

**GREEK LEADERSHIP COUNCIL  
RECRUITMENT RULES  
CALIFORNIA STATE UNIVERSITY SAN MARCOS  
Ratified on May 1, 2008**

A peer review board will determine the consequences for chapters and individual members who violate these recruitment rules.

- i. The Greek Leadership Council Peer Review Board shall not hear any matters involving the National Panhellenic Conference Unanimous Agreements, the Panhellenic recruitment code, or dispute of infractions, as outlined in the NPC Manual of Information. Such matter shall be referred to the Panhellenic judicial process.

No chapter shall promise a bid to any potential new member from the first day of school to the first day of recruitment week.

<b><i>FALL/INFORMAL RECRUITMENT RULES</i></b>
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II. All Greek Recruitment Rules:

*a. Greek Leadership Council:*

- i. Recruitment event information (dates, times, locations) will be due the first week of August prior to Informal Recruitment. Any changes that are made must be communicated through Greek Leadership Council and Greek Advisor.
- ii. Greek Leadership Council is required to put on at least one All Greek event prior to Informal Recruitment.
- iii. Greek Leadership Council is required to put on at least one All Greek philanthropy event during the Fall semester.
- iv. Greek Leadership Council will coordinate the space and fill out the required Request for Facilities Use form for wooden letters. An effort will be made to notify each chapter at least a week prior to them being up. The wooden letters must be taken down by the assigned date, or the chapter will be fined by Facilities and may face consequences determined by the Peer Review Board. At least three days notification will be given to each chapter of the take down date.
- v. The Greek Leadership Council's Vice President (VP) Women's and Vice President (VP) Men's Recruitment chairs will attend different classes to promote Greek Life. Chapters will receive and approve the power point presentation prior to the VP Women's Recruitment and VP Men's Recruitment chairs attending the classes.
- vi. Greek Leadership Council will coordinate interest forums promoting Greek Life for potential members. Attendee information (name and email) will be shared with all chapters.
- vii. Greek Leadership Council will host a kick off to Greek Life recruitment orientation ("Fall into Greek Life") for potential members, reviewing the recruitment process and rules, one week prior to Informal Recruitment. This event will be open to all students.

*b. Chapters:*

- i. Each chapter can individually advertise themselves on campus using any of the approved campus methods: fliers, posters, etc. List of approved methods available in Student Life and Leadership Office.
- ii. Each individual chapter may have a table. At these tables, each chapter may have their own memorabilia, recruitment sign-ups, and is also allowed to wear letters.
- iii. Chapter members may wear T-shirts that respectfully promote individual chapters throughout the semester.

III. Fraternity Recruitment Rules:

*a. Chapters:*

- i. The men's fraternities may hold a social event(s) open to the campus community prior to recruitment week. However, events held prior to recruitment week (first day of classes to the day before recruitment week) and serving alcohol must have Greek Leadership Council permission a semester prior to the proposed event. These events cannot be held during recruitment week.
- ii. First year students who are ineligible for Informal Recruitment may attend open events (no Invitation-only events), showing their interest in Formal Recruitment. However, these students may not be promised a bid.

IV. All Sorority Recruitment Rules:

*a. Chapters:*

- i. Per National Association of Latino Fraternal Organizations (NALFO) guidelines, the NALFO chapters may hold a social event open to the campus community prior to recruitment week. However, events held prior to recruitment week (first day of classes to the day before recruitment week) and serving alcohol must have Greek Leadership Council permission a semester prior to the proposed event. These events cannot be held during recruitment week.
- ii. National Panhellenic Conference (NPC) chapters may not host social events that include alcohol.
- iii. First year students who are ineligible for Informal Recruitment may attend NALFO chapter open events (no Invitation-only events), showing their interest in Formal Recruitment. However, these students may not be promised a bid.

