**Bylaws of** **Truman State University** **Panhellenic Association**

Article I. Name

The name of this organization shall be the Truman State University Panhellenic Association.

Article II. Object

The object of the Panhellenic Association shall be to develop and maintain sorority life and inter-sorority relations at a high level of accomplishment and in so doing to:

1. Consider the goals and ideals of member groups as continually applicable to campus & personal life.
2. Promote superior scholarship and basic intellectual development.
3. Cooperate with member sororities and the university/college administration in concern for and maintenance of high social and moral standards.
4. Act in accordance with National Panhellenic Conference (NPC) Unanimous Agreements, policies and best practices.
5. Act in accordance with such rules established by the Panhellenic Council as to not violate the sovereignty, rights and privileges of member sororities.
6. To cooperate with the University administration in the maintenance of high standards.
7. To be a forum for the discussion of issues within the University and sorority community.
8. To compile rules and regulations governing Membership Recruitment and the pledging of new members.

Article III. Membership

Section 1. Membership Classes

There shall be three classes of membership: regular, provisional and associate.

1. **Regular membership.** The regular membership of the Truman State University Panhellenic Association shall be composed of all chapters of NPC sororities at Truman State University. Regular members of the College Panhellenic Council shall pay dues as determined by the College Panhellenic Council. Each regular member shall have voice and one vote on all matters.
2. **Provisional membership.** The provisional membership of the Truman State University Panhellenic Association shall be composed of all colonies of NPC sororities at Truman State University. Provisional members shall pay no dues and shall have voice but no vote on all matters. A provisional member shall automatically become a regular member upon being installed as a chapter of an NPC sorority.
3. **Associate membership.** Local sororities or national or regional non-NPC member groups may apply for associate membership of the Truman State University Panhellenic Association. The membership eligibility requirements and the process for submitting an application and approval of the application shall be determined by the Panhellenic Council. Associate members shall pay dues as determined by the College Panhellenic Council. An associate member shall have voice and one vote on all matters except extension-related matters and, if they are not participating in the formal recruitment process, they shall not have a vote on recruitment rules and the establishment or modification of Panhellenic total. An associate member may be expelled for cause by a majority vote of the Panhellenic Council. An associate member shall not be entitled to vote on the question of its expulsion.
   1. Criteria for association membership
      1. *NOTE: List specific eligibility for associate membership and details about the application process here.*
      2. *NOTE: See the College Panhellenic Organization section in the NPC Manual of Information for additional information on membership classes.*

Section 2. Privileges and Responsibilities of Membership

1. **Duty of compliance.** All members, without regard to membership class, shall comply with all NPC Unanimous Agreements and be subject to these Truman State University Panhellenic Association bylaws, code of ethics, Recruitment Rules, and any additional rules this Panhellenic Association may adopt unless otherwise prescribed in these bylaws. Any rules adopted by this Panhellenic Association in conflict with the NPC Unanimous Agreements shall be void.
2. **Privileges.** All members of the Truman State University Panhellenic Association may participate in Truman State University Homecoming and Greek Week activities.

Section 3. Dues

1. NPC College Panhellenic dues shall be paid each semester as invoiced by the NPC office.
2. Panhellenic Association membership dues shall be an assessment per member and new member.  
   * The amount of such dues for the next academic year shall be determined by the Panhellenic Council no later than February of that year.
   * The dues of each Panhellenic Association member sorority shall be payable on or before April 1st for the spring semester and November 1st for the fall semester.

Section 4. Fees and assessments

The Panhellenic Council shall have the authority to determine fees and assessments as may be considered necessary.

Article IV. Officers and Duties

Section 1. Officers / Chairs

The officers of the Truman State University Panhellenic Association shall be President, Vice President of Scholarship, Vice President of Recruitment, Vice President of Judicial, Secretary and Treasurer. The chairs of the Truman State University Panhellenic Association shall be Junior Panhellenic Coordinator, Events Coordinator, Recruitment Director Coordinator, Public Relations Coordinator, Housing Coordinator, and Gamma Chi Coordinator.

