



PANHELLENIC COUNCIL

UCLA PANHELLENIC COUNCIL RECRUITMENT RULES 2009

**The following rules are comprised of NPC Unanimous Agreements, NPC policies and recommendations for recruitment, ideas and previous rules discussed by the 2009 Recruitment Chairwomen of the UCLA sororities. These rules were passed by a majority vote during Recruitment Committee meetings and ratified by vote of the Panhellenic Council, May 2009. All chapters and their alumnae are expected to understand and follow all of the recruitment rules. If they are violated judicial actions will be taken.*

I. RECRUITMENT DATES/TIMES:

FALL FORMAL RECRUITMENT shall begin on Wednesday, September 23, 2008 at 7:00 am and continue through Sunday, September 28, 2008 at 9:00 p.m. The following schedule and rules shall apply:

- 1. Wednesday, September 23rd, 2009:** **Open House Round #1 (9 parties)**
 30 minute events; 15 minutes travel time
 Event 1 12:00 p.m. - 12:30 p.m.
 Event 2 12:45 p.m. - 1:15 p.m.
 Event 3 1:30 p.m. - 2:00 p.m.
 Event 4 2:15 p.m. - 2:45 p.m.
 Event 5 3:00 p.m. - 3:30 p.m.
 Event 6 3:45 p.m. - 4:15 p.m.
 Event 7 4:30 p.m. - 5:00 p.m.
 Event 8 5:15 p.m. - 5:45 p.m.
 Event 9 6:00 p.m. - 6:30 p.m.
- 2. Thursday, September 24th, 2009:** **Open House Round #2 (7 parties)**
 30 minute events; 15 minutes travel time
 Event 1 4:30 p.m. - 5:00 p.m.
 Event 2 5:15 p.m. - 5:45 p.m.
 Event 3 6:00 p.m. - 6:30 p.m.
 Event 4 6:45 p.m. - 7:15 p.m.
 Event 5 7:30 p.m. - 8:00 p.m.
 Event 6 8:15 p.m. - 8:45 p.m.
 Event 7 9:00 p.m. - 9:30 p.m.
- 3. Friday, September 25th, 2009:** **House Tours / Philanthropy Round (up to 9 parties)**
 30 minute events; 15 minutes travel time
 Event 1 3:30 p.m. - 4:00 p.m.
 Event 2 4:15 p.m. - 4:45 p.m.
 Event 3 5:00 p.m. - 5:30 p.m.
 Event 4 5:45 p.m. - 6:15 p.m.
 Event 5 6:30 p.m. - 7:00 p.m.
Food Break 7:00 p.m. - 7:30 p.m.
 Event 6 7:30 p.m. - 8:00 p.m.
 Event 7 8:15 p.m. - 8:45 p.m.
 Event 8 9:00 p.m. - 9:30 p.m.
 Event 9 9:45 p.m. - 10:15 p.m.
- 4. Saturday, September 26th, 2009:** **Entertainment Round (up to 6 Parties)**
 45 minute events; 15 minutes travel time
 Event 1 12:00 p.m. - 12:45 p.m.
 Event 2 1:00 p.m. - 1:45 p.m.
 Event 3 2:00 p.m. - 2:45 p.m.
Food Break 2:45 p.m. - 3:15 p.m.
 Event 4 3:15 p.m. - 4:00 p.m.
 Event 5 4:15 p.m. - 5:00 p.m.
 Event 6 5:15 p.m. - 6:00 p.m.
- 5. Sunday, September 27th, 2009:** **Preference Morning (up to 3 Parties)**
 75 minute events; 15 minutes travel time
 Event 1 9:00 a.m. - 10:15 a.m.
 Event 2 10:30 a.m. - 11:45 a.m.
 Event 3 12:00 p.m. - 1:15 p.m.
- 6. Bid Day** **Bids Issued, Recruitment Counselor Revealing, etc.**
 6:30 p.m. - 7:00 p.m. Chapter activities start: 7:00 p.m.

II. PARTY REGULATIONS:

ROUND 1 (DAYS 1 & 2): OPEN HOUSE:

STRUCTURE:

- 1) A maximum of two greeters may welcome the potential members to the event
- 2) Each chapter will hold 9, 30-minute parties on Wednesday and 7, 30-minute parties on Thursday.
- 3) Parties are to be conversation-based, encouraging the PNMs to learn about the chapters and for the chapters to meet the PNMs in a comfortable atmosphere, without any form of entertainment or tours.

ATTIRE:

- 1) The Panhellenic recruitment t-shirt must be worn by every chapter, with pants/skirt left up to the discretion of the chapter.
- 2) The 2 greeters may wear different clothing than the chapter members.

REFRESHMENTS:

- 1) Non-carbonated, non-flavored water can have an edible garnish limited to celery only.

DECORATIONS:

- 1) No themes are allowed during this round of recruitment
- 2) One banner, hung outside, may be used. The banner is limited to 50 total square feet, two-dimensional only, can be paper, vinyl, fabric, or plastic. It is suggested that chapters use the same outside banner throughout the recruitment process.
- 3) All twinkle lights need to be up by Thursday, September 17th, 2009 and will stay throughout the duration.

