

Recruitment Code of Ethics of
College Panhellenic Association at Clemson University

We, the members of sororities at Clemson University, agree to promote honesty, respect, sisterhood, and cooperation within the College Panhellenic and our respective chapters and in our daily lives. This code of ethics is designed to inspire our members, reinforce exemplary conduct and values-based leadership and perpetuate lifelong membership to enrich the sorority and Panhellenic experience.

We, as College Panhellenic members at Clemson University, agree on and commit to:

- Uphold and demonstrate the Panhellenic spirit in thought, word and action through our chapters as well as individual members.
- Demonstrate ethical behavior and conduct ourselves in a manner consistent with the mission and values of the College Panhellenic, each inter/national organization and our institution.
- Respectfully adhere to the Unanimous Agreements and all policies established by the National Panhellenic Conference (NPC).
- Avoid disparaging remarks about any sorority or collegiate woman and refrain from discussing Panhellenic matters with nonmembers.
- Recognize friendly relations with all collegiate women, both sorority members and nonmembers, realizing the importance of creating and building friendships.
- Plan recruitment events that provide opportunities for the greatest possible number of women to become sorority members while protecting the rights and privileges of individuals and the chapters.
- Provide a safe, positive and enriching recruitment experience, understanding that membership is a social experience arrived at by mutual selection.
- Strive to be truthful, honorable, open and friendly to all potential new members during all recruitment events.
- Be respectful of the rights of every potential new member to make a personal choice, including the right not to join the women's-only sorority community.
- Refrain from limiting a potential new member's chances of becoming a member of the Panhellenic community by encouraging the potential new member to make an intentional single preference.

We, as College Panhellenic members at Clemson University, also agree on and commit to:

- Respectfully adhere to the bylaws and recruitment rules of the College Panhellenic Association at Clemson University.
- Abide by all local and federal laws and NPC inter/national member organization bylaws.
- Hold one another accountable to these standards, remembering at all times that we represent not only our individual chapters, but also the Panhellenic community as a whole.
- Recognize that it is a privilege to use Little John Coliseum and other Clemson University Property to conduct our formal recruitment process and respectfully abide by facility guidelines and recruitment rules as outlined by College Panhellenic.

As Panhellenic women of Clemson University, these are the tenets by which we strive to live.

Date adopted: April 2022

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I. Introduction

The recruitment rules of the College Panhellenic Association at Clemson University are intended to help guide affiliated, sorority women and Potential New Members (PNMs) through the membership selection process. Active members, new members, potential new members, recruitment counselors, advisors, and alumnae shall be bound by all College Panhellenic Association at Clemson University Recruitment Rules, National Panhellenic Conference (NPC) Unanimous Agreements and Policies, PNM Bill of Rights, College Panhellenic Association at Clemson University Code of Ethics, and the College Panhellenic Association at Clemson University Bylaws. It is the responsibility of each member organization/chapter to educate all current members and alumni on these policies. It is the responsibility of the College Panhellenic Association at Clemson University to publish these policies so that PNMs are able to educate themselves. All violations of these policies will result in a report, which may lead to the College Panhellenic Association at Clemson University Judicial Process.

Potential new members found in violation of these rules and procedures will be subject to dismissal from the recruitment process.

Primary Recruitment will be held during the fall semester, and primary recruitment events will be held only at times specified by the College Panhellenic Association at Clemson University recruitment calendar.

For the responsibilities of the Panhellenic Executive Board and Recruitment Counselors, please reference the College Panhellenic Association at Clemson University Bylaws, which can be found on the Clemson Panhellenic website.

II. Statement of Adherence to NPC Unanimous Agreements and Policies Regarding Recruitment

All National Panhellenic Conference (NPC) member organizations represented at Clemson University believe in strictly adhering to NPC Unanimous Agreements and policies. All organizations will follow these valued and non-negotiable policies during the recruitment process.

III. Recruitment Eligibility

- a. A woman is eligible to participate in Fall Primary Recruitment and/or Continuous Open Bidding and join a sorority if she is an undergraduate, fully matriculated student at Clemson University, meaning she is only attending Clemson University and is not simultaneously enrolled in high school and attending college.
- b. A woman is only eligible to participate in Fall Primary Recruitment and/or Continuous Open Bidding if she has not been an initiated member of any National Panhellenic Conference sorority. If a woman receives a bid from a sorority at Clemson University and chooses not to accept, she must wait until the beginning of the next Primary Recruitment at Clemson University before she is eligible to participate in recruitment again.
- c. A Potential New Members must register for Fall Primary Recruitment with the College Panhellenic Association at Clemson University and pay the recruitment fee in order to participate in Fall Primary Recruitment.