Section 2. Duties of Officers and Delegate Chair Positions

The duties of the Executive Board Officers are as follows:

* The president shall:
  + Preside at all meetings of the Panhellenic Council.
  + Preside at all meetings of the President’s Council.
  + Serve as an ex-officio member of all Panhellenic Association committees, except the Judicial Board.
  + Communicate regularly with the Panhellenic advisor.
  + Act as the official spokesperson and representative for the Truman State University Panhellenic Council.
  + Serve as a member on the Panhellenic Recruitment Team
  + Be familiar with the NPC Manual of Information and all governing documents of this association.
  + Ensure that the NPC annual report is completed.
  + Communicate regularly with the NPC area advisor.
  + Maintain current copies of the following: Truman State University Panhellenic Association bylaws and standing rules; the Panhellenic Association budget; contracts executed on behalf of the Panhellenic Association; correspondence and materials received from the NPC area advisor; all College Panhellenic reports to NPC; and other pertinent materials.
  + Have the opportunity to have scholarship job with the Center for Student Involvement
  + Perform all other duties as assigned.
* The Vice President of Scholarship shall:
  + Perform the duties of the president in her absence.
  + Coordinate the selection of Truman State University Panhellenic Council scholarship recipients:
    - The Cady Award – which is awarded in the fall semester to one outstanding upper-class sorority woman.
    - The New Member Award – which is awarded in the spring semester to up to two new members.
    - Tally J. Stephen Award – needs based award focus on Greek leadership and scholarship
    - Greek Week Awards
    - Other Award as determined
  + Coordinate the ongoing efforts to promote academic achievements in the sororities. This includes, but is not limited to recognizes chapters with best GPA, Panhellenic scholar awards, and others programs.
  + Meet with each chapter scholarship chair once a semester and report best practices back to the Panhellenic Council.
  + Perform all other duties as assigned.
* The Vice President of Judicial shall:
  + Serve as the risk management officer for the Truman State University Panhellenic Council.
  + Coordinate a risk management speaker once a year for all Truman State University Panhellenic Council members.
  + Presides over all Truman State University Panhellenic Council judicial board hearing
  + Chair the Truman State University Panhellenic Council judicial board.
  + Interview, select, and train the of the Truman State University Panhellenic Council Committee
  + Perform all other duties as assigned
  + Not serve as a recruitment counselor (Gamma Chi) during their term
* The Vice President of Recruitment shall:
  + Chair all Truman State University Panhellenic Formal Membership Recruitment proceedings
  + Understand and coordinate all internal facets of Recruitment, including but not limited to:
  + Training other Recruitment Team members in their roles
  + Recruitment scheduling and reservations (venues, buses, Invite meal)
  + Running the recruitment software
  + Handling all registration, payment, and organization of PNMs both leading up to and during the Recruitment period
  + Know and explain recruitment event timing logistics
  + Work closely with the Panhellenic Advisor to ensure recruitment is successful.
  + Serve as a member on the Panhellenic Recruitment Team
  + Perform all other duties as assigned.
* The Secretary shall:
  + Keep an up-to-date roll of the members of the Panhellenic Council.
  + Record minutes of all meetings of the Truman State University Panhellenic Council
  + Maintain a complete and up-to-date file that includes the minutes of all meetings from the date of organization and current correspondence.
  + Send meeting minutes to the NPC area advisor, Truman State Panhellenic Advisor, and the Panhellenic Council.
  + Shall be familiar with the NPC Manual of Information and all governing documents of this association.
  + Perform all other duties as assigned.
* The Treasurer shall:
  + Supervise the finances of the Truman State University Panhellenic Association.
  + Prepare the annual budget and, after its approval by the Panhellenic Council, provide a copy to each Truman State University Panhellenic Association member sorority.
  + Receive all payments due to the Panhellenic Association, collect all dues and give receipts.
  + Pay promptly the annual NPC dues and all bills of the Truman State University Panhellenic Association.
  + Maintain up-to-date financial records; give a financial report at each regular meeting of the Panhellenic Council and an annual report at the close of her term of office.
  + Shall be familiar with the NPC Manual of Information and all governing documents of this association.
  + Perform all other duties as assigned.