MISCELLANEOUS:

- 1) Chapters must display a poster board with their financial requirements in an area that is easily seen by PNMs.
- 2) All chapters will be required to explain the financial requirements at the end of each party as explained in the script provided by the Panhellenic Recruitment Director.
- 3) Exit songs are optional, but are limited within the house, and, once the door is closed, singing is prohibited.
- 4) No personalization including gifts, favors, preference letters or notes for PNMs until they have accepted bids will be allowed.
- 5) The front door must remain unlocked at all times during recruitment events.

ROUND 2 (DAY 3): HOUSE TOURS/PHILANTHROPY:

STRUCTURE:

- 1) A maximum of two greeters may welcome the potential members to the event.
- 2) Each chapter will hold up to 9, 30 minute parties, with a 30 minute food break for which chapters will provide money.
- 3) Chapters are encouraged to have house tours (specific rules are listed below).
- 4) Chapters have the option of showing a short clip (5-10 minutes) about their national or local philanthropy.

ATTIRE:

- 1) Up to discretion of the chapter.
- 2) One item may be bulk ordered during this round or the following round. If bulk item is not used on this day, the chapter's clothes cannot be identical (as far as color or brand).
- 3) The 2 greeters may wear different clothing than the chapter members.

REFRESHMENTS:

- 1) Non-carbonated, non-flavored water can have an edible garnish limited to celery only.

DECORATIONS:

- 1) **Bedrooms:** One bulletin board may be decorated with themed pictures inside each room. Room decorations are not to match the themed board and must be decorated as they would be normally throughout the year.
- 2) **Upstairs hallways:** Bulletin boards may be decorated with photos and arranged by theme/event. House tours/pictures must be in good taste, and any pictures of alcohol and/or Recruitment Counselors or members of the Panhellenic Executive Council are explicitly prohibited.
- 3) **Tables:** Two tables, located downstairs, may be decorated with photos or chapter-related objects, in a thematic way, to be used as a visual aid for house tours.
- 4) **Downstairs living room/main room for recruitment:** the two downstairs rooms used primarily for recruitment discussions, such as the living and dining room, may be decorated in a way that the decorations coordinate with the philanthropy event or organization of the chapter (for example, XYZ has a golf-related philanthropy event, and therefore may decorate two rooms in a golf-related manner). These are the only rooms in the whole house that are allowed to be decorated during recruitment.
- 5) **Walls:** The walls of the rooms used for Recruitment parties may be decorated, however they may only be 50% covered. Banners are acceptable.
- 6) **Ceilings:** The ceiling of the rooms used for recruitment parties may not be covered unless it is for the specific purpose of blocking light for a slide show or entertainment.
- 7) One banner, hung outside, may be used. The banner is limited to 50 total square feet, two-dimensional only, can be paper, vinyl, fabric, or plastic.

MISCELLANEOUS:

- 1) Chapters must display a second poster board with their live-in requirements in an area that is easily seen by PNMs.
- 2) No personalization including gifts, favors, preference letters or notes for PNMs until they have accepted bids will be allowed.

- 3) Exit songs are optional, but are limited within the house, and, once the door is closed, singing is prohibited.
- 4) The front door must remain unlocked at all times during recruitment events.
- 5) Chapters must explain live-in requirement specific to their chapter at their discretion.

ROUND 3 (DAY 4): ENTERTAINMENT:

STRUCTURE:

- 1) A maximum of two greeters may welcome the potential members to the event.
- 2) Chapters will hold up to 6, 45-minute parties, with a 30 minute food break for which chapters will provide money.
- 3) Parties may include a skit and/or slide show (specifics are below)

ATTIRE:

- 1) Up to discretion of the chapter.
- 2) One item may be bulk ordered during this round or the preceding round. If bulk item is not used on this day, the chapter's clothes must not be identical (as far as color or brand).
- 3) The 2 greeters may wear different clothing than the chapter members.

REFRESHMENTS:

- 1) Carbonated and non-carbonated beverages are permitted (iced tea, lemonade, fruit punch, soda ONLY) with or without garnish.

DECORATIONS:

- 1) Themes are permitted during this round, but are limited to: nametags, clothing, centerpieces, garnishes, napkins, signs, and wall decorations.
- 2) Theme related floor coverings are not allowed.
- 3) Walls: The walls of the rooms used for Recruitment parties may be decorated, however they may only be 50% covered. Banners are acceptable. This does not include the room used for entertainment day.
- 4) Ceilings: The ceiling of the rooms used for recruitment parties may not be covered unless it is for the specific purpose of blocking light for a slide show or entertainment.
- 5) One banner, hung outside, may be used. The banner is limited to 50 total square feet, two-dimensional only, can be paper, vinyl, fabric, or plastic.