IV. Chapter Membership

- a. All undergraduate active sorority members shall be counted as part of the sorority membership and shall be entitled to participate in recruitment unless they are not registered for the fall academic semester. Transfers do not count as part of a sorority's membership until they are officially affiliated.
- b. Chapter roster updates must be completed ten days prior to Primary Recruitment and the start of the spring academic semester.

V. Statement of Values-Based Recruitment

All NPC member organizations represented at Clemson University will promote the following practices during membership recruitment:

- 1. Engage in values-based conversations.
- 2. Choose recruitment activities and behaviors that reflect the core values of NPC, College Panhellenic Association at Clemson University, and those of individual chapters.
- 3. Make informed choices, based on shared values, about potential new members.
- 4. Educate the potential new members about the values, benefits, and obligations of sorority membership.

In accordance with NPC policy, the College Panhellenic Association at Clemson University recruitment events do not include skits, elaborate decorations and costumes.

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VI. Statement of Positive Panhellenic Contact

We, the women of Clemson University, will promote panhellenic-spirited contact with all potential new members throughout the year. Strict silence will begin at the time of the MRABA signing and last until bid distribution on bid day – this span of time not to exceed 24 hours. No affiliated sorority member, including alumnae and new members, may communicate or live with potential new members during this period. Strict silence is defined as verbal, nonverbal, written, printed, text message and electronic communication or communicating through a third party. If potential new members live in a residence hall with sorority members, only casual greetings and contact are permitted.

All chapters are expected to display ethical behavior at all times. Ethical behavior means adhering to the College Panhellenic Association at Clemson University rules as well as the National Panhellenic Conference (NPC) policies. It means holding yourself and others accountable to make good choices in your actions. Ethical conduct promotes parity for all chapters through fair play.

VII. Promotion of the Sorority Experience

- a. All sorority women should actively promote the overall sorority experience and membership opportunities in organizations. This can be done in all forms of communication in the spirit of Panhellenic unity and desire to reach out to all women to share the opportunity for sorority membership.

1. Chapters may not incentivize or require their members to interact with PNMs over the summer. Incentivising includes but is not limited to; points, prizes, money, chapter privileges, etc.

- b. Organizations and individual members need to remain Panhellenic Positive.

- i. Communication cannot include:

1. Bid promising. Anything that would lead a PNM to believe that she is guaranteed to join your chapters is not allowed.
2. Negative Talk. Organizations/individual members cannot speak negatively about another Panhellenic organization or chapter woman.
3. Persuading the PNM experience. Organizations/individual members cannot tell a PNM how to go through recruitment. This includes telling a PNM how they should rank, encouraging them to withdraw from the recruitment process in hopes to COB, etc.
4. Inappropriate Questions. Organizations/individuals cannot ask PNMs if other chapters have reached out and what those conversations have been.

5. Misleading Information. This includes communication to the PNM about where she “fell” on your chapters list, or telling a PNM that there was “an error with the system”, etc.

- c. No woman is eligible to join a sorority during the summer months. A chapter member, alumna member or anyone acting on a sorority’s behalf shall not imply to a Potential New Member nor her family that she has an invitation to a party during the Primary Recruitment process, ask her to pledge, nor imply that she will receive a bid.

- d. No summer recruitment events shall be planned or executed unless they are sponsored by Panhellenic.

- e. No active sorority member should ask any fraternity to invite Potential New Members to the fraternity’s summer parties, nor should alumnae host parties for Potential New Members during the summer months.

- f. Active members may never meet a PNM prior to recruitment in person, unless a prior relationship/friendship already exists.

1. Active members may not invite a PNM to campus or chapter events during the Spring semester prior to recruitment. This includes campus tours, unless you are a tour guide and this was set up as an official campus tour and you are acting on behalf of your job.
2. Active members and PNMs may not enter one another’s personal residences at any time, except in the case of biological sisters. However, if the biological sister lives in the sorority hall, then PNM may not enter.

- g..Active members and alumnae members should never have communication with a PNMs parents, unless a prior relationship exists. If a prior relationship exists, then communication must remain Panhellenic minded. Any other contact from parents should be redirected to the Panhellenic Advisor.

- h.Active members may not spend money, not give or receive gifts from PNMs.

- i.During formal recruitment (starting August 17th) no active member, alumnae member or anyone acting on a sorority’s

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behalf may initiate contact of any kind with a PNM unless during the scheduled recruitment event.

1. If a PNM contacts an active member during the formal recruitment process, the active member should refer the PNM to the Panhellenic executive board.

