



College Panhellenic Officer Rotation Guide

The selection of Panhellenic officers through rotation provides each sorority the opportunity and responsibility of Panhellenic service. NPC encourages the practice of rotation for the selection of officers if your College Panhellenic has four or fewer chapters. On College Panhellenics with more than four NPC chapters, College Panhellenics should select officers using a combined rotation-election plan or a straight election plan.

Officer Selection - Rotation

Chapters must be aware of the terms their representatives are expected to serve and are responsible for selecting the best-qualified members to be Panhellenic leaders.

- The rotation order should be based on the date the chapter was installed on campus (oldest first), and the order noted in the Panhellenic bylaws.
- Rotation for officer roles should not follow the same schedule for each role. A variation of which chapter is represented in the rotation will help make sure all voices are heard.
- If a representative from the sorority, in turn for rotation, is not prepared to serve as an officer, the College Panhellenic bylaws should determine how the office is filled.
- If the College Panhellenic wishes, it may allow members of associate chapters to hold office, but they should not serve as the president, and should only be eligible to serve as the officer in charge of recruitment if their chapter fully participates in primary recruitment.

Officer Selection - Rotation-Election

On campuses with five to seven NPC chapters, College Panhellenics should select officers using a combined rotation-election plan.

- When using a rotation-election plan, a certain number of chapters (depending on the number of chapters and the number of Panhellenic offices) rotate into eligibility for the designated offices each year. Officers are selected from those eligible representatives.
- The remaining officer positions are filled by election. This process can be found in the [College Panhellenic Officer Elections Guide](#).
- While most College Panhellenics choose to have officers serve for a calendar year, depending on campus characteristics (e.g., where many Panhellenic women hold internships or co-ops or study abroad), the College Panhellenic may decide officers should serve for an academic year.



What Should be Included in Our College Panhellenic Bylaws?

A yearly review of the Panhellenic bylaws allows for the terms of each role to be updated or reviewed by the chapters so they can understand how to select the best-qualified representative of their organization.

Regardless of a rotation or rotation-election strategy, Panhellenic bylaws should state one of the following options:

- The offices of president, vice president, secretary and treasurer [list specific additional officers, if applicable] of the [name of institution] College Panhellenic Association shall be held in rotation by each eligible woman's sorority chapter in order of its installation at [name of institution]. If a member from the women's sorority, in order of rotation, is not prepared to serve as a designated officer, the College Panhellenic Council shall determine how the office shall be filled.
- The offices of [list specific officers] of the [name of institution] College Panhellenic Association shall be held in rotation by each eligible woman's sorority chapter in order of its installation at [name of institution]. If a member from the women's sorority, in order of rotation, is not prepared to serve as a designated officer, the College Panhellenic Council shall determine how the office shall be filled.

Officer Vacancy

Filling a vacancy may happen during the term. College Panhellenics are encouraged to use the best practice below. The method of filling a vacancy needs to be noted in the Panhellenic bylaws.

Officer Vacancy in Rotation (1978, 2020) – BEST PRACTICE

If a College Panhellenic officer is unable to fulfill her term and her sorority is unable to provide a qualified replacement, the sorority next in rotation shall assume the responsibility for the office; a sorority filling any unexpired term shall not relinquish its regular order.

- Example: Alpha's officer leaves the office mid-term. Alpha has no qualified replacement, so Beta fills the remainder of the unexpired term. Beta then serves again for its regular term in that office.