MISCELLANEOUS:

- 1) 1) Slide show specifics:
 - a. The slide show should be in good taste, and any pictures or video clips that include alcoholic references or that can be construed as alcohol (i.e. red cups, bottles) are explicitly prohibited. Additionally, the presence of Recruitment Counselors and members of the Panhellenic Executive Council are prohibited. Each chapter's slide show is required to be made by an active member of the chapter and is subject to review by the Panhellenic executive council before and during pre-recruitment. During this screening, any pictures or video clips deemed inappropriate will be required to be edited out of the slide show prior to being shown to potential new members. Slide shows that require alterations will be rechecked by a member of the executive council and, if the required changes are not made or if changes are made after the screening that are not approved by the executive council, the chapter will be sent to the judicial board.
 - b. The total slide show time is not to exceed 8 minutes.
 - c. Clapping and/or singing is permitted during the slide show, including the exception of an optional 3-minute activity (such as song, etc). If chosen to be done with the slide show, the show must still not exceed 8 minutes.
 - d. A maximum of 25% of the slide show time may be "party pictures," or those construed as such. An excess of 25% is required to be removed during the Panhellenic Executive Council screening process.
 - e. Slide show must be completed and ready for review by Panhellenic on Friday, September 18, 2009. Schedule specific times will be sent out the Wednesday before.
- 2) 2) Skit specifics:
 - a. Entertainment is to be provided with limited decorations. There shall be only one backdrop. No stages or professional theatrical lighting will be permitted.
 - b. Costumes are limited to those that are involved in a skit. There shall be a maximum number of twenty characters involved with a maximum of ten characters on the stage at one time. Props are limited to a total of 20, excluding audio equipment.
 - c. The entire entertainment shall not exceed 10 minutes.
- 3) If chapters are having a combined skit and slide show, a maximum of 8 minutes is allowed for the slide show and a maximum of 7 minutes is allowed for the skit, with the total entertainment section of the party (skit and slide show) not exceeding 15 minutes. It is suggested to separate the skit and slideshow.
- 4) No personalization including gifts, favors, preference letters or notes for PNMs until they have accepted bids will be allowed.
- 5) Exit songs are optional, but are limited within the house, and, once the door is closed, singing is prohibited.
- 6) The front door must remain unlocked at all times during recruitment events.

ROUND 4 (DAY 5): PREFERENCE:

STRUCTURE:

- 1) Chapters will hold up to 3, 75-minute parties.
- 2) An unlimited number of members may be present outside the chapter house as greeters.

ATTIRE:

- 1) Attire is up to the discretion of the chapter.
- 2) The 2 greeters may wear different clothing than the chapter members.

REFRESHMENTS:

- 1) Carbonated and non-carbonated beverages are permitted (iced tea, lemonade, fruit punch, soda) with or without garnish. Food is permitted.

DECORATIONS:

- 1) Themes are permitted during this round, but are limited to: nametags, clothing, centerpieces, garnishes, napkins, signs, and wall decorations.
- 2) One banner, hung outside, may be used. The banner is limited to 50 total square feet, two-dimensional only, can be paper, vinyl, fabric, or plastic, and is to be pre-approved by Panhellenic.
- 3) Outside decorations are not permitted other than banner and twinkle lights.
- 4) Candles and or flowers may be held by chapter members.

MISCELLANEOUS:

- 1) No personalization including gifts, favors, preference letters or notes for PNMs until they have accepted bids will be allowed.
- 2) Exit songs are optional, but are limited within the house, and, once the door is closed, singing is prohibited.
- 3) The front door must remain unlocked at all times during recruitment events.

BID DAY:

STRUCTURE:

- 1) PNMs will gather at the Inverted Fountain to receive their bids.
- 2) Chapters may hold Bid Day activities in-house, on or off campus and is up to their discretion.
- 3) Four women are allowed to meet their new members at the inverted fountain to greet them upon bid acceptance.

ATTIRE:

- 1) Chapters are permitted to wear a bulk ordered Bid Day shirt.

REFRESHMENTS:

- 1) Food and beverages may be given to PNMs.

DECORATIONS:

- 1) One banner, hung outside, may be used. The banner is limited to 50 total square feet, two-dimensional only, can be paper, vinyl, fabric, or plastic.
- 2) Balloons may be used on Bid Day only.

MISCELLANEOUS:

- 1) The front door must remain unlocked at all times during bid day events.
- 2) Bid Night activities will be regulated by Panhellenic in a separate capacity, in accordance with NPC regulations.
 - a. Must also be registered with the VP Membership using GAMMA forms.

III. NATIONAL PANHELLENIC CONFERENCE UNANIMOUS AGREEMENTS:

- ➔ All NPC chapters participating in UCLA Recruitment will abide by the Unanimous Agreements of the National Panhellenic Conference.