VIII. Website/Social Media Guidelines

- a. Website rules are in effect from the day after Clemson University's May graduation until the day after Bid Day, annually.
- b. No pictures of Pi Chi or Panhellenic Executive Board members may appear on the chapter website, chapter member website, or any chapter social media.
- c. Only the chapter executive board's contact information should be listed on the individual chapter's website and other forms of social media.
- d. Each chapter should submit accurate and appropriate information to Panhellenic every spring regarding how/where to submit recommendation forms/letters.
- e. Guest books are not permitted on chapter websites.
- f. All Recruitment Counselors must set all social media accounts (i.e. Facebook, Twitter, Instagram, Snapchat, LinkedIn, etc.) to private by the day after Clemson University's May graduation. At this point, no new friend requests should be sent or accepted until after the conclusion of College Panhellenic Association at Clemson University bid day activities.
- g. Active members with any pictures with disassociated members must be taken down by the day after Clemson University's May graduation.

IX. Primary Recruitment

- a. The primary membership recruitment period will begin on August 15th, 2021 and will end at the conclusion of all Panhellenic bid day activities. Schedules specifying the specific dates will be distributed to all chapters.
- b. All communication between sorority members and potential new members outside of the hours established for Primary Recruitment events is to be kept to a minimum. There shall be no purposeful seeking of contact during the Primary Recruitment period except at official events. Normal, friendly contact is the only type of contact allowed during the Primary Recruitment period.
 - i. Contact that is prohibited includes, but is not limited to, telephone calls, letters, emails, text messages, flowers, gifts, contact through friends, parents, siblings, etc., social media, and etc.
 - ii. *"NPC believes that normal, social contacts should not be disrupted in the case of longstanding friendships by prohibiting all contact between sorority women and potential [members]. (Normal contact implies relatives, friends, neighbors, and coworkers.) However, each sorority is charged with the responsibility of seeing that unfair advantage is not taken of such contacts."* – NPC MOI pg. 84
 - iii. When contact cannot be avoided, recruitment must not be discussed between sorority members who have immediate relatives or roommates going through Primary Recruitment.
- c. Strict silence will begin at the time of the MRABA signing and last until bid distribution on bid day – this span of time not to exceed 24 hours. No affiliated sorority member, including alumnae and new members, may communicate or live with potential new members during this period. Strict silence is defined as verbal, nonverbal, written, printed, text message and electronic communication or communicating through a third party. If potential new members live in a residence hall with sorority members, only casual greetings and contact are permitted. Strict silence allows potential new members to make decisions free from outside pressures and opinions of others.
- d. Sorority members may not speak negatively of other sorority members, chapter, or member organizations to a Potential New Member. Similarly, Potential New Members may not speak negatively of other sorority members, chapters, or member organizations to sorority members.
- e. Sorority members are expected to be polite and respectful to all Potential New Members who attend their chapter's recruitment events. Similarly, Potential New Members are expected to be polite and respectful to sorority members at all recruitment events.
- f. Sorority members may not inquire about or discuss another sorority's recruitment events or procedures during Primary

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Recruitment. In addition, a sorority member may not inquire about a Potential New Member's event schedule at any time during Primary Recruitment.

- g. Sorority Members may not inquire if a potential new member is a legacy of another member organization.
- h. The Vice President of Recruitment, Chapter President, or Chapter Advisor must notify the Panhellenic Advisor upon releasing a potential new member who is a legacy, associated with a Clemson University Board of Trustee Member, Board of Visitor Member, or IPTAY Board Member, associated with a Clemson University Faculty or Staff Member, and/or associated with the University in such a way that various people would receive calls or emails about her release.
- i. Sorority members may never suggest single intentional preference or to list a preference of any sorority over another.
- j. No form of bidding may occur outside the prescribed Panhellenic procedure. No bids, oral or otherwise, may be directly or indirectly issued during events at any time. Polite greetings and salutations are acceptable and judge on a case-by-case basis. For example, sorority members may not promise bids or invitations or give the hint that a bid or invitation will be extended to the Potential New Member.
- j. Recruitment Counselors and Panhellenic Executive Board members may not release any information concerning a Potential New Member to members of any sorority unless directed to do so by the Office of Fraternity and Sorority Life. Any sorority seeking information about a Potential New Member should direct their questions and concerns to the Office of Fraternity and Sorority Life.
- l. During Primary Recruitment, sorority members, Recruitment Counselors, Panhellenic Executive Board Members, and Potential New Members may not attend fraternity events and chapters may not co-host events with each other and/or fraternities.
- m. The participation of men in Primary Recruitment and Bid Day activities is prohibited. This includes the presence of men in recruitment videos/promotional materials, as chapters of the College Panhellenic Association at Clemson University are not dependent on men to function as individual organizations.
 - i. Chapters should not have any reference to fraternities that are no longer recognized chapters at Clemson University.
- n. The use of alcoholic beverages and illegal substances in Primary Recruitment and Bid Day activities is prohibited.**
 - i. This includes any activity where active member(s) and new member(s) are present.
- o. Sorority members may not buy anything for Potential New Members (i.e. gifts, meals, etc.) or give a potential new member any cards, letters, envelopes, or any type of written correspondence, including preference letters, at any time during Primary Recruitment. Chapters must not let potential new members leave with anything that they did not bring into the event.
 - i. The only exception to this rule is a standard financial handout that chapters may hand out during the third round and allow potential new members to take with them.

