UNIVERSITY OF MONTANA
PANHELLENIC MEMBERSHIP RECRUITMENT RULES
2017

All undergraduate and alumnae members of the sororities represented on this campus must abide by the Membership Recruitment Rules adopted by the University of Montana Panhellenic Association. It is the responsibility of each sorority to inform its members of these regulations.

I General Membership Recruitment Regulations

a Membership Recruitment shall be permitted under the regulations prescribed by the Panhellenic Association. NPC prohibits contact with prospective members and/or their families that is regarding recruitment during the designated Membership Recruitment period (Sunday, September 10, 2017 at 12:00 AM (Midnight) through Friday, September 15, 2017 at 11:55 PM (Midnight)).

b National Panhellenic Conference (NPC) encourages positive Panhellenic contact with potential prospective members and provides appropriate materials for this purpose. Therefore, fraternity women (both collegians and alumnae) must not contact prospective members or their parents for information (for membership recruitment recommendation letters or similar membership recruitment-related information forms) unless they know them personally.

c In order to receive a bid, a woman must have matriculated on this campus, be a registered full-time student, and be in good standing with the University (not on University probation).

d A prospective member who accepts a bid and signs a Membership Recruitment Acceptance Binding Agreement (MRABA) has made a binding agreement to become a member of the sorority of her choice. If the pledge is broken, the new member will not be eligible to pledge another sorority on the University of Montana campus until the following primary recruitment period. If a student transfers schools, the pledge is broken. Therefore, she is eligible for membership even if it is before the primary recruitment period on her campus.

e Any infraction of the Membership Recruitment Rules will be handled according to the procedures outlined in the NPC Manual of Information.

f The Membership Recruitment Expense Cap for The University of Montana shall be established at $1,500.00 during the Fall Membership Recruitment period, including the value of all donated goods, food, and services (please estimate the actual cost of donated goods for your budget). In addition to the Membership Recruitment cap, each sorority must pay per member for the Panhellenic Recruitment t-shirt.

i Include: food, flowers, decorations, costumes, special equipment, rentals, and any other party expenses. T-shirts are not to be included in the budget.

ii The total cost must include not only those items paid for out of chapter funds, but also those paid for or donated by individual chapter members, alumnae, parents, or others. (This includes any clothing donated or bought for the chapter for membership recruitment purposes by their Inter/National organization, alumnae, parents, individual chapter members, or others.)

iii All receipts must be turned into the PHC Advisor and Recruitment Chair by the beginning of the week’s events. Any purchases made during the week are to be turned in no later than midnight (12 am) on Bid Day.

iv Final budget being turned in late will result in a $100/day fine. Chapters spending more than the allotted budget will result in a $150 fine.
All outside decorations must be eliminated during membership recruitment events. This includes banners (other than banners promoting all sorority recruitment). Tables and chairs must be placed outside for the use of the Membership Recruitment Counselors. It is also required that each chapter provide water to the recruitment counselor sitting outside the chapter house during the rounds. Any exceptions need to be approved by the Panhellenic Recruitment Chair and the Greek Advisor.

A chapter who fails to provide accommodations for their recruitment counselors will result in a $50/day fine.

Orientation Round will be held on campus in the University Center Theater. Round 1 (Open House), Round 2 (Chapter House Tours and Philanthropy) and Round 3 (Preference) membership recruitment events may extend to the back porch of the house.

Round 1 (Open House) must be contained to the chapter’s 1st floor. No PNMs may leave the chapter’s 1st floor. The 1st floor constitutes the floor where the main entrance to the chapter is located.

Ice water is the only permitted refreshment that may be served to the PNMs during Round 1 (Open House).

No chanting or singing is allowed during Round 1 (Open House).

Potential New Members will line up in front of each chapter house the same way. No chapter may ask the PNMs to line up differently. The PNMs will line up centered in front of each chapter house in order of last name A to Z from left to right (looking at the PNMs from the chapter house).

General Membership Recruitment regulations restrict the use of elaborate costuming. The membership recruitment budget for the UM campus includes all donated and previously purchased items. If previously purchased or donated items are used during membership recruitment events, their current market price must be included in the membership recruitment budget. This budget does not include bid day t-shirts.

