



**Constitution of the National Pan-Hellenic Council
University of Michigan
Updated March 2020**

Article I

Section I: Name

The official name of the organization shall be the University of Michigan chapter of the National Pan-Hellenic Council, Inc.

Section II: Affiliation with other groups

National Pan-Hellenic Council is affiliated with the office of Fraternity & Sorority Life at the University of Michigan.

Section III: Purpose, Mission, Non-discrimination policy

- A. The purpose of the National Pan-Hellenic Council (NPHC) shall be to enhance fellowship among the predominantly African-American fraternities and sororities on campus through closer interaction among each other in the interest of improving social and philanthropic relations and increased communication with the University population. It shall also provide a focusing agent by which NPHC members can come together and channel their combined strength for the benefit of their individual organizations, the NPHC as a whole, and the student body at the University of Michigan.
- B. The mission of the National Pan-Hellenic Council is to provide the community with a network that allows them to succeed academically and feel supported. We are here to serve our community in the best way possible and create lifelong memories and safe spaces for the African-American community.
- C. National Pan-Hellenic Council is committed to a policy of equal opportunity for all persons and does not discriminate on the basis of race, color, national origin, age, marital status, sex, sexual orientation, gender identity, gender expression, disability, religion, height, weight, or veteran status in its membership or activities unless permitted by university policy for gender specific organizations. Upon joining the organization, all members agree not to undermine the purpose or mission of the National Pan-Hellenic Council.

Section IV: Composition

- A. The University of Michigan chapter of the National Pan-Hellenic Council shall reflect composition of the National Pan-Hellenic Council and consist of only chapters recognized by their national

organization. The members of the University of Michigan Chapter shall consist of Alpha Phi Alpha Fraternity, Inc., Kappa Alpha Psi Fraternity, Inc., Omega Psi Phi Fraternity, Inc., Alpha Kappa Alpha Sorority Inc., Delta Sigma Theta Sorority, Inc., Phi Beta Sigma Fraternity, Inc., Zeta Phi Beta Sorority, Inc., Sigma Gamma Rho Sorority Inc., and Iota Phi Theta Fraternity, Inc.

- B. Active Chapter. An active chapter is a chapter that has paid all due and has all rights and privileges granted in the Constitution and Bylaws.
- C. Probationary Expansion Chapter. A probationary chapter is an organization seeking to re-establish an active chapter at the University of Michigan. Said organization must be established nationally recognized National Pan-Hellenic Council fraternity or sorority. While under a probationary period, members of the organization will have (1) vote in the Legislative body; however, its members will be ineligible for executive or judicial office. Probation shall last the duration of one full semester.
- D. Suspended Chapter or Organization. A suspended chapter is a chapter that has lost its active status membership in the council due to a violation of national or local council bylaws, and/or violations of said organizations national bylaws.
- E. Inactive Chapter. A chapter that has not paid due and/or fines in the allotted time given by the judiciary committee.

Section V: Non-Discrimination Clause

The National Pan-Hellenic Council is committed to a policy of equal opportunity for all persons and does not discriminate on the basis of race, color, national origin, age, marital status, sex, sexual orientation, gender identity, gender expression, disability, religion, height, weight, or veteran status in its membership or activities unless permitted by university policy for gender specific organizations. Upon joining the organization, all members agree not to undermine the purpose or mission of the National Pan-Hellenic Council.

Section VI: Voting

Each active chapter shall have (2) votes, which may be exercised by the organization's two official delegates or duly authorized alternates. Chapters consisting of four or less members will have two votes if at least one of their members is present. For chapter five or more, if only one delegate is present the chapter receives only (1) vote. In the event of a tie vote, the President will serve as a tiebreaker.

Section VII: Quorum

A quorum shall consist of at least one representative from 2/3 of the active chapters.

Section VIII: Amendments/Ratification

This constitution of the National Pan-Hellenic Council can be amended by a 2/3-majority vote of all the active chapter, following the approval of the seconded motion to enact such changes. Amendments to the Constitution and Bylaws will become effective the following academic year or otherwise noted in the amendment.

- A. Amendments must be submitted in written form to the executive board one week prior to discussion.
- B. The Constitution and Bylaws will be reviewed every year.

Article II

Section I: Elected Officers

All members of The National Pan-Hellenic Council will consist of elected officers, which will be called the Executive Board. The process for general membership in this organization is the same as the process of leadership selection and removal due to the organization only comprising of members in leadership.