The duties of Delegate Chair Positions are as follows:

* The Junior Panhellenic Coordinator shall:
  + Oversee the Junior Panhellenic meetings and operations
  + Work with the Junior Panhellenic representatives to plan a new member social and service event
  + Perform all other duties as assigned
  + Serve as the voting member for their chapter
* The Events Coordinator shall:
  + Coordinate Truman State University Panhellenic sisterhood events
  + Organize a service project or philanthropic activity once a semester for Panhellenic members
  + Serve as ~~a~~ Panhellenic’s representative on the Circle of Sisterhood committee
  + Serve as a member on the Panhellenic Recruitment Team
  + Work with IFC and NPHC to organize the Go Greek BBQ in the Fall
  + Participate in the planning of the all-Greek Information Night in the Fall
  + Be in charge of all Panhellenic bid day activities including yell-in and the bid day photographer
  + Perform all other duties as assigned.
  + Serve as the voting member for their chapter
* The Housing Coordinator shall:
  + Maintain all housing records and serve and the Truman State University Panhellenic Council housing liaison to department of Residence Life.
  + Meet with all the chapter housing officers to make sure they are aware of housing deadlines
  + Maintain and decorate the Panhellenic Office as council headquarters
  + Coordinate the scheduling of office hours as needed for all Panhellenic Council members in the Panhellenic Office one day of every week as agreed upon by the current council members.
  + Perform all other duties as assigned
  + Serve as a voting member for their chapter
* The Gamma Chi Coordinator shall:
  + Coordinator the application and hiring process for the Gamma Chis
  + Oversee the Spring and Fall Gamma Chi training
  + Coordinate the design of recruitment shirts and apparel for Gamma Chis
  + Serve as a member of Recruitment Team
  + Perform other duties as assigned
  + Serve as the voting member for their chapter
* The Public Relations Coordinator shall:
  + Oversee the Truman State University Panhellenic Council social media sites
  + Maintain and update the Truman State University Panhellenic Council website
  + Communicate with the Truman and Kirksville community about what is happening in the Truman State University Panhellenic community
  + Serve as a member of Recruitment Team
  + Coordinate the design and ordering of the Fall Formal Recruitment Go Greek shirts, posters, booklets, and Fall publicity tabling
  + Plan and execute all-sorority photo
  + Perform other duties as assigned
  + Serve as the voting member for their chapter
* The Recruitment Director Coordinator shall:
  + Serve as a member of Recruitment Team
  + Coordinate the design, order, and distribution of Fall Formal Recruitment Open shirts
  + Serve as an aid to the VP of Recruitment by managing all correspondence with Recruitment Directors
  + Complete the Recruitment Rules presentations to be presented in the Spring and Fall semesters
  + In the Spring this includes the assignment of venues, collection of advertisements for the Go Greek booklet, communication of the Recruitment schedule, signing of the code of ethics, and scheduling of chapter presentations on recruitment rules
  + In the Fall this includes the coordination of Miss & Mingle with Recruitment Directors, ordering and distribution of Invite cards, collection of legacy definitions and organization rosters, checking Recruitment slideshows and philanthropy activities, ensuring Recruitment Directors understand the computer system used, and answering any other questions Recruitment Directors might have
  + Perform other duties as assigned
  + Serve as the voting member for their chapter

Section 3. Eligibility

Eligibility to serve on Panhellenic Council requires a cumulative 2.5 grade point average and shall depend on the class of membership:

1. **Regular membership.** Members of sororities holding regular membership in the Truman State University Panhellenic Association shall be eligible to serve as any officer or chair.
2. **Provisional membership.** Members of sororities holding provisional membership in the Truman State University Panhellenic Association shall not be eligible to serve as an officer or chair.
3. **Associate membership.** Members of sororities holding associate membership in theTruman State UniversityPanhellenic Association shall be eligible to serve as an officer, except president or the officer in charge of recruitment.

Section 4. Selection of Officers

The officers that make up the Truman State University Panhellenic Association Executive Board shall be as follows: President, Vice President of Scholarship, Treasurer, Secretary, Vice President of Judicial, and Vice President of Recruitment~~.~~ Officers of the Executive Board are nonvoting members of the Panhellenic Council.

The delegates who will serve as voting members for their respective chapters shall hold the responsibilities of the following chair positions: Housing Coordinator, Gamma Chi Coordinator, Public Relations Coordinator, Events Coordinator, Recruitment Director Coordinator, and Junior Panhellenic Coordinator.

Officers and delegates shall be held in rotation by each eligible woman’s sorority chapter in order as agreed upon in this document. If a member of the women’s sorority in order of rotation is not prepared to serve as a designated officer, the Panhellenic Council shall determine how the office shall be filled.