No more than two dozen balloons are permitted in a chapter membership recruitment facility during any round of membership recruitment events.

No more than one of the walls of one room in any chapter membership recruitment facility may be covered or decorated. Violation of this regulation will result in a $50 fine per wall decorated.

No skits.

There will only be one theme used per round by any one chapter. This will be granted to any one chapter on a first-come, first-serve basis.

Recruitment event attire for chapter members should be determined so that individual financial burden is reduced. Eliminate costuming. Each chapter will wear the assigned PHC recruitment T-Shirt during the first round (water round) of recruitment.

Recruitment videos of ANY kind will not be permitted on any social media before or during the Primary recruitment period. Any promotional, chapter specific videos may only be shown within the chapter house until after 12 AM (midnight) Saturday September 16, 2017. If a video is released sooner, a $200 fine will be issued.

National Panhellenic Conference prohibits the use of alcoholic beverages and the participation of men during membership recruitment activities.
Beginning on Saturday, September 9, 2017 at 5:00 pm until Saturday, September 16, 2017 at 8am, no woman is to be at any fraternity chapter facility at any time.

House boys can be in the sorority facility to fulfill their duties but must vacate the premises no later than 30 minutes prior to the recruitment parties. This pertains to the entire primary recruitment period. (Sunday September 10, 2017 through Saturday September 10, 2017)

To avoid negative publicity, during sorority recruitment, no sorority woman is to consume alcohol beginning with the Orientation Round on Sunday September 10, 2017 at 5:00 pm until Saturday September 16, 2017 at 8am or any other illegal substance.

National Panhellenic Conference has adopted a resolution that states that Bid Day t-shirts and other items will not include the logos of companies involved in the sale, distribution, and promotion of alcoholic beverages as part of the design printed on the tee shirt or other items.

Women who have not affiliated with a sorority are always encouraged to visit chapter houses throughout the school year. However, no unaffiliated women will be permitted in sorority chapter houses from Thursday, August 31, 2017 at 12:00 am (midnight) until Friday, September 15, 2017 at 6pm when Recruitment officially ends (see Section VIII – COB).

Women participating in Fall Membership Recruitment and other organized Membership Recruitment periods are obligated to pay the prescribed Membership Recruitment fees. That fee is set at $30 per person.

II Fall Membership Recruitment Period

a Before Fall Membership Recruitment Period (Sunday, September 10 2017 through Friday, September 15, 2017 at 11:55 PM (Midnight) a master list of all prospective members will be available to the Membership Recruitment Chairpersons of every sorority.

b Beginning Thursday, August 31, 2017 at 12:00 AM (Midnight) until Saturday, September 16, 2017 at 12PM (noon) sorority members are not to intentionally contact any prospective member, the immediate families of any prospective member or to engage in any membership recruitment activities other than the designated Membership Recruitment parties. This prohibited contact includes but is not limited to: all social networking software, texting, calling, emailing, face-to-face, letters, etc.

i Unavoidable contact by individuals other than the Membership Recruitment Counselors, Orientation Group Leaders or Residence Hall Assistants, etc. is permissible, but may not be exploited.

ii Sorority chapter members should feel free to leave the chapter premises during party breaks providing that their officers and advisors allow them to do so.

c Sorority letters

i Beginning Thursday August 31, 2017 at 12:00 AM (Midnight) and ending at 6pm on Bid Day (Friday September 15, 2017) no chapter may advertise or post their individual letters alone, but may do so if all four sororities participate.

ii Chapter letters are permitted and encouraged to be worn on Thursday (August 31, 2017), Wednesday (September 6, 2017), and Thursday (September 7, 2017). Chapter letters will NOT be permitted to be worn at any other time during the first week of school or during the week of recruitment (other than during recruitment rounds). Chapter members are highly encouraged to wear a Panhellenic shirt (any shirt past or present) on Tuesday (September 5, 2017) and Friday (September 8, 2017). It is required that all chapter members wear the assigned PHC formal recruitment shirt on Friday (September 1, 2017) in order to promote PHC recruitment.
iii Chapter letters at Welcome Feast are permitted as long as chapters are promoting PHC recruitment and not specific house recruitment.