The following UNANIMOUS AGREEMENTS relate primarily to Recruitment:

- 1) A woman who is or who has ever been an initiated member of an existing NPC fraternity shall not be eligible for membership in another NPC fraternity.
- 2) To be eligible to pledge an NPC fraternity chapter on the campus where a woman is enrolled, she shall be regularly matriculated according to the definition of matriculation established by that institution. (At UCLA, minimum requirements are as follows: she must be enrolled in at least 12 units each quarter, or have permission from her College to be enrolled in fewer units. She must have a 2.0 minimum GPA and have no conditions to her standing, such as Academic Probation or Subject to Dismissal.
- 3) No woman student shall be asked to join a fraternity during any school recess except during a formal membership recruitment period and the ensuing Continuous Open Bidding (COB) held immediately prior to an academic term.
- 4) A signed Membership Recruitment Acceptance or a Continuous Open Bidding (COB) Acceptance Card is binding. If a potential member receives a bid under the preference system, she is ineligible to be pledged to any other NPC fraternity on the same campus for one calendar year. If a potential member does not receive a bid under the preference system, she is eligible for COB.
- 5) Each College Panhellenic Council shall establish a Bid Day to conclude the formal membership recruitment period. A Bid Day is the scheduled time when invitations to membership are issued.
- 6) A woman who has had her pledge broken by an NPC fraternity, or who has broken her pledge to an NPC fraternity, may not be asked to join another NPC fraternity on the campus for one calendar year from the date she was originally pledged. However, she may be repledged by the same NPC fraternity chapter at any time within that calendar year.

- 7) When a woman who has been pledged but not yet initiated transfers to another campus, her pledge is broken, and she is eligible to pledge an NPC fraternity on that campus at the earliest opportunity.
- 8) Women who have been pledged but not yet initiated into a chapter whose charter has been rescinded or relinquished or of a colony which has been dissolved shall be eligible to pledge another NPC fraternity immediately following the official release by the NPC fraternity.
- 9) National Panhellenic Conference fraternity members shall not suggest to any potential member that she refuse a bid from one group in order to wait for a bid from another group or suggest that a potential member list only one choice on her Membership Recruitment Acceptance.
- 10) Each College Panhellenic Council shall establish rules governing membership recruitment activities.
- 11) Each NPC fraternity chapter 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. To accommodate the colonization of a chapter or to allow a chapter to build its membership, the college Panhellenic Council may vote to suspend COB for a period not to exceed three weeks.
- 12) Each College Panhellenic Association shall prohibit the use of alcoholic beverages in membership recruitment and Bid Day activities.
- 13) Each College Panhellenic Association shall prohibit the participation of men in membership recruitment and Bid Day activities.
- 14) All members, including alumnae and new members, shall be bound by College Panhellenic Association rules governing membership recruitment.

IV. UNIVERSITY PANHELLENIC COUNCIL GENERAL REGULATIONS:

Chapter Total shall be determined for the academic year at the conclusion of bid matching and snap bidding each Fall. The median chapter size rounded down to the nearest five shall determine Total, not to fall below 115 so chapters may meet their housing needs. Quota will be determined using the NPC release method system in accordance with the Panhellenic Advisor and the NPC RFM Specialist.

It is the responsibility of the Chapter to obtain recommendations for each potential member if that sorority requires such recommendations.

Each Chapter must adhere strictly to the Panhellenic Recruitment event schedule and its stipulated times for arrival and departure of potential members.

Continuous Open Bidding (COB) is permitted for any Chapter that is below Total, up to that number. If a Chapter did not reach Quota during Fall recruitment, they may continue to recruit until those quota vacancies have been filled, even if that action takes the Chapter above Total. When a woman is pledged in COB, her signed Membership Recruitment Acceptance must be filed with the University Advisor in the Office of Fraternity and Sorority Relations within 48 hours of signing.

For the Fall 2009 recruitment period, there is a moratorium placed on all COB events from Tuesday, September 29 – Friday, October 16 to allow Alpha Chi Omega to recruit. Alpha Epsilon Phi is exempt from this moratorium.

No men or alcohol shall be involved in the recruitment process. No one shall be gathered in a party atmosphere in Westwood, including Westwood bars and apartments. Pinnings, serenades, exchanges, raids, date parties, or anything that could be misconstrued as such are strictly prohibited beginning September 5, 2009 – the end of Formal Recruitment.

- 7) Sorority-sponsored events, which include but are not limited to, sisterhood events, group birthday celebrations, etc., are prohibited from Westwood. Sisterhood events will be defined as any event where there are more than 15 chapter members in attendance. These events may occur outside Westwood pending the approval of the Panhellenic Recruitment Committee. Sorority women may wear their letters to sisterhood events pending the approval of the Panhellenic Recruitment Committee. This will depend on the nature of the event. Limos are not allowed. Busses may be taken to any approved events and must leave from Westholme or Manning streets off Hilgard Avenue. Therefore, chapter members are allowed to attend bars outside of the Westwood area provided that there is no possibility of being construed as a sisterhood event (including co-sponsored events). In addition, no more than 8 members of a chapter may be seen together at one time in Westwood, except for Preference Night practice, during which chapter members may utilize the exterior of their chapter house. Exceptions may be made on a case-by-case basis, and are subject to the approval of the Panhellenic Recruitment Committee.
- 8) "Letters" are expected to be worn during the recruitment period as a way of advertising the Greek community as a whole and to show Greek pride except for the football games where the GO GREEK shirts will be worn.
- 9) Approved recruitment promotions/events from Alpha Epsilon Phi will be allowed with the approval of both the Panhellenic VP Recruitment and the Panhellenic Advisor.