The officer and delegate rotation by each National Panhellenic Council regular member is as follows: President & Housing Coordinator, Vice President of Scholarship & Gamma Chi Coordinator, Vice President of Judicial & Recruitment Director Coordinator, Secretary & Events Coordinator, Treasurer & Public Relations Coordinator, Vice President of Recruitment & the Junior Panhellenic Council Coordinator.

The chapter rotations for the officer & delegate position are: Sigma Kappa, Sigma Sigma Sigma, Alpha Gamma Delta, Delta Phi Epsilon, Delta Zeta, Alpha Sigma Alpha.

Section 4. Office-Holding Limitations

No more than one member from the same sorority shall hold office on the Panhellenic Executive Board during the same term. No more than one member from the same sorority shall serve as a voting delegate for her respective chapter during the same term.

Section 5. Term

The officers and delegates shall serve for a term of one year or until their successors are selected. The term of office will begin no later than 2 weeks before the end of the fall semester.

Section 6. Removal

Any officer or delegate may be removed for cause by a vote of two-thirds of the Panhellenic Council.

Failure to maintain a cumulative 2.5 GPA is considered cause for removal.

Section 7. Vacancies

Vacancies shall be filled in the same manner of selection as provided in Section 3 of this article.

Article V. The Panhellenic Council

Section 1. Authority

The governing body of the Truman State University Panhellenic Association shall be the Panhellenic Council. It shall be the duty of the Panhellenic Council to conduct all business related to the overall welfare of the Truman State University Panhellenic Association, including, but not limited to: review the parameters as adopted in the recruitment rules for the automatic adjustment of total every regular academic term, annually determine dues, approve the annual budget, consider extension, set a calendar of events; determine programming and establish recruitment rules and recruitment style. The Panhellenic Council shall also have the authority to adopt rules governing the Panhellenic Association that does not violate the sovereignty, rights and privileges of member sororities.

Section 2. Composition and Privileges

The Truman State University Panhellenic Council shall be composed of one officer and one delegate from each regular, provisional and associate member group at Truman State University as identified in Article III. The delegates shall be the voting members of the Panhellenic Council. The officer shall have voice but no vote. A member from the same sorority of the Junior Panhellenic Council shall act and vote in the place of the delegate when the delegate is absent. If delegate and both Junior Panhellenic Council members of the sorority are absent, the vote may be cast by a member of the sorority, providing her credentials have been presented to the association president.

Section 3. Selection of Delegates and Officers

Delegates and officers of the Panhellenic Council shall be selected by their respective women’s sorority chapters to serve for a term of one year commencing no later than 2 weeks before the end of the school year.

Section 4. Delegate Vacancies

When a delegate or officer vacancy occurs, it shall be the responsibility of the sorority affected to select a replacement within 2 weeks and to notify the Panhellenic Association secretary, president, and Panhellenic Advisor of her name, address and telephone number.

Section 5. Duties and responsibilities

Panhellenic delegate duties and responsibilities

* Must attend all Panhellenic Council meetings.
* Must support NPC Unanimous Agreements, policies and procedures.
* Must understand local College Panhellenic Association policies and procedures.
* Should know when to consult her sorority’s chief panhellenic officer for assistance and advice regarding College Panhellenic concerns.
* Should be prepared and knowledgeable about College Panhellenic concerns, the view of the member organization and chapter, and how to voice concerns to the Council.
* Should present regular College Panhellenic Association reports at chapter meetings.

Section 6. Regular Meetings

Regular meetings of the Panhellenic Council shall be held at a time and place established at the beginning of each academic term.

Section 7. Special Meetings

Special meetings of the Panhellenic Council may be called by the president when necessary and shall be called by her upon the written request of no fewer than one-fourth of the member sororities of the Truman State UniversityPanhellenic Association. Notice of each special meeting of the Panhellenic Council shall be sent to each member of the Panhellenic Council at least 24 hours prior to convening the meeting; however, such notice may be waived, and attendance at such meeting shall constitute waiver of said notice.

Section 8. Quorum

Two-thirds of the delegates from the member sororities of the Truman State University Panhellenic Association shall constitute a quorum for the transaction of business.

Section 9. Vote Requirements

1. Proposed motions on issues that impact a chapter as a whole must be announced at a previous meeting to allow opportunity for chapter input before a vote may be taken on the issue.
2. A two-thirds vote of the Panhellenic Council shall be required to approve a recolonization plan and for all extensions-related votes. All other votes, unless specified in these bylaws, shall require a majority vote for adoption. (See the Article on Amendment of Bylaws for specific voting requirements for the amendment of these bylaws.)