## SPRING/FORMAL RECRUITMENT RULES

### I. All Greek Recruitment Rules:

#### a. *Greek Leadership Council:*

- i. VP Men's Recruitment and VP Women's Recruitment will coordinate Greek representation at as many new and transfer student summer orientation sessions as possible but no fewer than five.
  1. This may include presenting at a workshop or tabling for the day.
- ii. Greek Leadership Council will hold a mandatory all Chapter Formal Recruitment review meeting for all chapter officers in November/December. Men and women will be separated when going over the Fraternity's and Sorority's rules and processes.
  1. VP Women's Recruitment will coordinate the all sorority review meeting.
  2. VP Men's Recruitment will coordinate the all fraternity review meeting.
  3. Requests for on-campus space for Formal Recruitment events must be submitted at this meeting.
- iv. Recruitment event information (dates, times, locations) will be due the first week of January prior to Formal Recruitment. Any changes that are made must be communicated through Greek Leadership Council and Greek Advisor.
- iii. VP Men's Recruitment and VP Women's Recruitment will attend the Transfer Student Kick Off night organized by Student Life and Leadership in January.
- iv. VP Men's Recruitment will create the men's flier for Excite Night to include the fraternities' recruitment times, days, and events. Chapter Recruitment chairs and Presidents will approve the final draft in the first week of classes.
- v. VP Women's Recruitment will create the women's booklet for Excite Night to include the sororities' recruitment times, days, and events. Chapter Recruitment chairs and Presidents will approve the final draft in the first week of classes.
- vi. Greek Leadership Council will coordinate tabling during Formal Recruitment. GLC will reserve, pay for, and coordinate staffing for the tables. The items from each chapter will be evenly distributed. Members may wear letters or respectful T-shirts behind the tables.
  1. There will be three tables provided for tabling: one for men, one for women, and one for recruitment registration and handouts.
  2. May table the first week of school every day, and every Tuesday and Wednesday after the first week until the week of recruitment.
- vii. Greek Leadership Council is required to put on the Greek Fair event prior to Formal Recruitment.
- viii. VP Men's Recruitment and VP Women's Recruitment will create a generic fraternity and sorority flier with registration information and time commitments in order to fully participate in recruitment week. This will be available for potential members at any Greek hosted event leading up to Formal Recruitment week.
- ix. Prior to Formal Recruitment, Greek Leadership Council will coordinate at most two interest forums promoting Greek Life for potential members. Attendee information (name and email) will be shared with all chapters.
- x. Greek Leadership Council and Recruitment Team will coordinate a Greek recruitment orientation for potential members one week prior to recruitment week to hand out fliers/booklets and go over recruitment week process and rules.
- xi. Greek Leadership Council and Recruitment Team will coordinate Excite Night for all Greeks on the Monday of recruitment week.

- xii. There will be no more than twelve members (or an appropriately proportioned amount from each chapter) representing each chapter at Excite Night.
- xiii. Greek Leadership Council, chapter Presidents, and chapter Recruitment chairs will determine recruitment week dates for the following academic year in March of the semester prior.

*b. Chapters:*

- i. Each chapter can advertise themselves prior to recruitment week. Any advertisement made must have a unified "Go Greek" message to be agreed upon by each chapter.
- ii. Chapters may post their recruitment times and locations on their individual website on the date of the Greek recruitment orientation.

II. Fraternity Recruitment Rules:

*a. Greek Leadership Council:*

- i. VP Men's Recruitment will not be required to disaffiliate. Although, when talking with potential members, he will remain unbiased when speaking. He will serve as liaison between new members and chapters.

*b. Chapters:*

- i. The men's fraternities may hold a social event(s) open to the campus community prior to recruitment week. Any open event must be primarily marketed as "Go Greek" (example: XYZ chapter sponsors Go Greek BBQ). Examples: BBQ, philanthropy, etc.
  - 1. However, events held prior to recruitment week (first day of classes to the day before recruitment week) and serving alcohol must have Greek Leadership Council permission a semester prior to the proposed event. These events cannot be held during recruitment week.
- ii. At Excite Night, VP Men's Recruitment will collect tentative attendance tallies for the men who are rushing throughout the week. This will be given to chapter Recruitment chairs at the end of the night.
- iii. Chapters will provide VP Men's Recruitment a final count of men who attended each event at the end of each night for evaluation purposes.