V. COMMUNICATION/CONTACT REGULATIONS:

SUMMER:

- 1) During the summer recess, interaction with a potential member shall be limited to normal friendly contact only. Normal friendly contact shall be considered only as the courtesies you would extend to an acquaintance. No bidding or any type of promise to bid is allowed. However, sorority members may speak with Potential New Members, encouraging participation in recruitment and furthering positive representation of sorority involvement.
- 2) No chapter may advertise for Fall Recruitment during the summer with the exception of advertising the Panhellenic recruitment process and registration through individual chapter websites. This rule applies both over the summer and during the formal recruitment period, with the exception of Panhellenic sponsored recruiting events.

FALL:

- 1) From 7:00am on Saturday, September 19th, 2009 until 7:00am on Monday, September 28th, 2009, there shall be no interaction with fraternities except on a one-on-one basis. This includes, but is not limited to, girlfriends, sisters, etc. Men shall be restricted from chapter houses during, one hour before, and one hour after all recruitment events.
 - a. This is slightly varied at the football game on Sept. 19th in addition to the All-Greek Dance in Pauley Pavilion following Bruin Bash. (See: Pre-Recruitment Activities Addendum).

- 2) From noon of the day preceding Fall Recruitment, until all bids have been distributed on Bid Day, there shall be a controlled Fall recruitment period. THERE SHALL BE NO COMMUNICATION OF ANY KIND BETWEEN POTENTIAL MEMBERS AND SORORITIES DURING THIS PERIOD EXCEPT DURING SCHEDULED RECRUITMENT EVENTS. This includes, but is not limited to, phone conversations, written correspondence, or any other exchange with the potential member, Chapter, and any other individuals involved. Normal friendly contact is allowed, but should not be initiated by an active sorority member and should not involve conversation about any aspect of recruitment (normal friendly contact is further defined in Section II, subsection 1.) Any problems or questions should be taken up with the PRC Director or the University Advisor.
- 3) The only exceptions to this rule are for the Chapters who did not meet quota. After all the bids have been distributed on Bid Day, these chapters may call a potential member(s) who did NOT pledge (refer to Master Pledge List distributed on Bid Day) and extend her a bid
- 4) There will be a moratorium placed on all COB events beginning on Tuesday, September 29 – Friday, October 16, 2009. Chapters are not allowed to COB during this time. Alpha Epsilon Phi is the exception.
- 5) A potential member may not contact a Chapter for any reason including sending gifts, except during scheduled events to which she was invited and to which she has accepted the invitation. After bid pick-up on Bid Day, a pledge may contact members of other Chapters if necessary but may not discuss recruitment.
- 6) For your Chapter's protection, it is recommended that you direct all alumnae contacts to your alumnae advisory board or the Recruitment Office.
- 7) From the start of the controlled Fall recruitment period until the hour of bid pick-up, there shall be no reference to future dates or events, by any means, directly or indirectly, inclusive of Preference night. This would constitute bid promising.
- 8) Physical contact between potential members and Chapter members is limited to normal friendly contact.

VI. GENERAL REGULATIONS FOR ALL DAYS OF FALL RECRUITMENT:

- 1) There shall be no secret rituals of any kind during Fall Recruitment.
- 2) Announcements of pinnings, engagements, or the like, real or fictional, are not permitted during recruitment events.
- 3) No fraternity serenades are permitted during the fall recruitment period.
- 4) Animals: There shall be no live animals in Recruitment, especially alpacas.
- 5) Cars: There shall be no cars visible in driveways on Hilgard during Recruitment parties. This includes House Directors and Alumnae to provide easy access for PNMs and recruitment counselors.
- 6) Outside recruitment coordinators (including party planners) compromise the integrity and spirit of recruitment and are not allowed. This will be enforced by random checks of Panhellenic Officers and Recruitment Counselors.
- 7) During recruitment events, with the exception of preference night and its associated practice, all recruitment and chapter members must be confined to the chapter house, must not be visible from Hilgard, and all events must be conducted only during the scheduled event times of Fall Recruitment. Any other areas used for recruitment must be approved by PRC.
- 8) Each chapter is required to have a table, provide cups and water and place a large trash can with trash bag in the driveway during all days of recruitment.
- 9) Recruitment Counselors and Panhellenic Executive Board members will not be responsible and are not allowed to sign for deliveries. If a delivery occurs, the Panhellenic representative is permitted to escort the delivery person to an active member of the chapter utilizing the back or side door.

Time outside of scheduled events:

- 1) Chapter members should be inside the chapter house **one hour** before events begin. Chapter members who are unable to attend at that time must go directly to their houses upon their arrival, using a side or back entrance to enter the facility. A fine of ten dollars per person will be administered for each chapter member seen on Hilgard Ave, excluding members using the back/side entrances as previously stated. The fine will increase to \$25 if the member is dressed in recruitment clothing, including preference night dresses.
- 2) After all events are completed, all members must remain within the chapter house during party breaks, and are not to exit the chapter house until one hour after the last part of that day has ended. If during regular parties someone must leave the chapter house, they are to exit discretely and unmarked (not identifiable with a Chapter in any way) during a party, when few potential members are on the street. It is recommended that members use the west side of Hilgard Avenue whenever possible in order to minimize the potential of coming in contact with a potential member, but they may use the east side to reach the nearest crosswalk.
- 3) During party breaks, there is to be no music, cheers, noise, or other entertainment seen or heard.
- 4) Members may not congregate outside the chapter house until one hour after the last party, and are held to the City of Los Angeles noise abatement laws. On Bid Day, members are to remain within the chapter house during bid distribution (approximately one hour before and one hour after bid pick-up).
- 5) Each chapter will be fined \$10.00 per minute, for every minute they are late in ending a recruitment party. The fines will be totaled and delivered to each chapter with their new member list.

