

Constitution of the Dartmouth College National Pan-Hellenic Council

Preamble

It shall be the duty of the Dartmouth College National Pan-Hellenic Council to administer all business related to the overall welfare of historically Black Greek organizations with an active chapter seated at the Dartmouth College campus. DC NPHC shall set rules that govern its body and that do not violate the rights and privileges of member groups nor Dartmouth College.

Article 1 Name of Organization

1. The name of the organization will be:
“The Dartmouth College National Pan-Hellenic Council” and can also be called NPHC or DC NPHC.

Article 2 Objectives and Purposes

1. The purposes for which the National Pan-Hellenic Council (NPHC) is to be organized will be consistent with the aims and objectives of a liberal arts education as pursued by Dartmouth College. No purpose or objective of the National Pan-Hellenic Council will be in conflict with applicable state or federal laws presently in for or hereafter enacted.
2. The specific purposes and objectives which the NPHC will be organized to pursue include:
 - a. Creating a unified forum for Black Greeks at Dartmouth College,
 - b. Addressing issues that relate specifically to Black Greeks at Dartmouth College,
 - c. Upholding the national standards of each member organization,
 - d. Encouraging programming amongst Black Greek organizations,
 - e. Facilitating communication between the NPHC and other Greek Leadership Council organizations on the Dartmouth College campus.
3. In accordance with the purpose of the NPHC, it will:
 - a. Sponsor at least one major programming event each term, at the discretion of the council
 - b. Collectively address issues in the community that affect all members of the NPHC.
4. The NPHC falls under the Dartmouth colleges Greek Leadership Council and therefore must obey the aims and objectives of the GLC Constitution and By-Laws as well.

Article 3 Membership

1. The NPHC at Dartmouth College membership is open to all persons affiliated with Black Greek Fraternities and Sororities with chapters recognized by Dartmouth College. This can include Alpha Phi Alpha Fraternity, Inc., Alpha Kappa Alpha Sorority, Inc., Kappa Alpha Psi Fraternity, Inc., Omega Psi Phi Fraternity Inc., Delta Sigma Theta Sorority, Inc., Phi Beta Sigma Fraternity, Inc., Zeta Phi Beta Sorority, Inc., Sigma Gamma Rho Sorority, Inc., and Iota Phi Theta Fraternity, Inc. An organization seated at Dartmouth College must demonstrate proof of a charter from their national organization. Furthermore, an organization must be in good standing with their national organization and Dartmouth College.
2. Individual members must pay the required dues to DC NPHC and must be in good standing with their national organizations as well as Dartmouth College.
3. Each chapter has equal rights and privileges regarding all issues that arise within the NPHC. The sole power of the NPHC lies in the body, which is constituted by the above-defined membership. Failure to meet the criteria for membership will result in the loss of or denial of access to NPHC rights and privileges.
4. Any of the nine national Black Greek Organizations, as recognized by the National Pan-Hellenic Council, may constitute the Dartmouth College NPHC as long as they are regarded as community service fraternities and sororities by Dartmouth College and provided they fit the membership criteria previously stated.
5. All members of Dartmouth NPHC must abide by this constitution.
6. If a new organization wishes to be recognized by Dartmouth College and DC NPHC, they must first meet the requirements of Dartmouth College before approaching DC NPHC.

Article 4 Officers and Duties

1. Each organization will elect two members to represent their organization on the NPHC. The elected members will decide amongst themselves who will fulfill which position. If there are more elected members than offices, then some elected members will serve as general members.
2. The officers of the NPHC will consist of a President, a Vice President, a Treasurer and a Secretary. These offices will constitute the Executive Committee of the NPHC.
 - a. Each officer must put the interests of the council above the interests of his or her chapter.
3. No member of the NPHC will be permitted to hold more than one office at a time, except in instances where there are less than four members represented on the Council. In those instances, it will be up to the Council's discretion to handle the vacancy.
4. For the sake of checks and balances, the President and the Treasurer should not be from the same organization and a rotation process will be used.

