Iota Phi Theta Fraternity, Inc.

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Sigma Gamma Rho Sorority, Inc.