



Minimum Standards for College Panhellenics

This is a list of the minimum standards that every College Panhellenic should be meeting throughout the year. Think of these standards like guideposts for your experience: what you should be focusing on administratively in addition to your purpose as a College Panhellenic.

Every College Panhellenic must:

1. Adhere to all NPC Unanimous Agreements and policies.
2. Pay annual NPC dues by October 1 each year.
3. Meet regularly as a council (College Panhellenic delegates) to conduct the business of the College Panhellenic.
4. Host and/or promote recruitment efforts of the Panhellenic community. This relates to primary recruitment operations and continuous open bidding (COB).
5. Use NPC's model governing document templates to update governing documents annually through a vote of the College Panhellenic delegates and upload that version to FS Central.
6. Develop an annual council budget and upload the budget to FS Central.
7. Be in regular contact with your NPC College Panhellenic area advisor. For example, the NPC area advisor should be receiving College Panhellenic meeting minutes and reviewing governing documents and the budget prior to voting.
8. Complete all sections of the College Panhellenic Annual Report by May 1 each year.
9. Keep the College Panhellenic's FS Central account up to date with current officer and advisor contact information.

Aligning with NPC Policy and Basic Expectations

What is the standard?	What does this look like?
Adhere to all NPC Unanimous Agreements and policies.	• Having governing documents in compliance with NPC policies and standards. • Holding member chapters accountable to violations of Unanimous Agreements, College Panhellenic governing documents and NPC policies through the peer accountability process.
Pay annual NPC dues by October 1 each year.	• Dues are available to College Panhellenics on or around August 1 each year. Pay online through FS Central or via check to the NPC office.
Host and/or promote recruitment efforts of the Panhellenic community.	• Hosting primary recruitment and not creating restrictions on COB. • If the College Panhellenic uses the style of continuous recruitment, the College Panhellenic may maintain a leads generator



What is the standard?	What does this look like?
	but should not place restrictions on recruitment. • Completing the Comprehensive Recruitment Assessment with the area advisor.
Be in regular contact with your NPC College Panhellenic area advisor.	• Sharing College Panhellenic meeting minutes. • Asking the area advisor to review governing documents and the budget prior to a vote of the delegates. • Having a set monthly time to connect. • Reaching out with questions!

Using Good Governance Practices

What is the standard?	What does this look like?
Meet regularly as a council (College Panhellenic delegates) to conduct the business of the College Panhellenic.	• Meeting “regularly” may look different for each College Panhellenic. For some communities, this is weekly. For others, once a month may be sufficient. • Meetings are dynamic and fun for the delegates. • Preparing delegates to engage in business, including leveraging College Panhellenic Delegate Orientation or providing training for delegates.
Use NPC’s model governing document templates to update governing documents annually through a vote of the College Panhellenic delegates and upload that version to FS Central.	• Editing documents once a year (at minimum) as evidenced by the date on the document. • Making sure documents are voted upon by the CPH delegates (as evidenced by minutes). • Sharing governing documents with the area advisor ahead of voting. • Once approved, governing documents are uploaded to FS Central.
Develop an annual council budget and upload that budget to FS Central.	• There is an annual budget uploaded to FS Central on the CPH's account as evidenced by the date on the budget. • The budget uses the NPC template or a similar format. • The budget is financially sound (operating expenses are not more than income).



Keeping Up with Reporting

What is the standard?	What does this look like?
Complete all sections of the College Panhellenic Annual Report by May 1 each year.	• Submitting the College Panhellenic Annual Report (on FS Central) fully and thoroughly. The report becomes available in March each year. • Assigning different officers to complete different sections to reduce the burden. • Making sure if the officer assigned doesn't know the answer to a question they work with others on the council to determine the answer before submitting the report.
Keep the College Panhellenic's FS Central account up to date with current officer and advisor contact information.	• Making sure all officers and fraternity/sorority advisors (FSA) are listed under the Contacts section with correct information. This ensures all will receive timely communication from NPC. • At a minimum, every College Panhellenic should have the president and FSA's information in FS Central.