The University of West Alabama

National Pan-Hellenic Council, Inc.
Constitution and Bylaws

PREAMBLE

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 I- NAME

Section 1. The name of this organization shall be the NATIONAL PAN-HELLENIC COUNCIL, INC., hereinafter referred to as “NPHC.”

Section 2. All undergraduate Councils chartered by this organization shall be designated as the “National Pan-Hellenic Council, Inc. of The University of West Alabama.

Section 3. All Alumni Councils chartered by this organization shall be designated as the “National Pan-Hellenic Council, Inc. of Livingston, AL.

ARTICLE II- 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 promotes the well-being of its affiliate fraternities and sororities, facilitates the establishment and development of local councils of the NPHC and provides leadership for its constituents.

ARTICLE III- MEMBERSHIP

Section 1. Affiliate Membership. Affiliate membership in NPHC 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., Omega Psi Phi Fraternity, Inc., Phi Beta Sigma Fraternity, Inc., Sigma Gamma Rho Sorority, Inc. and any other affiliate organization of the NPHC 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 or alumni council of NPHC, and may not be
considered for membership on the local level. Affiliate membership shall also include local undergraduate and alumni councils charted by the NPHC.

Section 2. Active Members. Active members shall be the members who have paid all required dues and assessments.

ARTICLE IV-OFFICERS

Section 1. Elected Officers. The elected officers shall be President, Vice President, Secretary and Treasurer. These officers shall be elected by one vote from each active organization by the active NPHC organization on the campus of The University of West Alabama.

Section 2. Appointed Officers. The President of the NPHC, with the approval of the Executive Council, shall appoint the hereinafter named officers: Parliamentarian, Historian and such other offices as may be required to carry out the business of NPHC.

ARTICLE V-MEETINGS

Section 1. Established undergraduate and alumni councils shall meet on a regular basis.

ARTICLE VI- COMMITTEES

Section 1. Standing Committees. The Standing Committees of the NPHC shall be: Program Planning and Development; Budget and Finance; Social Action; Scholarship and Standards.

Section 2. Executive Council. Between meetings of the Executive Council the executive and administrative duties of the NPHC may be carried out by an Executive Committee consisting of four (4) of its members: the President, Vice President, Secretary and the Treasurer.

Section 3. Appointments. The chairman and members of all standing committees shall be appointed by the President, with the concurrence of the Executive Council.

ARTICLE VIII-FINANCE

Section 1. Membership Dues and Assessments. Membership dues and assessments shall be determined by the Executive Council.
Section 2. **Budget.** The annual budget for the NPHC shall be approved by the Executive Council, prior to the beginning of the fiscal year.

Section 3. The fiscal year shall be Fall Semester to Spring Semester.

**ARTICLE VIII- PARLIAMENTARY AUTHORITY**

Section 1. The current edition of *Robert's Rules of Order, Newly Revised* shall govern in all matters not provided for in this Constitution and Bylaws and other documentation of the NPHC.

**ARTICLE XIII- LIABILITY**

Section 1. The National Officers and the National Executive Board of Directors of the NPHC expressly disavows responsibility for the actions of local councils or individual members who are in violation of either the letter or the spirit of this Constitution and Bylaws.
BYLAWS

ARTICLE I- MEMBERSHIP

Section 1. **Councils.** Undergraduate councils of the NPHC must be chartered where there is representation of at least two local affiliate chapters, with approval of the Executive Director, unless otherwise prohibited by a college or university.

Section 2. Undergraduate councils shall be established as college/university councils and shall be comprised of representatives of the local undergraduate chapters of affiliate organizations who are matriculation at an accredited college or university that recognizes and supports the concepts and ideals of the NHPC. Once established, a council with fewer than two affiliate organizations participating must request and receive special dispensation from the Executive Director and that college/university, to function in a given fiscal year.

a. Each Undergraduate council shall have at least one advisor from the University of West Alabama.

b. The advisor must be financial and active with their respective local chapter of an affiliate organization and the chapter financial and active with the local council.

