ARTICLE I. GENERAL GUIDELINES AND ADMINISTRATION OF MEMBERSHIP RECRUITING

1. An early Fall Primary Recruitment shall be held.
2. The National Panhellenic Conference Quota-Total system shall be in effect during the school year (fall through spring) for eligible women students.
3. The preferential bidding system shall be used in cooperation with the NPC Release Figure Method.
4. Except during the primary recruitment period, continuous open bidding shall be in effect during the school year (fall through spring) for all eligible women students.
5. Chapters which do not fill basic quota during primary recruitment may continue to bid and pledge to quota and/or up to total in continuous open bidding even though reaching quota puts them over total.
6. All recruitment events shall be held in locations assigned by the Panhellenic Council.
7. Every regularly enrolled new member, initiated, and affiliated members shall be counted in the chapter total.
8. A list of new, initiated, and affiliated members shall be filed with the Panhellenic Council President and Advisor on the first day of classes each semester.
9. Any voluntary resignation, termination, or other change in membership shall be reported to the Panhellenic Council President and Advisor no later than twenty-four hours after it has occurred.
10. Follow all NPC Unanimous agreements regarding membership selection and recruitment, including the prohibition of alcohol and men.
11. The Panhellenic Recruitment Period is defined in the Official Recruitment Schedule.
12. For all relevant dates, times, schedules, and deadlines, please refer to the Official Recruitment Schedule. All items on the Recruitment Master Schedule will be determined by the Panhellenic Council Executive Officers and Advisor with suggestions and opinions of the Panhellenic chapters taken into account.

ARTICLE II. POTENTIAL NEW MEMBER ELIGIBILITY AND PARTICIPATION

1. A potential new member is eligible to participate in Primary Recruitment if she is a regularly matriculated student, enrolled in a minimum of 12 credits, at the University of Nevada, Reno.
2. A potential new member shall not be, or have ever been, an initiated member of an NPC group.
3. In order to be eligible to participate in Primary Recruitment, all potential new members must register for recruitment and pay the nonrefundable Panhellenic recruitment fee.
4. All potential new members shall attend Primary Recruitment Orientation and the maximum number of recruitment events to which she has accepted invitations. In case of...
illness or other emergency potential new members shall notify the Panhellenic Council and/or her Recruitment Counselor.

5. Potential new members’ name tags are to be worn at all recruitment events and shall be furnished by the Panhellenic Council.

6. All Potential New Members are expected to act respectful throughout the entirety of the Primary Recruitment Period, including in all chapters’ invitational parties. If a Potential New Member is not being respectful at events, Panhellenic Council has the right to dismiss her from Primary Recruitment.

7. All potential new members must agree to the Membership Recruitment Acceptance Binding Agreement (MRABA), in accordance with NPC regulation.

8. No potential new member may be absent from classes or cancel any university appointments for the purpose of attending membership recruitment activities.

ARTICLE III. PANHELLENIC COUNCIL RECRUITMENT PERSONNEL

1. The Panhellenic Council has the authority to levy sanctions as necessary in accordance with the National Panhellenic Council, Unanimous Agreements, UNR Panhellenic Code of Ethics, and recruitment regulations. Including, but not limited to:
   b. Unethical behavior in respect to NPC Code of Ethics.

2. In the event that a Recruitment Counselor is found in violation of a regulation, the following sanctions may be imposed on the chapter that member disaffiliated with, or the individual member. These sanctions include, but are not limited to:
   a. Immediate expulsion from Recruitment Counselor status and privileges. Member shall reimburse the Panhellenic Council for all Recruitment Counselor apparel and materials received during active Recruitment Counselor status.
   b. Fine in the amount of $100 to be given to chapter whose member is in breach of contract.
   c. In the event member or chapter is unable to pay the fine imposed on them, community service may be given as an alternate sanction.

3. The College Panhellenic shall abide by all recruitment regulations according to NPC Manual of Information and the University of Nevada, Reno Panhellenic Constitution and Bylaws. All infractions shall be appropriately documented and handled through NPC mediation procedure.

