

# FORMAL RECRUITMENT GUIDELINES

OF

THE INTER-SORORITY COUNCIL

AT

## THE UNIVERSITY OF VIRGINIA

September 2024

It is our intention that these guidelines provide concise yet comprehensive direction for each round of Formal Recruitment. Should a situation arise that is not specifically outlined in the guidelines below, or the Recruitment Regulations, a member of the Inter-SorORITY Council Recruitment team will determine whether the instance violates the spirit of the guidelines and should be redressed. ISC Executive Board members reserve full discretion in deciding whether or not an instance is in violation, and whether the violation is severe enough for a verbal warning or formal violation report. **The goal of reducing frills is to encourage values-based recruitment.**

### Round Robins (25 minute events)

#### Purpose/Intent

- The purpose of this round is to engage with all PNMs and foster initial relationships. Meaningful dialogue and conversation should be the central focus.

#### Decoration

- Altering the typical decor of the facility should be limited. Changes in decoration should not be substantial or beyond the typical freshening up of the recruitment area/room.
- The addition of appropriate photographs, flowers, or other small-scale furnishings are permitted but should be limited.
- Providing additional seating is permitted to better accommodate PNMs and chapter members.
- The Pi Chi Directors will send a comprehensive list of Pi Chis in your chapter. Your house checks team is responsible for ensuring that these women are not featured in any photos or composites during rounds.

### Philanthropy (30 minute events)

#### Purpose/Intent

- The purpose of this round is to help PNMs understand the importance of philanthropic activity in sorority life, and highlight the specific efforts of each chapter.
- A video provided by the sorority's national organization about their respective philanthropy is the only form of entertainment permitted. If the national organization does not have a video to use in philanthropy rounds, the sorority should contact the actual

organization their philanthropy benefits for a video, which must be approved by a member of the Inter-Sorority Council Recruitment team.

- Following the video about the sorority's philanthropy, the philanthropy chair may give a speech about the specific chapter's philanthropic involvement. There is no time limit/minimum for speeches and videos. You can allocate as much time as you see fit.
- Following the philanthropy chair's speech, PNMs and sorority women will converse for the rest of the round in a similar fashion to Round Robins.

#### Decoration

- The chapter facility may be decorated with a banner for the philanthropy (either from an actual fundraising event, or made for Formal Recruitment), as well as t-shirts related to either the philanthropy or the fundraising events.
- Other than the above exceptions, philanthropy round will adhere to all of the same rules and requirements with regard to house decorations and photographs as Round Robins.
- The Pi Chi Directors will send a comprehensive list of Pi Chis in your chapter. Your house checks team is responsible for ensuring that these women are not featured in any photos or composites during rounds.

#### Attire

- If chapter women wear or display philanthropy t-shirts, they cannot be associated with alcohol or alcoholic events.

### **House Tours (35 minute events)**

#### Purpose/Intent

- The purpose of this round is to have a deeper dialogue with the PNMs and showcase the facility that your chapter calls home.

#### Decoration

- Decorations should be minimal, and follow the guidelines set for Round Robins.
- Particular attention should be paid to removing/covering photographs of disaffiliated members (Pi Chi, RAs, Recruitment Exec).
- The Pi Chi Directors will send a comprehensive list of Pi Chis in your chapter. Your house checks team is responsible for ensuring that these women are not featured in any photos during rounds.
- Decorations cannot include photographs with fraternity letters or houses according to NPC Unanimous Agreement 10.
- Decorations cannot include photos with alcohol.
- A sticky note or paper covering alcohol or fraternity letters/houses in images or posters is not adequate if it is blatantly obvious that the photo contains a violation underneath. Best practice with such photos is removal in order to prevent confusion upon house inspections.

### **Preference (60 minute events)**

#### Purpose/Intent

- The purpose of this round is to begin to introduce to PNMs the importance of ritual in Panhellenic life, and to communicate the larger impact that being a sorority woman should have.