X. Primary Recruitment Administration

- a. College Panhellenic Association at Clemson University abides by NPC's Release Figure Methodology, and will respect and take into high consideration the advice of the RFM specialist.
 - i. RFM is based on a mathematical model to determine the number of invitations each participating chapter will issue throughout the recruitment process.
 - ii. There are four rounds during Primary Recruitment, and Potential New Members have the potential to attend all four rounds. During Round 1, a PNM can visit a maximum of 13 chapters. During Round 2, a PNM can visit a maximum of 9 chapters. During Round 3, a PNM can visit a maximum of 6 chapters. During Round 4, a PNM can attend a maximum of 2 chapters. If the College Panhellenic Association at Clemson University adds or loses a chapter, a format change is required and should be determined in consultation with the RFM specialist and NPC area advisor. Campuses should use only approved RFM formats. A vote of the College Panhellenic is not required to approve a recommended format.
- b. All chapters must adhere to the Primary Recruitment Schedule approved by the College Panhellenic Association at Clemson University.
- c. Every chapter is strongly advised to follow the carry figures given to them from the RFM specialist for all invitational rounds. This requires that every chapter submit the required invitation and flex-minus lists.

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- d. Round invitation lists must be submitted online through CampusDirector by the most updated primary recruitment schedule time. *(Note: Make sure that you continually save your invitation list to avoid losing data.)*
- e. Once a chapter's invitation list has been submitted, no changes can be made.
- f. Once a round begins, all sorority members and others assisting with recruitment may only enter and leave recruitment rooms during event breaks. Sorority members and others assisting with recruitment can leave at any time for emergencies but can only return during breaks.
- g. Sorority members, who are representing their chapters as Pi Chis or Panhellenic Executive Board members, may not be shown in media presentations during rounds, display pictures in event spaces, or have their picture submitted to be published on the Recruitment Website.
- h. Sorority members cannot be required to purchase specific items of clothing for recruitment other than Round 1.
- i. Chapters may not serve food or beverage to the Potential New Members during any of the rounds.
- j. Potential New Members are required to attend all chapter events they are invited to during each round of Primary Recruitment.
- k. Chapters are responsible for reserving their own rooms for voting.

XI. Primary Recruitment Space Guidelines

- a. Chapters may not enter recruitment spaces before the time indicated on the recruitment schedule, and chapters must exit the spaces by the time indicated on the recruitment schedule.
 - b. The use of candles, wax, fire, duct tape, feathers, confetti, balloons, or glitter of any kind is prohibited at any event, including bid day.
The use of real candles, wax, fire, duct tape, feathers, confetti, helium balloons, or glitter of any kind is prohibited at any event, including bid day.
 - c. Chapters must follow all University guidelines regarding the space used at any point during primary recruitment, including but not limited to food/drink contracts, decorating limitations, etc.
 - d. Items cannot be hung from the ceiling and/or taped/hung from walls or columns in the event space.
 - e. All room layouts and all decorations being used during rounds must be approved by the Recruitment Team through submission of round description templates. Each round description template will have a specific due date in the spring semester. These dates will be conveyed to all chapter VPRs at a VPR meeting. Once round descriptions are approved, changes cannot be made.
 - i. *It is only possible to move around the furniture, store tables, or deviate from the submitted room layout in any way if there are extenuating circumstances and approved by the Recruitment Team or if the chapter is advised by the Recruitment Team to alter the layout due to party sizes.*
 - f. All belongings of the chapter (i.e. boxes, book bags, tabulating) must be stored within the confines of the organization's assigned event room. Use of hallways, service hallways, restrooms, closets, and stairwells are prohibited for storage unless approved by the Recruitment Team.
 - g. Each chapter must adhere to the specific guidelines regarding the event space for Primary Recruitment. Chapters can use as much or as little of what is offered in the guidelines, but it is prohibited that chapters use more than what the designated guidelines state.
 - i. **Round 2:** To ensure a values based recruitment, each chapter is allowed to use two 8-foot tables, chairs, as well as a projector and projector screen or a television. Chapters are required to use the Panhellenic-provided speaker and keep it at the designated volume. No item, or items stacked may exceed 6ft in height. No microphones or additional speakers are permitted.
Speakers should be placed only where approved by a Panhellenic Executive member. Chapters are instructed to speak with neighboring chapters if there is an issue regarding volume before coming to speak with Panhellenic Executive members.
- The number of chairs that will be permitted will be specific to each chapter, based on fire code, based on approval from LJC, and based on the number of women attending the chapter's second round parties. Chairs are not required, so if a chapter would rather have the PNMs stand or sit on the ground while watching their philanthropy presentation,