4. The Panhellenic Executive Board and all Recruitment Counselors shall disaffiliate with their chapters no more than 30 days prior to Primary Recruitment beginning. Disaffiliation includes, but is not limited to:
   a. Wearing no identifying insignia.
   b. Not letting their affiliation known.
   c. Having no contact with chapter members outside of recruitment specific duties.
ARTICLE IV. MEMBERSHIP PARTICIPATION AND CONDUCT

A. Participation
   a. Chapter members may assist the chapter with membership recruitment activities.
   b. No chapter member may be absent from classes or cancel any university
      appointments for the purpose of attending membership recruitment activities.
   c. City Panhellenic and alumnae shall be bound by all University of Nevada, Reno
      Panhellenic Council policies and regulations.
   d. Alumnae may assist with recruitment duties, as long as they do not participate in
      primary recruitment parties.
   e. Members of any national group who have not officially affiliated with their local
      chapter shall not be allowed to participate in recruitment.
   f. No men may participate in any membership recruitment or Bid Day activities.

B. Conduct
   a. Chapter members shall communicate in a respectful and professional manner with
      members of Panhellenic Council, faculty, and staff.
   b. Alcohol is prohibited from all membership recruitment and Bid Day activities.
   c. “Dirty rushing” is strictly prohibited in any form.
   d. A chapter member shall not promise an invitation or bid to a Potential New
      Member to join a certain organization before bids are issued through Panhellenic.
      This includes promises made verbally or in written form.
   e. Conversations between chapter members and Potential New Members should
      avoid specific fraternities, brands, alcohol, drugs, religion, personal finances, and
      politics.
   f. No sorority member may give or purchase any gift, favor, preference letter, or
      note for a Potential New Member or vice versa during the Primary Recruitment
      Period.
   g. Hot boxing, or any other conduct harmful to a potential new member is not
      allowed, including, but not limited to: hazing, mental or physical harm.
      i. Hot Boxing is when a potential new member becomes segregated or
         separated away from the main event by one or more chapter members, or
         when three or more chapter members are talking to a potential new
         member at one time.
   h. Fraternity Recruitment
      i. All chapters at the University of Nevada, Reno that are recognized by the
         Panhellenic Council may not assist any fraternity and/or fraternity men in
         any recruitment process, with the exception of all-Fraternity and Sorority
         Life events and all-Fraternity and Sorority Life marketing. This includes,
         but is not limited to:
         1. Co-hosting social recruitment events.
         2. Women wearing fraternity insignia, except pins and badges for
            engagement purposes.
3. Promoting or advertising for any individual fraternity during the Recruitment Period which set forth by the Panhellenic and Interfraternity Councils each year.

4. Wearing recruitment shirts, distributing recruitment flyers, and posting/"liking"/commenting on all social media.

   ii. In the event that a chapter violates fraternity recruitment limitations, the Panhellenic Council Judicial Board, following the NPC judicial procedure, will hold the chapter and/or individual member responsible.

ARTICLE V. CONTACT AND STRICT SILENCE

1. Contact
   a. There shall be no summer membership recruitment activities hosted by a chapter or alumnae. This includes all encounters other than those for the purpose of normal courtesy or those cleared by the Panhellenic Council.
   b. Summer recruitment events and functions will include representation of all organizations and/or Panhellenic Council Officers in disaffiliated status.
   i. No chapter specific information may be distributed by a chapter during the recruitment period, including to and/or by alumnae, except during Primary Recruitment parties.
      i. This includes chapter videos and photos.
   j. Normal social contact shall be in place at all times, excluding the Strict Silence Period. Normal social contact is defined as normal, everyday conversations and interactions.
   k. Chapter members may not contact Potential New Members during the Primary Recruitment Period via phone calls, text messaging, social media sources, or email. This includes, but is not limited to, Facebook, Twitter, Instagram, Linkedin, and Snapchat.
   l. At no time during the Primary Recruitment Period may a Potential New Member visit a chapter facility, except to attend House Tours as sanctioned by Panhellenic.
   m. No affiliated sorority women may accompany a potential new member to or from a recruitment party.