Article VI. The Panhellenic Advisor

Section 1. Appointment

The Panhellenic advisor of the Truman State University Panhellenic Association shall be appointed by the Truman State University administration.

Section 2. Authority

The Panhellenic advisor shall serve in an advisory capacity to the Truman State University Panhellenic Association. The Panhellenic advisor shall have voice but no vote at any meetings of the Panhellenic Council.

Article VII. Committees

Section 1. Standing Committees

1. The standing committees of the Truman State University Panhellenic Association shall be the Recruitment Team and Judicial Conduct Board.
2. The standing committees shall serve for a term of one year, which shall coincide with the term of the officers and delegates.

Section 2. Appointment of Committee Membership

The Panhellenic Councilshall appoint members and chairmf all standing and special committees, except as provided otherwise in these bylaws, and, in making these appointments, recognize the fair representation from all member sororities as much as possible. The president shall be an ex-officio member of all committees except the Judicial Board.

Section 3. Judicial Board  
The Judicial Board shall consist of the vice president of Judicial as chairman and one representative from each of the College Panhellenic member groups. The Panhellenic Advisor shall serve as a nonvoting ex-officio member.

The Judicial Board members shall participate in training to be educated about the purpose of the board, the rules and regulations the Judicial Board will monitor, the procedures to be followed, proper questioning techniques, the rights of the charged organizations, evaluating evidence, and deliberations and sanctioning. The Judicial Board shall educate member sororities about the Panhellenic judicial procedure. It shall be the Judicial Board’s duty to hold a hearing to adjudicate all alleged violations of the NPC Unanimous Agreements and the bylaws, code of ethics, standing rules and membership recruitment regulations of the Truman State University Panhellenic Association that are not settled informally or through mediation. The hearing shall be conducted by the entire Judicial Board unless the Panhellenic Council adopts rules for the hearing to be conducted by a committee of the Judicial Board. The members of the Judicial Board shall maintain confidentiality throughout and upon completion of the judicial process.

Section 4. Recruitment Team

The purpose of the Panhellenic Recruitment Team is to put on Fall Formal Membership Recruitment by coordinating all promotions and processes relating to the recruitment of new members for Panhellenic sororities. The composition of Recruitment Team shall be the Panhellenic Council chair and officer positions as follows: President, Vice President of Recruitment, Gamma Chi Coordinator, Public Relations Coordinator, Events Coordinator, and Recruitment Director Coordinator. The Panhellenic Advisor shall serve as a nonvoting ex-officio member.

Recruitment Team shall disaffiliate from their sorority for the same period as Greek Recruitment Counselors (Gamma Chis) in the fall in order to serve as unbiased representatives. Recruitment Team members must maintain a Panhellenic, “Go Greek” mentality at all times, both outside of and during the recruitment season. Recruitment Team members shall lead all Gamma Chi responsibilities and activities, and oversee all internal and external aspects of recruitment. Recruitment Team must communicate regularly with Panhellenic advisors and coordinate with the Interfraternity and National Pan-Hellenic Councils on campus. Recruitment Team shall be in charge of all advertising and promotional events for formal membership recruitment.

The registration and management of all Potential New Members for Fall Formal Membership Recruitment shall be handled by Recruitment Team, including the responsible use of the computerized recruitment system. Responsible use entails keeping sensitive contents of the recruitment process in strict confidence, especially any rankings made by Potential New Members and invitation lists submitted by sororities. While Recruitment Team members must keep all sensitive recruitment information confidential, they also must serve as a liaison for their individual sorority chapters to convey all recruitment information which is deemed necessary for sorority members to know. In particular, Recruitment Team shall be responsible for the education of all campus Panhellenic women on the Panhellenic Association Recruitment Rules, NPC Unanimous Agreements, and Code of Ethics. Any violations to these rules shall be reported to the President, Vice President of Recruitment, or Panhellenic Advisor to be handled according to the processes described in Article X of this document.

Section 5. Other Committees

Other such committees, standing or special, shall be appointed as deemed necessary by the Panhellenic Council.

Article VIII. Finances

Section 1. Fiscal Year

The fiscal year of the Truman State University Panhellenic Association shall be from January, 1 to December 31 inclusive.

