



## Helpful Tips for the College Panhellenic Judicial Process

College Panhellenic Associations are based on democratic principles and organized to promote cooperation among sororities on campuses. College Panhellenic Associations embody self-governance to maintain high standards and ethical conduct.

When violations occur, an informal conversation (step one) should happen first. The individual witnessing a possible violation should contact the accused chapter's president as soon as possible. The information on the violation should be shared so that the two individuals can discuss if the violation occurred and if there were extenuating circumstances. If the individual witnessing the possible violation feels the matter cannot be resolved informally, the chapter should report the matter in writing to the College Panhellenic president or fraternity/sorority advisor by completing the College Panhellenic Violation Report form found in the NPC Manual of Information.

The College Panhellenic Judicial Board should be the final resort to a chapter's violation of NPC Unanimous Agreements, policies or local governing documents. Generally, the individual making the complaint feels that an unfair situation has occurred. These violations may exist on a continuum and have varied impacts on other chapters, members, potential new members and other members of your campus community.

Both through mediation (step two) and the Judicial Board hearing (step three), outcomes or sanctions should fit the extent and the degree of the violation as well as create an opportunity for a change of behavior to occur.

Chapters in mediation or College Panhellenic judicial officers can use the questions in this resource to develop sanctions that will help to change behavior, strengthen relationships and satisfy short-term and long-term goals.



## Sample sanctions to fit any violation of an NPC Unanimous Agreement, Policy or local Panhellenic governing documents

### Educational

- Education program facilitated by an on-campus department
- Chapter hosts a decision-making workshop
- Workshop on community engagement related to violation (e.g., off-campus life department hosts workshop on town-gown relations if chapter violation impacts campus/community relations)

### Time/Attendance Requirements

- Chapter participation in community-wide program (80 percent attendance, etc.)
- Chapter supplies materials to pass out to faculty during Month of the Scholar

### Restrictions

- Loss of participation in big events such as Homecoming or Greek Weekend
- Limitations on social privileges
- Loss of participation and privileges in campus activities

### Community Service

- Community service hours
- Participation in a structured service project at a local women's shelter, Habitat for Humanity, food pantry or other local service agency

### Developmental

- Peer mentoring
- Letters of apology
- Simple corrective action (e.g., removing banner or shirt)
- Conflict resolution training facilitated by campus department (e.g., housing, student conduct)

Remember, a College Panhellenic may not:

- Remove a chapter from the College Panhellenic or take away their vote
- Limit a chapter's right to recruit
- Forbid the chapter from participating in national programs and rituals

**Below are some sample sanctions for various violations that don't include fines. These could be an outcome agreed upon through a mediation facilitated by a neutral third party or developed by your Judicial Board in a hearing:**

- Host a recruitment wrap-up meeting to process what changes need to be made to recruitment, providing a space for engagement with the fraternity/sorority advisor.
- The chapter in violation hosts an all-Panhellenic meeting prior to recruitment for the recruitment rules to be read aloud. *Hosting can include responsibilities such as making logistical arrangements, promoting the meeting, sharing invitations and securing facilitators and presenters, but does not need to be leading the workshop or presentation.*
- Host a Panhellenic program on values-based recruitment.
- Host a Panhellenic-wide training about recruitment. Chapters with serious infractions are often charged with presenting the part of the training covering the Unanimous Agreement (UA) or recruitment rules they violated. For example, if XYZ chapter had men assisting with recruitment, they would have to present on UA X and educate the collective group.



- Chapter in violation arranges and pays for all expenses for a speaker on Panhellenic recruitment or recruitment symposium.
- Require chapter participation in a community-wide program (such as 80 percent of members attend speaking event).
- Loss of social privileges (e.g., a chapter may only hold three events with alcohol for the term).
- Divide up chapter members and require each to attend one Panhellenic Council meeting to be educated on council operations.
- Supply apples and printed notes of thanks from all of the sororities of the Panhellenic community to give to faculty members during Month of the Scholar in February.

*The worksheet on the following page can be used by those involved in a judicial matter to help focus on the violation and potential sanctions.*



**Those involved in the College Panhellenic judicial process should answer these questions to help focus in on the violation that was reported to the Panhellenic:**

Violation

*Write down violation here*

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- Did an informal discussion occur regarding the allegation?
- Has a mediation occurred to help remedy this situation?
- *Note: Remember, each member organization has a right to choose a mediation prior to the Judicial Board hearing.*

Who was directly impacted because of the violation?

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Who was indirectly impacted as a result of the violation?

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How did this violation impact the Panhellenic community in the short term?

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What are the long-term effects in the Panhellenic community of this violation?

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**These questions can be used by chapters prior to or during a mediation or may be used by the Judicial Board chairman and committee in determining a sanction:**

What is needed to help fix the behavior that caused the violation?

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How can the relationships involved be mended or strengthened?

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What can be fixed to make the situation better now?

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What can be done in the long term to make sure this situation doesn't happen again?

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Using the above answers, what would be an appropriate and effective sanction to charge the chapter?

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## Monetary Fines

When a violation occurs and a College Panhellenic Judicial Violation Report Form has been filed, one sanction a College Panhellenic may exercise is issuing a monetary fine that is listed in the College Panhellenic standing rules or recruitment rules. Educational and learning opportunities should always be explored first before issuing a monetary fine. However, there are limited circumstances in which a monetary fine can be issued. The guide below may be used as a reference in determining when a monetary fine may be issued.

**Monetary fines should never supplement a College Panhellenic budget nor should a monetary fine greatly impact an individual member organization's operating budget. In the event the College Panhellenic collects a monetary fine for a violation, the College Panhellenic should document how the fine will be used. It is suggested any monetary fine collected by the College Panhellenic should support academic and/or educational programs within the academic year in which the violation took place.**

## Are fines referenced in the NPC Manual of Information?

Yes, monetary fines are referenced in the NPC Manual of Information in Unanimous Agreement VII.5.A.

### Appropriate Sanctions

Each College Panhellenic shall strive to achieve a fair and reasonable resolution for infractions. Sanctions should fit the nature and degree of the offense.

- Monetary fines shall be acceptable only for a measurable offense of the Panhellenic's governing documents or stated membership recruitment rules.
- The amounts of monetary fines shall be predetermined by a vote of the College Panhellenic Council and stated in the Panhellenic standing rules and/or membership recruitment rules prior to the beginning of recruitment.
- Examples of reasons for monetary fines may be limited to:
  - Late recruitment event invitation lists
  - Recruitment events that exceed designated event times
  - Prohibited postings on social media outlets
  - Lack of required chapter attendance at Panhellenic-sponsored events

## What does a College Panhellenic do if a monetary fine cannot be issued because it has not been referenced in the College Panhellenic standing rules and/or membership recruitment rules?

College Panhellenics should utilize the College Panhellenic Violation Report form to begin adjudication process for a chapter who violates an NPC Unanimous Agreement, the College Panhellenic governing documents, recruitment or standing rules. When a fine may not be issued, the judicial process should be used to establish an agreement through mediation or a sanction that can help change the behavior, for example, an educational sanction.

### Still have questions?

Refer to the NPC Manual of Information for further explanation and resources regarding the College Panhellenic judicial process. Make sure to connect to your NPC area advisor for any support you may need.