C. Strict Silence
   a. A period of strict silence will be upheld in accordance with NPC recommendations.
   b. Strict silence is designated as the period of time from the end of the potential new members’ last party until she reports to the sorority from which she accepts a bid.
   c. Strict silence is the period in which there will be no conversation or contact between all sorority members, potential new members, or alumnae. This includes all verbal, written, printed, or typed reference to sororities.
   d. An affiliated woman living with a potential new member must submit a roommate disclosure form to the Panhellenic Council prior to the first day of classes.
ARTICLE VI. SOCIAL MEDIA AND ADVERTISING

1. Social Media
   a. All members are required to privatize all forms of social media per instructions provided by the Panhellenic Council. This includes Facebook, Instagram, Twitter, etc.
   b. Information that can still be accessed by the public, including, but not limited to cover photos and bios, may not contain specific male fraternity letters, disaffiliated members, identifiable affiliation information, alcohol, or drugs.
   c. All members must change their cover photos to a pre-approved recruitment image provided by Panhellenic.
   d. Photos and videos posted by members from during the Panhellenic Recruitment Period shall not include recruitment materials or activities, specific fraternities, excessive branding, alcohol, drugs, religion, or politics.
   e. Twenty percent (20%) rule: Once the number of posts deemed by the Panhellenic Council Vice President of Judicial Affairs as inappropriate is equivalent to 20% of the chapter’s total membership, the chapter will be fined $20 for each post thereafter.
   f. These rules apply throughout the Primary Recruitment Period.

2. Advertising
   a. All Panhellenic women will refrain from promoting individual chapters in accordance with the Official Recruitment Schedule.
      i. “Promoting” is defined as discussing, in person and/or on social media, a specific chapter as a means of encouraging women to join.
      ii. Women can wear individual chapter attire and utilize items, including car decals and laptop stickers, that advertise their specific chapter until otherwise designated by the Panhellenic Council in accordance with the Official Recruitment Schedule. Wear of matching attire is not permitted during the Primary Recruitment Period excluding planned, council sponsored, recruitment events.
      iii. Promoting Fraternity and Sorority Life and the Panhellenic Community is encouraged.
   g. All Panhellenic women will refrain from wearing official recruitment outfits outside of Primary Recruitment events. This includes posting pictures on social media and walking through the venue where parties will be held.
   h. Recruitment, and the marketing that accompanies it, is considered a year-round process. As such, all chapters are expected to use strictly values-based marketing. All videos produced and distributed must be approved by the Panhellenic Council two weeks prior to distribution year-round.
   i. No decorations shall be displayed outside the facilities with the exception of Bid Day.
ARTICLE VII. FINANCES

1. The Fall Recruitment Budget is $2000.
   a. This budget includes all items used during recruitment with the exception of
      recruitment shirts and Philanthropy Night craft.
   b. All receipts must be submitted to the Panhellenic Council in accordance with the
      Official Recruitment Schedule.
   c. An item donated to the chapter will be accounted for at half the original price of
      the item.
   d. Previously owned items must be listed in an inventory section included with
      Chapter Recruitment Petitions, but do not need to be included in the Recruitment
      Budget.
   e. Additional expenses may be approved by the Panhellenic Council.

2. The Recruitment T-shirt Budget is $10 per shirt.
   a. Shirts within this budget include a Philanthropy Round and Bid Day shirt per
      active member. Bid Day shirts for new members are to be included as well.
   b. Purchase of matching attire during the Primary Recruitment Period will not be
      permitted, excluding t-shirts purchased for Philanthropy Round and Bid Day.

3. The Philanthropy Night Craft Budget is $4 per craft per potential new member.
   a. All crafts must be donated by the end of the Fall semester.
   b. Proof of donation must be submitted to the Panhellenic Council.
   c. A craft must be provided for each potential new member. Reuse is not permitted.