Section 3. Undergraduate councils of the NPHC shall be comprised of representatives of chapters that are financial and active with their respective national affiliate organization and whose respective national organization is a financial member of the NPHC.

Section 4. Non-financial councils may not operate under the NPHC name nor use the organization’s logo.

ARTICLE II- OFFICERS

Section 1. **Elected Officers**

a. **President.** The President shall serve as Chairperson of the Social Committee; preside at all meetings; appoint chairperson and members of all committees; serve as ex-officio member of all committees, and perform all duties required of the office.
b. **Vice President.** The Vice President shall assist the President in the performance of duties and preside in the absence or incapacitation of the President.

c. **Secretary.** The Secretary shall attend all regular scheduled meetings, and shall keep a true and accurate record of the proceedings of the meetings. The Secretary shall file and preserve all important records, documents, reports and communication.

d. **Treasurer.** The Treasurer shall keep correct and complete records of accounts, showing accurately the financial condition of the NPHC. The Treasurer shall furnish a statement of the financial condition of the NPHC at regular scheduled meetings, or whenever requested by the Advisor or the NPHC President.

**Section 2. Appointed and Other Officers**

a. **Historian.** The Historian shall collect and compile historical data pertaining to the NPHC and affiliate organizations and perform any other such duties as assigned by the President.

b. **Parliamentarian.** It shall be the duty of the Parliamentarian to assist the presiding officer in the interpretation of the Constitution and Bylaws.

**Section 3. Eligibility and Terms for Officers**

a. All members must be financial and active with their affiliate organizations.

b. The officers shall be elected by majority vote. Voting shall be by secret ballot.

c. The term of office for each officer shall be for two semesters.

d. All officers shall be filled by an undergraduate student who has at least one full academic year remaining in school at the time of election.

e. Candidates for office must be present at the time of nomination by the NPHC.
f. Candidates for office must be financial with their respective local affiliate chapter and that chapter must be a financial member in good standing with the local council of the NPHC.

g. Candidates for office must be available to travel to national meetings and perform duties of the office.

ARTICLE III- COMMITTEES

Section 1. Standing Committees

a. Programming Planning and Development. It shall be the duty of the Program Planning and Development Committee to recommend programmatic thrusts, plan and coordinate appropriate projects and activities to be implemented on the national, local and regional levels with the approval of the National Executive Board of Directors.

ARTICLE IV-FINANCE

Section 1. Dues and Fees. All regular dues are due to the treasurer at the second regular scheduled NPHC meeting by no later than the date specified each semester. Dues received after the second meeting will be assessed a late fee of $25 in addition to the regular dues within 15 days. If dues and late fee is not paid within 15 days (Warning 1), if the dues are not paid within one month the chapter will be placed on probation until the dues are paid (Warning two) After this appropriate action will be taken according to the Executive Council. Dues are $5 per member per chapter according to each chapters Roster.

Section 2. Reactivation. Any affiliate organization, or other membership status which has not been financial in the previous year or more will be required to pay a reactivation fee, late fee (if applicable), the current year and past year’s dues. The reactivation fee shall be determined by the Executive Council.

ARTICLE V- LIABILITY

Section 1. The National officers and the National Executive Board of Directors of the National Pan-Hellenic Council, Inc. expressly disavows responsibility for the actions of councils and any other such membership as defined in this document in violation of either the letter or the spirit of this Constitution and Bylaws.
ARTICLE VI - AUTHORIZATION

Section 1. The President of the NPHC is authorized to speak on behalf of the organization. The President shall authorize any others speaking on behalf of the NPHC.

ARTICLE VII - PARLIAMENTARY AUTHORITY

Section 1. The latest edition of Robert’s Rules of Order shall govern in all matters not provided for in this Constitution and Bylaws of the NPHC.

ARTICLE VIII - AMENDMENTS

Section 1. These Bylaws may be amended by a majority vote of the council voting.