5. Each appointed member of DC NPHC shall take office in the spring and hold office until winter of the following year. In the event that the officer is on in the summer, and the council is active, he/she may keep the position or step down for the summer term.
6. If an appointed member is off campus, he/she must appoint someone in his/her absence with the approval of the rest of the board. In the event that a member from a different organization is appointed, this will not interrupt rotation.
 - a. The off-campus member will not be considered a member of the council in their absence.
7. In order to be eligible to hold any office in the NPHC, a member must have been in their respective Greek organization for at least one term preceding the appointment and in good standing with the college.
8. The President will be responsible for calling all meetings, booking rooms and preparing all agendas for such meetings. The President will also be responsible for attending Greek Leadership Council and Presidents' meetings or chairing the NPHC meetings. The President will be responsible for sending reports to the Presidents of DC NPHC organizations. This can be substituted with a monthly meeting instead.
 - a. The President and Vice President will decide which officer will attend GLC and Presidents' meetings and which officer will chair NPHC meetings.
9. The Vice President will perform the duties of the President in his/her absence. The Vice President will be responsible for assuring DC NPHC is following its written constitution. Lastly, the Vice President will be responsible for keeping an updated calendar of council events and activities.
10. The Treasurer will be responsible for maintaining accurate financial records of the NPHC. Along with the President, he/she will be allowed to request checks or purchase orders on behalf of the NPHC. The Treasurer, in accordance with the President, will also be responsible for receiving funding proposals and presenting them in NPHC meetings. The President is responsible for signing off on approved funding requests.
11. The Secretary will be responsible for recording accurate minutes of NPHC meetings. The Secretary will keep an accurate list of the membership of each NPHC organization. The Secretary will also be responsible for publishing the constitution and list of current officers in a venue decided by the council. (Online, In-paper, etc.) Lastly, the Secretary will record all votes of the membership.
12. Any representative to the NPHC may resign at any time by delivering a written notice of resignation to the council.
13. If an office is left vacant by the resignation of a representative, then the office will be filled at the discretion of the NPHC.
14. An officer failing to perform the duties as outlined may be asked to resign by the board.

Article 5
Quorum and Meetings

1. A quorum shall exist at any meeting of the membership where there is at least one representative from each of the active NPHC organizations.
2. The Spring Term NPHC will vote whether the NPHC will be active during the Summer Term that follows, but regardless of this decision a representative still needs to attend Greek Leadership Council Meetings, on behalf of DC NPHC. This vote will override any established quorum during that summer.
3. If one or more organizations have no representative on campus then a quorum is automatically established.
4. Meetings of the NPHC will be held at least twice per month at such time and place to be determined by the Chairperson.
5. All members will be notified of any meeting at least one day prior to the meeting.

Article 6
Voting

1. Each position on NPHC will have one vote. Motions for decisions to be tabled over to the next meeting may be requested by any organization and must be seconded by another organization, so that members may consult with the respective fraternities/sororities in regard to the issue.
2. For a vote to pass, it must receive a majority vote of 2/3.
3. There will be one absentee vote allowed per active organization with respect to the following matters only:
 - a. the resignation or replacement of a representative
 - b. whether the Summer NPHC will be active

Article 7
Finances

1. DC NPHC shall be given a set amount of money from the GLC office each Fiscal Year. This money is to be divided evenly amongst the active NPHC organizations.
2. When an organization wishes to seek DC NPHC funding, that organization must submit a funding proposal to the President and Treasurer at least 1 week—or less, at the discretion of the

Council—before the planned date of the event and the proposal will be voted on by the Council. Funding proposals must follow the guidelines established by the GLC bylaws.

3. In the event that the Council decides to host an event, the Treasurer will be required to subtract the costs of the Council's event and redistribute the money proportionately at the discretion of the Council. The Treasurer must communicate this change to each organizations President through a written email.
4. Membership dues shall be paid by each DC NPHC organization in an amount per member to be voted on by the board at the start of their term. Each member organization will pay the amount per member on the roster each term. All dues not collected by the third week of the quarter will be subject to a fifteen-dollar (\$15) late fee per chapter.
5. DC NPHC budget can be used to fund any event that is beyond the chapter's budget, though events that fall under DC NPHC Objectives and Purposes outlined in Article 2, should receive priority.
6. When the DC NPHC budget is not sufficient, the council has insufficient funds, or the event spans across multiple councils, organizations can submit budget proposals to the Greek Leadership Council.

Article 8 The Constitution

1. The DC NPHC Constitution is considered a "living" document whereby any article can be amended by authority of the council. The up-to-date document should include only those articles and regulations that the present DC NPHC intends to adhere to and wishes to continue into the future.
2. Amendments to the constitution require a 2/3-majority vote of the officers.
3. For all parliamentary authority not addressed in the constitution, Robert's Rules of Order will be used.