#### Decoration and Refreshments

- Decorations should follow ritual requirements, where applicable.
- Additional lighting, tulle, tables, table linens, and items necessary for room rearrangement are permitted.
- Symbolic items used as a part of preference ceremonies (i.e. pearl or flower) are allowed. PNMs may not leave the sorority house with these items. The chapter is responsible for collecting them upon the departure of PNMs
- Poems, cards, and letters are not allowed and are considered bid promising.
- Chapters may serve water and one non-water drink.

Below are examples of allowed versus not allowed frills. This is by no means a comprehensive list. If you have a question about decorations, email the ISC recruitment team.

#### Allowed for all rounds

- Candles
- Flowers
- Lights inside
- Pictures
- Tapestries
- Additional furniture
  - Includes carpets
- Sticky notes over all RAs, Pi Chis, and Rec Exec
- Chapter t-shirts worn during Recruitment must be approved by a member of the Inter-Sorority Council Recruitment team.

#### Not allowed for all rounds

- Wall-to-wall covering on more than one wall per room
  - Includes full-wall tapestries, paper, sheets, pictures covering entire wall
- Pictures with solo/drink cups or fraternity letters or houses (even in the background)
  - Sticky note or small coverings are only permitted in instances in which it is not obvious what is being covered, at the discretion of ISC Exec (examples: sticky notes over cups or drinks in hands of members at a party is not permitted. Sticky notes covering letters of a fraternity house that is identifiable are not permitted. Sticky notes covering pi chis/rec exec **are** permitted. Sticky notes covering an entire section of a photo in a manner that does not allude that there is alcohol underneath (ex. covering a bar cart in the background) are permitted.) Balloons (indoor and outdoor)
- Outdoor decorations except for large chapter letters
- Streamers

## Miscellaneous:

### Virtual Recruitment Rounds

- In the event of a PNM or sorority member: 1) contracting COVID-19, 2) contracting another illness, 3) having a disability, or 4) any other issue by the discretion of the ISC, virtual recruitment may be provided. These virtual rounds would occur at the same time as in-person rounds.

### House Checks

- Recruitment chairs should appoint one woman living in the chapter house to be in communication with the Recruitment Executive team.
- Recruitment Exec team recommends appointing the ISC Representative if she lives in the chapter house.
- Women appointed to work with House Checks should be ready to give a tour of the house before each round.

### In Between Rounds

- Chapter women should never be leaving the house in between rounds, unless they have the specific job of non-recruiting (Ex: kitchen crew).

### Bid Day

- Please keep in mind that we are renting spaces for free from the University. Therefore, we need to respect the space.
- No feathers, no goodie bags, no trash, no loose glitter, etc. on bid day.
- No throwing objects that obscure vision.
- All University spaces used on Bid Day must be fully cleaned and restored to the condition before chapter arrival before the chapter leaves.

## **Recruitment Violation Penalties**

Please note that the penalty system for recruitment violations is different for the 2025 formal recruitment cycle, in line with the new rules of the National Panhellenic Council:

“In accordance with NPC Unanimous Agreement VII. College Panhellenic Association Peer Accountability Process, it shall be the Peer Accountability Board’s duty to hold a formal accountability resolution meeting to adjudicate all alleged infractions of the NPC Unanimous Agreements and policies, the bylaws, code of ethics, standing rules and membership recruitment rules of the University of Virginia Inter Sorority Council that are not settled through an informal accountability resolution meeting. The members of the Peer Accountability Board shall maintain confidentiality throughout and upon completion of the process.”

Listed below are examples of violations subject to sanction by the Peer Accountability Officer (PAO) (the VP Judiciary fills this position). Please refer to Recruitment Regulations for more detail on recruitment rules and policies, and the Peer Accountability process. Fines, educational

requirements, and community service are all potential corrective actions, all at the discretion of the PAO and Board based on severity of offense, or if the offense is recurring.

#### Noise/House Violations

The noise violation policy is defined in Recruitment Regulations. A warning via message or phone call will be offered for the 1st offense of the recruitment period.

First offense: Warning

Additional offenses: \$100 per occurrence.

#### Timing Violations

All PNMs must be past the boundary line after the round has ended. A warning via message or phone call will be offered for the 1st offense of the recruitment period. Each following offense is subject to sanction by the PAO, and **will** increase potential fines and corrective actions.

