

Rutgers University Panhellenic Formal Recruitment Rules 2024

- A. The recruitment rules apply to all persons associated with Panhellenic Recruitment, including chapter members, potential members, new members, affiliates, and alumnae.
- B. Amendments to these rules may be made following these steps:
 - 1. The proposed change will be given, in writing, to the chapter Recruitment Chairman.
 - 2. After discussion by the Recruitment Chairmen, a vote will be taken by the Panhellenic Delegates.
 - 3. An amendment needs a simple majority of NPC chapters to pass.
- C. No rules may be altered or amended once Recruitment parties have begun.
- D. Any ideas being considered by a chapter, which are not covered in the recruitment rules, must be approved by the VP of Recruitment before being implemented. The VP of Recruitment will be responsible for interpreting the recruitment rules.

Recruitment Eligibility

- A. Students must meet the terms of the University's academic eligibility policy to be considered for membership. Terms of the policy are:
 - a. the completion of at least twelve (12) credits, including E credits, excluding AP credits
 - b. enrollment as a full-time student at least twelve (12) credits at Rutgers-New Brunswick
 - c. 2.50 cumulative grade point average
- B. Upper-class status will be determined according to university records.
- C. If, through the primary membership recruitment process, a potential new member accepts a bid and then has her pledge broken by an NPC sorority or breaks her pledge, then she is ineligible to be pledged to another NPC sorority on the same campus until the beginning of the next year's primary membership recruitment period.
- D. 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 sorority on that campus at the earliest opportunity.
- E. New members of a chapter whose charter has been rescinded or relinquished shall be eligible to pledge another fraternity immediately following the official release of the new member by the fraternity.
- F. A person who is or has ever been an initiated member of an existing NPC fraternity shall not be eligible for membership in another NPC fraternity.
- G. The Panhellenic Association and Rutgers University, in compliance with Title VII of the Civil Rights Act of 1964 and Title IX of the Education Amendments of the 1972 (Higher Education Act), do not discriminate on the basis of race, color, religion, sexual orientation or national origin in any of its policies, practices or procedures.

Invitations to Parties

- A. The Panhellenic Association will issue all invitations to parties based on the results of the matching of the potential new member's preferences and the sorority invitation lists.
 - 1. Grades. Women who do not meet a chapter's grade requirements should be released as early in the process as possible to allow them to explore other options.
 - 2. Legacies. If Legacies are not extended an invitation, at their discretion, chapters may notify Panhellenic so that her Recruitment Counselors may best counsel her for future rounds.
 - 3. Release Figures. Chapters will issue invitations to each round based on the numbers provided by our RFM Specialist. Any deviations from these numbers, or plans to deviate, must be communicated in advance to the RFM Specialist.
- B. For each round of Formal Recruitment, chapters must turn in their invitation lists at the time specified by Panhellenic, or they will otherwise be fined \$100 for every half hour it is late.
- C. Under no circumstances will a chapter's invitation list be changed once it is submitted.

Potential New Member (PNM) Expectations

- A. Potential New Members (PNMs) must attend Orientation prior to the start of Open House in order to participate in recruitment.
- B. PNMs must be deemed academically eligible to participate in recruitment by the published deadline or will be removed from the process.
- C. PNMs must attend all Open House virtual parties and all parties in other rounds to which she's been invited and has room in her schedule to attend. PNMs who do not have a valid reason for not attending parties may be released from the recruitment process.
- D. PNMs may attend up to a maximum of 5 Philanthropy Parties and a maximum of 2 Preference Parties.
- E. PNMs will abide by the same Normal Friendly Contact/Strict Silence rules as chapter members.
- F. PNMs will abide by the terms expressed in the MRABA.

Party Rules

- A. Recruitment entertainment (video, song, time not spent in conversation) shall be limited to 8-10 minutes per round.
- B. Recruitment Counselors will notify the Chapter Recruitment Chair or President when there are 5 minutes left in the party. The Recruitment Counselor will also give a warning 2 minutes to the end of the party. All PNMs must be out of the party after those two minutes are up.
- C. At any time during recruitment, only collegiate and alumnae sorority members and House Directors may participate in recruitment functions.
- D. No alcoholic beverages or men are permitted at any recruitment function or activity, including Bid Day.
- E. At any time during in-person recruitment events, chapters must not exceed the City of New Brunswick's Certificate of Occupancy and/or Panhellenic attendance guidelines.
 - 1. The Maximum Occupancy for every round of recruitment is set to 50 people total. There are to be no more than 20 PNMs per in-person party and 30 chapter members.
 - 2. The chapter members present for each recruitment round are at the discretion of the Recruitment Chair. These 30 people include advisors, the chapter recruitment team, and recruiters.
- F. A budget cap of \$6000 has been set for costs during recruitment for sororities that are holding Formal Recruitment rounds in their own facilities with their own furniture (i.e. table and chairs). If rentals fall into the cap, it will increase to accommodate sororities without facilities or furniture. For sororities without spaces or furniture used to facilitate conversation, the cost of rentals will be excluded from the budget cap. Functional items that facilitate connection and conversation for all sororities are excluded from the cap, such as name tags for members and water or light beverages during rounds. Alumnae contributions are limited to \$600 in addition to the cap.
 - 1. All receipts must be submitted within two weeks of Bid Day to the Vice President of Recruitment. Failure to do so will result in the chapter being placed on Past Due with OFSA as well as a \$50 fine to the Panhellenic Council.
 - 2. If a chapter anticipates spending over the budget cap, it must notify the VP of Recruitment. Failure to comply with the budget cap will result in a fine equal to half of the amount above the budget cap.
- G. Decorations. For all chapters, regardless of the location of their recruitment party:
 - 1. No outside decorations.
 - 2. All fire code regulations must be observed.
 - 3. There are to be no balloons (helium or otherwise) for decorations.
 - 4. Any large banners must be displayed inside during recruitment rounds.
 - 5. Examples of acceptable decorations include tables and chairs, tablecloths, small centerpieces, photographs, and string lights.
 - 6. For chapters recruiting in their house: There is to be no pipe and drape.
 - 7. For chapters recruiting in a student center or other location, pipe and drape is permitted.

