

Bylaws of the the University of South Alabama College Junior Panhellenic Council  
Created: July 9, 2016  
Revised: September 28, 2016

Section One: Order of Business

1. Call to Order.
  - a. The President of the College Junior Panhellenic Council shall call all meetings to order.
  - b. In the President's absence, the Vice President shall call meetings to order.
2. Roll Call and Approval of Minutes.
  - a. President shall call roll of the following:
    - i. College Junior Panhellenic Council Executive Board
    - ii. Panhellenic Delegates of each sorority.
    - iii. Guests of each sorority
    - iv. Junior Panhellenic Advisor
  - b. President will motion for approval of minutes. Second motion by is required to approve minutes.
3. Officer Reports.
  - a. Individuals will give reports in the following order:
    - i. President
    - ii. Vice President
    - iii. Secretary
    - iv. Treasurer
    - v. Junior Panhellenic Advisor
    - vi. Panhellenic Delegates of each member sorority in alphabetical order.
4. Committee Reports.
5. Unfinished Business.
6. New Business.
7. Adjourned.

Section Two: Officers and Officer Duties

1. Officers
  - a. The officers of the University of South Alabama Junior Panhellenic Council shall be President, Vice President, Secretary, and Treasurer.
2. Officer Duties
  - a. The President shall:
    - i. Preside at the meetings of Junior Panhellenic Council.
    - ii. Cast the deciding vote in the case of tie.

- iii. Shall attend the regular meetings of the University of South Alabama Panhellenic Council.
- b. The Vice President shall:
  - i. Perform the responsibilities of the President in her absences.
  - ii. Serve as Chairperson for the Junior Panhellenic Philanthropy Committee.
- c. The Secretary shall:
  - i. Keep an up-to-date roll of members and the executive council.
  - ii. Keep full minutes at every meeting of Junior Panhellenic Council.
  - iii. Be in charge of correspondence, invitations, and “Thank You” notes.
- d. The Treasurer shall:
  - i. Keep a running balance of the given account.

### Section Three: Philanthropy

The University of South Alabama Junior Panhellenic Council’s philanthropy shall be the Mobile ARC. The Junior Panhellenic Council shall have two small philanthropy / service events for the Mobile ARC during the fall semester. During the spring semester, Junior Panhellenic will have one small philanthropy / service event and one large philanthropy fundraising event to benefit the Mobile ARC.

### Section Four: Meeting Rules

The rules contained in the current edition of Robert's Rules of Order Newly Revised shall govern the University of South Alabama Junior Panhellenic Council when applicable and when they are not inconsistent with the NPC Unanimous Agreements, these bylaws and any special rules of order the Junior Panhellenic council may adopt.

### Section Five: Absences

The following applies to the delegates as well as the alternates within the Junior Panhellenic Council.

1. All Junior Panhellenic Delegates and Alternates should have absences excused through the Panhellenic Vice President and Junior Panhellenic secretary prior to meetings.
2. If a delegate or alternate misses two unexcused meetings, the Junior Panhellenic Council may request any eligible sorority to replace their representative.

### Section Six: Voting

The power of one vote shall be granted to each eligible sorority chapter. Each chapter is not allowed to vote for themselves.

Section Seven: Amendment of the Bylaws

Any amendments to the Junior Panhellenic Bylaws must be backed by a three-fourths vote of all Junior Panhellenic members.