Section 2. Contracts

Dual signatures of the president, treasurer, and/or Panhellenic advisor shall be required to bind the Truman State University Panhellenic Association on any contract.

Section 3. Checks

All checks issued on behalf of the Truman State University Panhellenic Association shall bear dual signatures. The following shall be authorized to be one of the two required signatures: President, Treasurer, and Panhellenic Advisor.

Section 4. Payments

All payments due to the Truman State University Panhellenic Association shall be received by the treasurer, who shall record them. Checks for payments shall be made payable to the Truman State University Panhellenic Association.

Article IX. Extension

Section 1. Extension is the process of adding an NPC women’s sorority.

The Truman State University Panhellenic Association shall follow all NPC Unanimous Agreements and NPC extension guidelines found on the NPC website and in the Manual of Information.

Section 2. Voting rights

Only regular members of the Panhellenic Council shall vote on extension matters.

Article X. Violation Resolution

Section 1. Violation

Chapters shall be held accountable for the conduct of their individual collegiate and alumnae members. Conduct contrary to the NPC Unanimous Agreements, these bylaws, the Panhellenic code of ethics, standing rules and/or membership recruitment regulations of the Truman State University Panhellenic Association shall be considered a violation.

Section 2. Informal resolution

Members are encouraged to resolve alleged violations through informal discussion with the involved parties.

Section 3. Judicial process

If informal discussions are unsuccessful, the judicial process will be set in motion by filing a report of the alleged violation. The Truman State University Panhellenic Association shall follow all mediation guidelines found in the Manual of Information.

1. Mediation. Mediation is the first step of the judicial process. The Truman State University Panhellenic Association shall follow all NPC Unanimous Agreements concerning the judicial process found in the Manual of Information.
2. Judicial Board hearing. When a violation is not settled informally or through mediation, the Judicial Board shall resolve the issue in a Judicial Board hearing. The Panhellenic Council shall adopt procedures in the standing rules for this purpose that are consistent with the NPC Unanimous Agreements.
3. Appeal of Judicial Board decision. A decision of the Judicial Board may be appealed by any involved party to the NPC College Panhellenics Judicial Appeal Committee. The Truman State University Panhellenic Association shall follow all NPC Unanimous Agreements concerning the appeals process found in the Manual of Information.

Article XI. Hazing

Per the Unanimous Agreements, the National Panhellenic Conference supports all efforts to eliminate hazing. All forms of hazing shall be banned.

Article XII. Inclusion Statement

Truman State University College Panhellenic Association does not categorically deny membership to an individual, based on race, color, religion, sex\*, national origin, age, disability, marital status, military or veteran status or political affiliation.

\*Pursuant to 20 U.S.C. 1681(a)(6)(A), social fraternities and sororities may limit membership on the basis of sex.

Article XIII. Parliamentary Authority

The rules contained in the current edition of Robert's Rules of Order Newly Revised shall govern the Truman State University Panhellenic Association in all cases to which they are applicable and in which they are not inconsistent with the NPC Unanimous Agreements, these bylaws and any special rules of order the Truman State University Panhellenic Association may adopt.

Article XIV. Amendment of Bylaws

These bylaws may be amended at any regular or special meeting of the Truman State University Panhellenic Council by a two-thirds vote, provided that the proposed amendment has been announced and submitted in writing at the previous regular meeting, allowing an opportunity for chapter input.

Article XV. Dissolution

This Association shall be dissolved when only one regular member exists at Truman State University. In the event of the dissolution of this Association none of the assets of the Association shall be distributed to any members of the Association, but after payment of the debts of the Association its assets shall be given to the National Panhellenic Conference.

STANDING RULES

A College Panhellenic Association may wish to adopt additional rules that pertain to the administration of the association. This type of rules belongs in standing rules rather than bylaws. Standing rules are written as a separate document from the bylaws, but should be attached to and distributed with the bylaws.

The following topics (as well as others) are best suited for standing rules:

* + Awards
  + Code of Ethics
  + Recruitment Rules
  + Judicial Procedures
  + Social Events
  + Traditions (i.e., Homecoming, Advisors, Installation, Service Projects, etc.)
  + Office Procedures
  + Financial considerations (i.e., paying for staff)
  + Recruitment Counselor selection/requirements/expectations