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they are permitted to do so. Decorations will be allowed on 25 feet of pipe and drape and on the two 8-foot tables. One set of self-standing wooden letters, under 6 feet tall are permitted to be in the room. The decorations on the pipe and drape can be 25 consecutive feet or 25 nonconsecutive feet. Pipe and drape for each chapter space will be determined by Panhellenic and will be set up prior to the start of recruitment. No additional pipe and drape can be added to the room, unless added by Panhellenic. Items cannot be hung from the ceiling and/or taped/hung from walls or columns in the event space.

- ii. **Round 3:** Decorations will be allowed on 25 feet of pipe and drape and on tables. One set of self-standing wooden letters, under 6 feet tall are permitted to be in the room. No item, or items stacked may exceed 6ft in height. The number of chairs that will be permitted will be specific to each chapter, based on fire code, based on approval from LJC, and based on the number of women attending the chapter's third round parties. To ensure a values based recruitment, only chairs, circular tables, and cocktail tables will be permitted during these rounds. For round 3, chapters are required to use the Panhellenic-provided speaker and keep it set at the designated volume. No microphones or additional speakers are permitted. The decorations on the pipe and drape can be 25 consecutive feet or 25 nonconsecutive feet. Pipe and drape for each chapter space will be determined by Panhellenic and will be set up prior to the start of recruitment. No additional pipe and drape can be added to the room, unless added by Panhellenic. Items cannot be hung from the ceiling and/or taped/hung from walls or columns in the event space.
- iii. **Round 4:** Decorations are allowed on 25 feet of pipe and drape, on tables, and one set of wooden self-standing letters under 6 feet tall are permitted to be in the room. No item, or items stacked may exceed 6ft in height. The number of tables and chairs that will be permitted will be specific to each chapter, based on fire code, based on approval from LJC, and based on the number of women brought back to the chapter's third round and fourth round in the previous year of formal recruitment. To ensure a values based recruitment, only chairs, and a projector and projector screen or a television. For round 4, chapters are required to use the Panhellenic-provided speaker and keep it set at the designated volume. The decorations on pipe and drape can be 25 consecutive feet or 25 nonconsecutive feet. Pipe and drape for each chapter space will be determined by Panhellenic and will be set up prior to the start of recruitment. No additional pipe and drape can be added to the room, unless added by Panhellenic. Items cannot be hung from the ceiling and/or taped/hung from walls or columns in the event space.
- i. Beating or banging on any walls or anything in the rooms is prohibited.
- j. Panhellenic reserves the right to enforce additional guidelines about recruitment spaces during the entirety of recruitment. If a new guideline is implemented, it will be put in writing and sent to VPRs via e-mail.

XII. Primary Recruitment Invitational Rounds

- a. **Round 1 -- Open House:** Chapters are to pre-record a Round 1 video for the Potential New Members to watch. The chapter round 1 video must follow guidelines set forth by the Panhellenic Executive Board. Chapters must watch all of the potential new member video submissions by the designated date stipulated in the recruitment schedule.
- b. **Round 2 -- Philanthropy:** Each event that takes place during Round 2 is a 30-minute event. This round is intended to provide Potential New Members with information regarding the chapter's philanthropy. There may be a presentation lasting no more than 10 minutes with a 4-minute video limit. All videos must be shown at the start of the party. The Panhellenic Recruitment Team must approve both videos and presentations by the specified date that is provided to the chapter VPR. No craft activities will be allowed during this round. No food or beverages may be served. Cheering will commence 2 minutes before the start of each party and will conclude 30 seconds after the end of each party. **Chapters are expected to provide a Zoom option for any Potential New Members who indicate they need the accommodation.**
- c. **Round 3 -- Sisterhood:** Each event that takes place during Round 3 is a 35-minute event. This round is intended to provide Potential New members with information regarding the chapter's sisterhood, financial obligations, and membership requirements. Chapters are required to present [on financial information. Financial Information sheets will be available to PNMs online for them to review. Chapters are welcome to print and hand these out, but that is not necessary. CPA will not be printing these out as they will be available online.](#) and hang out financial information. [If the chapter chooses to print out their financial cards,](#) a potential new member may leave each chapter's event with a single sheet of paper containing the chapter's dues and fees information using the provided NPC template. No other templates will be accepted by means of NPC transparency policy rules. There may be a presentation lasting no more than 10 minutes with a 4-minute video limit.