d Only undergraduate, initiated, full time members of any chapter should actively participate in primary recruitment.
   i Local alumnae and collegiate members from other chapters may only be involved in recruitment in a behind the scenes role to assist and never to actively participate in the recruitment process and have contact with potential new members.

e **No Bid Promising.** *A sorority may not indicate to the prospective member in any way that she will or will not be given an invitation to a Membership Recruitment party, or to membership, nor may the prospective member be asked to state her sorority preference.*

f If an email is sent out from the PHC Advisor, Recruitment Chair, or other personnel connected to the recruitment team, a response is mandatory within 24 hours or an infraction will be issued. This includes any emails giving general information to all four chapters. A response is mandatory to ensure that it has been received by the chapter.

### III Regulations Affecting Prospective Members

a Each prospective member is obligated to meet each chapter at least twice before preference (round 3), provided that they were invited back by the chapters. After accepting invitations to preference parties, she is bound to attend those parties.

b Prospective members are not to take anything with them from Membership Recruitment parties.

c Every prospective member must be aware of the Membership Recruitment Rules and will be informed of the rules by their Recruitment Counselors.

d If a prospective member cannot attend any event, as determined by the Office of Greek Life, due to valid excuse i.e. religious holiday, academic conflicts, family emergency, unavoidable illness, she is eligible to be invited back by all of the active chapters and chapters are encouraged to do so.

e The last day to register for Fall Recruitment is Sunday, September 10, 2017 by 8:00 AM.

### IV Membership Recruitment Party Invitations and Release Figures

a University of Montana endorses the Release Figure Method and will work with the NPC Release Figure Specialist assigned to the university.

b **Bidding**
   
   i Every prospective member who accepts a chapter’s Preference invitation MUST be listed on the first or second bid list turned in by that chapter.

   ii A chapter may extend bids to prospective members who were invited to Preference, but who regretted the Preference invitation. These names should be placed either on the first or second bid list.

   iii The issuing and accepting of bids to membership is the culmination of the membership recruitment program for Panhellenic. Therefore, the day that bids are accepted by prospective members is considered the final day of the membership recruitment program. All membership recruitment rules and NPC Unanimous Agreements prohibiting the use of alcoholic beverages and participation of men in membership recruitment are in effect.

### V Membership Recruitment Parties
a Sororities may not give favors, gifts, or letters with promises of membership etc., to the prospective members prior to the time that prospective members accept invitations to membership. (Chapters will not be penalized if prospective members inadvertently take napkins or other membership recruitment items with them from membership recruitment parties.)

b Name tags and sign-in sheets for all parties will be provided by Panhellenic.

c Chapter members are not to engage in membership recruitment practices that isolate individual prospective members (or groups of prospective members) from the main membership recruitment group. These practices (commonly known as "hot boxing") are contrary to the ethical standards of the Unanimous Agreements and violate the intent of the "Prospective Member Bill of Rights".

d During Membership Recruitment parties, all pictures and references (including composite pictures) to Membership Recruitment Counselors and Membership Recruitment Staff members (Panhellenic President and Recruitment Chair) must be covered. The PHC Recruitment Chair and the Greek Adviser will be doing a walk-through of the chapter houses prior to recruitment.

e No chapter shall photograph a potential new member.

f Gifts, party favors, letters, and notes for potential new members are to be eliminated. This means that letters/notes should not be given to potential new members during preference round, etc.