- A. President, who shall be the presiding officer of the council and chair its meetings when President. The President will be a non-voting member of the council except in the event of a tie, and serve as the official spokesperson for the council.
- B. Vice-President, who shall assist the chair in the administration of the Council's business, and shall preside in the official session in the absence of the President, The Vice- President shall also serve as the executive board's representative on all Committees.
- C. Secretary, who shall keep the minutes of the council meetings and distribute copies of the minutes to all active chapters prior to each meeting. The Secretary will be responsible for compiling the official calendar of the Council one month prior to the 1st day of said semester. The Secretary will also keep a running tally of attendance at all NPHC meetings and sponsored functions for the purpose of levying fines.
- D. Treasurer, who shall monitor all financial transactions and concerns of the National Pan-Hellenic Council. Also, the treasurer shall maintain current financial records of the organization at all times; prepare a semester budget presented at the first council meeting of the said semester. The Treasurer is responsible for the collection of receipts and funds, and the presentation of weekly reports. The Treasurer shall also serve as the co-chair fundraising committee.
- E. Parliamentarian, who shall keep records of the constitution and all amendments and maintain order in all meetings using Robert's Rules of Order as a reference point; The Parliamentarian shall serve as the chair of the disciplinary committee, also be responsible for the preparation and presentation of contractual agreements between active chapter and the Council
- F. Co-Fundraising Chair, who shall be responsible for all coordination and execution of efforts solely to raise money for the council.
- G. Community Service Chair, who shall be responsible for organizing and facilitating community service events, with the minimum requirement of one per month.
- H. Publicity Chair, who shall be responsible for all publications and promotions for the council.

Section II: Eligibility

All officers must be enrolled students and active member of active chapters of The National Pan-Hellenic Council-U of M chapter prior to the term election is sought. Officers must be enrolled for the fall semester of their elected term. The position of the President is open to the entire council and requires at least one E-board position in any student organization during or prior to time of election.

Section III: Term of Office

The term of office for all positions shall be one year.

Section IV: Election of Officers

Applications for office are due one week prior to Election Day with two nominating signatures. One signature must be from a current executive board member.

On day of election Candidate will deliver a speech not to exceed 5 minutes. Elections will follow each office.

Section V: Removal/Impeachment of Officers

In the case of attempted removal of an Executive Officer the following procedure applies.

- A. To formally remove or impeach an officer, an active member of an active chapter must formally submit a written allegation stating how the officer has failed to perform his or her duties, to the executive board one week prior to discussion
 - a. Upon receipt of written statement, the Executive Board, excluding the officer in question, shall determine with a majority vote if there are grounds for an impeachment proceeding.
- B. The officer in question shall be informed in writing of the proceedings within 24 hours of the complaint being submitted.
- C. If a motion is made to remove the President from office, the next succeeding officer in the order of election shall call the meeting and run the proceedings.
- D. If the Executive Board determines an impeachment proceeding must take place, impeachment will be determined at a mass council meeting by a two-thirds majority vote of active chapter representatives.

Section VI: Order of Succession

In the event that an executive officer is unable to perform his or her duties or is unable to be in attendance at the University Michigan for any reason, then the following order of succession shall be implemented: Parliamentarian to Treasurer; Treasurer to Secretary; Secretary to Vice-President; Vice President to President.

Until a proper election process can be held, an NPHC member who is appointed by the President shall fill the office of Parliamentarian.

In the event that a promoted officer cannot or does not wish to take his or her new office, then the officer must occupy the new office until an election process can be held to fill the vacancy. The aforementioned officer has the option of returning to his or her former position or yielding that position to another NPHC member selected through the election process.

Article III

Section I: Meetings

Council meetings shall take place weekly on a day of the week to be determined by the Executive Board, at the beginning of the academic year.

Section II: Executive Board

The Executive Board shall meet at a time prior to the council meeting, to determine agenda, programming, and other council issues.

Section III: Attendance

Each active chapter shall have two chapter representatives to serve as voting representatives at council meetings. Failure of a representative to attend 75% of meetings may result in fines of the member's organization and/or temporary removal of that representative's voting rights and funding privileges. The disciplinary committee will consider the matter and make a recommendation to the full council.

All Executive Board members are expected to fulfill 100% attendance. The disciplinary committee will consider the matter and make a recommendation to the full council.