1st offense: written warning

2nd offense: \$25

3rd offense: \$50

4th offense: \$100

5th offense: \$150

Additional offenses will be \$50 added to the total.

#### Administrative Violations

Turning in invitation and/or bid lists late: \$100 per 15 minutes late

Not turning in a flex minus list: \$100

Turning in recruitment fines after the 2-week deadline: \$50 per day late

#### Conversation with PNM Violations

Questioning PNMs about grades: \$75 per occurrence

Questioning PNMs about legacy status: \$75 per occurrence

Discussion of alcohol with PNMs:

A warning via message or phone call will be offered for the 1st offense of the recruitment period. Each following offense is subject to sanction by the PAO, and **will** increase potential fines and corrective actions.

1st Offense: Warning

Additional Offenses: \$100 per occurrence

Questioning PNMs about their daily recruitment schedules (ie asking what other houses they have visited, if they are happy with the houses they are visiting, etc.): \$100 per occurrence

Degradation of another sorority: \$500 per occurrence

Bid Promising: \$200 per occurrence and referral to the Panhellenic Accountability Board

Inappropriate conversations: Inappropriate conversations by members with PNM's are subject to PAO sanction. Corrective measures are up to the discretion, investigation, and subsequent conversations between members involved, the Vice President of Judiciary, and Vice President of Diversity, Equity, and Inclusion. The first offense will result in a \$100 fine. 2nd and subsequent offenses can result in the dismissal from recruitment of members involved, as well as an additional fine of \$100.

PNM inappropriate conversations: Inappropriate conversations by PNMs with sorority members are subject to a warning from the Vice President of Judiciary and then upon a second infraction the PNM can be dismissed from the recruitment process.

Discrimination:

\$200 per occurrence of discrimination upon conversation with parties involved by the Vice President of Diversity, Equity, and Inclusion and Vice President of Judiciary. 2nd and subsequent offenses can result in the dismissal from recruitment of members involved.

PNM Discrimination:

If a PNM is reported to be engaging in discriminatory behavior upon investigation, following subsequent conversations between members and the Vice President of Judiciary and Vice President of Diversity, Equity, and Inclusion, will result in the potential for dismissal from recruitment.

PNM Discussion of Chapters:

If a PNM is reported to be engaging in degradation or negative talk regarding chapters, or discussion of chapters or preferences with other PNMs, upon investigation, and subsequent conversations between members and the Vice President of Judiciary, will result in the potential for dismissal from recruitment.

PNM Anonymous Reporting form:

PNMs will be able to submit interactions or events that made them uncomfortable during recruitment through an anonymous reporting form. Reports will be subject to a conversation between the chapter, the Vice President of Judiciary, and the Vice President of Diversity, Equity, and Inclusion.

Chapter Anonymous Reporting Form:

Chapters will be able to submit interactions or events that made them uncomfortable during recruitment through an anonymous reporting form. Reports will be subject to a conversation between the chapter, the Vice President of Judiciary, and the Vice President of Diversity, Equity, and Inclusion.

Frills

A warning via message or phone call will be offered for the 1st offense of the recruitment period. Each following offense is subject to sanction by the PAO, and fines and corrective actions will be proportional to the number of PNMs in the parties with frills.

1st offense: written warning

2nd offense (or more): \$10 per PNM

Alcohol Sanctions May Include

Fines not to exceed \$250 per person per incident

Contact Policy Violations from Preference Round to Bid Day (Strict Silence)

\$200 per occurrence and referral for mediation depending on severity of the offense.

Pi Chi Violations

Chapter's failure to submit the requested number of Pi Chi applications will result in a \$100 fine for each missing or incomplete/unsatisfactory application. The PAO may also choose to include further sanctions based on the chapter's history with failure to adhere to the standard.

Consequences for Pi Chi violations of rules range depending on degree of severity from a \$25-\$250 fine to removal from position, with inability to participate in home chapter's ongoing recruitment.

**\*\*Any violations that surpass the delineated violations or offenses are subject to mediation with the ISC Vice President of Judiciary and another member of the Inter-Sorority Council Recruitment team. \*\***