VI Membership Recruitment Counselors, Orientation Group Leaders and Residence Hall Assistants

a Membership Recruitment Counselors, Panhellenic Membership Recruitment Staff and Residence Hall Assistant, in their working roles shall not be allowed to actively participate in membership recruitment or to give opinions on any of the sororities represented on this campus.

b The role of the membership recruitment counselor is to provide friendship, guidance, and support to women participating in membership recruitment. National Panhellenic Conference disapproves of the presence of membership recruitment counselors and other designated Panhellenic personnel at membership recruitment parties, with the exception of Panhellenic advisors and official NPC membership recruitment observers. Therefore, the use of membership recruitment counselors and other designated Panhellenic personnel as monitors during membership recruitment is contrary to the Panhellenic spirit of trust and harmony.

c Membership Recruitment Staff members who engage in questionable membership recruitment practices or who violate any provisions of the Panhellenic Membership Recruitment Rules will be subject to the following:

   i Immediate dismissal from the Panhellenic Membership Recruitment Staff.

   ii Reimbursement to Panhellenic for all expenses incurred.

d Membership Recruitment Counselors are obliged to adhere to Recruitment Staff Contract (Appendix A).

e Panhellenic Counselors who drop from the Recruitment team will be fined $50 and will be expected to repay and return any apparel provided by Panhellenic.

VII Turning in Invitation Lists and Sign-in Sheets

a In order to make the Membership Recruitment invitation process smooth for all chapters and for the Membership Recruitment Staff, it is essential that invitations and lists be turned in via hard copy or e-mail on time, and that chapter Membership Recruitment personnel remain in contact with the Panhellenic Office until the invitations and lists have been double checked by the Panhellenic Membership Recruitment Staff.

b Chapters shall turn in preference invitation lists by 8:00am on Thursday, September 14, 2017 and bid lists by 11pm on Thursday, September 14, 2017.
c Submitting a list on time is crucial to keep Recruitment running smooth. If you do not submit your lists on time fines will be issued as $50 + $5 every minute it is late.

VIII Bylaws, Recruitment Rules, and Judicial Procedure

a All infractions will be adjudicated through the procedure set out in NPC’s, 2017 Manual of Information, College Panhellenic Judicial Procedure. Sororities are encouraged to resolve alleged infractions as soon as possible through informal discussion with the involved parties before an infraction is filed.

IX Continuous Open Bidding (COB/Open Membership Recruitment)

a Continuous Open Bidding will begin as soon as bids are handed out on Friday September 15, 2017 following Bid Day activities and will conclude the last day of Spring Semester.

b QUOTA AND TOTAL: Each NPC sorority chapter has the right to COB to reach Quota or its allowable chapter size, Total, during the regular school year as defined by the school calendar. In other words, Chapters may pledge to Quota and/or up to Total through COB.

c Total will automatically be reset within 72 hours of bid distribution to Average Chapter Size (ACS) in the academic term after Primary Recruitment and within one week (7 days) from the start of the term in which Primary Recruitment is not held.

d Exceptions for the Continuous Open Bidding process shall exist only if the Panhellenic Council designates specific, formal membership recruitment periods at other times during the academic year, or if a colonization period has been established to benefit a new or reorganizing women's fraternity.

e Invitations to membership may be extended at any time during Continuous Open Bidding (except as provided for under the Formal Membership Recruitment arrangements). Sororities may feel free to contact individuals to whom they have extended an invitation to membership. Chapters are strongly encouraged, however, to allow prospective members a minimum of 24 hours to think about an invitation before an answer is required.

f Sororities participating in Continuous Open Bidding shall be allowed to advertise their Membership Recruitment schedule on campus, with the following exceptions:

i When a member is given a bid during continuous Open Bidding, the recruitment officers form the individual chapter is required to submit a signed, specialized MRABA to ensure membership does not exceed campus total.

ii In the event that Panhellenic is conducting an organized Membership Recruitment sign-up for the benefit of all chapters, no individual chapter may advertise its own Membership Recruitment events prior to or during the Panhellenic-sponsored sign-up period.

iii In the event that a specific period of time is set aside for a formalized Membership Recruitment period or colonization effort, no individual chapter may advertise its own Membership Recruitment events prior to or during the Panhellenic Sponsored Membership Recruitment period or colonization effort.

g The National Panhellenic Conference requirement that prohibits the use of alcoholic beverages and the participation of men during membership recruitment is applicable to any function where membership recruitment guests are present. This requirement is in effect every day of the year.