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All videos must be shown at the start of the party. The Panhellenic Recruitment Team must approve both videos and presentations by the specified date that is provided to the chapter VPR. Chapters are encouraged to highlight expectations and obligations of being a member, including time commitments and new member/member requirements. No craft activities will be allowed during this round. No food or beverages may be served. Cheering will commence 2 minutes before the start of each party and will conclude 30 seconds after the end of each party. **Chapters are expected to provide a Zoom option for any Potential New Members who indicate they need the accommodation.**

- d. **Round 4 -- Preference:** Each event that takes place during Round 4 is a 45-minute event. The purpose of this round is to allow the potential new members a final glimpse into their final chapter(s) to help determine which chapter is the best fit for them. No videos or slideshows with sound are permitted during this round. **Acoustic instruments are allowed during this round if specified on the Description Document. Acoustic instruments can be played for 10 minutes maximum.** Every potential new member that is invited to Preference round should appear somewhere on the chapter's bid list. No personal notes may be written to PNMs. No craft activities will be allowed during this round. No food or beverages may be served. Cheer/FPI CFng or singing will commence 2 minutes before the start of each party and conclude 30 seconds after the end of each party.
- e. **Bid Day:** This is the day that each potential new member will receive their bid, if they are given one. Each potential new member may only receive one bid from one organization. There shall be no alcohol, illegal substances, and/or men involved in Bid Day activities. **Bid day activities include any event where a new member and active member are present.** All Bid Day activities must follow state and local guidelines.
- f. **Snap Bidding:** If needed, snap bidding will begin as soon as bids are matched. Chapters may snap bid to fill unmatched quota spaces. Snap bidding is not intended to fill spaces in chapter total. Snap bidding is limited to any woman who registered and participated in at least one round of Primary Recruitment. Snap bidding ends when bids are distributed.

XIII. Assistance Guidelines

- a. The chapters are responsible for informing and educating alumnae members of the recruitment rules, NPC Unanimous Agreements and Policies, and the Code of Ethics and for the observance of these rules.
- b. Alumni are permitted to assist college chapters at recruitment events provided that they do not make contributions of any sort (decorations, money, etc.), pertaining to any specific parties. Exceptions can be made with approval from the Recruitment Team **such as food during recruitment or polish week. Alumni members are not allowed to be involved in any recruitment conversations with the PNMs.**
- c. Collegiate members from colleges/universities other than Clemson University are permitted to assist during recruitment provided their presence is made known and approved by the Recruitment Team. Their respective schools must be clearly indicated on their nametag.
- d. **A list of all people who are not members of the chapter who will be in LJC assisting with recruitment must be provided to Panhellenic no later than August 1st. This list should include everyone's first and last names, phone number, email address, reason for being present, relationship to the chapter, and if collegiate members from another college/university, their college/university affiliation. Chapters are to disclose if there are any national consultant visitors present during recruitment by August 1st to the Recruitment Team and provide contact information.**

XIV. Panhellenic Executive Board Officers and Recruitment Counselors

- a. Upon accepting the position, no Panhellenic Executive Board Officer or Recruitment Counselor shall sit in on Chapter Recruitment meetings or workshops.
- b. Upon accepting the position, no Panhellenic Executive Board Officer or Recruitment Counselor shall sit in on Chapter Meetings or Workshops to discuss Potential New Members.
- c. Panhellenic Executive Board Officers and Recruitment Counselors shall not wear, carry, or display any item indicating their sorority membership (i.e. t-shirts, insignia, car tags, social media, personal websites, etc.) beginning the day after Clemson University's May graduation and ending at the conclusion of all Primary Recruitment activities (after Bid Day).
- C. Panhellenic Executive Board Officers and Recruitment Counselors are asked not to display their sorority membership on social media beginning the day after Clemson University's May graduation. Chapters will not be fined for any instances of Pi Chi's showing affiliation on social media until disassociation starts 7 days prior to Primary Recruitment.