VII. RECRUITMENT BUDGET & ADDITIONAL FINANCES:

- 1) There is a strict \$6,000 recruitment budget. Each chapter shall submit a budget to the Panhellenic Recruitment Committee by Wednesday, September 16th, 2009.
- 2) There shall be an imposed \$300 skit budget.
- 3) Chapters will pay a \$250 flat fee for recruitment counselors. Chapters will pay a \$400 flat fee for recruitment costs.
 - a. These two fees will be due during the 8th week PRC meeting.

- 4) The potential member registration fee will be \$35 for summer registration and \$45 for zero and first week registration.

VIII. MONETARY FINES FOR MEASURABLE INFRACTIONS:

- 1) For any recruitment party started prior to the scheduled time or ended after the scheduled time, a fine of \$10 per minute will be assessed to the offending chapter. Any partial minutes will be rounded up. To ensure that the time is recorded correctly, the recruitment chair's and rho gamma's watches will be synchronized with the rush office every morning at chapter check-in.
- 2) For every and any item that a potential new member leaves a recruitment party with in her possession, a fine of \$10 per item will be assessed to the offending chapter.
- 3) In the event that a chapter neglects to make changes to their slide show deemed necessary by the Panhellenic executive council during their pre-recruitment screening, or if they make changes after the executive council approves the slide show, a fine of \$50 per inappropriate picture or video clip will be assessed to the offending chapter.
- 4) In the event that a chapter neglects to make changes to their house decorations deemed in violation of the recruitment rules by the Panhellenic executive council during their daily pre-party house-checks, a fine of \$50 per item will be assessed to the offending chapter.
- 5) The following will be \$25 fines the first time, doubling each time it occurs (\$25, \$50, \$100, etc) with a cap of \$200:
 - i) Front door locked during or between parties
 - ii) Alumni, advisors, delivery men and other unauthorized persons entering or exiting a house during or between parties. If needed and approved, use the back door.
- 6) **Check-in:** Every chapter must have made their invitation choices through the Interactive Collegiate Solutions internet base by the designated period each morning. The penalties for being late are as follows: \$100 for the first half hour, whereas at 7:00am the chapter will be called. The fine will then add \$100 for each 20 minutes up to 8:00am. Chapters that have not made their selections by 8:00am will be fined an additional \$100 every 10 minutes past 8:00am and will be sent to the Judicial Committee following recruitment. The fines will be totaled and delivered to each chapter with their new member list.

IX. JUDICIAL COMMITTEE:

- 1) The Panhellenic Judicial Committee in accordance with the Panhellenic Constitution and Judicial Procedure will handle all alleged infractions of the Panhellenic Recruitment Rules.
- 2) The Panhellenic Recruitment Chair, Assistant Recruitment Chair, President, Vice President and/or the University Advisor may visit a Chapter at any time to take note of Chapter cooperation with the Recruitment Rules.

X. RESIDENCE:

- 1) During Blackout, no one associated with UCLA Panhellenic Recruitment may be housed with a potential member, with the exception of the Collegiate Panhellenic Recruitment Counselors living in the residence halls. For those members housed with potential members, one day will be allowed for active member to move out.
- 2) For sorority members living in residence halls, they may remain living there throughout recruitment. They must be at their chapter house one hour prior to, during and one hour following the recruitment parties. Normal friendly contact rules apply (see section II, part1).

XI. COLLEGIATE RECRUITMENT COUNSELORS:

- 1) Recruitment counselors may not live in a chapter house or in apartments with either PNMs or active members during the controlled fall recruitment period. Recruitment Counselors must be moved out by Sunday, September 20th at noon and must remain in the new location until bid day.
- 2) No identification or representation of the Counselor may be apparent to potential members in that Counselor's Chapter.
- 3) Counselors may not contact anyone associated with Recruitment except the potential members and the Recruitment Office staff during the controlled Fall recruitment period. On Bid Day, the counselors will return to the chapter only upon the approval of the Panhellenic Recruitment Chair.
- 4) Counselors are not to participate in their Chapter's preparations for Recruitment, during the year as well as in the controlled Fall recruitment period.
- 5) Selection: There shall be a maximum of four Recruitment Counselors per chapter, unless permission is given by the Chapter President or Recruitment Chair to select more than four. To be eligible, a woman needs to have participated in recruitment at least once as a chapter member, inclusive of informal recruitment. At least 5 members of each chapter's membership directly prior to Fall recruitment are required to apply to become a recruitment counselor. If a chapter does not meet the required number of applicants, a \$50 fine for each application missing by the deadline will be issued.
- 6) Recruitment counselors shall be fined for the following offenses: not taking role when required, not informing a chapter when a potential new member is a potential "no-show" for a party, not filling out a time sheet for a party, for being late to events without prior consent, and for allowing someone to approach a chapter house during a party. The fine will be \$10 per offense. In addition, the recruitment counselor will be fined \$75 if she misses her scheduled orientation fair without a pre-approved excuse.
- 7) If a Recruitment Counselor illegally contacts either a PNM or chapter regarding any part of the membership selection throughout the recruitment process, the Rho Gamma will be immediately dismissed and both will be referred to judicial action. This constitutes a major infraction penalty.