4. Chapter recruitment attire may not be purchased by individual sorority members unless
   suitable for everyday practical uses. Chapters are encouraged to utilize attire previously
   owned by members.

ARTICLE VIII. PRIMARY RECRUITMENT EVENTS

1. Pre-Recruitment Events
   a. Recruitment Petitions
      i. Chapters must submit a detailed recruitment petition for each recruitment
         event, including Bid Day, in accordance with the Official Recruitment
         Schedule.
      ii. Petitions must include, but are not limited to:
          1. Theme and color scheme.
          2. Description and sketch of decorations and display items.
          3. Attire.
          4. Layout of room.
          5. Additional items per round (craft, media, and extra items).
      iii. Any form of glitter (loose, paper, glitter glue, etc.) will not be permitted
           on any decoration or item used in Primary Recruitment events.
b. A Sorority Information Session will be held prior to the start of recruitment, attendance will be optional for all potential new members.

c. Recruitment Orientation
   i. All potential new members are required to attend recruitment orientation prior to participating in the primary recruitment process.
   ii. Facility tours will be given by a maximum of four active chapter members per facility. Recruitment Counselors will guide their recruitment group to each facility.
      1. If a chapter does not have a facility, they will utilize a designated campus location approved by Panhellenic.
      2. Panhellenic members may be present during the facility tours to greet potential new members.
      3. Tours will last no longer than 10 minutes.

2. Sisterhood Round
   a. Activity and Media
      i. Songs, chants, videos, skits, and door stacks are not permitted.
      ii. Chapters are permitted to play music approved by the Panhellenic Council during Potential New Member entrance and exit.
      iii. Chapters are permitted a slideshow including pictures and images that represent the organization’s values and activities from the previous year.
      iv. Chapters must present a detailed financial breakdown of all new member and active member expenses for one academic year.

   b. Decorations
      i. Chapters may utilize up to 10 visual display items to represent their chapter values and activities.
         1. Display items must be confined to a specific location in the room, on tables or on the ground, and cannot be hung on walls.
         2. Display items include, but are not limited to: posters, large wooden letters, clothesline picture displays, and tri-fold boards.
      ii. Tablecloths and simple centerpieces, following the NPC “values-based recruitment” guidelines, are permitted on tables where Potential New Members will be seated and must be provided by the chapter.
      iii. No refreshments may be provided by the chapter, however water will be provided by the Panhellenic Council in case of emergency.

   c. Recruitment Attire
      i. The Panhellenic Council will provide t-shirts to all chapter members to be worn during Sisterhood Round. T-shirt colors will be selected through a process determined by the Panhellenic Council.
      ii. Chapters are permitted to set regulations regarding recruitment attire, including color and item type (i.e. open-toed, close-toed), so long as member comfort is considered.
      iii. Clothing items must be sensible for everyday use.

   d. Parties will be no longer than 30 minutes.

3. Philanthropy Round
a. Activity and Media
   i. Songs, chants, skits, and door stacks are not permitted.
   ii. Chapters are permitted to play music approved by the Panhellenic Council during Potential New Member entrance and exit.
   iii. A meaningful craft must be created by each Potential New Member to be donated to each chapter’s philanthropy.
   iv. A video or slideshow may be used upon approval by the Panhellenic Council and must represent the chapter’s philanthropy or community service activities.

b. Decorations
   i. Chapters may utilize up to 10 visual display items to represent their chapter values and activities.
      1. Display items must be confined to a specific location in the room, on tables or on the ground, and cannot be hung on walls.
      2. Display items include, but are not limited to: posters, large wooden letters, clothesline picture displays, and tri-fold boards.
   ii. Tablecloths and simple centerpieces, following the NPC “values-based recruitment” guidelines, are permitted on tables where Potential New Members will be seated and must be provided by the chapter.
   iii. No refreshments may be provided by the chapter, however water will be provided by the Panhellenic Council in case of emergency.

c. Recruitment Attire
   i. Chapters are permitted to set regulations regarding recruitment attire, including color and item type (i.e. open-toed, close-toed), so long as member comfort is considered.
   ii. Clothing items must be sensible for everyday use.

d. Parties will be no longer than 40 minutes.