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- d. Panhellenic Executive Board Officers and Recruitment Counselors shall disassociate from their chapter completely 7 days prior to Primary Recruitment. Disassociation shall end at the conclusion of Primary Recruitment (Bid Day).
 - i. Disassociation is defined as no direct or indirect contact with members of their own chapter – meaning no verbal communication, non-verbal communication, interaction of any kind with members of their own chapter through a third party, and no discussion with members of other chapters regarding recruitment at any time.
 - ii. The only exception to this rule is if a Panhellenic Executive Board Officer or Recruitment Counselor is working in an official capacity to gain information or resolve a recruitment rule violation or to handle an emergency.
- e. The Recruitment Counselors are subject to all rules and guidelines set forth by the College Panhellenic Association at Clemson University Vice President of Recruitment Counselors.
- f. Recruitment Counselors must be full, active, in-good-standing members of their organization during that the time of Primary Recruitment, [and during the spring semester prior to Primary Recruitment, with the exception if a recruitment counselor is studying abroad or co-op during spring semester](#). As long as you are a returning Recruitment Counselor, you are permitted to study abroad or participate in a co-op experience the spring semester before primary recruitment. If you are a Recruitment Counselor who is registered to co-op during the fall semester of Primary Recruitment, you must ensure that you can be present at all training workshops and all Primary Recruitment events, regardless of your co-op schedule. Students who are entering their fifth year of undergraduate studies are eligible to be a Recruitment Counselor, as long as they are an active member within their chapter (i.e. paying dues).
- g. Recruitment Counselors must notify the Panhellenic advisor if the parent or guardian of a Potential New Member is attempting to contact them regarding any recruitment matter
- h. Recruitment Counselors will sign a contract that outlines expectations at the beginning of their term. If policies are not followed, a Recruitment Counselor may be immediately dismissed from her position or will receive other penalties to be sanctioned through the Panhellenic judicial process. In addition, if any part of the contract is breached, a woman will not be eligible to be a returning Recruitment Counselor.
- i. Panhellenic Executive Board Officers and Recruitment Counselors will show proper respect to all sororities. This includes making any comments, positive or negative. Violations may lead to removal from her position.

XV. Statement of Membership Recruitment Acceptance Binding Agreement (MRABA)

The College Panhellenic Association at Clemson University will uphold and use the membership recruitment acceptance binding agreement (MRABA) for each potential new member interested in joining a sorority, whether during primary recruitment or continuous open bidding. We agree to all policies and steps pertaining to the MRABA.

The Membership Recruitment Acceptance Binding Agreement.

This is a one-year binding agreement signed by a potential new member when ranking chapters after preference round. A PNM agrees to accept a bid from any chapter she lists on her MRABA. If a PNM receives a bid to a chapter she lists and declines it, she is bound to it for one year or until the next Primary Recruitment period, meaning she cannot accept a bid to any other organization. If a PNM signs an MRABA and does not receive a bid, she is eligible for continuous open bidding or snap bidding.

Recruitment counselors shall not be involved with any potential new members in the process of completing and signing the membership recruitment

XVI. Statement of Automatic Reset of Total

Total is the allowable chapter size as determined by the College Panhellenic. To allow chapters to achieve parity as quickly as possible, total will be automatically adjusted every regular academic term. This is to be done no later than 72 hours following bid distribution in the academic term that primary recruitment is held and within one week (no more than seven days) from the start of the academic term in which primary recruitment is not held. **Total will be determined by median chapter size (MCS).** [Total will be determined by either median chapter size or average chapter size - whichever is deemed more appropriate for the community by the RFM specialist and Panhellenic advisor.](#)

XVII. Continuous Open Bidding (COB)

- a. The intent of COB is to provide maximum opportunities for membership to the greatest number of chapters possible.
- b. COB may begin once bids are distributed at the conclusion of Primary Recruitment (Bid Day) and shall extend throughout to

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the last day of classes in the spring semester, [as long as chapters are adhering to the initiation deadline each semester provided by the Office of Fraternity & Sorority Life.](#)

- c. Continuous Open Bidding is not allowed from the last day of classes in the spring semester until after Primary Recruitment ends.
- d. Each NPC member organization has the right to COB to reach quota or its total allowable chapter size during the regular school year as defined by the school calendar.
- e. Any woman enrolled as a full-time student at Clemson University is eligible for COB unless she is an initiated member of any NPC member organization or has signed a Membership Recruitment Acceptance Binding Agreement (MRABA) at Clemson University within the past year, [and received a bid.](#) If it is found that a Potential New Member violates this rule, her membership will not be valid in the new chapter.
- f. PNMs may express interest in Continuous Open Bidding by completing the CO B Interest Form on the College Panhellenic Association at Clemson University website. Completing this form is not required to participate in or receive a bid in the COB process.
- g. Chapter eligibility must be verified by the Office of Fraternity and Sorority Life before COB begins.
- h. To accommodate the colonization of a chapter or to allow a chapter to build its membership, the College Panhellenic may vote to suspend continuous open bidding (COB) for a period not to exceed three weeks.
- i. A chapter may not encourage a potential new member to drop out of the Primary Recruitment process to wait for a bid from that chapter during COB.
- j. Within 24 hours of a Potential New Member accepting a bid, the chapter is responsible for delivering the Continuous Open Bidding Binding Agreement to the Office of Fraternity and Sorority Life. [The chapter must also add the new member to the online roster system and complete a Fraternity and Sorority Life membership card within 2 business days.](#)
- k. Continuous Open Bidding Binding Agreements signed are binding until the next formal recruitment period.

