



## Extension Glossary of Terms

**Colony:** Until it is officially installed as a chapter, a colony is a nonvoting member of a College Panhellenic. Colony members are pledged during the colonization time frame, which is considered the new member period. After a colony has been installed by its inter/national organization, the new chapter becomes a voting member of the College Panhellenic.

**Exploratory Committee:** This committee is established by a vote of the College Panhellenic Council to investigate extension possibilities in a deliberate and thorough manner. The report of the committee is presented to the Panhellenic Council and, if warranted, a motion is made for extension. The committee is composed of College Panhellenic officers, delegates and alumnae advisors. Some campuses choose to involve faculty members as well.

**Exploratory Visits:** The purpose of exploratory visits is for member organizations to visit a campus that is open for extension as part of their research process prior to submitting extension materials. The College Panhellenic and fraternity/sorority advisor decide whether these visits will be allowed. Visits are optional, and participation in an exploratory visit should not be a factor or consideration in determining which member organizations are invited to campus for presentations; therefore, members of the Extension Committee should not be informed about who makes such visits. These visits are not to include contact with any students, including Panhellenic officers; contact can be with administrators only. Additionally, member organizations may not promote their NPC organization during these visits.

**Extension Committee:** This committee is a representative organization of the Panhellenic community and can include Panhellenic officers/leaders, chapter members, alumnae/chapter advisors and campus administrators. If a local sorority or interest group is seeking affiliation, representatives from that group should also be included on the committee. This committee determines the criteria/qualities that the Panhellenic requires of an NPC member organization. The committee reviews materials/packets received and determines which organizations to invite for campus presentations. The committee also collects and discusses feedback from the presentations and **recommends** to the Panhellenic which NPC member organization to invite to colonize.

**Letters of Interest:** NPC member organizations may submit to campuses a one-page letter of interest to the Panhellenic as part of the extension cultivation process to be placed on file in the event of future extension. No other materials, gifts or gimmicks

should be sent with the letter. Campuses can reference these letters on file when making extension decisions but are not required to do so.

**Proper Authority:** When a campus decides to open for extension, the “proper authority” at that institution must grant permission to establish another NPC chapter on its campus. Where there are two or more NPC sororities present on campus, then a vote of those sororities as evidenced in written minutes of the College Panhellenic Council (if organized) constitutes the proper authority. If there is no College Panhellenic Council, then a separate vote of the NPC chapters on campus constitute the proper authority.

On campuses where there is one or no NPC sorority and where the administration is willing to recognize women’s sororities, a letter from a senior-level student affairs administrator constitutes the proper authority.

The NPC Extension Committee is the proper authority on campuses where there is one or no NPC sorority and the college administration does not grant recognition to women’s sororities but does not discipline students for joining.

**Stacking Agreements:** Such agreements are appropriate to implement if a Panhellenic community is growing rapidly and the campus anticipates the need to add another NPC organization within the next two to four years. When a campus wishes to use the extension process to rank or prioritize more than one NPC organization to establish a chapter on its campus over a multiyear period, it may use a stacking agreement to document the decision. The Panhellenic Council must decide and vote to stack a second organization and confirm the invitation in writing with the NPC member organization and send a copy to the NPC Extension Committee. Normally the time period between colonizations is two years (or two primary recruitments). The Panhellenic Council should always review campus conditions to ensure that the addition of the second organization is appropriate before the colonization process begins. The NPC member organization and the campus should remain in annual contact regarding the agreement.

*All these terms are explained in detail in the Extension section of the NPC Manual of Information.*