III. All Sorority Recruitment Rules:

*a. Greek Leadership Council:*

- i. Each potential new member will be charged a reasonable registration fee to defray Formal Recruitment expenses. Women will be required to pay the recruitment fee by the close of the first Recruitment Event. Greek Leadership Council Vice President of Women's Recruitment reserves the right to make exceptions on a case by case basis.
- ii. The Recruitment Team:
  - 1. Will be selected by December, prior to the semester of Formal Recruitment.

2. Will be made up of at least one member from each sorority.
  3. Serve on the committee under the GLC VP Women's Recruitment and VP Men's Recruitment.
  4. Help coordinate all aspects of Formal Recruitment promotion and publicity, alongside the GLC VP Women's Recruitment and VP Men's Recruitment, and any other applicable GLC Executive Board members, such as VP Programs.
  5. Will help coordinate recruitment calendar, procedures, and rules.
  6. Will coordinate and run any all-Greek recruitment events, such as Excite Night, Interest Forums, etc.
  7. Will disaffiliate from their chapter during periods of formal fraternity and sorority recruitment (first day of classes to Bid Day/Chapter Reveal). Although disaffiliated, members may attend Chapter meetings and Philanthropy events.
  8. Will emphasize positive sorority contact. Goal- Talk to Greeks from all chapters.
- iii. Disaffiliated members may not:
1. Represent her chapter. Example: Letters, T-Shirts, Tote Bags, Jewelry, Pants, Notebooks, Etc.
  2. Have her chapter displayed on her car.
  3. Attend her chapter's social events and recruitment events. Example: a sister's birthday party/dinner at a public location.
  4. Participate in any chapter's public events outside of her home, excluding all Greek events.
  5. Represent a chapter on myspace, facebook, and email signature, unless her profile is on the private setting. May not add any California State University San Marcos student as a new friend.
  6. Promote only her chapter when talking to potential new members.
  7. The disaffiliation period is from the first day of classes to 5 PM on Bid Day.
  8. If any problem arises with clarity of disaffiliation, please contact the Greek Leadership Council VP Women's Recruitment.
- iv. Recruitment Team will provide a tentative event attendance list to chapters prior to each recruitment event. Recruitment Team will take attendance of women attending recruitment events when Recruitment Team and potential members meet before the recruitment event. This attendance list will be created in Excel, and saved into a USB drive or sent through email, as to easily transfer the information to chapters at the beginning of every recruitment event.

*b. Chapters:*

- i. Per National Association of Latino Fraternal Organizations (NALFO) guidelines, the NALFO chapters may hold a social event open to the campus community prior to recruitment week. Any open event must be primarily marketed as "Go Greek" (example: XYZ chapter sponsors Go Greek BBQ). Examples: BBQ, philanthropy, etc.
  1. However, events held prior to recruitment week (first day of classes to the day before recruitment week) and serving alcohol must have Greek Leadership Council permission a semester prior to the proposed event. These events cannot be held during recruitment week.
- ii. National Panhellenic Conference (NPC) chapters may not host social events that include alcohol.

- iii. Chapters are expected to work under the identified budget cap set by Student Life and Leadership, chapters, and chapter advisors.
- iv. All sorority chapters will participate in Excite Night, Open House, and Bid Day.
- v. Excite Night will have a unified theme for all sorority chapters.



## **Standing Rules for Membership Selection CSUSM Panhellenic Association**

The following rules are in conjunction with CSUSM Code of Conduct and the National Panhellenic Conference (NPC) UNANIMOUS AGREEMENTS. These rules were updated and ratified by vote of the NPC Delegates on May 1, 2008.

### **I. CSUSM Recruitment Style**

- A. A blend of Minimally and Partially Structured Recruitment will be the recruitment style used at California State University- San Marcos.
- B. Chapter total is set at 55 members.