XVIII. Suspected Recruitment Infractions

- a. The College Panhellenic Association at Clemson University will follow the NPC Judicial Procedures as outlined by NPC. If a sorority, Potential New Member, Panhellenic Executive Board Member, Recruitment Counselor, or Fraternity/Sorority Advisor believes there has been an infraction of the Recruitment Rules, PNM Bill of Rights, Code of Ethics, or College Panhellenic Association at Clemson University Bylaws, a detailed, written report (specifying time, place, and witness to the alleged infraction) signed by the accusing party must be turned into the Panhellenic President or the Panhellenic Advisor. It is crucial that violation forms be thoroughly filled out and that witnesses give their names and contact information. Only PNMs are excused from the NPC policy of identifying themselves in front of the accused parties.
- b. Infractions must be filed within 30 calendar days from the date of the alleged infraction.

XIX. Fined Infractions

- a. All fines are due within 30 days of each chapter's receipt of the final invoice for Recruitment Infractions. For every day late, a \$50 fine will be added.
- b. Depending on the severity of some of these infractions, a chapter may receive a fine as well as a referral for mediation [and/or Judicial Board.](#)
- c. [Fined infractions are to be filled out on a Google Form solely by recruitment counselors, Panhellenic Executive board, or the Panhellenic Advisor.](#)

Violation	Time Applicable	Amount	Assessed
Failure to attend or send a substitute to a VPR meeting	January - August	\$25	Each Occurrence
Failure to meet recruitment deadlines	January - August	\$25	Each Day Late

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Pi Chis on Display on Social Media	7 days prior to start of Primary Recruitment - Bid Day	\$25 per person	Each Occurrence
Revealing affiliation of a Pi Chi	May Graduation - Bid Day	\$250 per person	Each Occurrence
Violation of room guidelines/decorations	Primary Recruitment	\$100 per party per round that rules are violated	Each Occurrence
24/7 On-Call Campus Director Manager is unable to be reached	Primary Recruitment	\$100 per missed phone call	Each Occurrence
Late Submission of Both Invitation and Flex Lists	Primary Recruitment	\$10 for every minute late beyond the scheduled time for submission of both invitation and flex lists	Each Occurrence (Note: this fine is applicable to each individual list, therefore any overlapping time is charged twice.)
Trash Left Behind in Recruitment Space	Primary Recruitment	\$30 per piece of trash	Each Occurrence
Starting a Party Late	Primary Recruitment	\$10 for each minute late	Each Occurrence
Ending a Party Late	Primary Recruitment	\$20 for each PNM late with a cap of \$500 per party	Each Occurrence
PNMs bringing unauthorized items out of parties	Primary Recruitment	\$20 for each item with a cap of \$500 per party	Each Occurrence
Food or Non-Water Beverage Inside Recruitment Space	Primary Recruitment	\$250	Each Occurrence
Talking poorly/negatively about another chapter	Primary Recruitment	First Warning: Warning Second Warning: Recruitment team speaks with chapter Third Warning: \$500 fine pending mediation	Each Occurrence
Trying to enter a space before appropriate time	Primary Recruitment	\$250	Each Occurrence
Items hanging from ceiling or taped to walls	Primary Recruitment	\$30 per item	Each Occurrence
Changing set volume on Panhellenic-	Primary Recruitment	First Warning: Warning Second Warning: Meeting	Each Occurrence

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provided speaker		with chapter's executive board Third Warning: Panhellenic Exec/Recruitment counselor stands in during a round	
Cheering before or after permitted time	Primary Recruitment	\$50 for each minute early/late	Each Occurrence
Starting a party early	Primary Recruitment	\$10 for each minute early	Each Occurrence
Ending a party early	Primary Recruitment	\$10 for each minute early	Each Occurrence
Sharing information about a PNM Round 1 Video for non-recruitment purposes (Violation of Non Disclosure Agreement)	Primary Recruitment	First Warning: Warning Second Warning: Recruitment team speaks with chapter and possible referral to the office of community and ethical standards Third Warning: \$500 fine pending mediation	Each Occurrence

Date Adopted: March 10th, 2021