- 8) Recruitment counselors will be provided an additional list of behavioral rules that are to be followed and will result in fines or judicial action if neglected.

XII. BID MATCHING:

- 1) Bid Matching shall be conducted under the supervision and coordination of the University Panhellenic Advisor.
 - a. Potential members will rank the chapters they attended after finishing the Preference events.
- 2) The NPC order of procedure shall be followed, using the NPC release-figure method (RFM) and priority recruitment; written procedures shall be maintained by Panhellenic.
- 3) Bid matching shall be conducted using the "Interactive Collegiate Solutions (ICS)" computer program.
- 4) Potential members will be encouraged to sign Preference choices for all chapters at which they attend preference events or they will be considered an Intentional Single Preference (ISP).
- 5) **Chapters are to place on their preferential bid lists all potential members accepting an invitation to Preference.**

XIII. COMMUNITY RELATIONS:

UCLA Panhellenic strives to promote good relations with the surrounding community and campus, including the City, law enforcement agencies, other Chapters, and neighbors. As responsible residents of the city of Los Angeles, Chapters will adhere to applicable city laws and ordinances, including, but not limited to, noise abatement statute and defacing public property (street, sidewalk, fairway, bus stops, etc.)

XIV. PANHELLENIC ETHICS:

Whereas, the Panhellenic Council of UCLA and the National Panhellenic Conference believes that positive, panhellenic contact between sorority members and non-sorority members would be to the benefit of formal fall recruitment; and,

Whereas, the UCLA Panhellenic Council strives to achieve the recommendations made by the National Panhellenic Conference; therefore be it

Resolved, that a code of conduct shall be created to instruct all UCLA sorority members on the guidelines of proper contact between sorority members and non-sorority members.

Article 1: Purpose

It is the purpose of this document to inform all chapters of what is considered appropriate contact between sorority members and non-sorority members. The goal is to allow contact that promotes an interfraternal, Panhellenic spirit.

Article 2: Definitions

A **sorority member** shall be defined as any collegiate member of a UCLA sorority. This includes both active and inactive members, pledges and initiated members, and both members who are participating and members who are not participating in their chapter's recruitment.

A **potential new member** shall be defined as any woman that may attend formal recruitment at UCLA. This definition begins on the May 1st preceding the student's enrollment at UCLA, or once the student has signed a commitment letter to attend the University.

Article 3: Rules

Contact between sorority members and non-sorority members shall be accomplished in the following ways:

1. Any and all contact between a sorority member and a potential new member shall be consistent with a positive Panhellenic spirit at all times.
2. Recruitment or Greek life-based conversation may be initiated by either a sorority member or a potential new member. The sorority member is encouraged to provide personal and informative responses to any questions, and may direct any additional or specific questions that the sorority member is not comfortable answering, to the Panhellenic Office.
3. Sorority members may mention their individual affiliation and chapter experiences when talking to potential new members outside of formal recruitment, but shall do so in a manner that describes their chapter as one of fourteen outstanding sororities at UCLA, and then will focus primarily on the benefits of sorority membership as a whole.
4. Summer contact shall be subject to the same guidelines as stated in Sections 1-3.
5. Men are not allowed to be involved in Panhellenic recruitment, and shall not contact a potential new member on behalf of a chapter or a member of that chapter.
6. Alumnae members, members of chapters at other campuses, and Mothers' Club members may contact a potential new member to advocate Panhellenic recruitment and/or membership experience, but are governed by the same principles set forth in Sections 1, 2, 3, and 7.
7. Contact between a sorority member (or any other sorority-related person such as defined in Rule 6) and a potential new member should never rise to the level of bid-promising.
8. Bid Promising is not permitted, and any form of which will result in immediate judicial action. The definition of a bid promise is a verbal or written statement made by a sorority member to a potential member leading the potential member to believe that she is guaranteed a bid from a particular chapter. Bid promising

includes, but is not limited to: Telling a potential member that she is wanted as a member of a particular chapter; indicating that if a potential member chooses to return to a particular chapter's party that she will receive a bid; making any reference to the next day of recruitment.