### **II. Membership Recruitment Rules**

#### *A. Participants Membership Recruitment Process*

##### 1. Potential New Member

- a. In order to participate in Recruitment, a potential new member must be regularly matriculated and enrolled with a minimum of 12 units at CSUSM (this does not include courses thru Extended Studies or Open University) and the potential new member must be in good academic standing (Panhellenic recommends a cumulative CSUSM GPA of at least 2.50). GPA requirements are also established by each individual chapter.
- b. It is required that a potential new member shall attend a minimum of one event from each chapter in order to receive an invitation for membership. If the potential new member does not meet this requirement by Saturday, a member of Recruitment Team will call the potential new member to remind her.
- c. Each potential new member will be charged a reasonable registration fee to defray Panhellenic Recruitment expenses. Women will be required to pay the recruitment fee by the close of the first Recruitment Event. Panhellenic reserves the right to make exceptions on a case by case basis.

##### 2. Collegians

- a. Members, in good standing, whose names appear on the roster for the current membership recruitment session, shall be eligible to participate in membership recruitment. (Collegians refer to any initiated member, holdover, new member, or affiliated transfer students).
- b. A maximum of five alumnae members per chapter are allowed in the room during the membership recruitment process. These women must be noted so on name tags.

## B. *Rules and Procedures for Formal Recruitment*

1. All NPC UNANIMOUS AGREEMENTS and the Code of Conduct shall be upheld.
2. Recruitment begins in the first month of the semester. All dates and times will be set by the CSUSM Panhellenic Association.
3. Bid matching will occur on the Monday following the close of recruitment unless otherwise agreed upon by all Chapters. Bid Day activities following that evening.
4. Quota will be set by Panhellenic Greek Advisor. Quota is set after the potential new members have signed their Membership Recruitment Acceptance Agreement, following the final preference party.
5. Panhellenic coordinates an event (Excite Night or a Joint Chapter Meeting) to begin Formal Recruitment.
6. There shall be no promising of a bid, orally, written, or electronic, to any potential new member, example: "See you later", "See you tomorrow", "We love you", etc.
7. Attendance at any social events, calendared or non-calendared, during formal recruitment is prohibited for ALL chapter members. (I.e. Parties and Mixers etc.)
8. Potential new members must provide their own transportation to and from all events during recruitment.
9. No fraternity members, including collegians and alumnae, may visit a potential new member in her place of residence during formal recruitment. No potential new member may visit an active member or alumnae's place of residence during formal recruitment, except roommates.
10. A factual, current, financial expense sheet shall be distributed by Panhellenic to each potential new member at the information event during formal recruitment. These sheets shall list all fees to be incurred by the women during their collegiate membership.
11. Any publicity materials intended for formal recruitment will be generated or approved by Panhellenic Council. The materials can be distributed by any sorority chapter member.
12. A membership recruitment budget will be established by the College Panhellenic for membership recruitment purposes.
13. To facilitate signing of Preference cards (Membership Recruitment Acceptance Agreement), Panhellenic President and chapter representatives will coordinate Preference locations in close proximity to each other.
14. Positive Panhellenic contact will be encouraged throughout Formal Recruitment. Strict silence is enforced during the period of time from the end of the woman's last event until the issuance of bids. Strict silence is defined as not having verbal, written, printed or electronic message communication between the potential new members and fraternity members, new members or alumnae.
15. No gifts shall be given to a potential new member. Food at recruitment events is not considered a gift.
16. There shall be no use of alcoholic beverages and or drugs at any membership recruitment or Bid Day activities.
17. There shall be no participation from men at any membership recruitment or Bid Day activities, excluding Chapter Reveal.

18. Panhellenic strongly discourages contact with unrecognized organizations and prohibits any NPC chapter member to participate in recruitment activities or publicity for such organizations.