3. Preference Round
   a. Activity and Media
      i. Song, chants, videos, skits, and door stacks are not permitted.
      ii. Chapters are permitted to play music approved by the Panhellenic Council during Potential New Member entrance and exit.
      iii. A slideshow, live performance, or ceremony songs may be used upon approval by the Panhellenic Council and must represent the chapter’s community service, philanthropy, and sisterhood.

b. Decorations
   i. Chapters may utilize up to 10 visual display items to represent their chapter values and activities.
      1. Display items must be confined to a specific location in the room, on tables or on the ground, and cannot be hung on walls.
      2. Display items include, but are not limited to: posters, large wooden letters, clothesline picture displays, and tri-fold boards.
ii. Tablecloths and simple centerpieces, following the NPC “values-based recruitment” guidelines, are permitted on tables where Potential New Members will be seated and must be provided by the chapter.

c. Refreshments
i. Simple desserts and non-alcoholic beverages may be served to active and potential new members.
ii. Accommodations for allergies must be taken into consideration.

d. Recruitment Attire
i. Chapters are permitted to set regulations regarding recruitment attire, including color and item type (i.e. open-toed, close-toed), so long as member comfort is considered.
ii. Clothing items must be sensible for everyday use.

e. Parties will be no longer than 50 minutes.

4. Bid Day
a. All decorations and new member gifts are to be included in a New Member Budget.
b. NPC states that Bid Day lasts from midnight to midnight of the day. Chapter activities taking place in this time period are considered Bid Day events.
c. Refreshments, entertainment, and activities are at the chapter discretion.

ARTICLE IX. SNAP BIDDING, ENFORCED RELEASES, QUOTA ADDITIONS, AND CONTINUOUS OPEN BIDDING

1. Snap Bidding
a. Snap bidding is an option for chapters that do not fill Quota. The procedure is used only to fill quota spaces and not spaces in total.
b. Snap bidding to quota only may occur as soon as the lists of all eligible women are officially given to the recruitment chairman at the Panhellenic office.
c. All eligible women, including those who did not receive a bid during primary recruitment or women who withdrew from primary recruitment are eligible to be snap bid.

2. Quota Additions
a. Occur immediately following bid matching.
b. The unmatched potential new members are matched to chapters that have already filled quota, and the potential new member must be listed on the chapter’s preference list.

3. Enforced Releases
a. The recruitment consultant will recommend release figures to all groups. It is expected that these recommendations be followed.
b. Minus Flex Lists are mandatory.
c. Plus lists are expected and highly recommended, but a chapter cannot be forced to provide a plus list if they do not want to invite the potential new member back or to Preference Night which indicates an invitation to membership.
4. Continuous Open Bidding (COB)
   a. Continuous Open Bidding may begin the first regular school day following primary recruitment. Grade verification or transcripts will be required before a woman may be pledged in continuous open bidding.
   b. The proper paperwork needs to be filed with the Fraternity and Sorority Life Office within 24 hours of extending the invitation.

ARTICLE X. INFRACTIONS AND FINES

1. Any dispute arising out of the violation of Panhellenic Council rules and regulations shall adjudicated through the Panhellenic Council Judicial Board and NPC judicial procedure.

2. Monetary fines shall be acceptable only for measurable infractions:
   a. Missing a mandatory meeting is $20 per person.
   b. Missing a deadline is $10 per day.
   c. Late list submission is $2 per minute.
   d. Exceeding designated recruitment party times is $2 per minute.
   e. Inappropriate social media posts after the chapter has exceeded the 20% rule is $20 per post.

3. Infractions must be based on fact. Every effort must be made to eliminate infractions based on hearsay. Chapters must also make every effort to provide substantial details of any violation they report by using names and relevant, specific details.