University of Northern Iowa Panhellenic Council Primary Recruitment Rules Fall 2016

1. The College Panhellenic Committee, with the endorsement of the twenty-six National Presidents and NPC Delegates, believes that the purpose of sorority recruitment is for the Recruitment Guests and members to get to know one another and that sorority recruitment should reflect the mission of the whole institution as well as the purpose and ideals on which all NPC organizations are based.

Primary Recruitment Procedures:

1. All procedures will remain in accordance with the National Panhellenic Conference, Unanimous Agreements, and Resolutions.

2. All members (including alumnae) of the sorority chapters are responsible for knowing and following the recruitment rules.

3. The Recruitment Team consists of the Panhellenic Vice President of Recruitment, Panhellenic President, Panhellenic Director of Recruitment Guides, and all Fraternity and Sorority Life Advisors.

4. Nametags will be provided for Recruitment Guests by the Recruitment Team and are to be worn at all Primary Recruitment events.

5. Chapter members must wear nametags at all times throughout recruitment events.

6. Fall Primary Recruitment events must occur on the property of chapter houses or other previously approved event location.

7. The Primary Recruitment schedule as follows:

September 7, 2016: Round 1: House Tours/ Sorority 101 Program
September 8, 2016: Round 2: House Tours/ Sorority 101 Program
September 9, 2016: Round 3: Philanthropy Round
September 10, 2016: Round 4: Preference Round
September 11, 2016: Bid Day

8. Recruitment guest invitations for all events are as follows:
Round 1: All Recruitment Guests will be invited to each chapter.

Round 2: All Recruitment Guests will be invited to each chapter.

Round 3: Chapters may extend up to the allotted number of invitations determined by the RFM Specialist. Recruitment Guests may either accept or regret the invitations.

Round 4: Chapters may extend up to the allotted number of invitations determined by the RFM Specialist. Recruitment Guests may either accept or regret the invitations.

Bid Day: Chapters may extend up to the allotted number of bids determined by the RFM Specialist. Recruitment Guests may either accept or regret the bid.

9. Recruitment Guides will be responsible for escorting Recruitment Guests to and from events.

10. If the Recruitment Guides are late with the Recruitment Guests to an event, the time by which they are late will be added to the allotted event time.

11. The Quota Range Method in the National Panhellenic Conference Manual of Information will be used to determine Quota.

12. There will be a $20 recruitment fee to be paid before the recruitment guest attends Round 1.

13. Chapter social media accounts are encouraged to not post pictures or posts of/with Recruitment Guides, Panhellenic Director of Recruitment Guides, or Panhellenic Executive Team that may disclose personal chapter information starting May 1, 2016 through the duration of the recruitment period.

   a. It is the chapter’s responsibility to check own chapter women’s social media accounts for related posts and ask them to remove any posts with disassociates anytime from May 1, 2016 - September 11, 2016 after bids have been distributed and revealing is complete.
Rules:

1. Gifts, favors, preference letters, or notes of any kind may not be given to the Recruitment Guests at the chapter events. Flowers may be presented if the flower is returned at the conclusion of the event.

2. Men are not to have any part in the Primary Recruitment process with the exception of University of Northern Iowa employees. Men are not to be on sorority property from 12:01am September 6 - September 11 11:59pm.

3. No direct or oral bidding is permitted. Oral bidding is defined as an implied or overt statement. Some examples are, but not limited to: "We want you," "I want you to join our sorority," or "See you tomorrow."

4. No negative comments about any Sorority Chapter or the FSL Community will be made. This includes, but not limited to, all comments through Facebook, Instagram, Blogs, Twitter, etc.

5. No sorority member may buy anything for a recruitment guest (soft drink, meal, etc.) No Recruitment Guest may buy anything for a sorority member during the Fall Primary Recruitment period, Wednesday, September 7th, 2016 at 12:01am until September 11, 2016, when Recruitment Guests receive a bid from a chapter.

6. No alcoholic beverages may be served at any recruitment events or Bid Day.

7. Strict silence is the period in which there will be no conversation or contact with Recruitment Guests by sorority members (or alumnae members) outside of Panhellenic Primary Recruitment Events: oral, written, printed, typed, or electronic. Strict silence is designated as the period of time from which a Recruitment Guest signs the MRABA on September 10, 2016 at 11:59pm until she reports to the sorority from which she accepts a bid.

8. The Recruitment Team and chapter members must establish guidelines to form the recruitment budget and must set a cap on recruitment expenses including the value of all donated goods for the Fall Primary Recruitment period, but excluding the cost of furniture rental.
   a. This reasonable amount of money or cap will be equal for all chapters participating in recruitment.
   b. Each chapter’s budget may not exceed $900.
c. The recruitment budget from each chapter is due by Friday, May 6, 2016 at 5p.m.

d. Chapters are responsible for submitting all receipts to the Recruitment Team within seven (7) days of the conclusion of Primary Recruitment.

9. No inside decorations are permitted. This includes anything that is not in your chapter house 365 other days of the year. If you have questions about if something is considered a decorations or not the request needs to be submitted by Friday, May 6, 2016 to the Recruitment Team. Approval notice will be given by the Recruitment Team and returned within two weeks.

