Iowa State University
National Pan-Hellenic Council (NPHC)

CONSTITUTION

ARTICLE I
Name of Organization

Section 1: The name of the organization shall be the Iowa State University National Pan-Hellenic Council (NPHC).

ARTICLE II
Purpose of Organization

Section 1: The purpose of NPHC is to:

A. Keep communication open between affiliate organizations,
B. Promote higher standards of scholarship, a greater degree of culture, closer social fellowship, and a stronger interfraternal spirit among affiliate members,
C. Help affiliate organizations understand how the Greek system operates,
D. Represent the concerns and best interest of affiliates
E. Provide information to the community concerning affiliates
F. Act in accordance with all rules established by the National Pan-Hellenic Council
G. Abides by and supports established Iowa State University policies, State and Federal laws.

ARTICLE III
Qualifications for Membership

Section 1: NPHC shall automatically accept the following affiliates for membership pending all dues are paid and active participation:

A. the Omicron Pi chapter (ΩΠ) of Alpha Phi Alpha Fraternity, Inc. (ΑΦΑ),
B. the Eta Tau chapter (ΗΤ) of Alpha Kappa Alpha Sorority, Inc (ΑΚΑ),
C. the Omega chapter (Ω) of Kappa Alpha Psi Fraternity, Inc (ΚΑΨ),
D. the Mu Theta chapter (ΜΘ) of Omega Psi Phi Fraternity, Inc. (ΩΨΦ),
E. the Phi chapter (Φ) of Delta Sigma Theta Sorority, Inc. (ΔΣΘ),
F. the Kappa Gamma chapter (ΚΓ) of Phi Beta Sigma Fraternity, Inc (ΦΒΣ),
G. the Upsilon Nu Chapter (ΥΝ) of Zeta Phi Beta Sorority, Inc. (ΖΦΒ),
H. the Theta Psi Chapter (ΘΨ) of Sigma Gamma Rho Sorority, Inc. (ΣΓΡ), and
I. the chapter TBA of Iota Phi Theta Fraternity, Inc. (ΙΦΘ).

Section 2: Each affiliate of NPHC will pay $35.00 in dues by the second NPHC meeting of the Spring semester in order to remain in good standing and active with NPHC.

Section 3: Each affiliate is expected to actively participate meaning send one representative to each NPHC meeting and participate in all NPHC events.

Section 4: Non active members are those who do not pay their dues and/ or do not participate in NPHC sanctioned events.

Section 5: The affiliates collectively will be referred to as the “Body” in the constitution and bylaws.

Section 6: Membership shall not be denied on the basis of race, sex, color, religion, nationality, national origin, age, differing ability, economic class, or sexual orientation.
ARTICLE IV
Officers of the Organization

Section 1: The Executive Board of the NPHC shall consist of the following elected officers: President, Vice-President, Treasurer, and Secretary and the Advisor.

Section 2: The term of office shall be from January 1st to December 31st.

Section 3: Elections shall be held during the fall semester in November and installation will take place in December.

Section 4: It shall be the duty of the President to:

- Designate the day, time and place of meetings
- Represent NPHC at all events, meetings, and functions
- Serve as the main contact person for any and all NPHC concerns and needs
- Attend President’s Training

Section 5: It shall be the duty of the Vice President to:

- Serve in the capacity of President during an absence of the President
- Prepare the agenda and preside over meetings
- Oversee and manage all marketing of NPHC events
- Make sure NPHC is in good standing with Student Activities (registration, paperwork, etc.) each year

Section 6: It shall be the duty of the Treasurer to:

- Administer the financial affairs of the organization
- Present the status of finances at NPHC meetings for approval and inclusion in the minutes
- Attend all financial meetings and trainings necessary to keep NPHC in good standing
- Deposit and disburse all monies through the bank account established for NPHC at the Campus Organizations Accounting Office and/or approved institution/office (must receive authorization via Campus Organizations Accounting Office).
- Deposit all funds within 48 hours after collection (The Adviser to this organization must approve and sign each expenditure before payment)

Section 7: It shall be the duty of the Secretary to:

- Take the minutes at the NPHC meetings and email them out to the body within 24 hours of the meeting
- Print a copy of the minutes and keep a hardcopy binder of the agenda and minutes
- Check the NPHC mailbox weekly and disseminating information at the meeting
- Maintain accurate membership logs and phone lists of members within NPHC
- Provide certificates of life membership to new initiates
- Provide the body with a brief written annual summary report of activities completed throughout their term.

Section 8: It shall be the duty of the Adviser to:

- Maintain communication and meet with officer(s) regularly
- Awareness and approval of financial expenditures
- Ensure that the organization is operating in conformity with the standards set forth by Iowa State University and Student Activities Center

Section 9: The NPHC Executive Board must meet the following requirements:
Updated as of January 7, 2010

Italic wording is required by ISU Student Activities Center

A. **Have a minimum cumulative grade point average (GPA) as stated below and meet that minimum GPA in the semester immediately prior to the election/appointment, the semester of election/appointment and semesters during the term of office.** For undergraduate, graduate, and professional students, the minimum GPA is 2.00. In order for this provision to be met, at least six hours (half-time credits) must have been taken for the semester under consideration.

B. **Be in good standing with the university and enrolled:** at least half time (six or more credit hours), if an undergraduate student (unless fewer credits are required to graduate in the spring and fall semesters) during the term of office, and at least half time (four or more credits), if a graduate level student (unless fewer credits are required in the final stages of their degree as defined by the Continuous Registration Requirement) during their term of office.

C. **Be ineligible to hold an office should the student fail to maintain the requirements as prescribed in (A) and (B).”**

**ARTICLE V**

**Meetings**

Section 1: Meetings will be held every other week unless otherwise specified.

Section 2: Meeting day, time, and place will be determined within two weeks of the beginning of each semester.

Section 3: All NPHC meetings will operate under procedures according to *Robert's Rules of Order Newly Revised*.

**ARTICLE VI**

**Voting Procedures and Quorum**

Section 1: Three active affiliates constitute quorum for the purpose of voting on NPHC business and elections.

Section 2: All active affiliates have one vote. Affiliates are responsible for appoint one of its members to serve as their voting representative to the body.

Section 3: All NPHC Executive board can votes on behalf of their affiliate organization except for the President. The President will be an ex-officiate member, and only vote in the event of a tie.

**ARTICLE VII**

**Amendments**

Section 1: All amendments must be approved by the Executive Board for approval before they may be submitted at a NPHC meeting for vote.

Section 2: Affiliates will have an opportunity to discuss and vote on all amendments at the first meeting in which quorum is present following the approval of the amendment by the Executive Board.

Section 3: The constitution should be reviewed annual to determine if changes need to be made.

Section 4: Drake University students that are apart of affiliate chapters can represent their chapter in all voting procedures as long as 50% of the quorum is from ISU.

**ARTICLE VIII**

**Removal of Officers**
Section 1: An officer may be removed from the office only for cause at a NPHC meeting in which quorum is present. After charges have been discussed with body, there will be a secret ballot taken to determine the results.

Section 2: Cause for removal from office shall consist of such matters as misuse of office or persistent failure to perform duties of office.

**ARTICLE IX**

Effective Date

Section 1: This Constitution shall become effective upon approval by the NPHC body and the Student Activities Center. Upon approval, all previous Constitutions of NPHC shall be null and void.

**ARTICLE IX**

Constitutionality

Section 1: If matters of the interpretation of this Constitution lead to serious disagreement in either the Executive Board or the body, any four members of active affiliates of NPHC may petition that the controversy be resolved by the NPHC Adviser.