C. *Rules and Procedures for Informal Recruitment*

1. All NPC UNANIMOUS AGREEMENTS and the Code of Conduct shall be upheld.
2. Recruitment begins within the first month of the semester. Panhellenic President oversees scheduling, locations and dates of recruitment events, only to avoid conflicts. Each chapter must submit a schedule of party times and locations to Panhellenic President in the first week of August prior to Informal Recruitment.
3. No bid under the COB process for membership will be offered or disbursed within the semester immediately prior to Informal Recruitment (COB).
4. Panhellenic coordinates an event (Excite Night or a Joint Chapter Meeting) to begin the Informal (COB) Recruitment.
5. NPC chapters cannot invite first year students who are ineligible for Informal Recruitment to attend any chapter's Informal Recruitment events. If any first year student attends a chapter's Informal Recruitment event, Panhellenic President and the Panhellenic Greek Advisor will determine the consequences. Chapters should encourage first year students to attend the Greek Life recruitment orientation.
6. The Recruitment Chair (or designee) from each chapter coordinates Bid Calling, to happen following the last recruitment event. This may be agreed upon by both chapters, but is not required.
7. There shall be no promising of a bid, orally, written, or electronic, to any potential new member, example: "See you later", "See you tomorrow", "We love you", etc.
8. There shall be no Quota set for Informal Recruitment.
9. Potential New Members must provide their own transportation to and from all events during recruitment.
10. Individual chapters may publicize themselves in any manner to potential new members during informal recruitment. Any publicity must be in accordance with campus and NPC procedures.
11. Panhellenic strongly recommends and urges each fraternity to use good judgment, discretion, common sense and maturity in planning and maintaining a realistic and sound financial budget for recruitment. Panhellenic strongly advises that Recruitment Chairs from each chapter meet to determine similar budget amounts.
12. No gifts shall be given to a potential new member. Food at recruitment events is not considered a gift.
13. There shall be no use of alcoholic beverages and or drugs at any membership recruitment or Bid Day activities.
14. There shall be no participation from men at any membership recruitment or Bid Day activities.
15. Panhellenic strongly discourages contact with unrecognized organizations and prohibits any NPC chapter member to participate in recruitment activities or publicity for such organizations.

D. *Panhellenic Executive Board*

1. Panhellenic Executive Board members and/or Panhellenic President and her recruitment designees are to remain neutral or disaffiliated during the designated period up through Formal Recruitment.
2. At all times the Panhellenic Executive Board members and/or Panhellenic President and her recruitment designees must follow the CSUSM Panhellenic Code of Conduct.

E. *Infractions*

1. Any infraction violation, reporting process, and hearing or mediation processes will be in strict compliance with National Panhellenic Conference UNANIMOUS AGREEMENTS.

## **CSUSM PANHELLENIC CODE OF CONDUCT**

1. All NPC UNANIMOUS AGREEMENTS (Appendix A) shall be upheld. All members, including alumnae, shall be and are responsible for knowing and observing these as well as the membership recruitment rules stated herein.
2. It is in accordance with the dignity and good manners of fraternity women
  - (1) To avoid disparaging remarks about a fraternity or college women;
  - (2) To create friendly relations between fraternity women and non-fraternity women
  - (3) To avoid publicity on Panhellenic matters which are not properly the concern of nonmembers.
3. Women's Fraternities shall not mention any sorority name other than their own in songs and cheers.
4. Defacing or damaging of any facilities used for CSUSM membership recruitment events by anyone will result in a fine as determined by CSUSM and the removal, repair, and replacement damage shall be the responsibility of the chapter.

### **NATIONAL PANHELLENIC CONFERENCE UNANIMOUS AGREEMENTS:**

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

### **The following UNANIMOUS AGREEMENTS relate primarily to Recruitment:**

1. A College Panhellenic Council shall take no action that infringes on the sovereignty, rights, or privileges of the individual NPC fraternities. Infringements include but are not limited to the following:
  - a. Requiring a scholastic grade point average as a condition for a chapter's participation in membership recruitment.
  - b. Lowering a chapter's Quota as a penalty.
2. 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.
3. 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.
4. 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.
5. 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.
6. 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.
  7. 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.
  8. 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.
  9. 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.
  10. 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.
  11. Each College Panhellenic Council shall establish rules governing membership recruitment activities.
  12. 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.
  13. Each College Panhellenic Association shall prohibit the use of alcoholic beverages in membership recruitment and Bid Day activities.
  14. Each College Panhellenic Association shall prohibit the participation of men in membership recruitment and Bid Day activities.
  15. All members, including alumnae and new members, shall be bound by College Panhellenic Association rules governing membership recruitment.
  16. Regardless of recruitment style, a Potential New Member shall sign a binding agreement of membership.