10. No outside decorations with the exception of the chapter letter sign already existing on the chapter houses and any positive formal sorority recruitment signs will be allowed. Chapters may use their porch, deck or backyard for a recruitment event if they wish.

11. There will be NO singing in front of the house and NO lining up in front of the house or porch. Singing may be done in the chapter house or, with prior consent, the backyard. To greet Recruitment Guests, two or three chapter members may greet the guests outside the house to lead them to the event.

12. No Recruitment Guest shall visit a woman's sorority house, apartment, lodge, or dorm room except for the designated Primary Recruitment events nor shall any sorority member visit any Recruitment Guests' house, apartment, lodge, or dorm room during the Primary Recruitment period of Wednesday, September 6, 2016-Sunday, September 11, 2016.

13. Chapters are required to submit any and all updated financial sheets to the Recruitment Team by Friday, May 6, 2016 as it will be presented to Recruitment Guests during Primary Recruitment orientation.

14. Thirty minutes will be allotted between all recruitment events

15. No woman from the Fraternity and Sorority Life community is allowed in any establishment whose main source of revenue is alcohol (i.e. The Other Place, Becks, Gingers, Voodoo, The Stuffed Olive etc.) past 8:00PM from Tuesday, September 5th, 2016 through Monday, September 12, 2016 at 8:00AM without specially granted permission from the Recruitment Team. The Recruitment Team also requires a list of members from each chapter that will be working at any of
these establishments during the restricted period. The list will be submitted to the Panhellenic Vice President of Recruitment by Sunday, August 14, 2016 at 5:00PM.

16. No woman of the sorority community may consume alcohol from: September 6, 2016 at 8:00 A.M. until September 12, 2016 at 8:00 A.M.

17. No sorority member may attend a fraternity event or be on fraternity property for any reason during the period of September 5, 2016 at 8:00 PM through Monday, September 12, 2016 at 8:00 AM.

18. A work week schedule from each chapter must be submitted to the Recruitment Team by Friday, May 6, 2016 at 5:00PM.

19. Chapters may have alumnae members return for the Primary Recruitment period. However, the following restrictions will apply:
   
   a. The alumnae members must be identified to the recruitment guest verbally and by nametag.
   
   b. Each chapter must submit a list of names that include alumnae to the Recruitment Team by Sunday, July 31, 2016 at 5pm.
   
   c. Any alumnae returning are allowed but should be reserved as a behind the scenes role to assist and or donate and never actively participate in the recruitment process.

20. Positive Panhellenic Contact is encouraged at all times prior to strict silence. Positive Panhellenic Contact includes talking to Recruitment Guests about Sorority Life or FSL as a whole, but not disclosing specific chapter details. Normal social contact shall be allowed between Recruitment Guests and sorority members, and/or alumnae during the Primary Recruitment period, Tuesday, September 5, 2016 11:59PM until Sunday, September 11, 2016.

21. Continuous Open Bidding (COB) will be suspended for three (3) weeks after Sunday, September 11, 2016 at 11:59PM for the new colony to host recruitment events according to NPC Extension Supportive Efforts for Colonies. It will resume on October 10, 2016 at 12:01AM. If a new chapter does not colonize, COB may begin immediately after the distribution of all formal bids has concluded.
Infractions:

1. All infractions must be filed in writing with the Panhellenic President within a timely manner but no more than thirty (30) calendar days after the alleged infraction occurred.

2. Written complaint forms can be obtained from the Panhellenic President or Greek Adviser or found on the UNI FSL website.

3. Only the members of the Judicial Board and Recruitment Team shall see recruitment violation forms.

4. Detailed instructions concerning judicial matters will be in compliance with the College Panhellenic Judicial Board policies set forth by the National Panhellenic Conference.

5. Chapters are encouraged to resolve alleged infractions through informal discussion with the involved parties. Should the informal discussions be unsuccessful, the judicial process will be set in motion by the filing of a report of an alleged violation.

6. Any time related infraction will result in automatic fines. Total time over for the entire week of Primary Recruitment includes late invite list Fines will be assessed as follows:

   i. 0 - 30 seconds over $0
   ii. 31 seconds - 2 minutes over $10
   iii. 2:01 - 4 minutes over $20
   iv. 4:01 - 6 minutes over $30
   v. 6:01 - 8 minutes over $40
   vi. 8:01 - 10 minutes over ~ $50
   vii. 10:01 - 12 minutes over $60

   viii. Any further time over will result in a continual fine list as above and will correspond in the same format as above (Additional $10 per 2 minutes over)
ix. Money from fines will be donated to an organization chosen by the current Panhellenic council executive team.

7. The 2016 chapter Primary Recruitment budget will be set at $900.00. Any chapter that exceeds the set forth budget will have the following penalty:

   a. $1 - $25 over budget:

      - Only one alcoholic social event in Fall 2016 semester

      AND

      - Only one alcoholic social event in Spring 2017 semester

   b. $26 - $80 over budget

      - Only one alcoholic social event during the entire 2016-2017 school year.

   c. $81+

      - No alcoholic social events for the entire 2016-2017 school year

8. For other infractions: Penalties are to be determined by the Panhellenic Judicial Board (fines will be comparable to the categories specified above.)