- Examples of inappropriate phrases that are not to be used:
 - ➔ "you are in,"
 - ➔ "see you on bid day,"
 - ➔ "on our bid list,"
 - ➔ "you are such / so an Alpha Alpha"
 - ➔ "we want you"
 - ➔ "Tomorrow we are having our slide show – you're going to love it!"
 - ➔ "On Bid Day, we will be doing the following....."
 - ➔ "I see you as a perfect fit for this house."
 - Examples of appropriate to say/ do on Preference:
 - "I'm so happy you're back tonight!"
 - Hug a PNM for less than 3 seconds
 - Tell a PNM how much you've enjoyed meeting her through the process
 - Personalize a verbal message for a PNM to invite her back in the house
9. No telephonic, written, or electronic contact shall occur between a sorority member and a potential new member concerning recruitment or Greek life during formal recruitment.
 10. Only the Panhellenic Council may hold events for potential new members and currently unaffiliated UCLA students that are specifically for the function of recruiting new members outside of formal recruitment or COB. Such events shall promote a positive Panhellenic spirit and all chapters shall be encouraged to attend.
 11. There is to be a strict adherence between sorority members and potential new members, despite any relationship, between the conclusion of preference round events and the beginning of bid day celebrations.
 12. No favors or gifts may be exchanged between members and PNMs including meals, flowers, etc.
 13. It is in accordance with the dignity of sorority women to: (A) Not make disparaging remarks about any college woman of fraternity (sorority) AND (B) Create friendly relations between fraternity and non-fraternity women.
 14. Do or say nothing that will bring discredit to your own sorority. To tear down another group or spread falsehood only brings discredit to your own group, and helps destroy the entire Greek community. Take pride in yourself and in your group; if you think well of yourself, others will also.
 15. It's better to be safe than sorry. If a member is worried her phrasing might be constituted bid promising then she should avoid saying it!

Article 4: Breaking the Code of Conduct

Any chapter that breaks this code of conduct shall be subject to the judicial process described in the Unanimous Agreements of the National Panhellenic Conference.

Article 5: Adoption

Once adopted, these rules do not go into effect until June 1st of the year they are approved. Until then, the old contract rules still apply.

Article 6: Changing the Code of Conduct

These rules may be changed by a 2/3 affirmative vote of the member chapters of the Panhellenic Council.

PRE-RECRUITMENT EVENTS ADDENDUM:

With regards to the events prior to Wednesday, September 23, 2009, the following rules apply to all regular members of the UCLA Panhellenic sororities. Please note that all dates are tentative and subject to change by the university.

1. Chapters are not permitted to place welcome back signs on or in Fraternity houses before Week 1.
2. Chapters will place "Go Greek - Welcome New Students and www.npcbruins.com" banners on each house beginning September 17, 2009.

September 19, 2009: Home football game vs. Kansas State:

- (1) Alcohol consumption (during or prior to the event) is prohibited.
- (2) All chapter members in attendance must wear a Go Greek shirt purchased by their respective chapter. Paraphernalia with letters such as sunglasses, etc. is prohibited. Matching accessories are ok.
- (3) Chapters are not allowed to plan any form of a game-day event with a fraternity with the exception of the Go Greek Tailgate. All chapter members in attendance are encouraged to attend the Go Greek tailgate prior to the game. More details will be given as the event approaches.
- (4) Chapter members may not sit with, or be seen talking with for long periods of time, any one not wearing a Go Greek t-shirt; however sitting with fraternity men is permitted.
- (5) In regards to interaction with potential new members, the "normal friendly contact" rules apply. Any reports of "dirty rushing," bid promising, etc, will be dealt with by the Panhellenic Judicial Committee
- (6) There will be one exception to the normal blackout rules: there shall be no limit on the number of women from any one chapter that may be seen sitting together.

- (7) Compliance with these rules will be closely monitored by the Panhellenic Executive Council and Recruitment Counselors, who will be easily identifiable. Any violation of the aforementioned rules should be reported to one of these women as soon as is deemed appropriate.
 - i. Any individual or chapter identified as in violation of the aforementioned rules will be given one warning. Every violation found after that warning will result in judicial action or a monetary fine, depending on the nature of the offense.
 - ii. Any incidence of alcohol consumption, dirty rushing, or a bid promising will result in judicial action at the first offense – no warning will be given.

September 20, 2009: Bruin Bash and Greek-sponsored dance in Pauley Pavilion:

- 1) Alcohol consumption (during or prior to the event) is prohibited.
- 2) Normal friendly contact rules apply during both events.

September 21, 2009: Activities Fair and Panhellenic Orientation:

- 1) Normal friendly contact rules apply during both events.
- 2) No individualized nametags are permitted-Panhellenic will be providing nametags for both events.
- 3) Up to 5 members per chapter may be present at the Activities Fair.
- 4) Up to 10 members per chapter may be present at the Panhellenic Recruitment Orientation Session.
- 5) No chapter is permitted to hand out any objects to PNMs.
- 6) Only the Panhellenic-made fliers will be distributed by the chapters. No writing on the fliers.

September 22, 2009: Go Greek BBQ at Sunset Rec:

- 7) Chapters are expected to participate in the All Greek BBQ from 11:00 – 1:00 PM

FACEBOOK ADDENDUM:

With regards to the online program “Facebook,” the following rules apply to all regular members of UCLA Panhellenic sororities:

- 1) Chapters may not create Facebook groups that give any information regarding the recruitment process.
- 2) UCLA Panhellenic Executive Council will be performing checks for affiliated UCLA sorority members.
- 3) No one may have communication with Potential New members via the “Facebook” once blackout begins. Such communication will be followed with judicial action. Prior to blackout, online normal friendly contact applies (friendly promotion of the Greek Community; no bid promising, etc.)