H. No favors are to be given during any round of recruitment. This includes preference letters, poems, financial information, etc.

I. Men's fraternity letters, pins, lavalieres, etc., may not be worn or displayed at any time during a formal recruitment function.

Description of Individual Parties

A. Open House (on Zoom)

1. Purpose and Description: The goal is to have conversations to start to get to know each other. Conversations should be comparable to the conversations that are had at Meet the Sisters.

1. A house tour may be included in a video or may be included at the Philanthropy Round (in person or on video)
2. If a chapter chooses to show video content during this round, the total time of all the videos may not exceed a total of 8 minutes.

2. Open House activities will be held online January 20 & 21. Parties are 30 minutes with a 15-minute break in between.

1. Every sorority is required to use Zoom for these rounds. There should be a designated tech team to deal with tech issues and communicate directly to the VP of Recruitment

B. Philanthropy Round

1. Purpose and Description: Philanthropic themes, financial transparency information, and a house tour must be incorporated into these parties.

2. Timing. Parties will last for 55 minutes, with a 15-minute break.

3. Dress. Dress for chapter members and PNMs is casual. Chapters are permitted to wear matching shirts. The suggested dress for this round is jeans, flats, and heels or boots.

4. Food. No food is permitted; drinks are permitted. Only water is required.

5. Decorations. Standard rules with decorations apply (See G. under Party Rules).

6. Chapter Videos are not required

1. Presentations on financial transparency information and a house tour can be given live or via a 5-minute video.
2. Recruitment video shall be limited to 3 minutes in length
3. The maximum time that can be allotted to show videos is 8 minutes.

7. Philanthropy Round parties will be held on January 26–28th.

C. Preference Parties.

1. Purpose and Description: This party sets a more formal tone. Typically a ceremony is held.

2. Timing. Preference parties will last for 60 minutes, with a 15-minute break.

3. Dress. Chapter members and PNMs may wear a semi-formal outfit. Formal or Prom dresses are not necessary. No chapter funds will be used to purchase outfits. Chapters may wear coordinating outfits.

4. Decorations. Standard rules with decorations apply (See G. under Party Rules).

5. Food. Desserts only (cake, pastries, etc.) along with water, iced tea, lemonade, or sparkling cider may be served. Only water is required.

6. Preference parties will be held on February 3rd..

Issuance of Bids

A. After Preference, via ICS, the chapters will submit their Bid List.

B. Every Potential New Member who attends a sorority Preference Party MUST appear on that sorority's Bid List.

C. A Potential New Member shall not be asked orally, or in writing, to join before the time designated by Panhellenic.

Bid Day

A. All Bid Day celebrations must conclude by midnight.

B. Bid Day will be held on February 4th.

C. Bid Day is considered a part of recruitment. As such, all chapters must continue to abide by the City of New Brunswick's laws about building capacity.

1. When requested, Chapters will communicate their plans for Bid Day to the VP of Recruitment.

Disaffiliation/Normal Friendly Contact/Strict Silence

A. All members of the Recruitment Team (including Counselors) will disaffiliate from their chapters on November 11, in accordance with the Panhellenic Recruitment Team's timeline.

B. Any recruitment violations by a Recruitment Team member (including Counselors) will result in a recruitment infraction for her chapter.

C. Normal Friendly Contact, which is defined as a brief conversation, is permitted until the Preference Parties have concluded.

D. Strict Silence between members and PNMs is defined as no communication, will be enforced only during the period following the end of the first Preference Party until the distribution of bids.

E. Initiated sisters are not to instant message, text, call, e-mail, engage on social media, or contact Potential New Members in any way during the Recruitment period. This includes situations where the Potential New Member initiated contact with an initiated sister.

Snap Bidding & Quota Addition

A. Quota Addition is an option for matching PNMs who maximized their choices but were not placed via Bid Matching to a chapter, even if it places that Chapter over Total and Quota. The Quota Addition process will be administered by the Council's RFM Specialist, appointed by NPC.

B. Snap Bidding is an option for chapters that did not fill Quota during Bid Matching to take additional new members immediately before the end of formal recruitment and prior to the start of bid distribution.

C. Snap Bidding is limited to women who participated in Formal Recruitment and is coordinated under the direction of the VP of Recruitment, beginning immediately at the end of Bid Matching and ending with the distribution of bids.

Total Setting & Continuous Open Bidding

A. "Continuous Open Bidding (COB) is an option for chapters who did not fill Quota, or did fill Quota but did not reach Total to take additional new members immediately following Formal Recruitment. Students need to be registered via ICS to be eligible for COB.

B. If at any time after bids are distributed, and a chapter membership falls below Total, COB may occur (A prospective member may be extended a bid orally or in writing to upperclassmen, as long as OFSA has verified her grades via ICS.)

C. A written acceptance to pledge is binding until the recruitment period the PNM was originally pledged has expired and must be filed with OFSA within 24 hours after a Potential New Member accepts a bid.

D. Total will be set by the NPC Total Method Specialist after Bid Matching in collaboration with the RFM Specialist and NPC Area Advisor.